

**Scioto County Board of Developmental Disabilities
Board Meeting Minutes for June 15, 2017**

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

Prayer and Pledge Leader: Cindy Gibson

1. **Roll Call**: Present were Board President Rodney Barnett, Recording Secretary Michael Arnett, Jeffrey Kleha, C. William Rockwell, Jr. and Cindy Gibson. Vice President J. Michael Thoroughman and Richard Bolin were absent and excused.

2. **Agenda**: The Board received the revised agenda and Table of Organization at the meeting.

SSA Director Chad Phipps introduced two new Service and Support Administrators, Brittany Mitchell and Tiffany Kinker. The SSA's were welcomed by the Board.

3. **Minutes**: The Minutes for the Board meeting conducted May 18 were approved 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. The Board signed two *Morals and Obligations*. Mr. Purcell noted May ended with just over 2.7 million dollars, which accurately reflects the trending forecast. There were no questions or comments. Mr. Rockwell made a motion to accept the written and oral report, and it was seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.

5. **Superintendent Report**: Superintendent Julie Monroe reporting. Ms. Monroe submitted a written report prior to the meeting and gave a brief update on HB 49 - State Biennium Budget process. Many of the proposed cuts impacting DD services to the Executive Budget made by the House were restored by the Senate Finance Committee. A final vote will be taken on June 21, 2017. More detailed information on the Senate version of the bill from OACB and the ARC was offered to the Board for their review. Mr. Arnett made a motion to accept the written and oral report and it was seconded by Mrs. Gibson. The motion carried unanimously.

6. **Program Reports**: The Program Reports were submitted to the Board prior to the meeting. Mr. Barnett thanked the Directors for their reports.

7. **Old Business**: None

8. **Committee Reports**: Ethics Committee – J. Kleha, Chair. The Committee met to discuss one Direct Service contract and there were no conflicts found. Mr. Kleha made a motion to approve the contract, and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

9. New Business:

A. Recommend approval of eight revised/new policies the Board received in May for review. The polices included:

- Board Member Code of Ethics
- Board-Staff Communications
- Development of Regulations (*Recommending abolishing and combining with Policy Adoption)
- Policy Adoptions and Changes
- Board Philosophy
- Home and Community (*Recommending abolishing)
- Waiting Lists for Services
- Facility Use

Mr. Kleha made a motion to approve making the suggested changes to all eight policies collectively and Mr. Rockwell seconded. The motion carried in a unanimous roll call vote.

B. Recommend approval of revised policy BPM 2.04-Public Notice of Meetings. Ms. Monroe explained the revised policy had been streamlined and updated. The Board would like social media to be utilized in sharing special Board meeting information. Mr. Kleha made a motion to approve the revised policy and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

C. Presentation regarding the addition of the “Waiver Funding Specialist” to the Table of Organization. Ms. Monroe, Chad Phipps, Director of Service and Support Administration reporting. The Board was asked to consider adding a new position to the Table of Organization (TO) under the SSA Department – Medicaid Service Manager. Mr. Phipps shared data on annual waiver cost comparison from Fiscal Year 2012 – Fiscal year 2017 showing the increase of Medicaid Waivers from 150 to 243. Mr. Phipps also shared a written analysis of how the new position would benefit the County Board, specifically, the SSA Department in managing the increase in workload of the SSAs.

The position would streamline certain data entry duties currently completed by SSAs by completing all Cost Projection Tool (CPT) input. This would allow more time for SSAs to fulfill their other duties such as monitoring services and spending more time in the community where individuals receive services. There were also many other benefits included in the analysis such as more efficient tracking of authorized costs of waivers in real time. This will help the Finance Office more accurately project waiver costs when forecasting the budget.

Ms. Monroe also stated that there was at least one staff member at STAR who would be impacted by privatization that would be qualified to fulfill requirements of the position (i.e. must be eligible to receive SSA Certification). Mr. Arnett voiced his

recommendation, and the Board agreed that staff members who would be impacted by future lay-off at STAR be given priority consideration for the position.

D. Discuss parking lot expansion at STAR, Inc. Ms. Monroe stated a parking lot expansion is necessary now that the Vocation Station and Community Employment programs are housed at STAR, Inc., as well as the addition of more transport vehicles. She added the Bridges program is being eliminated after September, and the money used in matches for that program will be used to help fund the parking lot. Ms. Monroe stated the grass lot next to the wheelchair ramp will be turned into parking, streamlining parking congestion, freeing space for the bigger transport vehicles and allotting a designated area for Petermann. After discussion and questions, the Board agreed that Ms. Monroe move forward with seeking sealed bids for the project. Darin Porter, Operations and Safety Consultant will be notified to coordinate the project.

E. Recommend approval of the revised Table of Organization. The Board was presented with three changes to the Table of Organization. (1) Abolish the vacant position of Community Employment Team Leader since it is now a STAR position. (2) Add the new position of Waiver Funding Specialist for the reasons stated above – paragraph C, and (3) Change Intake Evaluator from a part-time to a full-time position. Ms. Monroe shared data that shows the Intake Department is receiving an increasing number of referrals each year. Tammy Nelson, Director of Early Childhood and Intake also commented on the high number of PASSR screenings that are required to be done. These must be done for any individual placed in a long-term care facility that may be eligible for our program, and DODD recently reduced the turnaround time for completion. Mr. Kleha made a motion to approve the changes on the TO and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

10. Miscellaneous: 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. No comments were made from the floor.

12. Executive Session: On a motion made by Mr. Arnett and seconded by Mr. Rockwell, the Board entered into Executive Session at approximately 5:50 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.* The motion carried unanimously.

13. The Board reconvened into regular session at 6:58 p.m. on a motion made by Mr. Arnett and seconded by Mrs. Gibson. The motion carried unanimously.

14. Mr. Rockwell made a motion to authorize the Superintendent to proceed with developing a contract with STAR, Inc. to provide all current Adult Day Array services that the SCBDD will cease to provide on July 1, 2018. The motion was seconded by Mr. Arnett and was carried unanimously in a roll call vote.

By entering into a contract with STAR, Inc., among other things, the County Board will be able to proceed with contacting Ohio Public Employees Retirement System (OPERS) regarding determining if the employees are 'carry-over employees', and if so determined, they will remain eligible to remain in the OPERS program if they choose upon privatization. Ms. Monroe will meet with all of the employees affected on June 16, 2017.

- 15. Adjournment:** The Board adjourned the meeting at 7:05 p.m. on a motion made by Mr. Rockwell and seconded by Mr. Arnett. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White

Respectfully Submitted by:
Michael Arnett, Recording Secretary