

**Scioto County Developmental Disabilities
Board Meeting Minutes
October 15, 2020**

STAR, Inc. @ 5:05 P.M.

In complying with the Governor's Urgent Health Advisory: Ohioans Protecting Ohioans, SCDD's meeting was held in closed quarters and was live streamed on the SCDD Facebook page.

1. **Prayer/Pledge:**
Prayer Offering – Cindy Gibson
Pledge Leader – Rodney Barnett
2. **Roll Call:** Present were President Rodney Barnett, Recording Secretary Michael Arnett, C. William Rockwell, Jr. and Cindy Gibson. Vice President J. Michael Thoroughman, Jeffrey Kleha and Richard Bolin were unable to attend the meeting.
3. **Agenda:** The Superintendent asked for two additions under Item #10 – New Business – *VRS Graduation* and *Proclamation for Cindy Newberry*. There were no objections.
4. **Minutes:** Minutes for the Board meeting conducted on September 17 was approved on a motion made by Rockwell and seconded by Gibson. The motion carried in a unanimous roll call vote.
5. **Expenses and Fiscal Report:** Superintendent Matthew Purcell reporting for Finance Director Lynne Webb. Purcell noted the month of September started with roughly \$8.9 million and ended with just under \$8.5 million after expenditures and revenue. He reminded the Board this ending balance was elevated due to the last of the tax settlements being included. Purcell noted that moving forward, the monthly deficit would begin to eat into this annual carryover and ending balances would be at a more regulated amount. Arnett made a motion to accept the written and oral report and it was seconded by Rockwell. The motion carried unanimously.
6. **Superintendent's Report:** Superintendent Matthew Purcell reporting.
Purcell updated the Board on the upcoming All Staff In-Service. He noted it had been rescheduled to November 4 at Shawnee State University. However, after meeting with the Leadership Team this week, it was determined the safest way to present the in-service was by conducting it virtually. He stated it would consist of the required trainings needed to keep employees in compliance, as well as the keynote speaker making a presentation on "Secondary Trauma". He added the date would remain November 4, and of course with the in-service being done remotely, there would be reduced costs.

He also informed the Board that with the COVID status being upgraded to "red", there had not been many changes in protocol within the buildings. Office doors would remain open (to prevent touching doorknobs, etc.) unless there was a reason for them to be closed. Meetings are scheduled by appointment only, and there are no sharing rides for individual visitations. Communal bathrooms are limited to one person at a time with sanitizing procedures mandated after each use. Employees are required to sanitize all shared equipment after use as well. Purcell stated that with the flu season approaching, flu shots were offered by the Health Department at VRS.

There were no questions or comments.

7. **Program Reports:** The Directors/Managers were not in attendance because of the COVID-19 situation and the need for social distancing. Barnett thanked the Director's for their reports.
8. **Committee Reports:** *Ethics Committee – Jeffrey Kleha, Chair.* There was no need for an Ethics meeting this month.
9. **Old Business:** Purcell informed the Board STAR Director Kelly Hunter had obtained three letterhead quotes for the installation of a fence around the STAR parking lot, as authorized at the last Board meeting. He reminded the Board that there had been problems with vandalism to both privately and SCDD owned vehicles from illicit people cutting through the parking lot. After reviewing the three bids, Hunter selected *Colonial Post and Fence* for the job, and Purcell noted although their bid was roughly \$2000 higher than the lowest bid, he authorized Hunter to move forward based on this vendor's qualifications. He added that the amount does not necessitate the Board having to adhere to the Competitive Bidding requirements and this was permissible as Hunter did voice concerns of the lowest bidder. No action was needed or taken by the Board.
10. **New Business:**
 - A. ***Board In-Service Training.*** Purcell stated an in-service training for Board members would be conducted by EI Director Erica Wallace after the meeting adjourned. The topic will be *Early Childhood Programs.*
 - B. ***Discuss Renewal of Health Insurance.*** Purcell stated the current insurance carrier, Anthem, had put in an initial bid with a 14% increase on current rates, which was still below what was budgeted. The insurance brokers then negotiated with Anthem and brought them down to an only 5% increase. He explained that as SCDD is budgeted for a 15% increase, this amounts to a difference of approximately \$120,000 in "budgeted" savings. He explained he would be moving ahead with Anthem as there would be a risk of losing this low increase if other options are sought. All that would be needed on SCDD's end would be the employee share amount and the HRA contributions, and a Finance Committee meeting would be scheduled to discuss these items.
 - C. ***Delegate Assembly.*** Purcell stated he had volunteered to be the OACB delegate for the meeting in December. He noted this year's meeting would be held remotely, and as of now there were no viable issues on the ballot. There were no objections.
 - D. ***Superintendent Evaluation.*** Purcell stated his evaluations were due the first of the year, and the Board members would be given a physical form to do the evaluation next month. He noted the evaluations had previously been given to Board President Barnett, and if he was in agreeance, that could be done this year as well. There were no objections.
 - E. ***Update on CARES Act.*** Purcell reported on the reimbursements of COVID related expenditures. He stated the CARES Act had funneled through \$16,000 for school programs. Additionally, SCDD has been reimbursed \$10,000 from the County Commissioners through the CARES Act. In recent months, more COVID related expenses had accrued, and through the CARES Act, a total of \$98,000 had been reimbursed. The ODE had granted \$68,000 through the Emergency Relief Act to VRS, to be used exclusively for school related projects. Purcell added the additional \$50,000 approved at the last meeting to the SCDD COVID Financial Assistance fund, had also been reimbursed. He noted that at this time, SCDD was held harmless from any COVID related expenses.
 - F. ***VRS Graduation.*** Purcell informed the Board the Vern Riffe School graduation ceremony would be conducted on October 16 at 1:00 P.M. The class of 2020 was comprised of four proud Cardinal graduates. Each graduate was permitted to have limited family members attend the ceremony and the processional would be done one

student at a time in the gym. Pictures and a video will be available on Facebook. Purcell thanked Board President Barnett for signing the diplomas.

- G. ***Proclamation for Cindy Newberry.*** Purcell informed the Board of the October 23 resignation of Intake Evaluator Cindy Newberry. Cindy has been a part of the SCDD family since 1994 in various capacities, including community services, waiver services and case management. She retired in 2011, but returned to her current position in May, 2012. Cindy will be remembered for her passion in the DD field to enhance and improve the lives of individuals with DD. The record will show the Board honors Cindy Newberry's years of service by the reading of this Proclamation, and wish her all the best on her retirement journey.

11. **Other:** None

12. **Comments from the floor:** Not Applicable

13. **Adjournment:** A motion to adjourn was made at 6: 13 P.M. by Arnett and seconded by Gibson. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Submitted by:
Michael Arnett
Recording Secretary