

Scioto County Board of DD Ethics Committee Minutes for June 20, 2013

STAR Conference Room, 6:45PM

- 1. Roll Call:** Present were Stephanie Childers, Rodney Barnett, Jeffery Kleha. Attending ex-officio were: Service and Support Administration Director Donna Royse and Superintendent James Krumer. The meeting was called to order by Stephanie Childers.
- 2. Discussion:** Donna Royse reviewed 2 supported Living Contracts and reviewed 49 direct service contracts for family members. The family members receive payment and then use the funds to pay the provider (s). An open discussion regarding the contracts revealed there were no ethical concerns. The contracts were recommended for approval by unanimous consent. Also, funds were available to fulfill these obligations.
- 3. Adjournment:** Chairperson Jeffery Kleha asked for a motion to adjourn the meeting. By unanimous consent the meeting was adjourned at 6:54PM.

Prepared and Submitted by:

Stephanie Childers, Recording Secretary

Scioto County Board of DD Meeting Minutes for June 20, 2013

STAR Workshop, 2625 Gallia Street, Portsmouth
7:05 PM

Prayer Leader: Bradley Brant, Wheelersburg Baptist Church

Pledge Leader: Rick Bolin

- 1. Roll Call:** Present were President Rodney H. Barnett, Vice President J. Michael Thoroughman, Recording Secretary Stephanie Childers, Klaire L. Purtee, Jeffery Kleha, C. William Rockwell, Jr., and Richard L. Bolin.
- 2. Agenda:** Mr. Krumer requested the addition of an item under new business. The vote to approve this change was unanimous.
- 3. Minutes:** Mr. Rockwell made a motion to approve the minutes from the May Ethics Committee Meeting, the May Board meeting and the June Finance Committee

Meeting. Mr. Bolin seconded. The motion was approved unanimously. Minutes from the June 12 Special Meeting were not ready for review.

4. **Expenses & Fiscal Report:** Matt Purcell, Director of Finance reporting
Mr. Purcell reviewed the Income and Expense reports for the Board's General Fund. He also distributed written reports that had been updated since the board members preparatory material had been sent last week. A report on the Trust Fund was also handed out. Mrs. Childers made the motion to approve the fiscal report, which included the docket of expenses, a couple of then and now statements and a moral obligation. Mr. Thoroughman seconded. The motion was approved unanimously.

5. **Superintendent's Report:** James Krumer Reporting
To supplement his written report, Mr. Krumer mentioned a few items.

- A. A webinar is being offered by the Ohio Ethics Commission for interested public officials.
- B. An ADA settlement of a case in Rhode Island is the newest in a list of events influenced by the landmark Olmstead lawsuit, which Mr. Krumer has been reporting on for some time. Ohio is working hard to make sure the Federal attorneys and regulators do not have to come in and force changes in this state.
- C. A brief update on the state budget process was the final topic.

Mr. Kleha made a motion to approve the superintendent's reports as presented. Mr. Bolin seconded. The motion was approved unanimously.

6. **Program Reports:** Mr. Barnett thanked the people who put together the reports that were sent in advance of the meeting. He asked if there was additional information. None was volunteered.

7. **Old Business:** None

8. **Committee Reports:**

- A. Ethics Committee: The Ethics Committee met immediately before this meeting. Chairman Kleha reported that a number of direct service contracts were reviewed and found not to have conflicting interests. He recommended their approval to the Board in the form of a motion. Mr. Rockwell seconded. The motion was approved unanimously.
- B. Finance Committee: This Committee met June 3. Chairman Thoroughman reported that the Committee reviewed and recommends the following:
 - a. Budget Proposal for 2013-2014 for the County Commissioners

- b. The 5-year forecast to be revisited in six months
- c. A change to policy 6.03 Reimbursement of Expenses, reinstating employees eligibility for reimbursement and making the meal reimbursement up to \$32 per day for travel out of the county.

There was some discussion on these issues, including the additional cost associated with the meal reimbursement. However, Mr. Thoroughman made the recommendations into a motion. Mr. Kleha seconded. The motion was approved unanimously.

