

**Scioto County Board of Developmental Disabilities
Board Meeting Minutes for April 21, 2016**

STAR, Inc. @ 6:00 P.M.

Pledge & Prayer Leader: Cindy Gibson

1. **Roll Call:** Present were Board President Rodney Barnett, Vice-President J.Michael Thoroughman Recording Secretary Michael Arnett, Richard Bolin, Jeffrey Kleha, C. William Rockwell Jr., and Cindy Gibson.
2. **Agenda:** Superintendent Monroe requested “New Business” 9D – Approval of 2016-2017 SCBDD calendars for 12-Month Employees and VRS, be postponed until the May Board meeting, as the venue is still pending for the all-staff in-service. There were no objections.

Ms. Monroe recommended a two-hour orientation training be scheduled for new Board member Cindy Gibson as it is required she has the training within three months of her appointment. She suggested other Board members could also attend to fulfill part of their DODD mandatory trainings. Ms. Monroe stated she would coordinate the training/meeting to be held at STAR, Inc. There was brief discussion regarding the time and date and it was determined Saturday, June 4, 2016, from 10:00 AM to 12:00 PM., would be suitable for all Board members. Mr. Bolin made a motion to accept this time and date and it was seconded by Mr. Arnett. The motion carried in a unanimous roll call vote.

3. **Minutes:** Minutes for the Ethics Committee and Regular Board Meeting conducted on March 17, 2016, and the Special Board Meeting conducted on April 7, 2016, were approved collectively in a motion made by Mr. Kleha and seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.
4. **Expense and Fiscal Report:** Finance Director Matt Purcell reporting. Mr. Purcell thanked the Board for signing seven *Moral Obligations* and five *Then and Now* certificates. Mr. Purcell noted the General Fund report reflected the levy drop of over 1.2 million dollars in March, and the general fund ending balance for the month was 2.5 million dollars. There were no questions regarding the reports. Mr. Rockwell made a motion to accept the oral and written reports and it was seconded by Mr. Bolin. The motion carried unanimously.
5. **Superintendent Report:** Superintendent Julie Monroe reporting. The Board received the written report prior to the meeting. Ms. Monroe updated the Board on the Capital Improvement Plan. She stated some items regarding safety (i.e. the exit door for the bus garage) are moving forward and should be completed soon. She noted she is working with Darin Porter on gathering quotes for the other projects, and the next step will be meeting with the Commissioners to present the plan and financing options.
6. **Program Reports:** The Program Reports were submitted to the Board prior to the meeting. There were no questions or comments regarding the reports.
7. **Committee Reports:** There was no Ethics Committee meeting for the month of April.
8. **Old Business:** Recommend approval of revised/updated Personnel Policies given to the Board at the March meeting. A few policies had been slightly revised since the March meeting and that was noted on the review worksheet. There was some discussion on the policy changes and the benefit of the worksheet. Mr. Kleha made a motion to accept the revised policies and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
9. **New Business:**
 - A. Bridges Match – Mr. Purcell requested the Board approve payment of the Bridges match payment. Mr. Rockwell made a motion to approve the payment and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.
 - B. Recommend approval of Choice Housing contract – Managing Director Kenneth Reed gave a brief presentation regarding Choice Housing’s progress. Since last year, they have able to increase revenue through Section 8 monies without impacting the tenant’s portion of the rent, as well as put more revenue

back into the properties and complete various improvements. Choice Housing is also partnering with Scioto Residential Services (SRS) and the County Board to try to acquire capital dollars from DODD for a new development that would eliminate the need for the 11th Street group home, operated by SRS. This particular home has a very institutional flavor and needs many updates. Ms. Monroe stated that she has been very pleased with Choice Housing's service to individuals and recommended that the Board renew the contract with the current terms. Following further updates, Mr. Bolin made a motion to approve the contract renewal and Mr. Thoroughman seconded. The motion carried in a unanimous roll call vote.

- C. Carousel Center Roof Replacement Contractor Award – The Board received the recommendation letter from TSHD Architects in their packet. Ms. Monroe stated five bids had been presented and reviewed. TSHD recommended the contract be awarded to Par Roofing, Inc., who offered the lowest bid when combining the roofing and add-on projects (power washing and sealing the bricks) She explained the bids would need to be re-evaluated if the add-on projects were excluded because PAR did not present the lowest base bid. Facilities Chair Mr. Rockwell, made a motion to approve the recommendation from TSHD Architects and award the contract to Par Roofing, Inc. The motion was seconded by Mr. Thoroughman and carried in a unanimous roll call vote.
- D. Recommend approval of 2016-2017 SCBDD calendars – Postponed until May Board meeting.
- E. Recommend delegating Policy Review Project to the Policy Committee – During a Special Board meeting conducted April 7, 2016, Mr. Barnett brought up the possibility of having the Policy Committee oversee the Policy Review Project. There was discussion regarding the time involved in reviewing the policies and interest from the Board in serving on the Policy Committee. It was also noted that the majority of the policies were written to be in compliance with state statutes and rules, so very little was left to interpretation. Ms. Monroe noted that most of the personnel policies had been pre-reviewed by Dave Kessler, the HR Consultant, before being presented to the Board. She also emphasized that, as she has done in the past, any policies that had the potential to be controversial or result in significant changes would be flagged for the Board. After further consideration, the Board determined the Policy Review Project should remain as it stands, with the Board receiving a set of policies at each meeting to be reviewed and approved at the next month's meeting.
- F. Receive Personnel Policies Section 3.0 – Employee Responsibilities and Conduct for review. The Board received the policies to be considered for approval/updates at the next regular meeting. Ms. Monroe noted the Dress Code policy had been updated to reflect current trends.

10. **Miscellaneous:** None

11. **Comments from the Floor:** None

12. **Executive Session:** The Board agreed to enter into executive session at 6:53 P.M. *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.*

13. **The Board returned to regular session** at 7:10 P.M. on a motion made by Mr. Thoroughman and seconded by Mr. Rockwell. No action was taken.

14. **Adjournment:** The Board adjourned at 7:10 P.M. on a unanimous “aye” vote.

Minutes Prepared by:
Carla Nelson-White

Respectfully Submitted by:
Michael Arnett, Recording Secretary