

**Scioto County Board of Developmental Disabilities
Board Meeting Minutes for October 20, 2016**

STAR, Inc. @ 6:00 P.M.

Prayer Leader: Reverend Evan Fisher

Pledge Leader: Richard Bolin

1. **Roll Call:** Present were Board President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, C. William Rockwell, Jr. , Richard Bolin and Jeffrey Kleha. Cindy Gibson was absent and excused.
2. **Agenda:** Ms. Monroe requested item #9F be added under New Business – Match payments for shuttle busses for STAR, Inc. There were no objections.
3. **Minutes:** Minutes for the Ethics Committee and regular Board meeting, both conducted on September 15, 2016, were approved collectively in a motion made by Mr. Kleha and seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.
4. **Expense and Fiscal Report:** Finance Director Matt Purcell reporting. The Board signed five *Then and Now Certificates* and six *Moral Obligations*. Mr. Purcell stated the Capital, Residential Services and General Fund were all included in the Board packet, and he had distributed the Trust Fund. He noted the General fund had a beginning balance of just over \$3 million and an ending balance of approximately \$2.8 million after revenue and expenditures. He stated we did receive a manufactured homes rollback and Homestead dollars from the levy in the amount of approximately \$328,000 and this pushed the amount of received revenue over 5% of what was projected in the tax levy line item. There were a few questions from Board members regarding the report. Mr. Thoroughman made a motion to accept the written and oral report and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.
5. **Superintendent Report:** Superintendent Julie Monroe reporting. The Board received the written report prior to the meeting. Ms. Monroe requested an Executive Session be added to the agenda in accordance with ORC 121.22 Public Meetings – Exceptions (G) (1), the Board will enter into executive session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official. There were no objections.
6. **Program Reports:** The Program Reports were submitted to the Board prior to the meeting. There were no questions or comments. Mr. Barnett thanked the Directors for the reports.
7. **Committee Reports:**
 - A. **Personnel Committee** – R. Bolin, Chair. The Committee met at 5:15 P.M. before the meeting to discuss the final quote from United Health Care. The Committee brought two recommendations before the full Board for approval. The first was to accept the United Health Care 7% increase in insurance costs, and approve the Board absorbing that cost for employees. Mr. Purcell stated SCBDD was already budgeted for an increase of 15%. Employees currently pay 13.6% out of pocket for their insurance and after the Board absorbs the 7% increase, they will pay approximately 13%, which is close to the national average of 15%. There was concern expressed by some Board members that it may not be possible to pick up the entire increase year after year, especially if increases are more significant. The Board asked Ms. Monroe to explore other options. After discussion and questions from the Board, Mr. Barnett made a motion to accept the UHC 7% increase, and to approve the Board absorbing the additional costs. The motion was seconded by Mr. Bolin and carried in a unanimous roll call vote.

The second recommendation was to keep the Board contributions to the employee's Health Reimbursement Account the same as the previous year. The insurance plan has a high deductible and the HRA off-sets some of the costs incurred from that deductible. Ms. Monroe explained that the current contribution of \$4999.00 for a family and employee/child plan and \$2500.00 for a single plan is significantly higher than average for employer contributions according to the insurance broker and observations from other County Board programs. However, with an HRA plan, the funds belong to the employer if not used by the

employee. Mr. Purcell noted that projections indicate that approximately 75% of the account is used yearly. There was discussion about whether or not the Board would continue contributing a high end amount. There was agreement that if changes were made to HRA contributions it would be done gradually. The Board asked Ms. Monroe to assure that staff members were aware that the continued high end contribution to HRA's cannot be guaranteed and would be determined yearly on factors such as premium increases and other budgetary considerations. The Board also recommended that the Finance Committee look more closely at insurance costs and other possibly less expensive options for next year. Mr. Thoroughman made the motion to keep the HRA contribution the same as the previous year, and it was seconded by Mr. Kleha. The motion carried in a five "yea" to one "nay" vote. Mr. Barnett, Mr. Thoroughman, Mr. Bolin, Mr. Kleha and Mr. Rockwell voted "yea". Mr. Arnett voted "nay".

B. Ethics Committee – There was no Ethics Committee meeting this month.

8. **Old Business:** Ms. Monroe provided the Board with an update on the Policy Project. She stated the Directors were given their related program policies and were currently working on revisions as needed. She hopes to have the policies ready for review at the next Board meeting.

