

Scioto County Board of Developmental Disabilities
Meeting Minutes for October 20, 2010
Meeting held in Room 210 of Vern Riffe School

6:07 p.m.

1. **Roll Call:** Present were President Rodney H. Barnett, Vice President James “Mike” Thoroughman, Recording Secretary Stephanie Childers, Klaire Purtee, Jeff Kleha and William Rockwell. The seventh seat on the Board is vacant.
2. **Agenda:** The agenda had been sent out to board members in advance of the meeting. Superintendent Brenda Benson noted that she wanted to add a time when she could talk to the Board about her schedule for the rest of the year.
3. **Minutes:** Minutes from the meetings on September 8 and 9, as well as September 16 were before the Board for approval. Mr. Thoroughman made the motion to approve the minutes as received. Mrs. Childers seconded. The motion was unanimous to approve. This and all votes of the Board are recorded using the roll call method.
4. **Expenses:** Business manager Matt Purcell explained a new procedure for receiving approval to pay expenses incurred without first having a purchase order to encumber the funds. In the past the Board has been asked to approve a ‘moral’ obligation.

The term to be used from this point forward is a ‘Then and Now’ certificate. This document attests that the funds were available at the time of the purchase and are still available to pay the obligation. This form requires the signatures of the board members and a representative of the county auditor, as well as a representative of the administration, such as the superintendent or business manager. There were some ‘Then and Now’ certificates prepared for the Board to approve as well as one of the new form of moral.

A ‘Then and Now’ certificate cannot be used when a purchase was made without a purchase order, and funds were not available at the time of purchase, but are available now. In this case a letter from Mr. Purcell is written to the county auditor acknowledging the situation and asking that the bill be paid anyway. This also requires Board approval. There was one document like this presented to the Board.

The motion to approve the expenses and the other documents was omitted at this point, but later in the meeting Mr. Kleha made the motion to approve the expenses, the then and now certificates and the moral. Mr. Thoroughman seconded. The motion was approved unanimously.

5. **Superintendent’s Report:** Brenda Benson reporting

- A. Mrs. Benson was pleased to announce that the Vern Riffe School elevator has been repaired and returned to service. She praised the students and teachers for coping so well while it was out of order.
 - B. The bus drivers strike was averted when representatives of the drivers' union went to Cincinnati to meet with Petermann leadership. The drivers accepted the fact that the company could not meet their demands within the scope of the contract with the Board. Agreement was reached when the drivers decided to forgo raises for two years in order to keep their health insurance relatively unchanged.
 - C. The bus garage is very nearly done and Petermann should be moving in soon. She hopes that a tour can be arranged for the board members, soon after.
 - D. The parking situation behind the school has not been forgotten, but rather than purchase property on the west side of Mabert, Mrs. Benson has a realtor exploring what can be done about expanding the property line on the existing property.
 - E. Accreditation: Mrs. Benson announced that the Board has been awarded a four-year accreditation from the Ohio Department of Developmental Disabilities. There are a few things to be done in the way of a plan of correction, but that will soon be finished.
 - F. Board member training was discussed. Mrs. Childers described her experience with the on-line training offered by the Ohio Association of County Boards.
- 6. Program Reports:**

Business Manager Matt Purcell gave an oral report on the finances. The information this time marked the end of a quarter, so information on the Residential fund and the REACH fund was included in Mr. Purcell's mailing. When discussing the General Fund, he noted that both revenues, at 91 percent, and expenditures, at 88.5 percent, are a head of projections. The situation with expenditures is the result of one-time expenditures that have already been made this year. The Board ended the quarter with a balance of \$3,695,842.60 in the General Fund.

Written reports were submitted during or in advance of the meeting from the other program directors. Karren Griffith and Kelly Hunter distributed their reports during the meeting.

- 7. Old Business:** None

8. Committee Reports:

- A. Staff Advisory Council: None
- B. Personnel Committee: None
- C. Ethics Council: None
- D. Public Information Committee: None
- E. Trust Fund Committee: A written report was distributed with the financial reports.

9. New Business:

- A. Rates of pay for substitute employees: Mrs. Benson asked the Board to consider raising the rates of pay for substitutes in all positions except teacher and one-on-one aides. She also introduced the idea of a higher rate for those who agree to work in adult services. Currently substitute employees make \$8 per hour. Mrs. Benson proposed that the new rate be \$10 for everyone but those in adult services, where the rate would be \$12 an hour.

There was some discussion and Mr. Purcell was called upon to give additional information. He clarified that teachers are not included. They are paid per day, that classroom aides work seven hours in a day and that adult services and clerical substitutes typically work an eight-hour day.

Mrs. Purtee put the matter in the form of a motion, with the new rates to go into effect on October 25. Mr. Rockwell seconded. The motion was approved with Mr. Kleha voting against the measure.

- B. The County Boards' Association will hold its annual convention December 1-3 in Columbus. Each county board is asked to select a representative for the delegates' assembly, as well as an alternate. Mr. Thoroughman made the motion that Mrs. Purtee be the delegate and that Mr. Barnett be the alternate. The motion was approved unanimously.

- 10. Miscellaneous:** Mr. Barnett thanked the Board and the staff for their participation in the interview process for the next superintendent. He also noted that the County Prosecutor's office asked for some small changes to the contract and that has delayed the signing. Mr. Barnett expects to have a special meeting to take care of the signing two weeks from now.

Then Mrs. Benson and the Board then began a discussion of who would lead the agency while Mrs. Benson uses leave time between now and the end of the year. After a lengthy exchange, Mr. Kleha made the motion that SSA director Donna Royse be named Interim Executive Director, effective October 25, 2010, and that she be awarded a stipend on \$2,000 for this service. Mr. Rockwell seconded. The motion was approved unanimously.

- 11. Comments from the Floor:** None
- 12. Adjournment:** Mr. Thoroughman made the motion to adjourn and Mrs. Childers seconded at 7:25 p.m.

Respectfully submitted by

Stephanie Childers, Recording Secretary