

**SCIOTO COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
BOARD MEETING MINUTES FOR DECEMBER 17, 2015**

STAR, Inc. @ 6:30 P.M.

Prayer Leader: Richard Bolin

Pledge Leader: Richard Bolin

1. **Roll Call:** Present were Board President Rodney Barnett, Richard Bolin, Jeffrey Kleha, C. William Rockwell, Jr. and Michael Arnett. Vice-President Michael Thoroughman was absent and excused.

2. **Agenda:** Mrs. Monroe requested a Proclamation honoring Donna Royse be added and moved to the beginning of the meeting.

A Proclamation honoring Mrs. Royse's service to the SCBDD was read aloud by Mrs. Monroe. Mrs. Royse is retiring from her position as Director of Service and Support Administration on 12/31/15. Mrs. Royse expressed her appreciation and confidence in the organization. Board Members signed the document and it will be sent to Mrs. Royse once a signature is obtained from Mr. Thoroughman.

3. **Minutes:** Minutes for the regular Board Meeting, an Ethics Committee Meeting, and a Facilities Committee Meeting, all conducted on 11/19/15, 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. **Expenses and Fiscal Report:** Director of Finance Matt Purcell reporting. Board Members were given the general fund and trust fund reports prior to the meeting. The Board Members signed six *Moral Obligations* and five *Then and Now Certificates*. The beginning general fund balance for November was just under \$ 1.9 million, and had an ending balance of just over \$1.2 million after deposits and expenditures. Mr. Purcell noted that no payment would be made for expenditures, other than payroll, between 12/16/15 and after the beginning of the year due to the year-end schedule of the Auditor's Office. There were no questions or comments. Mr. Kleha 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's Report:** Superintendent Julie Monroe reporting. The Board Members were given the report prior to the meeting for review. The report was accepted as presented with no questions or comments.

6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Directors for their reports. There were no questions or comments.

7. **Committee Report:** Ethics Committee – Jeffrey Kleha, Chair. The Ethics Committee met at 6:15 P.M. prior to the meeting to discuss two direct service contracts. There was no conflict found and a recommendation was made to approve the contracts as present. A motion was made by Mr. Kleha to approve the contracts and seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.

8. **Old Business:** None

9. **New Business:**

A. Recommend approval of Resolution 2015-12.01 – Regarding Non-Federal Share of Medicaid Expenditures.

Approval of this Resolution is in compliance with Ohio Revised Code Sections 5126.059 and 5126.0510 which mandate County Boards pay the Non-Federal share of Medicaid expenditures for certain services to eligible individuals. The Resolution appropriates up to \$700,000 (up from \$600,000 last year) of the SCBDD CY 2016 budget for the expense. Mr. Rockwell made the motion to approve the Resolution and it was seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.

- B. Recommend adoption of the Coordinated Public Transportation Transit-Human Services Plan.

The plan was developed for Scioto County so that a public transportation grant can be submitted to the Ohio Department of Transportation. The SCBDD stands to possibly receive two to three transit vehicles for STAR through the grant. Mr. Rockwell made a motion to adopt the Coordinated Public Transportation Transit-Human Services Plan and it was seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.

- C. Recommend a change in the **Table of Organization** to move the two maintenance personnel out of the direct line of the Superintendent's supervision.

The change would also separate the staff and move them under the Director of Adult Services and the Director of School Services. There was discussion around current practices, safety, overtime, who would be responsible for which buildings, and why this change is believed to increase the efficiency of maintenance services. The change is slated to begin January 4, 2016 upon approval from the Board. Mr. Rockwell made a motion to approve the change in the Table of Organization with a second by Mr. Arnett. The motion carried in a unanimous roll call vote.

10. Miscellaneous:

- A. Mrs. Monroe requested a Finance Committee meeting be scheduled in January before the Board meeting on the 21st to review the updated salary ranges for Board staff.
- B. Mr. Barnett read a letter from John Martin, Director of DoDD, congratulating SCBDD for achieving a three-year accreditation. Mrs. Monroe thanked the Board Members for their ongoing support, and the staff for all of the hard work they put into achieving this accomplishment.
- C. Mr. Barnett said a Nominating Committee meeting needed to be scheduled and the Board agreed to hold it before the Board meeting on 1/21/16. Mr. Rockwell and Mr. Kleha both declined to serve on the committee. Mr. Arnett and Mr. Bolin both agreed to serve, and Mr. Bolin agreed to serve as chair of the committee. Mr. Arnett said the third seat would be left open at this time.

11. Comments from the floor: None

- 12. Executive Session:** Mr. Arnett made the motion to enter into Executive Session at 7:16 P.M. in accordance with ORC 121.22 "*Public Meetings – Exceptions*" to discuss a personnel matter: ***To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.*** The motion was seconded by Mr. Kleha and carried unanimously.

A motion was made to resume open session at 7:57 P.M. by Mr. Bolin and seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.

Mrs. Monroe requested authorization, based on a recommendation from the Scioto County Prosecutor's Office, to seek outside counsel from Attorney Steve Postalakis of Blaugrund, Kessler, Myers & Postalakis. The issue pertains to a State Employment Relations Board hearing, and Mr. Postalakis and his associates

specialize in labor and employment law.

A motion was made by Mr. Bolin to authorize Mrs. Monroe to seek the services of Mr. Postalakis. Mr. Kleha seconded. The motion carried in a unanimous roll call vote.

13. Adjournment: A motion to adjourn was made by Mr. Bolin at 7:59 P.M. and seconded by Mr. Kleha. The motion carried.

Minutes Prepared by:
Carla Nelson-White

Submitted by:
Julie Monroe, Superintendent

Approved 1/21/16