

**Scioto County Developmental Disabilities
Board Meeting Minutes
February 20, 2020**

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

Prayer – Cindy Gibson

Pledge – Richard Bolin

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

Following roll call, President Barnett welcomed two Scioto County Commissioners to the Board meeting. Commissioners Mike Crabtree and Bryan Davis were in attendance for the swearing-in of the SCDD Officers. Mr. Crabtree read the oath of office to President Rodney Barnett, Vice-President J. Michael Thoroughman, and Recording Secretary Michael Arnett. It was noted this is the 12th and final year of service on the Board for President Barnett and Vice-President Thoroughman. Their commitment, selflessness and compassion to the individual's served is immeasurably appreciated and respected. SCDD has been fortunate to have them leading the Board over the last 11 years and are grateful they are onboard for one more year. Their knowledge, expertise and insight will certainly be missed in 2021.

Commissioner Crabtree spoke briefly regarding running for another term in the upcoming election and the positive changes he has made and hopes to continue to make in Scioto County. He and Commissioner Davis both commended SCDD for their dedication and work in the DD community, and felt the upcoming levy renewal would have no difficulty in passing. President Barnett expressed his gratitude to the Commissioners for always showing support to the endeavors of SCDD.

2. **Agenda:** Superintendent Matt Purcell requested an Executive Session be added to the agenda *in accordance with ORC 121.22 Public Meetings – Exceptions (G) (1), the Board will enter into executive session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official.* There were no objections.
3. **Minutes:** Minutes for the Ethics, Organizational, and regular Board meetings, all conducted on January 16, were collectively approved on a motion made by Kleha and seconded by Thoroughman. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Finance Director Lynne Webb reporting. Webb thanked the Board for signing the *Moral Obligations* and *Then and Now* certificates she had distributed. She stated January's beginning fund balance started with roughly \$5.7 million and ended with slightly over \$5 million after revenue and expenditures. There were no questions or concerns. Bolin made a motion to approve the written and oral report, and it was seconded by Thoroughman. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. On behalf of the entire SCDD staff and the individuals we serve, Purcell congratulated Barnett and Thoroughman on their longevity and outstanding service as Board members.

In addition to his written report, Purcell informed the Board of the following:

- A. There are 40+ administrators and staff volunteering their time in putting the levy into motion and ensuring tasks are done in an efficient and timely manner. Purcell voiced his appreciation to everyone who had pulled together to help in the many ways that were needed. He commended Kellie Reedy and Theresa Rowland for their combined efforts in completing a time-sensitive graphics project that would not have been completed in time without their knowledge and capabilities. He added Shawn Blower and Jeff Horner had been very helpful as well.
 - B. Last week he met with the Commissioners to discuss DD Awareness Month. He stated a Proclamation was being prepared for approval and would be read next month at the courthouse.
 - C. A decision has been made on a vendor for the Electronic Timekeeping project, and the mechanism will be piloted in the SSA Department before being used agency wide.
 - D. The bathroom project on the second floor of VRS is now complete and all bathrooms are operational.
6. **Program Reports:** The Program reports were submitted to the Board Members prior to the meeting. Barnett thanked the Director's for their reports. El/Help Me Grow Director Tammy Nelson stated The Help Me Grow Program would be taken back by ESC and moved into their building by March 2, 2020. This includes the Home Visiting Program and Services Coordinator.
7. **Committee Reports:** *Ethics Committee – J. Kleha, Chair* The Ethics Committee met at 4:30 P.M. to discuss three Direct Service Contracts. There were no conflicts noted and Kleha made the motion to approve the contracts and it was seconded by Gibson. The motion carried in a unanimous roll call vote.
8. **Old Business:** Discuss Community Survey and Needs Assessment Results, if available. Purcell stated the compiled survey results would be available for review at March's meeting. Community Relations Coordinator Lori McNelly stated there had been approximately twenty additional responses since she last reported, and that the trend had remained the same.
9. **New Business:**
- A. Announce 2020 Board Member suggested in-service training topics and discuss training schedule. DoDD Director Davis has identified four topics as being most beneficial to Board members: (1) *Fiscal Obligations of County Boards of DD*, (2) *New Five-Year Forecasting Requirements*, (3) *Waiver Planning Report Requirement*, (4) *DoDD 2020 Initiatives including the Direct Support Professional, Wage Increase, Statewide Individual Service Plan, and efforts to increase information technology efficiency*. These topics are an option, but not a requirement, that Superintendents may choose to use for Board member training.

Purcell stated although these topics were not required, they were recommended by DoDD, and he felt it was wise to stay within that realm; however, a different topic could be used instead if there was an interest. He added DoDD now mandated County Boards provide them with a five-year forecast and that would be explained under training topic (2) *New Five-Year Forecasting Requirements*. He stated he would like to

have the trainings coordinated no later than May to ensure all Board members meet the four hour requirement before the end of the year.

- B. Recommend approval of Strategic Goals and Annual Action Steps for year ending December 31, 2020. The Board received a draft of the steps at the Board meeting. Purcell commented these steps were created to satisfy the goals established in the new Strategic Plan. It was agreed the Board would review the draft and approval would be recommended at the March meeting.

10. **Other:** None

11. **Comments from the floor:** There were no comments from the floor

12. **Executive Session:** In accordance with ORC 121.22 Public Meetings – *Exceptions (G) (1), the Board will enter into executive session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official,* the Board entered Executive Session at 5:21 pm on a motion made by Thoroughman and seconded by Arnett. The motion carried in a unanimous roll call vote.

The Board returned to regular session at 5:47 PM on a motion made by Bolin and seconded by Arnett. The motion carried. Arnett then made the motion to approve renewing the SSA Manager’s contract to reflect her additional responsibilities.

13. **Adjournment:** On a motion made by Rockwell and seconded by Arnett, the meeting adjourned at 5:51 PM. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Michael Arnett
Recording Secretary