9. **New Business:**

A. Recommend approval of revised Table of Organization. Recommended changes are:

1. Abolish the Parent Advisor for RIHP (Regional Infant Hearing Program) as this was a grant-funded position and no longer needed. Mr. Arnett made a motion to abolish the position and Mr. Thoroughman seconded. The motion carried in a unanimous roll call vote.
2. Add a new position of Medicaid Services Manager to coordinate, monitor, and oversee the authorization of Medicaid waiver services. Ms. Monroe explained it is mandated by law that County Boards have a Medicaid Manager, and currently Matt Purcell, Chad Phipps and a contracted employee are assuming these duties. Tracking utilization of authorized waiver services would be a primary duty, as it can take years to recoup funds for underutilized services. Mr. Purcell added that 30-35% of this salary would be paid through revenue received from participating in the MAC (Medicaid Administrative Claiming) program. Another percentage would be drawn from the recent abolishment of one of the Behavior Support positions at Carousel. After further discussion and questions from the Board, Mr. Kleha made a motion to approve the creation of the new position and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote. It was also agreed a revised Table of Organization would be presented to the full Board once it is determined where the new position will be placed on the TO. Ms. Monroe thanked the Board for approving the creation of the new position.

B. Recommend approval of appropriations request for the purpose of satisfying financial obligations through the end of the year and the transfer of funds from the General fund to the Capital fund for the use in the Capital Improvement Plan. The Board was asked to adopt and sign two Resolutions; one to transfer funds and the other to authorize the appropriation of the transferred funds. Resolution 2016-10.01 – Regarding the Transfer of Funds from Fund 231 to Fund 503. Authorizes the transfer of \$300,000 from the General to the Capital fund to be used for the year's remaining Capital Improvement Plan projects, including ledge-work, tree trimming, the construction of the wheelchair ramp, and new boilers at STAR. Resolution 2016-10.02 – Regarding the Appropriation of Funds in 231. Authorizes the appropriation of \$300,000 for use in the Capital Improvement Plan and \$600,000 to be reallocated for contract services. Mr. Rockwell made a motion to collectively approve both Resolutions and Mr. Thoroughman seconded. The motion carried in a unanimous roll call vote. Five Board members signed the Resolutions with a vote of "Yea."

C. Recommend authorizing Superintendent Monroe to purchase a boiler for STAR. Ms. Monroe stated the plan to replace the boiler at STAR was already in the Capital Improvement Plan but was not slated for replacement until next year. However, the boilers are deteriorating and repair parts are no longer manufactured. If there were to be a breakdown of the boilers this winter, STAR would be left without a heating source. Mr. Chaffin (Maintenance), Mr. Porter (Safety Consultant) and Mr. Hunter (STAR/ADS Director) have already met with Ms. Monroe with letterhead quotes for the boiler replacement costs. Mr. Rockwell made a motion to authorize Ms. Monroe to purchase the boiler and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.

- D. Review and discuss health insurance quotes for United Health Care and Board/Employees contributions. United Health Care's quote was accepted with a 7% increase and it was approved the Board will pay the additional costs.
- E. Review and discuss Board contributions to HRA's. The Board's contribution to the Health Reimbursement Account will remain the same as last year.
- F. Match payments for shuttle busses at STAR – The Board approved an Expenditures of Vehicle Grant at the November, 2015 meeting for an amount not to exceed \$45,000. STAR was awarded the grant and purchased three shuttle busses for out of pocket costs of \$36,000 total. Ms. Monroe informed the Board that the match payment expenditure will be used for that amount. It was also noted STAR is the owner of the vans. There was brief discussion regarding the eventual privatization of STAR and the SCBDD's role in their successful transition.

10. Miscellaneous: None

11. Comments from the Floor: None

12. Executive Session: The Board entered into Executive Session at 7:22 P.M. *in accordance with ORC 121.22 Public Meetings – Exceptions (G) (1), the Board will enter into executive session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official* on a motion made by Mr. Arnett and seconded by Mr. Rockwell. The motion carried unanimously.

The Board resumed regular session at 7:25 P.M. A motion was made by Mr. Thoroughman to award a two-year contract to Tammy Nelson, Intake/Early Childhood Director. Mr. Bolin seconded the motion and it carried in a unanimous roll call vote.

13. Adjournment: Mr. Thoroughman made a motion to adjourn at 7:26 P.M. and it was seconded by Mr. Rockwell. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White

Respectfully Submitted by:
Michael Arnett
Recording Secretary