

Scioto County Board of Developmental Disabilities Finance Committee Meeting Minutes for February 6, 2014

Vern Riffe School, Room 210
4:08 PM

- 1. Roll Call:** Present were Finance Committee members J. Michael Thoroughman (Chairman), Rodney H. Barnett and Klaire L. Purtee. Attending Ex-officio were Interim Superintendent Julie Monroe, SCBDD Director of Finance Matt Purcell, STAR Director/SCBDD Adult Day Services Director Kelly Hunter, STAR Board of Trustees President Mike Arnett, and SCBDD board member Richard L. Bolin.

- 2. SCBDD/STAR, Inc. Contract Discussion**

An addendum to the contract between the SCBDD and STAR was proposed by Mrs. Monroe and Mr. Purcell. In October 2013, a three-month contract with STAR was approved and this contract was extended to cover January 2014. This is not ideal. The proposal included an increase in the amount paid to STAR, Inc. for its services. This increase would be built into the fee paid to STAR in addition to the payment for services rendered. The term used in the meeting was 'roll-up.' Alternative terms are 'mark-up' and 'administrative fee.'

There was some discussion around how the money accumulated from the fee would be used. Mr. Hunter suggested two ideas: compensating staff on days when calamity prevents the program from operating and building a cash reserve for STAR's eventual independence from the County Board. There was a discussion on how to proceed with the plan for independence.

Another part of the proposal was a monthly reconciliation that would ensure that the County Board did not overpay and that STAR, Inc. was not underpaid. The need to be transparent in this process is important for reassuring taxpayers, service recipients and others that the funds going from the County Board to STAR is a hallmark of good stewardship.

Discussion ranged to state and national forces that could impact sheltered workshops such as STAR in the near future. Recent lawsuits have sparked a national debate on such institutions and their continuation. Other income sources for the non-profit were reviewed.

Next steps for this process would be for the full STAR, Inc. Board of Trustees to review the proposed contract addendum. The recommendations from the SCBDD Finance Committee will be presented at the next meeting of the full SCBDD on February 20.

*****Action Item*****

The Committee agreed to recommend the proposed contract addendum to the full Board for the effective dates of February 1 through December 2014 for an amount not to exceed \$109,000 per month.

- 3. STAR, Inc. Independence**

Mrs. Monroe had suggested earlier in the meeting that having a clear business plan with timelines and an *ad hoc* committee where the process for STAR's independence is documented would be beneficial going forward. The use of time lines and the composition of an *ad hoc* committee were debated.

*****Action Item*****

It was agreed that the members of the SCBDD Finance Committee and three representatives of the STAR, Inc. Board of Trustees would be the core members of an *ad hoc* committee devoted to the development and implementation of a plan for STAR, Inc. independence. As the process progresses additional members could be added. The meeting logistics of the ad hoc committee will be handled by Mr. Barnett. Mr. Hunter and Mrs. Monroe would determine the agendas with input from the committee members being welcome.

4. **Personnel Discussion:** Mrs. Purtee made a motion to go into executive session at 5:17 PM to discuss the compensation of a public employee. Mr. Barnett gave the second. The Committee discussed the.

*****Action Item*****

Mr. Barnett made the motion to recommend a salary increase for the interim superintendent to the full Board. Mrs. Purtee seconded.

5. **Adjournment:** The Committee adjourned by acclamation at 6:00 PM.

Prepared by Margaret Compton

Submitted by:

Stephanie Childers, Recording Secretary