

Scioto County Board of Developmental Disabilities
Regular Board Meeting Minutes
January 21, 2021
STAR, Inc. @ 5:05 P.M.

1. **Roll Call:** Present were President C. William Rockwell, Jr., Vice President Michael Arnett, Recording Secretary Jeffrey Kleha, Cindy Gibson, Anthony Mantell and William Adams. Richard Bolin was not in attendance.
2. **Agenda:** Purcell requested item “J” under new business – *Selection of Advocacy Chair* be eliminated as it was no longer required. He also asked items “D” – *Review and approve 5-year forecast* and “H” – *Review and approve annual budget*, be combined. There were no objections.
3. **Minutes:** Minutes for the Regular Board meeting conducted on December 17, 2020 were approved on a motion made by Mantell and seconded by Gibson. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Superintendent Matt Purcell reporting for Finance Director Lynne Webb. Purcell stated the month of December began with slightly over \$7.5 million and ended with just over \$7.2 million after revenue and expenditures. He noted even with this ending balance, the CARES Act would no longer be providing reimbursement for COVID related expenditures, and there would be several placements of individuals at DD Centers that would be costly, so the funds would be needed to carry these expenses through the next couple of years. Arnett noted this ending balance was one of the largest in SCDD fiscal history, and he felt was the result of a well ran program.
5. **Superintendent’s Report:** Superintendent Matt Purcell reporting. Purcell updated the Board on the COVID vaccine progress. He stated SSA Director Chad Phipps, along with members of the SSA Department, had coordinated with the county and city health departments and set up a time and place in the VRS gym for adult individuals categorized as “1A Priority” to receive their first round of the vaccine. Approximately 75 individuals were vaccinated and will receive their second dose in February. In the coming weeks, individuals categorized under “1B” will be offered the vaccine, followed by teachers and other staff members who consent to receiving the vaccine.
6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. Rockwell thanked the Directors for their reports, and recommended any questions from Board members be directed to them or the Superintendent.
7. **Old Business:** Update on COVID 19 vaccine requirement for SCDD employees. This topic was tabled at the December meeting. Purcell stated although employers were legally permitted to require their employees take the vaccine, it was not mandated by law. After speaking to Assistant Prosecuting Attorney Danielle Parker, it was recommended that SCDD not require their employees to take the vaccine. He added there were too many

liabilities that could occur including unknown side effects, allergies, etc. Purcell stated employees who choose not to receive the vaccine would continue to follow PPE procedures.

8. **New Business:**

- A. **Recommend approval of revised policy 3.05.22 – Emergency Paid Sick Leave and revised policy 3.05.23 – Emergency Family and Medical Leave.** Purcell stated both policies were a result of President Trump’s orders for employers to give their employees an additional two weeks paid sick leave and/or emergency family leave if affected by COVID-19 through December 31, 2020. Both revised policies extend the date through March 31, 2021 as the pandemic is currently very much active and could still have an impact on employees. He noted this was not an additional two weeks, but an extension on the ending date for the policy to remain in effect. Gibson made a motion to approve both the revised policies and it was seconded by Adams. The motion carried in a unanimous roll call vote.
- B. **Recommend approval of SOCOG contract for Management Services, and include a temporary rate/service increase addendum.** Purcell explained that the Southern Ohio Counsel of Government (SOCOG) offers a variety of services to County Boards, including temporary staffing, MUI investigations, quality assurance, assistance with accreditation procedures and individual assessments. He stated the SSA Department was currently down three SSA’s and needed assistance until those positions are filled. The addendum to the usual SOCOG contract included temporarily elevating one SSA Assistant to the role of SSA, and bringing on one part-time SSA, who was a former SCDD employee. There were questions regarding the costs, need and timeframe in bringing on the two additional SSA’s. Following further discussion, Kleha made a motion to approve the regular SOCOG contract, along with the addendum temporarily adding two SSA’s until the three vacancies were filled. Gibson seconded the motion and it carried in a unanimous roll call vote.
- C. **Review and recommend approval of the five-year forecast and annual budget.** The Board received the five-year forecast and annual budget for review. Purcell noted funding was conservatively allocated to prepare for anything unexpected. He stated with the 5-year levy passed last year, along with the ending yearly balance, financial needs should be met through 2025. Purcell noted when funding is needed, non-traditional resources are always explored first, with local funding being a last resort. Kleha made a motion to approve both the five-year forecast and the annual budget, and it was seconded by Mantell. The motion carried in a unanimous roll call vote.
- D. **Recommend approval of the 2021 Non-Federal Share of Match Obligation Resolution.** This mandatory resolution states the intent of the County Board to honor payment of a share of non-federal Medicaid for certain individuals. Approval of this Resolution is in compliance with Ohio Revised Code Sections 5126.059 and 5126.0510 which mandate County Boards pay the Non-Federal