9. New Business:

- A. Mr. Krumer's vacation plans conflict unintentionally with the July board meeting. He requested that the Board consider moving the meeting date either forward or backward a week. Mr. Thoroughman made the motion to move the board meeting to July 25. Mr. Kleha seconded. The motion was approved unanimously. The time and location were unchanged.
- B. Action on a number of policies was requested by administration in the on-going effort to update both the personnel manual and the general policy manual this year. As neither Personnel nor Policy Committee meetings could be scheduled before this board meeting, the policies were sent to the full board for review. In a single motion the Board approved the following:
 - a. Abolishment of Personnel Policies 1.07 Cost Consciousness, 5.02 Orders for Disciplinary Action and 5.07 Equal Employment Opportunity Complaint Policy and Procedure. From the Board Policy Manual the Board abolished the Bomb Incident Policy in favor of developing a new procedure.
 - b. Adopted new policy 3.04.01 Standards of Conduct
 - c. Amended 3.02.01 Fair Employment Standards (formerly PPM 2.01), 3.02.02 Reasonable Accommodation (formerly PPM 2.02), 3.04.02 Progressive Discipline Policy (formerly 3.04.01 Standards of Conduct, Rule Violations & Corrective Action) and 3.05.03 Reimbursement of Expenses (formerly PPM 6.03)

Mr. Kleha made the motion and Mr. Thoroughman seconded. The vote to approve was unanimous.

- C. Personnel Issues
 - a. Teacher's Aide Position: A teacher's aide at Carousel Preschool has resigned to pursue another career. Director of Early Childhood

Programs, Tammy Nelson, is seeking to fill the position before school starts. She brought a proposal to the Board in lieu of presenting it to the Personnel Committee for reasons stated above. While the superintendent retains the authority to hire staff, the personnel committee has expressed its interest in reviewing the need to fill a position whenever one becomes vacant. Mr. Nelson explained that state law sets the ratio of adults to children in preschool classes. Therefore, unless the Board wishes to relinquish a classroom, a new person needs to be hired. Mr. Bolin made the motion to authorize the superintendent to fill the vacant position. Mrs. Purtee seconded. The motion was approved unanimously.

- b. Hiring Authority: Mr. Krumer asked that the board allow him the authority to hire direct service staff without committee review, if the vacancy occurs between board meetings. Mr. Rockwell made the motion; Mr. Bolin seconded. The motion was approved in a unanimous vote.
- c. Speech Services for School & Preschool: Mr. Purcell and Mr. Krumer presented a proposal to contract with the Education Service Center for speech services for 2013-2014. They believe that this option will allow more flexibility and has the potential to save money. There was some discussion on the issue with Mrs. Purtee expressing concern over quality and stability and Mrs. Childers inquiring about management and selection of contracted employees. Mr. Krumer and Mr. Purcell explained that they wanted to be part of the selection process and that the chosen speech therapist would be housed in the VRS building and supervised by our program directors, and that the appropriate exit/termination clauses would be part of the contract. Mrs. Childers made the motion to authorize the Superintendent to contract for up to \$103,772 of speech therapy with the ESC. Mr. Bolin seconded. The motion was approved unanimously.

10. Comments from the Floor: Mr. Purcell expressed his appreciation of the many people helping out with the up-coming levy fundraiser, the tenth annual Golf Scramble and urged Board members to support the effort any way they could.

11. Executive Session: Mr. Thoroughman made the motion to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee at 7:52 p.m. Mrs. Purtee seconded. The Board convened executive session at 8:00 with a unanimous roll call vote.

Open session resumed at 9:55 p.m. with a motion by Mr. Thoroughman, seconded by Mr. Bolin. This motion was approved unanimously.

Mr. Rockwell and Mr. Thoroughman made and seconded a motion to approve a two-year contract for the Adult Services Team Leader with a 3 percent raise over the term of the contract. The motion was approved unanimously.

Mr. Thoroughman made a motion that two special board meetings be held on July 25. The first will begin at 5:00 PM for the purpose of discussing personnel issues. The second would begin at the regular time, 7:00 PM for general business. Mr. Bolin seconded. The motion was approved unanimously. It was noted that the Ethics Committee would also start at its regular time of 6:45 PM.

- 12. Adjournment:** Mr. Rockwell and Mr. Thoroughman made and seconded a motion to adjourn at 10:00 PM. The motion as approved unanimously.

Minutes prepared by Margaret Compton.

Submitted by:

Stephanie Childers, Recording Secretary