

**Scioto County Board of Developmental Disabilities  
Board Meeting Minutes for April 20, 2017**

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

Prayer Leader: Cindy Gibson

Pledge Leader: Richard Bolin

1. **Roll Call:** The meeting was called to order at 4:45 P.M. Present were Board President Rodney Barnett, Vice-President J. Michael Thoroughman, Richard Bolin, Jeffrey Kleha and Cindy Gibson. Recording Secretary Michael Arnett arrived at 5:10 P.M. due to a conflict, and C. William Rockwell, Jr. was absent and excused.
2. **Agenda:** No changes to the revised agenda
3. **Minutes:** Minutes for the Personnel Committee, Ethics Committee and regular Board meeting, all conducted on 3/16/17, were approved collectively in a motion made by Mr. Kleha and seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.
4. **Expense and Fiscal Report:** Superintendent Monroe speaking for Finance Director Matt Purcell, who was on vacation. The Board signed one *Moral Obligation* and five *Then and Now* certificates. The Board received the Trust Fund report at the meeting. Ms. Monroe noted the General Fund ended with just over three million dollars in March. She also stated the SCBDD continues to improve financially as indicated by the Point in Time report, showing a gain of \$635,740 for 2017 thus far. Mr. Thoroughman made a motion to accept the written and oral report and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.

Following the fiscal report, the Board discussed a prior presentation from Philips Supply Company regarding a Clorox Disinfecting Machine. The machine sprays rooms with a disinfectant that adheres to walls, under desks, toilet seats, etc. in minimal time. The cost of the machine is approximately \$6100-\$7100, with disinfectant costing \$80-90 per case of four gallons. The Board considered the machine's expense and determined that by helping prevent sickness among individuals, students and staff, it would be a cost effective investment. Mr. Kleha made the motion to authorize Ms. Monroe to purchase the machine at a cost not to exceed \$7100 and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

5. **Superintendent Report:** Superintendent Julie Monroe reporting. There were no questions or comments.
6. **Program Reports:** The Program Reports were submitted to the Board prior to the meeting. Mr. Barnett thanked the Directors for their reports. He also acknowledged Ms. McNelly and Mrs. Nelson for their participation at the recent Health Fair, as well as those involved in the success of the Local Transit Plan. The Board commended Ms. McNelly on the professionalism of the newsletter and discussed methods of distributing it to the

general public. Ms. McNelly stated she would follow up on their suggestions and report back to them with the results.

**7. Committee Reports:**

A. Ethics Committee – J. Kleha, Chair. The committee met to discuss one direct service contract. There were no conflicts noted. Mr. Kleha made a motion to approve the contract, and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

**8. New Business:**

A. Recommend approval/abolishment of the following revised policies:

1. Recommend approval of new policy “Organization of the Board” combining policies 1:03 Officers, 1:04 Committees and 2:01 Organizational Meeting to make one policy.
2. Recommend abolishment of BPM 1:03 Officers in favor of new policy “Organization of the Board”
3. Recommend abolishment of BPM 1:04 Committees in favor of new policy “Organization of the Board”
4. Recommend approval of revised BPM 1:07 Ethics Council
5. Recommend approval of new policy “Meetings and Transaction of Business” combining policies 2:01, 2:02, 2:03, 2:04, 2:06, 2:08, 2:09 and 2:12
6. Recommend abolishment of BPM 2:01 Organizational Meeting and combining sections of it into two other policies “Organization of the Board” and “Meetings and Transaction of Business”
7. Recommend abolishment of BPM 2:02 Regular Meeting and combining sections of it into a new policy “Meetings and Transaction of Business”
8. Recommend abolishment of BPM 2:03 Special Meeting and combining sections of it into new policy “Meetings and Transaction of Business”
9. Recommend abolishment of BPM 2:06 Rules of Order in favor of new policy “Organization of the Board”
10. Recommend abolishment of BPM 2:06 Quorum and combining sections of it into new policy “Meetings and Transaction of Business”
11. Recommend approval of revised policy BPM 2:07 Minutes of Proceedings
12. Recommend abolishment of BPM 2:08 Recess of Meetings and combining sections of it into new policy “Meetings and Transactions of Business:
13. Recommend abolishment of BMP 2:09 Agenda and combining sections of it into two other policies “Organization of the Board” and “Meetings and Transaction of Business”
14. Recommend abolishment BPM 2:10 Transaction of Business, Voting Method and combining sections of it into new policy “Meetings and Transaction of Business”
15. Recommend approving revised policy BPM 2:11 Public Participation at Board Meetings
16. Recommend abolishment of BPM 2:12 Executive Sessions and combining sections of it into new policy “Meetings and Transaction of Business”
17. Recommend approval of 3:08 BPM Contracts

18. Recommend adopting amended version of already abolished Bidding Requirements original policy with new title "Purchasing Requirements"
19. Recommend approval of revised policy 3.02 .10 Probationary Periods
20. Recommend approval of revised policy 3.04.08 Tardiness and Attendance
21. Recommend approval of revised policy 3.05.08 Holidays
22. Recommend approval of revised policy 4.24 Building and Grounds Security Regarding Visitors and Tours due to SB 199 changing concealed carry laws.
23. Recommend approval of new policy "Concealed Carry Restrictions" required due to passage of SB199 effective 3/21/17.

Mr. Barnett recommended the Board receive the policies and vote on them next month since the Board did not have an opportunity to review them prior to the meeting.

Ms. Monroe noted the following three policies had significant changes: (1) New policy "Concealed Carry Restrictions" is a result of a law passed in March, 2017, stating people are no longer restricted from having firearms in their vehicles on public property. The policy specifies the prohibited actions of anyone having a firearm on SCBDD property, and a disclaimer releasing SCBDD from any liability involving a firearm on the Board's property. (2) The "Holiday" policy was updated to clarify all employees who voluntarily work four ten-hour days instead of five eight-hour days, would receive only eight hours when a holiday occurs. (3) The "Building and Grounds Security" revised policy tightens the process on visitors in the buildings. Mr. Arnett made a motion to accept all of the policies for review, with action to be taken on recommendations at the next Board meeting. Mr. Bolin seconded the motion and it carried in a unanimous roll call vote.

- B. Information from DODD – Webinar Offerings for Board Members. The Board received a handout regarding DODD webinar training options. Ms. Monroe explained more topic choices are available and the process has been simplified. She asked the members to inform her when they completed a Webinar.
- C. Presentation/Training from Peterman Transportation regarding their becoming the provider of record for transportation, and amending the current contract.

Presenting the training were Chad Phipps, SSA Director, Steve Sowkulech, Medicaid Manager, and Barak Wells, Petermann Transportation Regional Manager.

Petermann's proposal of becoming the provider of record for adult transportation includes eliminating six school-age bus routes and providing more flexible transportation for adults with non-school bus vehicles. Petermann also presented an addendum to the Board revising their current contract stating they will receive \$455 per route per day, effective 8/1/17. Mr. Thoroughman made a motion to accept the addendum and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.

**9. Miscellaneous:** None

**10. 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.

**11. Adjournment:** The Board adjourned at 6:07 P.M. on a motion made by Mr. Thoroughman and seconded by Mr. Arnett. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White

Respectfully Submitted by:  
Michael Arnett, Recording Secretary

Approved 5/18/17