

**Scioto County Developmental Disabilities
Board Meeting Minutes
July 18, 2019**

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

Prayer - Cindy Gibson

Pledge – Rodney Barnett

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, C. William Rockwell, Jr., Cindy Gibson and Jeffrey Kleha. Richard Bolin was absent because of illness.
2. **Agenda:** Superintendent Matt Purcell requested an Executive Session be added to the agenda 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. There were no objections.
3. **Minutes:** Minutes for the Ethics Committee and Regular Board meeting, both conducted on June 27, were collectively approved on a motion made by Mr. Thoroughman and seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Finance Director Lynn Webb reporting. Mrs. Webb thanked the Board for signing three *Then and Now certificate* and one *Morale Obligation*. She stated June's beginning General Fund balance was roughly \$5.7 million, and after expenditures and revenue, the balance ended at just over \$5.4 million. Mr. Thoroughman made a motion to accept the oral and written report and it was seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. Mr. Purcell thanked the Board, Administration and staff for their continued support and for the opportunity allowed him to lead the organization. He stated the Board had received a draft of the Annual Report in their Board packets for review, and would recommend approval at the next meeting. He thanked Public Relations Coordinator McNelly and the Directors Team for their efforts in creating the report.

He also noted there was recently an audit for the MAC Program (Medicaid Administrative Claiming). Mr. Purcell explained MAC is an important program that generates revenue for administering the Medicaid programs offered through SCDD. MAC reimbursements total approximately \$300,000 a year and pays roughly 40% of salaries, benefits, taxes, etc. of employees participating in the program. Purcell thanked SSA Director Chad Phipps and Medicaid Services Manager Steve Sowkulech in diligently preparing for the audit and assuring it went well.
6. **Program Reports:** The Program reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Director's and the Community Relations Coordinator for their reports. There were no comments or questions.
7. **Committee Reports:** *Ethics Committee – J. Kleha, Chair*. There was no need for an Ethics Committee meeting this month.
8. **Old Business:** Mr. Purcell gave an update on the VRS door situation discussed at last month's meeting. The Board received a detailed summary of an assessment done by Crossroads Construction and Safety Consultant Darin Porter. The assessment was done to establish the condition and safety of the older wooden exit doors in the building. It was

determined none of the seven doors were in need of immediate replacement; however, there would be a need within one or two years. It was noted that as of this meeting date, all the doors had been checked and repaired as needed, and were functioning as they should. There was discussion regarding the Gallia Street doors, which are adjacent to the wheelchair ramp. Periodically, an individual will use this entrance and the doors can be problematic as it only allows roughly two inches of clearance on each side, because of a metal bar dividing the doors. This could become a serious issue if an individual was attempting to exit during a stressful event such as a fire/drill. Mr. Arnett stated he felt those doors needed to be replaced now rather than within a few years. Mr. Rockwell noted the spending authority is within the Superintendent's purview and he could act accordingly.

9. New Business:

A. *Recommend approval of the Speech-Language Pathology Service Agreement between SCOESC and SCDD effective July 1, 2019.* Mr. Purcell explained the service was for school age developmentally disabled children within the district who have been identified as needing speech and language pathology services. Mr. Rockwell made a motion to approve the contract and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote. President Barnett signed the agreement.

B. *Recommend approval of Resolution 2019-7.1 Regarding Appropriation and Transfer of Funds from Fund 231 to Fund 230.* Last month the Board approved the transfer of funds from the General Fund to the Residential Services Fund for the purpose of satisfying waiver matches, at a cost of approximately \$1 million to \$1.5 million. Mr. Purcell explained a Resolution was required to complete the transfer and disbursements. Mr. Kleha made a motion to approve the Resolution and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote. The Board members signed the Resolution.

C. *Distribute the Annual Report for review.* The Board received the Annual Report for review and will be asked to approve it at August's Board meeting. Lori McNelly and other staff who contributed were commended for their work in creating the report.

D. *Recommend approval of Resolution 2019-7.02 Regarding the Cash Conversion Plan for contracted management employees.* This Resolution contains a conversion plan allowing those contracted management employees who wish to voluntarily convert portions of their unused, accumulated vacation leave into cash, and to be considered earnable so it will affect their final salary through PERS. Mr. Kleha made a motion to approve the Resolution and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

E. *Recommend approval to extend the contract with SOCOG for the part-time Behavior Support Specialist and substitute secretary.* The contract for part-time Behavior Support Specialist was extended by the Board in March through June 1. Mr. Purcell stated after meeting with Mrs. Guthrie, it was agreed there was a definite need to continue the contract for the upcoming school year. Mr. Purcell also recommended a substitute secretary be contracted with SOCOG. He stated the use of a substitute is minimal, and probably would not be needed over ten days a year when the SSA secretary is ill, on vacation, etc. Mr. Rockwell made a motion to approve both the part-time Behavior Support and the substitute secretary. Mr. Thoroughman seconded the motion and it carried in a unanimous roll call vote.

10. Other: N/A

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. VRS Secretary Missy Cassidy was recognized. Mrs. Cassidy voiced her concerns regarding the wooden doors at VRS at the last Board meeting, and followed up with her requests at tonight's meeting. She asked that three doors be replaced as soon as possible; Gallia Street entrance, STAR lot, and the playground doors. She added even when prompted, sometimes people forget to check these doors when exiting and they are left ajar. As noted in "*Old Business*", this issue is currently being addressed. Mr. Barnett thanked her for her comments.
12. **Executive Session:** On a motion made by Mr. Rockwell and seconded by Mr. Thoroughman, the Board entered Executive Session *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* at 5:08 P.M. The motion carried unanimously.
- The Board reconvened into regular session at 6:10 P.M. on a motion made by Mr. Thoroughman and seconded by Mr. Arnett. The motion carried unanimously.
- While back in regular session, Mr. Thoroughman made a motion to approve three personnel contracts as presented and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
13. **Adjournment:** On a motion made by Mr. Thoroughman and seconded by Mr. Arnett, the meeting adjourned at 6:25 P.M. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Michael Arnett
Recording Secretary