

**Scioto County Board of Developmental Disabilities  
Board Meeting Minutes for June 16, 2016**

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

Pledge & Prayer Leader: Richard Bolin

1. **Roll Call:** Present were Board President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, Richard Bolin, and Cindy Gibson. Jeffrey Kleha and C. William Rockwell, Jr. were absent and excused.
2. **Agenda:** No changes to the agenda as presented.
3. **Minutes:** Minutes for the regular Board and Ethics Committee meetings, both conducted on May 19, 2016, and the Finance Committee meeting conducted on June 8, 2016, were approved collectively in a motion made by Mr. Arnett and seconded by Mr. Thoroughman. 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 two *Moral Obligations*. He noted May's General Fund report showed a beginning balance of just under \$2.3 million and an ending balance of \$1.79 million after deposits and expenditures. He noted these totals were generally even with totals from last year at this time. Mr. Purcell also stated we are expecting the second levy drop in July and this should aid in bringing the balance back into the black. There were no questions regarding the reports. Mr. Bolin made a motion to accept the oral and written reports and it was seconded by Mr. Arnett. The motion carried unanimously in a roll call vote.
5. **Superintendent Report:** Superintendent Julie Monroe reporting. The Board received the written report prior to the meeting. Ms. Monroe added that Scioto County Head Start is interested in renting the two vacated classrooms at the Carousel Center, and would begin utilizing the rooms in July with 30-34 children attending. She stated Head Start had a quota requiring children have some type of disability. Mr. Purcell noted that although the rent for the classrooms was not substantial, the savings of not operating the preschool program put the operational budget ahead by an estimated \$100,000. Mr. Arnett made a motion to accept Ms. Monroe's report and it was seconded by Mr. Thoroughman. The motions carried in a unanimous roll call vote.
6. **Program Reports:** The Program Reports were submitted to the Board prior to the meeting. There were no questions or comments.
7. **Committee Reports:**
  - A. **Ethics Committee** – Chad Phipps, SSA Director, spoke in Mr. Kleha's, (Chair) absence. The committee met at 5:45 P.M. prior to the Board meeting to discuss one direct service contract. There were no conflicts found, and the contract was approved on a motion made by Mrs. Gibson and seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.

**B. Finance Committee** – J. Michael Thoroughman, Chair. The committee met on June 8 at 10:00 A.M. in the Superintendent’s office to discuss the STAR contract. Mr. Barnett made a comment that he felt a great deal was accomplished in the meeting as several items were considered. Mr. Thoroughman presented three recommendations to the full Board:

1. Recommend approval of the addendum to the contract between SCBDD and STAR which increased the amount of dollars STAR would be able to seek in reimbursement from SCBDD to a monthly *not to exceed* amount of \$140,000 beginning June 16, 2016 through December 31, 2016. The money will be reallocated from the ADS line item budget in the amount of \$3500 per month for the remainder of 2016.
2. Recommend SCBDD discontinue providing Adult Day Array services no later than June 30, 2018. Mr. Purcell gave a brief overview of the Projected Operational Analysis which was detailed at the committee meeting. The analysis was completed by Ken Albert, CPA, using 2014 data and projects revenue and expenditures if STAR was operating independently, as well as the savings to the SCBDD. Mr. Purcell stated that although these models were intended to be used more as discussion points, the models seemed to indicate that it was feasible STAR and SCBDD could both work successfully as separate entities.
3. Recommend Mr. Hunter applies for the Provider Medicaid certificate by the regular October Board meeting on October 20, 2016

Mr. Thoroughman made a motion to collectively approve all three recommendations and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.

**8. Old Business:** Recommend approval of revised/updated Personnel Policies given to the Board at the May Board meeting. Two of the policies had minor revisions since being given to the Board. Ms. Monroe explained the definition of “full time” was changed from 32 to 30 hours so employees could receive benefits at 30 hours. She added there were a few additional groups now recognized as a protected class. Mr. Thoroughman made the motion to approve the policies and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

**9. New Business:**

- A. Distribution of Personnel Policies for review/revision. The Board received 19 new policies for review, including several being recommended for abolishment. The policies will be approved at the next regular Board meeting.
- B. Recommend discontinuing providing Adult Day Array services no later than June 30, 2018. Ms. Monroe stated this action should be clearly defined in a Resolution. She read the prepared Resolution - Regarding HCBS (Home and Community Based) Day Array Services affirming the SCBDD will no longer be a provider of HCBS Adult Day Array services on or before July 1, 2018. After a few questions, Mr. Thoroughman made a motion to accept the Resolution and it was seconded by Mr. Arnett. The motion carried

in a unanimous roll call vote. The Resolution was signed by five Board members with five “yea” votes and zero “nay” votes. Two members were absent.

- C. Recommend scheduling two ad-hoc committee meetings for the purpose of (1) STAR independence and (2) Review Superintendent/Board Policies. The Board discussed setting a date for the two meetings to be determined in the near future. Mr. Thoroughman also recommended that all Board members attend the ad-hoc meeting for review of Board policies. No action was taken.
- D. Recommend approval of revised 2016/2017 SCBDD 12-month Employee calendar. Ms. Monroe apologized that there was an error on the calendar presented to the Board last month which had been corrected. Mr. Thoroughman made a motion to approve the revised calendar and it was seconded by Mr. Bolin. The motion carried unanimously in a roll call vote.
- E. Discussion of additional van purchase for STAR, Inc. After the Finance committee adjourned on June 8, they entered into a discussion of the purchase of a second van for STAR. Mr. Thoroughman stated the first van recently replaced had 161,000 miles on it. The second one that is considered being replaced has 177,000 miles on it and the heating and a/c unit are not functioning. He noted since there is already an agreed price on one van, it would make sense to replace a second one as well. Mr. Thoroughman added that if STAR receives the transportation grant for the purchase of more vehicles, along with the addition of two new vans, it could prove profitable for STAR for several years to come. A motion was made by Mr. Thoroughman to approve the purchase of a second van, not to exceed the price of the first van. The motion was seconded by Mrs. Gibson and carried in a unanimous roll call vote.

**10. Miscellaneous:** None

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

**12. Executive Session:** Mr. Arnett made a motion to enter into executive session at 6:35 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 was seconded by Mr. Bolin and carried in a unanimous roll call vote.

The Board came out of Executive Session on a motion made by Mr. Barnett and seconded by Mr. Thoroughman at 7:30 P.M. The motion carried unanimously. No action was taken.

**13. Adjournment:** The Board adjourned at 7:30 P.M. on a unanimous vote.

Minutes Prepared by:  
Carla Nelson-White

Respectfully Submitted by:  
Julie Monroe, Superintendent