

**Scioto County Board of Developmental Disabilities**  
**Board Meeting Minutes**  
**March 18, 2021**  
*STAR, Inc. @ 5:00 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.**

1. **Pledge:** C. William Rockwell, Jr. led the pledge
2. **Roll Call:** Present were President C. William Rockwell, Jr., Recording Secretary Jeffrey Kleha, Cindy Gibson, Anthony Mantell and William Adams. Vice President Michael Arnett was not in attendance.
3. **Agenda:** It was noted the Board received a revised agenda at the meeting with the addition of item #10D -*META Solutions Contract Extension*
4. **Minutes:** Minutes for the Special Board Meeting, for the purpose of conducting regular business on February 25, 2021, was approved on a motion made by Mantell and seconded by Adams. The motion carried in a unanimous roll call vote.
5. **Expenses and Fiscal Report:** Superintendent Matt Purcell reporting for Finance Director Lynne Webb. The Board signed two *Moral Obligations* and four *Then & Now Certificates*. Purcell stated the month of February began with slightly under \$6.3 million and ended with roughly \$5.8 million after revenue and expenditures. There were no questions or comments. Kleha made the motion to accept the written and oral report and it was seconded by Gibson. The motion carried in a unanimous roll call vote.
6. **Superintendent's Report:** Superintendent Matt Purcell reporting. Purcell expressed his gratitude to Loretta Cooper, Chad Phipps, Joy Copen, Tammy Guthrie and Steve Sowkulech for their part in coordinating the COVID-19 vaccine center at VRS. He stated this was a tremendous effort that went very smoothly for individuals and staff in receiving the vaccine. Board President Rockwell also thanked those involved in organizing the vaccine clinics.
7. **Program Reports:** The program reports were submitted to the Board prior to the meeting. Rockwell thanked the Directors for their reports, and recommended any questions be directed to them or the Superintendent. School Programs Director Tammy Guthrie was in attendance, and updated the Board on the progress of the extended learning plan and summer school programs. She also noted VRS would be having their prom on May 7 during the day in the gymnasium, and safety protocol would be followed. She informed the Board eight students would be graduating from VRS this year, and COVID safety standards would be in place at graduation as well.
8. **Committee Reports - Ethics Council:** J. Kleha, Chair. Kleha stated one direct service contract was recommended for approval by the Ethics Council. As there were no conflicts noted, Kleha made the motion to approve the contract and it was seconded by Gibson. The motion carried in a unanimous roll call vote.

9. **Old Business:**

A. **Discussion and recommendation for standing committee rosters for 2021.** Board members had expressed their interest in the committees since the last meeting. Rockwell stated he and the Superintendent had discussed that the Finance and Personnel Committees be combined as the issues presented to those two committees are often related. It was determined the 2021 committees would be comprised of the following Board members, with President Rockwell attending all of them as an ex-officio member:

**Finance/Personnel** – Michael Arnett, Chair & Anthony Mantell

**Ethics Council** – Jeffrey Kleha, Chair & Cindy Gibson

**Facilities** – William Adams, Chair & Anthony Mantell

On a motion made by Kleha and seconded by Mantell, the Board approved combining the Personnel and Finance Committee into one, and the committee rosters as presented. The motion carried in a unanimous roll call vote.

B. **Presentation by Ken Reed, Choice Housing** This presentation was rescheduled from last month and will be presented as an in-service training after the meeting this evening.

C. **VRS Integrity Analysis** The Board received a building visual assessment from SMBH Structural Engineering of the interior and exterior of the VRS building. The analysis contained photos, recommendations and priority issues. Purcell reminded the Board this was the first step in looking at the possibility of upgrading the HVAC system at VRS. As the report was very lengthy and detailed, Rockwell suggested the Facilities Committee meet to evaluate the report more extensively and present their recommendations to the full Board. It was also agreed appropriate Directors and the Operations and Safety Consultant be included in the meetings as needed. It was noted an email would be sent to set up the meeting within the next couple of weeks.

10. **New Business:**

A. **Proclamation for DD Awareness Month:** Purcell stated the month of March was officially DD Awareness Month. He noted the Commissioners had prepared a Proclamation for the event and both students and adults were able to attend the reading at the courthouse on March 11. This year citizens were urged to include people with DD in all facets of community life and keep ***Moving Towards Change*** and help remove barriers to community living. Purcell read the Proclamation aloud, and Rockwell thanked the Commissioners for their continued support.

B. **Transportation Contract:** Purcell stated he had met with two corporate members of Petermann Transportation last week. He reminded the Board the current contract with Petermann ended 10/31/21 and he hoped to have something in place no later than August before the start of school. He mentioned Petermann had stated they would be providing him with two models for the contract, and he would email them to Board members when he received them. It was noted this would require several meetings to fully encompass developing a new contract, and a Finance/Personnel committee meeting was in order. Rockwell made a motion to schedule that committee meeting as soon as possible to begin the process, and it was seconded by Gibson. The motion carried in a unanimous roll call vote.

C. **ADS COVID-19 Financial Support Status:** Purcell made a recommendation to approve a third allotment of \$50,000 to the ADS COVID-19 financial fund to aid Scioto County

Adult Day Service programs. He stated after this month's reimbursement, the remaining amount in the fund would be \$5000. He noted the first two rounds of funding had been reimbursed through the CARES Act, but this round would not be reimbursed. Purcell stated SCDD was able to comfortably provide the funding, and it is still very much needed in providing financial support for fixed costs in these programs. Mantell made a motion to approve the funding and it was seconded by Adams. The motion carried in a unanimous roll call vote.

**D. META Solutions Contract Extension:** Purcell stated the META three-month contract would expire in a few weeks, and recommended it be extended another three months. This would include two part-time and one full-time IT techs. He added he and Arnett were in the process of obtaining a third-party assessment to determine IT needs for the organization, but it was not yet finished. Gibson made a motion to approve the extension for an additional three months and it was seconded by Adams. The motion carried in a unanimous roll call vote.

**11. Other:** Rockwell asked at what point SCDD would feel comfortable in fully opening the Board meetings to the public. Several points were mentioned including government recommendations, fewer restrictions, and Board members vaccination progress. It was suggested the month of May be taken into consideration as a potential timeframe, and would be discussed again before a final decision is made.

**12. Comments from the floor:** Speakers are required to state their name and address for the record. Additional speaking rules are on the back of the public agenda. There were no comments from the floor.

**13. Adjournment:** On a motion made by Khlea and seconded by Mantell, the Board adjourned at 5:50 P.M. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White  
Board Clerk

Submitted by:  
Jeffrey Kleha  
Recording Secretary