

**Scioto County Developmental Disabilities
Board Meeting Minutes
May 16, 2019**

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

The Board offered a moment of silence for three individuals served by the SCDD who had recently passed away. Richard Hughes (adult), Mark Lajoy (former VRS student) and Jared Cline (current VRS student) will be fondly remembered by the SCDD family.

Prayer – Cindy Gibson

Pledge – Richard Bolin

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, Richard Bolin, Cindy Gibson, C. William Rockwell, Jr. and Jeffrey Kleha.
2. **Agenda:** The newly created *Narcan Policy* discussed at last month’s Board meeting was added under New Business at the request of Mr. Purcell. There were no objections.
3. **Minutes:** Minutes for the April 19 Board meeting were approved in a motion made by Mr. Kleha and seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Finance Director Lynn Webb reporting. She stated April’s general fund started with slightly over \$6.2 million, and ended with roughly \$6.1 million after revenue and expenditures. It was noted there were no “*Then and Now Certificates*” or “*Morale Obligations*” that required signatures this month. The Board unanimously accepted Mrs. Webb’s oral and written report.
5. **Superintendent’s Report:** Superintendent Matt Purcell reporting. Mr. Purcell reminded the Board VRS graduation is May 24 and they should be receiving their invitations in the mail soon. He also informed the Board the Accreditation Team would be here the first part of August to evaluate SCDD for accreditation. Mr. Purcell stated he took some exception with their decision in 2018 to award accreditation for one year instead of three, as there were a total of six citations which is generally allowed for a three year accreditation. He added some of the citations were out of our control due to timing. Mr. Purcell stated staff is working diligently with the expectation of receiving a three year accreditation. Mr. Purcell’s oral and written report was accepted unanimously by the Board.
6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Director’s for their reports. SSA Director Chad Phipps noted his Board report did not include updated numbers because Data Warehouse had the wrong information in their system. He stated he would include the correct statistics in next month’s report. Mrs. Gibson made a motion to accept the program reports and it was seconded by Mr. Thoroughman. The motion carried unanimously.

7. Committee Reports:

- A. ***Personnel Committee – R. Bolin, Chair.*** The Committee met at 4:00 P.M. to discuss one individual contract. The decision was made to table the discussion until the next committee meeting. No action was taken. Mr. Arnett made a motion to accept Mr. Bolin’s report and it was seconded by Mr. Thoroughman. The motion carried unanimously.
- B. ***Ethics Committee – J. Kleha, Chair.*** The Ethics Committee met at 4:30 P.M. to discuss two Direct Service Contracts. There were no conflicts noted and Mr. Kleha made the motion to approve the contracts and it was seconded by Mr. Rockwell. The motion carried unanimously.

8. Old Business: Mr. Purcell reported that Randy Beach had confirmed he would be conducting an in-service training on June 20 following the Board meeting. Topics are to include *Budget Forecasting, Current Status of Vocational Habilitation and Proposed Changes to Non-Medicaid Transportation*. There was brief discussion and suggestions on the topics. No action was taken. Mr. Thoroughman made a motion to accept the report and it was seconded by Mr. Rockwell. The motion carried unanimously.

9. New Business:

- A. ***Update on credentials required for Instructional Aides.*** Mr. Purcell recommended the Board approve that VRS Instructional Aides be required to pass an evaluation to demonstrate knowledge and classroom ability as stated in the *No Child Left Behind Act*, the most recent update to the *Elementary and Secondary Education Act of 1965*. This Act affects public schools receiving Title I funding for schools with disadvantaged children. Mr. Purcell noted VRS is not a Title I school, and therefore aides are not required by law to pass the evaluation. However, as SCDD is striving to become a resource for the county, it is advantageous for the aides to obtain the ESEA credential in becoming better professionals, and it would prove valuable when comparing salary ranges with other aides who are credentialed. It was noted no evaluation was needed if the Aide had at least a two-year college degree. He added existing aides would be given a timeline to prepare, and those passing may be compensated at a higher rate than those who do not if this measure was deemed appropriate, and those not passing would remain at the regular compensation rate. Purcell also suggested SCDD pay for one exam per current aide. It was noted that any Instructional Aides newly hired would be required to have the credential, and would only be hired contingent on whether they had obtained it, or could obtain it within a given amount of time.
- Mr. Purcell recommended two things to the Board for approval. (1) The Superintendent is permitted to require current Instructional Aides carry the ESEA credential of “No Child Left Behind”. Any new hires would have to obtain the credential within 90 days. (2) Establish a timeline of up to two years for current Instructional Aides to prepare for and pass the evaluation. It was also recommended SCDD pay the initial fee for taking the exam and the credentialing cost, if applicable. Mr. Kleha made a motion to approve Mr. Purcell’s

recommendations and it was seconded by Mr. Arnett. The motion carried in a unanimous roll call vote.

- B. ***Recommend MUI training for Board members be conducted following tonight's meeting.*** SSA Director Chad Phipps will give a one-hour presentation on *New MUI/UI Rule and Responsibilities of Board Members as Mandated Reporters* after tonight's Board meeting adjourns. This is an OACB required topic for Board member training for 2019, and will satisfy one of the four required hours.
- C. ***Discuss VRS gymnasium stage upgrades.*** Mr. Purcell explained a permanent wheelchair ramp was necessary for the VRS stage. The portable ramp currently being used is no longer practical with the gym upgrades being completed. As this expense was expected to be more than \$15,000, three letterhead bids were requested. Bodmer & Hannah came in at the lowest bid of \$23,000, which was significantly less than the next lowest quote. Mr. Rockwell made a motion to approve the cost of the ramp and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.
- D. ***Distribution of the "Narcain Policy".*** The Board members received the *Narcain Policy* for review. The policy will be recommended for approval at June's meeting.

10. **Other:** None

11. **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.

12. **Adjournment:** On a motion made by Mr. Rockwell and seconded by Mr. Thoroughman the Board adjourned at 5:18 P.M. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Michael Arnett
Recording Secretary

