

**Scioto County Developmental Disabilities
Board Meeting Minutes
December 17, 2020**

STAR, Inc. @ 4:45 P.M.

In complying with the Governor’s Urgent Health Advisory: Ohioans Protecting Ohioans, SCDD’s meeting was held in closed quarters and was live streamed on the SCDD Facebook page.

The Board offered a moment of silence for four people in the DD family who recently passed away. Former Board member Therese Doerr, passed away on November 23. Mrs. Doerr served on the SCBDD from 2002-2008. The Board is also deeply saddened by the loss of Scioto County Commissioner Mike Crabtree who passed away December 2. Mr. Crabtree was a tremendous advocate for the people we serve, and his presence will be truly missed. The Board also offered a moment of silence and condolences to the families of two individuals who passed away; Robert H and Nelson H. The Board is keeping all employees, individuals and everyone affected by the COVID virus in their thoughts and prayers.

1. Prayer/Pledge:

Prayer Offering – Cindy Gibson

Pledge Leader – Richard Bolin

2. Roll Call: Present were President Rodney Barnett, Vice President J. Michael Thoroughman, Recording Secretary Michael Arnett, C. William Rockwell, Jr., Cindy Gibson, Jeffrey Kleha and Richard Bolin.

3. Agenda: Superintendent Purcell requested two changes to the agenda under *New Business*. He asked to eliminate Item G – Scioto County Health Department MOU, and add Item L – Permission to require all SCDD employees to receive the COVID 19 vaccine when it becomes available. Kleha asked if the vaccine was mandated, and Purcell explained although it was not mandated by law, employers are permitted to require it. There were no objections to the two changes.

4. Minutes: Minutes for the Finance Committee meeting conducted on November 17, and the Ethics Committee and Board meeting both conducted on November 19, were approved collectively on a motion made by Arnett and seconded by Rockwell. The motion carried in a unanimous roll call vote.

5. Expenses and Fiscal Report: Superintendent Matt Purcell reporting for Finance Director Lynne Webb. He noted the month of November started with roughly \$8.2 million and ended with slightly over \$7.5 million after expenditures and revenue. Purcell also informed the Board that as of November 30, a total of \$166,000 had been reimbursed for COVID related expenses through the CARES Act. This amount was not inclusive of December expenditures, which would be reported in January. He noted Lynne Webb’s forecasted amounts were extremely accurate, especially considering there were \$200,000 in unforeseen COVID expenses. Purcell stated although the Commissioner’s office had reimbursed all COVID expenditures in full through the CARES Act up to this point, it

was unknown what would happen in 2021. He commended Webb and her staff for their additional work during this situation. Thoroughman made a motion to accept the written and oral report and it was seconded by Bolin. The motion carried in a unanimous roll call vote.

- 6. Superintendent's Report:** Superintendent Matthew Purcell reporting. Purcell noted this meeting would end a 12-year term for President Rodney Barnett and Vice President J. Michael Thoroughman. He expressed his deepest gratitude to both members for their service, leadership, time, hard work and dedication as members and officers. Purcell added Barnett and Thoroughman volunteered their time and service to over 800 individuals, 100 employees and numerous partnering agencies. A round of applause was given to these two outstanding Board members.

Purcell continued that he stepped into his first role at SCDD at the same time Barnett and Thoroughman came on as Board members. He noted the members had been through several remarkable endeavors during these past 12 years, including adapting to six different Superintendents, multiple three-year accreditations, and three successful levy campaigns. They assisted in a huge undertaking in the privatization of STAR, Inc. and Petermann Transportation, which was finalized in July, 2018. Purcell added they also saw several internal changes happen within the organization.

Purcell concluded that President Barnett and Vice President Thoroughman had a very positive impact on his life, both personally and professionally. He added he appreciated them as officers on the Board, and thanked them for their support, guidance and genuine friendship.

