

**Scioto County Developmental Disabilities  
Board Meeting Minutes  
August 15, 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, C. William Rockwell, Jr., Cindy Gibson and Jeffrey Kleha. Recording Secretary Michael Arnett was absent and excused. Member Richard Bolin was excused due to an extended illness.
2. **Agenda:** There was no change in the agenda as presented.
3. **Minutes:** Minutes for the July 18 Board meeting was approved on a motion made by Mr. Kleha and seconded by Mr. Thoroughman. The motion carried unanimously.
4. **Expenses and Fiscal Report:** Finance Director Lynn Webb reporting. Mrs. Webb thanked the Board for signing four *Morale Obligations*. She stated July's beginning General Fund balance was roughly \$5.4 million, and after expenditures and revenue, the balance ended at just over \$5.1 million. Mr. Thoroughman made a motion to accept the oral and written report and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. Mr. Purcell covered several items in his oral report, including the following:
  - The annual staff in-service training is September 13 at the SSU Morris building, and Board members are welcome to attend.
  - The golf outing is scheduled for October 12 at the Elks, and is the largest fundraiser in supporting the levy.
  - Mr. Purcell informed the Board he is currently working with the HR consultant group on the Market Review Analysis, which compares salary scales across the county. He added he hopes an updated scale will be available for Board review/approval at the January 2020 meeting.
  - Mr. Purcell thanked the staff who worked the SCDD booth at the County Fair. Since it was accreditation week, some staff members could not man the booth as in previous years, so some staff worked two and three shifts as needed. He commended Lori McNelly for her efforts in organizing the fair booth and working numerous shifts. He also noted Tammy Guthrie had done an excellent job in putting together a table for Vern Riffe School.

There were no questions or comments from the Board.

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 regarding the reports.

Mr. Barnett asked SSA Director Chad Phipps to stand. He commented Mr. Phipps had been singled out for playing a crucial role in SCDD's accomplishment of receiving "zero citations" from the accreditation team. Mr. Phipps thanked the Board members and SCDD staff for their dedication and support to the organization.

7. **Committee Reports:** *Ethics Committee – J. Kleha, Chair.* The Ethics Committee met before the Board meeting to discuss two Direct Service contracts. As there were no conflicts noted, Mr. Kleha made a motion to approve the contracts and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

Following Mr. Kleha’s report, Mr. Barnett strongly recommended Mr. Purcell recognize SCDD staff with a reception celebrating the remarkable success of the accreditation review. It was agreed cake should be involved.

8. **Old Business:** Last month the Board received the 2018 Annual Report draft for review. Mr. Purcell stated after discussing the report with Mr. Barnett, one minor revision was needed. The last sentence in the report would be updated with the addition of the phrase *Accounting/HR* to now read “The Fiscal Office also worked with the Scioto County Auditor to implement new [*Accounting/HR* ] software”. This makes the context more understandable for the community unfamiliar with how SCDD deals with the Auditor’s office. Mr. Thoroughman made the motion to approve the report with the revision and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

9. **New Business:**

A. ***Recommend approval of Room and Board contract:*** Mr. Purcell explained a *Room and Board* contract between County Boards and licensed residential service providers is mandated by DoDD, to assist licensed residential providers with funding categorized under “room and board”. Scioto Residential Services (SRS) is the only licensed residential provider in the county, and SCDD is currently updating their contract with them. The rule requires individuals to use a portion of their earned and unearned income to pay their room and board. SCDD is responsible to make up the difference the individuals are unable to pay. SCDD will pay an annual amount not to exceed \$55,000; which totals \$1000 per year for each of the 55 licensed beds. He added this amount is contingent on whether all 55 beds are filled, and the entire \$55,000 may not be used. Mr. Thoroughman asked the location of SRS homes, and Mr. Purcell informed him the main office was in Rosemount, but there were several homes established throughout the county. Mr. Rockwell made a motion to approve the contract and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.

B. ***Discuss health insurance options:*** Mr. Purcell stated he had met with Scioto Health Plan Associate Director Fred Nelson, regarding insurance options. He commented they had discussed the possibility of SCDD joining with their health insurance plan consortium. Mr. Purcell noted they do have a high deductible; however, it is lower than the SCDD current plan with UHC. Although an HRA is not an option with their plan, it may be possible to have an HRA separate from their policy. The Scioto Health Plan has a clinic in New Boston with a Nurse Practitioner and nurse available, as well as a dispensary. It was noted their plan was similar to ours and there is a potential cost savings, but there may also be disadvantages. He stated their brokers would be looking at SCDD claim history, and several other factors to ensure eligibility for their plan. Mr. Purcell commented United Health Care is currently working on SCDD’s renewal options and he hoped to have an idea of the new rates by September, or at least where rates are trending at that point. There were no questions or comments. No action was taken as this discussion was for informational purposes only.

C. ***Accreditation Review:*** Mr. Purcell informed the Board the recent DoDD Accreditation review had been a very positive experience. He noted he was confident going into the review as the administration and staff had been diligent in preparing over the past ten months. He stated SCDD received a one year accreditation last year, indicating minimum standards were met. Mr.

Purcell was happy to report there were zero citations from this year's review, so SCDD will be awarded a three year accreditation, signifying meeting above minimum standard. He added he was not aware of SCDD ever having no citations before now, and he was very proud of this impressive achievement. He commended SSA Director Chad Phipps for his tremendous efforts in leading SCDD through the process, and not just limited to the SSA Department. Congratulations were offered to all staff for their role in obtaining the accreditation.

**D. Discuss restroom situation on VRS second floor:** Mr. Purcell stated the second floor of VRS housed the administrative staff and the SSA department. He noted although the amount of employees has nearly doubled over the past 18-19 years, the number of restrooms has remained the same, and includes two individual unisex restrooms in the lounge area, and one men's restroom which was previously used by students when the upper floor had classrooms. With the increase in staff, there is an obvious need for an expansion of restrooms. Mr. Purcell commented he was hoping to resolve the problem at a minimum cost to the Board. He added he had some ideas regarding adding a privacy wall in the men's restroom, updating and repairing the individual woman's bathroom that has been non-operational for years, and adding another individual bathroom in the lobby area. He stated if the estimates were over \$5000, he would get three letterhead quotes, and if over \$15,000, he would present the figures to the Board for approval. No action was taken.

10. **Other:** N/A

11. **Comments from the floor:** There were no comments from the floor

12. **Adjournment:** On a motion made by Mr. Thoroughman and seconded by Mrs. Gibson, the meeting adjourned at 5:12 P.M. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White  
Board Clerk

Respectfully Submitted by:  
Matthew Purcell  
Superintendent