

**Scioto County Developmental Disabilities  
Board Meeting Minutes for July 20, 2017**

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

Prayer and Pledge Leader: Cindy Gibson

1. **Roll Call**: Present were President Rodney Barnett, Vice President J. Michael Thoroughman, Recording Secretary Michael Arnett, Jeffrey Kleha, C. William Rockwell, Jr., Cindy Gibson and Richard Bolin.
2. **Agenda**: There were no changes to the agenda as received.
3. **Minutes**: The Minutes for the Ethics Committee and Regular Board meeting, both conducted on June 15, were approved collectively in a motion made by Mr. Kleha and seconded by Mr. Arnett. The motion carried in a unanimous roll call vote.
4. **Expense and Fiscal Report**: Finance Director Matt Purcell reporting. The Board signed one *Morals and Obligations* and five *Then and Now* certificates. Mr. Purcell noted June's General Fund started at 2.7 million dollars and ended with just under 2.4 million dollars after deposits and expenditures. Mr. Purcell also distributed the Trust Fund report at the meeting. There were no questions or comments. Mr. Rockwell made a motion to accept the written and oral report, and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.
5. **Superintendent Report**: Superintendent Julie Monroe reporting. Ms. Monroe requested a Transition Committee Meeting be scheduled regarding the privatization of STAR the week of August 14-18. Committee members Mr. Thoroughman and Mr. Arnett agreed and stated they would confirm a definite time and date after checking their schedules. Ms. Monroe also suggested the Board consider attending a one hour training with Southern Ohio Council of Governments (SOCOG) Executive Director Amy Cartwright to learn more about their agency and their interaction with the SCDD. The Board agreed that Ms. Monroe should schedule the training. Mr. Arnett made a motion to accept the written and oral report and it was seconded by Mr. Rockwell. 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. There was discussion regarding the Vocation Station programs now being housed in the STAR building and the expiration of the Bridges grant on 9/30/17. It was noted the same services were still being provided at the STAR location. Tammy Guthrie, School Programs Director, followed up on her written report stating work recently provided by "Serve Day" volunteers in the VRS building included waxing the gym, painting games on the playground, painting yellow stripes on the outside steps, and installing a wall in a classroom area that will provide extra storage. Ms. Guthrie

estimated approximately \$2000 worth of work was completed by the volunteers in a short period of time.

7. **Old Business:** None

8. **Committee Reports:** Ethics Committee – J. Kleha, Chair. There was no Ethics Committee meeting this month.

9. **New Business:**

**A. Presentation and review of new agency logo.** Ms. Monroe explained it was five years ago that the latest organizational logo had been approved. Community Relations Coordinator Lori McNelly provided the Board with an overview of why the new proposed logo is more appropriate to the newly adopted vision statement:

“Individuals with developmental disabilities will be supported in maximizing their potential and accessing community opportunities.” The logo represents movement, fluidity and progress moving forward, which is in line with the new strategic plan, goals and vision of the organization. Ms. Monroe stated that it is time to “rebrand” and showcase what the SCDD is, what it does, and where it is going. The new logo is an abstract design (see attachment) with the Scioto County Developmental Disabilities name clearly visible. Ms. Monroe added the updated tagline “Serving People for a Lifetime” makes the public more aware of the long term role SCDD plays in the lives of individuals served. After discussion, Mr. Thoroughman made a motion to accept the new logo and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

**B. Discuss sign project for VRS building.** Darin Porter, Operations and Safety Consultant, discussed options available for the purchase and installation of a sign at the VRS building. Three types of signs were mentioned – 1) Plain sign which would identify the building but not provide information, 2) Small programmable LED that scrolls one line of text and 3) Large programmable, double-sided LED that displays three lines of text. Mr. Porter said he has been researching the larger sign as he felt three lines would provide a greater impact and a better means of communication to the public. It would also serve to distinguish SCDD/VRS from STAR and Transportation. Mr. Porter added most of the groundwork had already been completed, and once the Board approved the concept he would start comparison price shopping. Mr. Purcell stated there are enough funds in the Capital Improvement Fund to cover the full amount if necessary; however, Sun Coke has already donated \$2000 towards the purchase and more donations will be sought. Following questions and discussion, Mr. Thoroughman made a motion to authorize Mr. Porter to obtain three letterhead quotes on pricing for the sign project to present to the Board. The motion was seconded by Mr. Arnett and carried in a unanimous roll call vote.

**C. Review 2016 Annual Report and recommend approval.** The Board was given a copy of the proposed 2016 Annual Report for review. Ms. Monroe explained a new format was being used for the report this year to capture more attention. She stated the report contained the required enrollment and financial information, as well as

updated photos of the Board and Directors. Mr. Kleha made a motion to accept the 2016 Annual Report and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.

**D. Recommend approval of revised Policy 3.05.01-Compensation.** The Board received a copy of the revised Policy with changes noted. The most significant change to the policy was the statement that cost of living increases will be given prior to any adjustments due to pay range increases. In other words, employees will be given any cost of living increase before being adjusted if/when their salary falls out of the range. Mr. Rockwell made a motion to approve the revised Policy 3.05.01 and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.

**E. Recommend approval of the revised Table of Organization designating a current teacher at VRS as “Lead Teacher”** Ms. Monroe asked the Board to add the position of Lead Teacher to the Table of Organization and abolish one of the teaching positions. The Lead Teacher position will absorb additional coordination duties in addition to their regular classroom duties. Tammy Guthrie was on hand to provide the Board an overview of the specific duties. She added there would be additional days and hours required. Mr. Rockwell made a motion to approve the revised Table of Organization and it was seconded by Mr. Thoroughman. 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. There were no comments from the floor.

**12. Adjournment:** The Board adjourned the meeting at 5:35 p.m. on a motion made by Mr. Thoroughman and seconded by Mr. Bolin. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White

Respectfully Submitted by:  
Michael Arnett, Recording Secretary