

Scioto County Board of DD Meeting Special Meeting - November 29, 2011 at STAR Workshop

Note: The purpose of this meeting was to conduct regular business as the original meeting set for November 16 had to be canceled due to illness. The October meeting was also canceled as there was no quorum.

6:05 p.m.

- 1. Roll Call:** Present were Vice President J. Michael Thoroughman, Klaire Purtee, William Rockwell, and Jeffry Kleha. Recording Secretary Stephanie Childers and Richard L. Bolin were absent and asked to be excused. President Rodney Barnett arrived at 6:17 p.m. due to other obligations, so Mr. Thoroughman served as chairman.
- 2. Agenda:** Superintendent Benjamin Hollinger stated there were no changes to the agenda.
- 3. Minutes:** The minutes of the September 15 Board meeting, and the minutes of the Personnel Committee meetings on September 16, September 21 and November 21 were before the Board for approval. Mr. Kleha made the motion to approve the minutes as received. Mr. Rockwell seconded. The motion was approved unanimously.
- 4. Proclamations:** Two employees are retiring and proclamations had been prepared in their honor. Mr. Hollinger read aloud the proclamation honoring SSA Mark Huffman who has served over 32 years with the Board. Mr. Kleha made the motion to approve the proclamation. Mr. Thoroughman seconded. The document was presented to Mr. Huffman, who was in the audience with his family and co-workers. Photographs were taken. After a unanimous roll call vote, the proclamation was approved.

Mr. Hollinger then read the proclamation honoring Adult Services Director Karren Griffith. Mrs. Griffith was out of town and her proclamation will have to be presented at another time. Mr. Kleha made the motion to approve the document. Mrs. Purtee offered the second. The motion was approved unanimously.

- 5. Expenses and Fiscal Report:** Matt Purcell, Business Manager, made an oral presentation regarding the Board's financial status, noting that the General Fund balance at the end of October was just over \$2.8 million. He then turned to the Expenditure Report, remarking that line items for employee health insurance and contract services had been adjusted. The Trust Fund report was also distributed.

Mrs. Purtee made the motion to approve the expenses. Mr. Kleha seconded. The motion carried with Mr. Barnett abstaining as he had just arrived.

- 5. Superintendent's Report** – Ben Hollinger reporting

Mr. Hollinger's report touched on progress in strategic planning, information technology infrastructure and fiscal sustainability. He also noted the success of the recent levy campaign, the implementation of the bus aide policy and procedure, and up-coming meeting with Lawrence County DD regarding the Bridges to Transition program. He also touched on the recent meetings held by the Board's Personnel Committee on the topics of employee health insurance and salary adjustments. A recommendation on the insurance would be discussed later in the meeting, while the topic of raises has been postponed.

6. **Program Reports:** Written reports were submitted to the Board in advance of the meeting. There were no oral reports.
7. **Old Business:**

The electronic signature policy was presented for a second reading. Mr. Kleha made the motion. Mr. Rockwell seconded. The motion passed unanimously.
8. **Committee Reports (activity since last board meeting):**
 - A. Awareness and Outreach Committee: No meeting
 - B. Finance: No meeting
 - C. Capital Improvements: No meeting
 - D. Personnel Committee: Meetings – September 16 & 21, November 21
 - E. Policy Committee: Meetings – No meeting
9. **New Business:**
 1. Bus: The program has an old bus that it no longer uses. Mr. Hollinger asked to be empowered to contact the County Commissioners about selling the vehicle. Mr. Rockwell made the motion. Mr. Barnett seconded. The motion was approved unanimously.
 2. Matters from the Personnel Committee
 - A. Employee Health Insurance – The Personnel Committee recommended that the Health Savings Account (HSA) system that had been in place for the last few years be replaced with a Health Reimbursement Arrangement (HRA) and that \$50,000 be invested in a wellness program. Also, the premiums paid by Board and the employees – an 85/15 percent split – would rise by 4.87 percent on the existing high deductible health plan, under which employees pay 20 percent of costs after the deductible is met.

It was explained that in the past, the Board has made contributions to employee-owned HSAs that employees used to pay medical expenses. Under the HRA, the Board would set aside funds to reimburse employees for medical expenses. Employees would also be given a debit card, to be activated January 1, 2012 for prescriptions, since pharmacies do not dispense medicine and bill afterward. The HRA would be administered by a company called FlexBank. The Board would pay all administrative fees.

Employees are to be reimbursed up to \$4,999.00 of the \$6,000 deductible for a family plan and \$2,500 for the \$3,000 deductible for an individual plan. This is a one-dollar difference from how the HSA plan was funded. Mr. Hollinger estimated that the Board will save over \$100,000 because not every employee will seek reimbursement for the full amount, whereas in an HSA scenario, the funds were expended outright.

There were a number of employees in the audience. SSA Bill Pennington asked to be recognized. Mr. Thoroughman assented and gave him the floor. Mr. Pennington stated his concerns over the fact that the HRA funds would not be approved for use to cover vision and dental costs, as the HSA funds had been. A discussion ensued, during which Mr. Hollinger noted that covering these expenses is allowable under the law governing HRAs, but he did not recommend it because the Board would save more money by excluding this option. Employees Missy Cassidy and Adam Sylvia also contributed to the conversation, along with all the board members. After some time, Mr. Thoroughman made the motion to approve the Committee's recommendation as presented, and Mr. Hollinger was charged with exploring better options in dental insurance. Mr. Rockwell seconded. The motion was approved unanimously.

- B. SSA Salary Scale: The Board was presented with a recommendation from the Personnel Committee regarding a downward adjustment in the SSA starting salary scale. Mr. Kleha made the motion to approve the recommendation. Mr. Barnett seconded. The motion was approved unanimously. The change is effective immediately.
3. Delegate Assembly Representative – The Board is expected to select a delegate and an alternate to the Assembly at the Ohio Association of County Boards Conference tomorrow. Mr. Thoroughman made the motion that Mr. Hollinger serve as the Board's delegate, and if there is a need, that he be authorized to select an alternate from among the other members of staff attending the conference that day. Mr. Barnett seconded. The motion was approved unanimously.
4. Delegate Assembly Resolution - A resolution to be presented at the OACB Fall Delegate Assembly was before the Board. In the resolution, Region VI of the Superintendents' Association was seeking help from the OACB to remedy issues with the Ohio Developmental Disabilities Profile (ODDP) which is a mechanism for determining the cost of services, as well as guardianship issues. These concerns were raised in a recent lawsuit against Lucas County. Mr. Rockwell made a motion that the Board's delegate vote in favor of the resolution. Mrs. Purtee seconded. The motion was approved unanimously.

- 10. Miscellaneous:** Mr. Thoroughman made the motion that the December 15 meeting be moved to The Vocation Station and that the time be moved forward to 5:00 p.m. with a dinner to follow. Mr. Rockwell made the second. The motion was approved unanimously.
- 11. Comments from the Floor:** None
- 12. Executive Session:** Mr. Rockwell made the motion to enter into executive session at 7:41 p.m. to discuss the employment and compensation of a public employee. Mrs. Purtee offered the second. The motion was approved by a unanimous roll call vote. The Board re-entered open session with a motion and call of the roll at 8:21 p.m. No action was taken.
- 13. Adjournment:** The Board adjourned at 8:22 on a unanimous vote.

Typed by Margaret Compton
Submitted Respectfully by:

Stephanie Childers, Recording Secretary