share of Medicaid expenditures for certain services to eligible individuals. The Resolution appropriates up to \$1,000,000 of the SCBDD CY 2021 budget for the expense. Kleha made the motion to approve the Resolution and it was seconded by Adams. The motion carried in a unanimous roll call vote.

- E. **Discuss VRS/HVAC Plan** Purcell stated the VRS building currently used boilers for heat and window unit air conditioners in the classrooms, while the second floor used rooftop units for both heating and cooling. There was a question of efficiency with these units both needing regular and diverse repairs. Purcell stated renewing the entire system would save money over time, but would come with a large cost initially. He asked permission to allow Dynamix to do a HVAC assessment of the building and submit costs and building plans for the overhaul. He stated if SCDD decided to contract with Dynamix, there would be no charge for the assessment. However, if SCDD decided it was too costly or to go another route, there would be a \$5000 fee. There were several comments from the Board. Rockwell suggested an assessment be made of the VRS building itself to get an idea of how much longer the building would be usable even if updates are regularly made. The building is 109 years old, and evaluating if the money is worth being put into the building is a valid concern. Additional questions included the availability of various funding, and options of other local facilities. After further discussion, Mantell made the motion to allow the Superintendent to enter into an agreement with Dynamix to do the HVAC assessment and it was seconded by Adams. The motion carried in a unanimous roll call vote.
- F. **Update on Carousel Center renovations** Purcell stated he had met with Directors Erica Wallace and Chad Phipps and Medicaid Manager Steve Sowkulech regarding the 6000 square feet of space recently vacated at the Carousel Center. It was determined two current vendors had expressed interest in obtaining more space with enough left over to accommodate four to six SCDD offices and a conference room. Discussion included the need for more office spaces considering the use of remote services, loss of revenue from the previous renter, and gaining space needed by SCDD. Purcell stated he had received an estimate for the office space from Crossroads Construction but as the cost was over \$5,000, he would be seeking two more letterhead quotes to present to the Board at a later date.
- G. **Review and recommend allocation of IDEA Part B Funds (Federal Awards)** Purcell explained that through IDEA (Individual's with Disabilities Education Act) Part B, funds are awarded to school districts to assist with education costs provided to students with disabilities. The recommended use of the awarded funding (approximately \$35,000) is to put it towards teacher's salaries to offset costs. This also serves as the SCDD's formal method of accepting public comment regarding the intended use of these funds. Kleha made a motion to accept the allocation of the award to the instructor's salaries and Gibson seconded. The motion carried in a unanimous roll call vote.

- H. **Update on Annual Action Plan** – Purcell stated the three-year Strategic Plan includes three one-year Action Plans in improving services and operations within SCDD. He noted that the 2021 Action Steps to the plan would be ready for Board review in February.
9. **Committee Reports: Ethics Committee** – J. Kleha, Chair. The Committee met at 4:30 P.M. to discuss a Direct Service contract that affected 32 individuals eligible to receive services in 2021. There were no conflicts found, and Kleha made a motion to approve the contracts and it was seconded by Gibson. The motion carried unanimously.
10. **Other:** Arnett asked Purcell about the progress of the IT project in bringing all computers up to date. Purcell stated they were finishing up this week, and it had taken them all week to complete. Arnett asked for a breakdown in costs of (1) the META contract with the additional IT help as proposed last month in full time positions, (2) costs of contracted services including disaster recovery/backup systems, (3) total cumulative costs for all services. Purcell stated he would provide those figures to Arnett.
11. **Comments from the floor:** Speakers are required to state their name and address for the record. Additional speaking rules are on the back of the public agenda. There were no comments from the floor.
12. **Adjournment:** On a motion made by Arnett and seconded by Kleha, the Board adjourned at 5:27 P.M. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Jeffrey Kleha
Recording Secretary