

**Scioto County Developmental Disabilities  
Board Meeting Minutes for October 19, 2017**

STAR, Inc. @ 4:45 P.M.  
Prayer: Cindy Gibson

Pledge: Richard Bolin

1. **Roll Call**: Present were President Rodney Barnett, Vice President J. Michael Thoroughman, Recording Secretary Michael Arnett, Jeffrey Kleha, C. William Rockwell, Jr., Cindy Gibson and Richard Bolin.
2. **Agenda**: The Board received the revised agenda that included a report from the Finance Committee Chair.
3. **Minutes**: The Minutes for the Ethics Committee meeting and regular Board meeting, both conducted on 9/21/17, were approved collectively in a motion made by Mr. Kleha and seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
4. **Expense and Fiscal Report**: Finance Director Matt Purcell reporting. The Board signed three *Morals and Obligations* and three *Then and Now* certificates. Mr. Purcell stated the General Fund showed September starting with slightly over \$4 million, and ending with just under \$3.9 million after revenue and expenditures. He noted the revenue report showed the addition of the Rollback and Homestead levy tax dollars; and the expenditures report reflected a higher salary payout due to having three pay periods within the month. Mr. Bolin made a motion to accept the oral and written report and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
5. **Superintendent Report**: Superintendent Julie Monroe reporting. Ms. Monroe stated that surveys had recently been sent out and the information gathered from them would be useful in the development of next year's goals. Mr. Thoroughman made a motion to accept the oral and written report and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.  
  
Mr. Barnett asked about the progress of the Superintendent evaluations. Following discussion, the Board agreed to conduct an Executive Session at November's meeting to review their evaluations collectively with the Superintendent.
6. **Program Reports**: The Program Reports were submitted to the Board prior to the meeting. Mr. Barnett thanked the Directors for their reports. Ms. McNelly reminded the Board that Fall-o-ween would be 10/26/17 at Vern Riffe School.
7. **Old Business**: None
8. **Committee Reports**:
  - A. **Finance Committee** – M. Thoroughman, Chair. The Committee met at 4:00 P.M. prior to the Board meeting. Mr. Thoroughman stated the Finance Committee recommends that

SCDD continue to use United Health Care Insurance as their provider. After discussion and questions, Mr. Thoroughman made a motion to accept the recommendation and it was seconded by Mr. Arnett. The motion carried in a unanimous roll call vote.

- B. Ethics Committee – J. Kleha, Chair. There was no Ethics Committee for the month of October.

**9. New Business:**

- A. Recommend approval of the South Central Ohio Educational Service Center (SCOESC) contract for providing Speech-Language Pathology Services for school age individuals. Mr. Rockwell made a motion to approve the contract and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote. Mr. Barnett, Board President, signed the contract.
- B. Recommend approval of the following policies:
1. Policy 6:13 PPM – Family and Medical Leave. *This policy was bought up to date according to law. Employees will need to use all benefit time before being approved for leave without pay.*
  2. Policy 3.02 PPM – Involuntary Separation From Employment. *This policy states an employee can be involuntarily separated from work when their job performance is affected due to illness or other personal situations.*
  3. Policy 3.02.20- Public Employment Risk Reduction Program. *This policy ensures a safe work environment will be provided to all employees under reasonable circumstances.*
  4. Policy 8.05 BPM – School Age Services, Appendices A and B. Recommend complete re-write; abolish old policy and adopt new (See #10) *The policy had not been updated since 1991 and was rewritten due to extensive changes within the policy.*
  5. Policy 8.12 BMP – Emergency Suspension, Suspension, Expulsion (Recommend abolishment – *Topic now covered in model school policies*)
  6. Section 8.19 BPM – Absence and Missing Child Policies – (Recommend abolishment – *Topic now covered in model school policies*)
  7. Policy 4.20 PPM – Petty Cash Funds – Update and remove large section to make into a procedure. *It was noted a maximum of \$300 was kept in any petty cash fund.*
  8. Section 10:06 – Enrollee Conduct – (Recommend abolishment)
  9. Section 10:14 – Enrollee Discipline Code – (Recommend abolishment)
  10. Recommend approval of new Policy 5.04 – School Age Services.

The Board was given the policies in their packets for review. Mr. Thoroughman made a motion to collectively approve the policies and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

- C. Received copies of the Ohio Department of Education Special Education Model Policies and Procedures, and Restraint Seclusion Model Policy and Procedures adopted by the Board on 8/7/17. *These policies are now appendices to the new school age services policy and will be incorporated into the SCDD policy manual.*

- D. Nomination of Delegate for the OACB Delegate Assembly on 11/29/17. Mr. Arnett made a motion to nominate Mike Thoroughman as Delegate and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote. Mr. Thoroughman agreed to serve as Delegate.
  
- E. Board Member Training Session from SOCOG. Amy Cartwright, Executive Director and Kendra Rossa, Special Projects Manager, provided training on MUI's and other services Southern Ohio Council of Governments (SOCOG) provide to County Boards. This training completes two of the four required training hours for the Board members. The other two hours must be obtained through DODD webinars. Ms. Monroe reminded the members to send her an email when they had watched a webinar as it is required for documentation.

10. **Miscellaneous:** None

11. **Comments from the Floor:** There were no comments from the floor.

12. **Adjournment:** The meeting was adjourned at 6:45 P.M. on a motion made by Mr. Rockwell and seconded by Mr. Bolin. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White

Respectfully Submitted by:  
Michael Arnett, Recording Secretary