President Barnett stated he remembered when he and Thoroughman were sworn in on March 19, 2009. He thanked all the Directors, Finance Officers, and Public Relations personnel he had worked with during his time on the Board. As Purcell mentioned, there were three levies that passed, and Barnett added they all passed with a high approval rate, indicating incredible backing from the community. Barnett thanked the other Board members for their dedication, time and sincere interest in the welfare of SCDD. He stated there had been a handful of times where there had been disagreements on a situation, but it was always handled with respect and understanding. He added one of the biggest strengths of SCDD was the stability of the Board members and the organization. Barnett also thanked the committee members for their time and efforts in attending and participating in their committee groups. He noted he and Vice President Thoroughman had served in the same officer positions for the last 11 years. Barnett stated it had been a privilege to serve on the SCDD Board. It was noted that Vice President Thoroughman would be serving on the STAR, Inc. Board now that his time had ended with SCDD.

Commissioner Bryan Davis was in attendance to offer congratulations and thanks to Barnett and Thoroughman. Barnett thanked Davis for the tremendous working relationship with SCDD and for their continued support. Davis revealed that Tony Mantell and Bill Adams are the two new Board members who will be joining SCDD in January. SCDD looks forward to welcoming these two new members.

Board Members Richard Bolin, C. William Rockwell, Jr, and Michael Arnett all thanked Barnett and Thoroughman for their leadership, guidance and devotion. They all expressed their gratitude to the two officers for their 12 selfless years of service on the SCDD Board. STAR, Inc. CEO, Kelly Hunter, was also in attendance to offer his thanks and appreciation to Barnett and Thoroughman, and stated STAR was very lucky to have the Board members in their corner.

President Barnett and Vice-President Thoroughman will be missed by the entire DD family. Their knowledge, assistance and compassion has truly been noticed and appreciated by everyone in the DD community. SCDD wishes them good luck and success in all future endeavors!

7. **Program Reports:** The Directors/Managers were not in attendance because of the COVID-19 situation and the need for social distancing. Barnett thanked the Director's, one final time, for their reports.
8. **Committee Reports:** Ethics Committee – Jeffrey Kleha, Chair There was no need for an Ethics meeting this month
9. **Old Business:** Recommend approval of the Annual Report. The Board received the report at November's meeting for review. Rockwell made the motion to approve the report and it was seconded by Thoroughman. The motion carried in a unanimous roll call vote.
10. **New Business:**
 - A. ***Recognize President Rodney Barnett and Vice President J. Michael Thoroughman for their 12 years of dedication and service on the SCDD, as their final term comes to end on December 31, 2020.*** Covered under Superintendent's report
 - B. ***Recommend approval of Title IX Policy:*** Title IX is a federal law that makes it illegal to discriminate against a person on the basis of sex in any federally funded activity. Purcell noted a Title IX Coordinator would be assigned once the policy is finalized. Kleha made a motion to approve the policy and it was seconded by Rockwell. The motion carried in a unanimous roll call vote.
 - C. ***Discuss ACP vacating the Carousel Center and possibilities for the space, including new tenant's and Board usage.*** Purcell informed the Board "A Children's Place" had recently decided to downsize and move out of the Carousel Center, leaving 6000 square feet of space. Two existing tenants have shown interest in the space, and there has been discussion of using it for expanding SCDD office spaces as well. No decisions have been made yet, and Purcell stated he would keep the Board updated.
 - D. ***Recommend approval for Superintendent Development Plan*** Purcell stated a copy of his plan had been included in the Board packet. The plan depicts how the Superintendent will gain continuing education credits required to maintain his

Superintendent's certification. Rockwell made a motion to approve the plan and it was seconded by Arnett. The motion carried in a unanimous roll call vote.

