

Scioto County Board of DD Meeting Minutes – Special Meeting May 16, 2012 at STAR, Inc.

Note: The purpose of this meeting was to conduct general business as the regular meeting, set for May 17, was canceled.

6:00 PM

1. **Roll Call:** Present were President Rodney H. Barnett, Vice President J. Michael Thoroughman, Klaire Purtee, Jeff Kleha, C. William Rockwell, Jr. and Richard L. Bolin. Absent was Recording Secretary Stephanie Childers.
2. **Agenda:** There was no change to the agenda as received.
3. **Minutes:** Minutes of the April 19 regular meeting, the April 25 Special Meeting, and the May 9 Personnel Committee Meeting were before the Board for approval. Mr. Kleha offered the motion. Mr. Rockwell seconded. The motion was approved unanimously in a roll call vote.
4. **Proclamation:** Due to time constraints on the recipient, the proclamation honoring Trisha Schmidt on the receipt of an award was moved to this point in the meeting. Mrs. Schmidt had been recognized earlier in the month for her work on behalf of children by the Scioto County contingent of the National Association for the Education of Young Children. The Board expressed its pleasure in having such a compassionate and dedicated individual on staff. The proclamation was read to the assembled by Mark Cornwell, Director of School Services. Mrs. Schmidt was on hand to receive the document, so photographs were taken. Both Mrs. Purtee and Mr. Bolin also spoke with appreciation of Mrs. Schmidt. Mrs. Purtee then made a motion adopting the proclamation. Mr. Bolin seconded. The motion was approved unanimously.
5. **Financial Report:** The Board was presented with a docket of expenses and a small number of 'Then and Now' certificates for signature. Director of Finance, Matt Purcell also distributed a written trust fund report. Other written reports had been sent to the Board in advance of the meeting, and Mr. Purcell reviewed this with the Board. Mr. Kleha made the motion to accept the Finance Report. Mr. Bolin seconded. The motion was approved unanimously.
6. **Program Reports:** Written reports from program directors were submitted in advance to the Board members, with the addition of a report from Awareness Coordinator Shawn Jordan. Adult Services Director Kelly Hunter gave an oral report.
7. **Old Business:** In March a resolution regarding the use of public funds was tabled pending approval from the County Prosecutor's Office. After a few changes, this approval was received. The amended document was before the Board for approval. It will allow the Board to approve the expenditure of funds for such things as: providing amenities for board, employee and stakeholder training, team building, planning and similar events, to publically and tastefully memorialize board members, staff members, individual served and volunteers who pass away, to provide incentives for achievement, improvements and enthusiastic participation by staff and volunteers. Mr. Kleha made the motion to adopt this resolution. Mr. Thoroughman seconded. The motion was approved unanimously.

8. Committee Reports:

- A. Personnel Committee: Chairman Mike Thoroughman reported that the Committee had met May 8 and reached a tentative agreement with Randy Beach of Pickaway County to serve as interim superintendent. The Board would actually contract with the Ohio Association of County Boards Serving People with DD for Mr. Beach's services. Details of the contract included a minimum of 20 hours per week and 24-hour availability through phone or electronic media for \$5,000 monthly. Occasional overnight lodging would be an extra expense. Mr. Thoroughman made the motion to approve the interim superintendent contract. Mr. Kleha seconded. The vote was unanimously in favor of the motion.
- B. Policy Committee: Mr. Hollinger reported that several policies were ready for review by the Policy Committee. He requested that a meeting be arranged before the June meeting, as one policy has a planned implementation date of September 1.
- C. Capital Improvements Committee: The tenants at The Carousel Center have requested new carpeting, and their rents have been adjusted to cover this expense. It remains for the Capital Improvement Committee to review cost estimates and recommend a vendor. Mr. Hollinger requested that this meeting be held before the June meeting.

9. New Business

- A. Program Calendars: The 12-month calendar and the two 9-month calendars for the 2012-2013 Program Year had been prepared for Board approval. Mr. Rockwell made the motion. Mr. Bolin seconded. The motion was approved unanimously.
- B. Proclamation: A proclamation had been prepared to honor Community Services Secretary Janet Reutinger on the occasion of her retirement. Mr. Kleha made the motion to adopt the proclamation. Mrs. Purtee seconded. The motion was approved unanimously.
- C. Vacation Conversion Plan Resolution: In order to allow certain administrators to convert vacation leave to cash, the Ohio Public Employees Retirement System (OPERS) required the Board to approve a resolution annually. This resolution was before the Board. Mr. Thoroughman made the motion. Mr. Rockwell seconded. The motion was approved unanimously.
- D. Teacher's Aide Contract: There has never been a written between the local school districts and the Board for the provision of one-on-one teacher's aides. Mr. Purcell presented a master contract to the Board for their approval as to form. Approval is pending from the Scioto County Prosecutor's Office. Mr. Kleha made the motion that this be considered the first reading of this contract. Mrs. Purtee seconded. The motion was approved in a unanimous vote.
- E. Management contracts: Contracts for the Director of Adult Services and the Director of Finance had been prepared. These were tabled until after Executive Session.

10. Superintendent's Report: Benjamin Hollinger reporting

Mr. Hollinger presented the Board with a document entitled 'Road Map.' He stated that this document was intended to provide the Board and future leadership with insights and guidance regarding a number of initiatives begun during Mr. Hollinger's tenure. He reviewed the document point by point, covering all aspects of county board services.

Mr. Hollinger also explained that the Ohio Developmental Disabilities Council has chosen to award this Board a grant to use to develop an integrated, cooperative public transportation plan. Once this plan is developed, the county is eligible to apply for a wider variety of grant funds and subsidies to further build public transportation. Mr. Hollinger anticipates that Access Scioto County (ASC), the current minimal public transit system, will play a major role.

11. Miscellaneous: Mr. Barnett noted that an employee of the Board, teacher's assistant Ray Keller passed away in April. Director of School Programs Mark Cornwell, and board member Rick Bolin, shared memories and observations about Mr. Keller's work and character. He had been a Board employee for 12 years and before that worked at the county's now defunct hospital for people with mental illnesses.

12. Comments from the Floor: None

13. Executive Session: Mr. Thoroughman made the motion that the Board enter into Executive Session at 7:40 PM. The motion was seconded by Mr. Bolin and approved in a unanimous roll call vote.

The Board returned to open session at 8:20 PM. Mr. Thoroughman made a motion to approve the management contracts for the Director of Finance and the Director of Adult Services, as well as an Administrative Leave Agreement with Service and Support Administrator Lana Hill. Mr. Bolin seconded. The motion was approved unanimously.

The Board then set a Special Meeting for Monday, May 21 at The Vocation Station for the purpose of conducting interviews for the position of superintendent.

14. Adjournment: Mr. Thoroughman made the motion to adjourn at 8:30 PM. Mr. Kleha seconded. The motion was approved unanimously.

Prepared by Margaret Compton

Submitted by:

Stephanie Childers
Recording Secretary