

Scioto County Board of Developmental Disabilities
Board Meeting Minutes
November 18, 2021
STAR, Inc. @ 5:00 P.M.

1. **Prayer & Pledge:** Cindy Gibson offered the prayer and Anthony Mantell led the pledge.
2. **Roll Call:** Present were Acting President Michael Arnett, Recording Secretary Jeffrey Kleha, Cindy Gibson, Anthony Mantell, William Adams and Ellen Murray. Jon Peters was absent and excused.
3. **Agenda:** No changes as presented
4. **Minutes:** Minutes for the Ethics Council and regular Board meeting both conducted on 10/21/21 were approved collectively on a motion made by Adams and seconded by Kleha. The motion carried in a unanimous roll call vote.
5. **Expenses and Fiscal Report:** Finance Director Lynne Webb reporting. Webb thanked the Board for signing four *Moral Obligations* and four *Then & Now's*. She stated the month of October started with roughly \$10 million and ended with just over \$9.5 million after revenue and expenditures, and these figures were in-line with the budget. Mantell made a motion to accept the written and oral report, and it was seconded by Gibson. The motion carried in a unanimous roll call vote.
6. **Superintendent's Report:** Superintendent Matt Purcell reporting. There were no questions or comments from the Board.
7. **Program Reports:** The program reports were submitted to the Board prior to the meeting. Arnett thanked the Directors for their reports which provides key information to the Board members on the programs. There were no comments or questions regarding the reports.
8. **Committee Reports:**
 - A. **Personnel/Finance Committee** – Michael Arnett, Chair The Committee met at 3:00 P.M. prior to the Board meeting to discuss changes in the Table of Organization. Chairman Arnett reported the Committee had discussed some structural changes to the TO, including the creation of a new department. The full Board received the following recommendations from the Committee to begin on **December 1, 2021:**
 - Eliminate the Behavior Support Specialist and Public Relations Coordinator
 - Create an Outreach Department which would house four positions:
Director (1) Coordinator (1) and Facilitators (2)
 - Rename two unfilled positions in the Business Office:
Fiscal HR Specialist renamed to HR Specialist
Clerical renamed to Fiscal Specialist
 - Change the VRS Secretary from a 12-month to an 11-month position.

After a few questions/comments from the Board, Arnett made the motion to approve the recommendations and it was seconded by Adams. The motion carried in a unanimous roll call vote.

B. **Ethics Council** – J. Kleha, Chair – The Ethics Council met this evening to discuss one Direct Service contract. No conflict was noted, and Chair Kleha made a motion to approve the contracts. Gibson seconded, and the motion carried in a unanimous roll call vote.

9. **Old Business:**

A. **Vote on approval of Annual Report.** The Board received the draft at last month's meeting. Mantell made the motion to accept/approve the Annual Report and it was seconded by Gibson. The motion carried in a unanimous roll call vote.

B. **In-Service Training:** A Board in-service training will follow adjournment of the meeting for those members needing to fulfill their four mandated hours.

10. **New Business: Discuss revised Table of Organization.** The revised Table of Organization was discussed during the report from the Personnel/Finance Committee. Gibson made the motion to approve the revised TO and it was seconded by Adams. The motion carried in a unanimous roll call vote.

11. **Other:** None

12. **Comments from the floor:** None

13. **Executive Session:** The Board entered Executive Session at 5:30 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, promotion and compensation of a public employee(s) or official* on a motion made by Murray and seconded by Kleha. The motion carried unanimously.

14. **The Board returned to regular session at 5:55 P.M.** Adams made the motion to approve the contract for the newly created Director of Outreach Programs for the duration of one year. Mantell seconded the motion, and it carried unanimously.

15. **Adjournment:** The Board adjourned at 5:57 P.M. on a motion made by Kleha and seconded by Murray. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White, Board Clerk

Submitted by:
Jeffrey Kleha, Recording Secretary