

Scioto County Board of DD Meeting Minutes for June 17, 2010 held in Vern Riffe School, Room 210

6:00 p.m.

1. **Roll Call:** Present were President Rodney Barnett, Vice President James Thoroughman, Recording Secretary Stephanie Childers, Klaire Purtee, Jeffrey Kleha, William Rockwell, Jr. Absent and excused was William C. Collins.
2. **Agenda:** Mr. Barnett acknowledged that the agenda had been received in advance of the meeting. There were no changes to the document.
3. **Minutes:** Mr. Kleha made a motion to approve the minutes of the May meeting as received. Mrs. Childers seconded the motion. The motion was approved with a unanimous roll call vote. All votes of the Board are recorded using the roll call method.
4. **Expenses:** Mr. Kleha made the motion to approve the expenses and the morals as received. Mrs. Purtee seconded. The motion was approved unanimously.
5. **Superintendent's Report:** Brenda Benson reporting
 - A. Mrs. Benson introduced former County Board president James "Ernie" McLaughlin, who in turn introduced David Lewis. Both men are members of the Western Sun Masonic Lodge in Wheelersburg. They had asked to be on the agenda of this meeting in order to present Special Olympics a donation of \$250.00. Mr. Barnett accepted the donation with thanks and then turned it over to Community Services Director Julie Monroe. Mrs. Monroe is the local coordinator for the Scioto County Special Olympics. She noted that the funds would be used during the trip to the State Summer Games being held at Ohio State University later this month, an event that Mr. McLaughlin has attended in the past. This will be the first time that a delegation of athletes from Scioto County has attended in many years.
 - B. Bus Garage: Construction has been delayed again. Paperwork required by American Electric Power has taken three months. Mrs. Benson has had to hand carry papers between the parties in order to get them processed. Now it appears that the project management company has not yet received all the permits necessary. Mrs. Benson is pessimistic about having the project finished by the first day of school.
 - C. Acquiring additional property for parking: Mrs. Benson has written the company that owns the paved lot across Mabert Road from Vern Riffe School, asking if they would sell the property to the Board at a reduced price or donate it outright. She received a rapid, but negative response explaining that the law dictates how many parking spaces must be maintained for the number of retail establishments in the complex to which the lot is attached. The company's representative suggested a different piece of undeveloped property further down the street. Mrs. Benson asked the board members to drive by the lot and to keep this in mind as a possibility.

She went on to mention to the Board another possibility regarding other nearby properties. They discussed a number of potential realtors. No action was taken.

D. When the County Board privatized transportation, the function of taking individuals to and from community employment jobs was not included in the services to be provided by Petermann, Ltd. The bus drivers' union grieved this issue. Now, more than 18 months later, an arbitrator has ruled in favor of the County Board. Mrs. Benson reported that the County Board invested about \$10,000 to win this decision, which is considered crucial to the successful expansion of the Community Employment Program. School bus drivers were only able to transport individuals to and from work within the limited hours of 10 AM to 2 PM on weekdays. With STAR, Inc. operating these services, individuals go to work as early as and as late as required. Weekend hours are also available.

The subject of realtors resurfaced for a few moments.

6. **Program Reports:** Written reports were submitted to the Board in advance of the meeting. Business Manager Matt Purcell gave an oral report. He noted that May began with a General Fund balance of \$4,555,227.41 and ended at \$3,783,891.91. Just over \$891,000 came in as revenue so far this quarter, but over \$1.7 million went out in expenditures over the same time period. Under expenditures, he pointed out a withdraw of \$399,369.13 that was listed in the 'Miscellaneous Expenses' line item, is actually a transfer of funds to the capital account. The county auditor prefers it to be recorded this way.

Mr. Purcell also said that the Education Reimbursement fund was being used and that the training line item is getting low. Next month he anticipates putting more funds aside for training.

Referring to the Trust Fund report, Mr. Purcell highlighted a contribution of \$2,800 from the Portsmouth Elks City Club. Helping people with cerebral palsy is the charitable focus of Ohio's Elks and the local group has selected the County Board to receive their annual gift for the second year in a row. Last year the funds were used to purchase adapted bicycles for the school students to use. This year, the funds are earmarked for the adult program. Plans are underway to purchase a wheelchair accessible art station and a swing for sensory stimulation.