- E. ***A Board training will follow the adjournment of this meeting.*** The topic will be Strategic Planning.
- F. ***Discuss META contract.*** Purcell informed the Board the three-month META contract for IT services would be ending on December 30. As of now, there was one FTE (IT Manager) in the IT Department five days a week, another that assists him with the overall IT duties four days a week, and one who works two days a week dedicated to the school programs. As IT needs have noticeably increased since March due to COVID, the administrators asked for increased help with their IT situations. They requested extending the META contract to 12-months through 2021, with the four day a week tech increasing to five days a week, and to add three additional days to the current two day a week tech who is committed to VRS. This would total three IT tech's available five days a week. There was discussion and questions among the Board including, increased costs, the need for the additional time, disaster recovery, and what needed completed to bring SCDD up to date. Thoroughman suggested Board member Mike Arnett discuss the current IT status with the IT Manager. Arnett stated a plan should be implemented to assess the situation, identify where SCDD currently stands and where it should be, and a goal-oriented timeline to complete the project of bringing SCDD up to date on all IT equipment and programs. It was determined the contract should stay three months until further information is uncovered. Rockwell made a motion to approve continuing on a three-month contract, and it was seconded by Bolin. The motion carried in a unanimous roll call vote.
- G. ***Scioto County Health Department MOU*** – This item was eliminated as requested by Superintendent Purcell
- H. ***Discuss increase in room and board rates.*** Purcell explained that individual's living in a home owned by a Residential Service Provider are required to pay for their room and board. The amount each individual pays is based on their income, and the remaining amount is paid by SCDD. Purcell requested the Board approve him meeting with the Leadership Team and determining a "not to exceed" amount for this increase. Rockwell made a motion to approve the request and it was seconded by Gibson. The motion carried in a unanimous roll call vote.
- I. ***Recommend approval of 2021 waiver allocations.*** Purcell requested approval to allocate funds for waivers in 2021. This includes funding for ten Individual Option, ten Level One, and five Self waivers. He stated this would be sufficient to carry through 2021. Rockwell made a motion to approve the allocation and it was seconded by Bolin. The motion carried in a unanimous roll call vote.
- J. ***Continue ADS COVID assistance.*** Purcell stated the second allotment of \$50,000 for Adult Day Services had been used as expected. He noted, unfortunately, the COVID situation had not improved and had actually worsened, and the attendance to ADS had decreased. Purcell asked for another \$50,000 to be appropriated to the COVID fund. He noted SCDD had been fully reimbursed through the CARES Act up to this point. Arnett made a motion to approve the funding, and it was seconded by Gibson. The motion carried in a unanimous roll call vote.

- K. ***Residential Service Provider Agency COVID Assistance.*** Purcell explained Residential Service Provider Agencies were also feeling the effects of the COVID situation and may require assistance. He recommended the COVID Financial Review Team develop a model similar to the one used for ADS and for the FRT to set a “not to exceed” amount for Scioto County Residential Providers. Purcell stated he did not believe the financial amount would be as high as ADS needs, but he did not know if reimbursement would be available either. Bolin made a motion to approve the recommendation and it was seconded by Gibson. The motion carried in a unanimous roll call vote.
- L. ***Recommend approval to require SCDD employees receive the COVID-19 vaccine when it becomes available.*** Purcell stated employers were permitted to require the vaccine, although it was not mandated by law. There was discussion regarding legal aspects, policy and procedure, and possible options to employees not willing or able to take the vaccine. Following further discussion, the Board agreed to table the recommendation until January’s meeting, when further information may be available.
11. **Other**– President Barnett as an outgoing chairman, asked members Richard Bolin, Jeffrey Kleha, and Cindy Gibson if they would be willing to serve on the Nominating Committee between now and January’s Organizational Meeting. All three Board members agreed.
12. **Comments from the floor** – None
13. **Executive Session** – On a motion made by Rockwell and seconded by Bolin, the Board entered into executive session at approximately 6:15 P.M., *in accordance with ORC 121.22 Public Meetings – Exceptions (G) (1), to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official.*
- 14, **The Board returned to regular session.** On a motion made by Arnett and seconded by Kleha, the Medicaid Manager’s contract was extended for three years. The motion carried in a unanimous roll call vote.
15. **Adjournment** – For the final time in their 12 years of service, Vice-President Thoroughman made a motion to adjourn at 6:25 P.M. and it was seconded by President Barnett. The motion carried unanimously.

Minutes Prepared by
Carla Nelson-White, Board Clerk

Respectfully Submitted by
Michael Arnett, Recording Secretary