7. **Old Business:** Barak Wells and Karin Campbell were on hand to continue the discussion from April on bus safety. Mr. Wells presented the Board with a list of 22 training modules taken by all the bus drivers who work for Petermann in Scioto County. These included some subjects required of all school bus drivers, such as CPR, First Aid and evacuation procedures. It also included some required to transport special needs people like those who attend the county board programs. These include wheelchair safety, seizures, behavior management, MUI training and consumer rights. He had a couple of booklets used for training and handed them around the room for the board members to see. Mr. Wells also noted that the Board's transportation policies are still in effect, and govern the services Petermann delivers to county board passengers. He explained that the key to providing safe transportation is the communication of individual needs that goes on between the County Board's staff and the drivers, as well as from driver to driver when an individual changes buses, for whatever reason. Knowing that a person's medical, physical, or emotional needs have changed is vital to providing safe transportation for all.

Next, Mr. Wells spoke about the recently installed cameras. Each bus, he said, has three showing different interior views with sound and color images. They have already proven useful, and Mr. Wells cited three different instances. He thanked the Board for providing this new safety tool. A

demonstration had been set up in a room down the hall for board members to see the cameras in action after this meeting concluded.

Mr. Wells then informed the Board that his company employs a safety supervisor who travels among the different contract sites, meeting with drivers and administrators. Mr. Wells only works with county boards and between these two men, good ideas are spread and similar issues can be resolved. Petermann representatives also attend Ohio Association of County Board conferences whenever transportation is a topic, to keep informed of developments at that level.

8. Committee Reports:

- A. Staff Advisory Council: No report
- B. Personnel Committee: No report
- C. Ethics Council: No report
- D. Public Information Committee: No report
- E. Trust Fund Committee: Written report submitted

9. New Business:

- A. Education Reimbursement: Matt Purcell reporting
Recently, the Board acted to increase the amount of educational reimbursement to an individual employee from \$600 to \$1,000 annually. As expected, more people have applied to receive reimbursement. Since funds were available, Mr. Purcell requested that the Board consider raising the amount allocated for that line item for 2010 from \$10,000 to \$15,000. Mr. Thoroughman made that motion. Mrs. Childers seconded. The motion was approved unanimously.
- B. Superintendent Search: There was some discussion on the next steps in the superintendent search. Mr. Barnett and Mrs. Benson distributed copies of the draft posting which had been prepared by the Ohio Association of County Boards. There was also a resolution to approve with the posting. It was suggested that the posting dates be changed from what was written in the draft to July 1 through close of business on August 16. With this amendment, Mr. Thoroughman made the motion to approve Resolution 2010.6-01 regarding the posting. Mr. Rockwell seconded. There was additional discussion on the contents of the document before the motion was approved unanimously.

The discussion then turned to what format would be used – either the full Board or a committee of the Board. Mr. Thoroughman reiterated an earlier sentiment that he agreed with, that all board members should take part in the hiring process. This way, all board members would have ownership in the decision. The subject progressed to what kind of time commitment would be necessary for board members. Mr. Barnett, emphasizing the importance of the decision, indicated that the process should not be rushed. He reminded everyone that the Board set the schedule, and said that each interview could last a couple of hours. Mrs. Benson wanted Board members to realize that they may need some time off of their jobs in order to participate fully. The County Boards Association would do the initial screening of the candidates and bring only the final few to the Board for their consideration.

Mrs. Benson noted that if the Board wanted input from sources outside itself, such as a family members, a community members, consumers, etc. that would affect the time the interviews were scheduled and how long each would last. Mr. Barnett was emphatic that input from others was important. Specifically, he asked the administrative team to give input. It was suggested that the directors put their suggestions and advice into writing and submit it to the Board. In further discussion, it was agreed that the program directors and any others could have interaction with the final two or three candidates, but it would be too unwieldy to enlarge the actual interview group beyond the board members and the business manager. Mr. Barnett had already indicated that he intended Mr. Purcell to work with the Board in these.

There was considerably more discussion before Mr. Rockwell made the motion that the full board and with the business manager's participation would conduct interviews, with the administration given an opportunity to meet the candidates and provide input. Mr. Thoroughman seconded. The motion was approved unanimously.

Mr. Barnett then asked Mrs. Benson to put her intentions to retire in a written document and to include her final date for the record.

10. **Miscellaneous:** None
11. **Comments from the Floor:** None
12. **Adjournment:** Mr. Thoroughman made the motion to adjourn at 7:25 p.m. Mr. Kleha seconded.

Respectfully submitted by:

Stephanie Childers, Recording Secretary