

## Scioto County Board of DD Meeting Minutes for August 16, 2012 at STAR Workshop

6:00 p.m.

1. **Roll Call:** Present were President Rodney H. Barnett, Vice President J. Michael Thoroughman, Recording Secretary Stephanie Childers, Klaire Purtee, Jeffery Kleha, C. William Rockwell, Jr. and Richard L. Bolin.
2. **Agenda:** Interim Superintendent Randy Beach requested that an item be added to the agenda under new business: an ethics review of direct service contracts.
3. **Minutes:** Mr. Bolin made the motion to approve the July meeting minutes as presented. Mr. Thoroughman gave the second. The motion was approved unanimously in a roll call vote.
4. **Expenses and Fiscal Report:** Matt Purcell, Director of Finance, reporting

Mr. Purcell noted that a few 'then and now' certificates had been presented to the Board for signature and thanked the board members for signing them. He then reviewed the general fund cash flow statement, as well as the revenue and expenditures reports, noting that the second tax revenue payment has been recorded in the Board's account. Mr. Purcell also distributed copies of the Trust Fund report.

Mrs. Purtee made the motion to approve the financial report. Mr. Kleha seconded. The motion was approved unanimously.

5. **Superintendent's Report:** Randy Beach, Interim Superintendent, reporting

Mr. Beach distributed copies of his report and reviewed it with the Board.

- A. **Bus Safety** – The transportation safety inservice was held August 7, 2012. A summary of the evening was given to board members soon after. The experts from the Department of Education and Petermann's safety team confirmed that all SCBDD buses meet the required specifications for school buses. For the convenience of passengers, buses can be configured with wider aisles.

A significant change has already been made in the evacuation training that SCBDD vehicle personnel will receive: they will all be required to demonstrate the ability to do a body carry for emergency evacuation. In the past, the demonstration was not required.

Mr. Beach made a number of recommendations to the Board going forward. These included convening an Ad Hoc committee of the Board to assess four issues he outlined and recommend future action.

- B. **Ethics Council and Direct Service Contracts** – Mr. Beach defined 'direct service contract' as any contract or agreement in which a service recipient or a family member of a

service recipient will be paid or reimbursed for an agreed to service. These contracts require review by the Board's Ethics Council, which at the SCBDD is currently the whole Board. This means that no member of the Board or family member of a board member can be reimbursed or paid for an agreed to service. Specifically, no board member or family member of a board member can receive Family Support Services or the new Family Directed Services throughout 2012.

The Ohio Revised Code (ORC) states that the Ethics Council needs to be appointed at the Organizational Meeting in January, so Mr. Beach noted that the Board has a few months to consider this issue. None of the contracts before the Board under New Business concern a member of this Board.

- C. Budget – Mr. Beach reported that he has taken some steps to ask program directors to review and project expenditures through the end of the year. He also wanted to encourage the Finance Committee, the new superintendent and the program directors to complete a review together and develop ideas for revenue enhancements and cost reductions, noting that sometimes it is not HOW MUCH you are spending, but HOW you are spending that can have the bigger impact for individuals served.
- D. Mr. Beach closed by remarking that it had been his pleasure to serve as Interim Superintendent and that he wished only the best for all involved with the program.

It was also noted that he was willing to discuss with Mr. Krumer and the Board how he might be of assistance in a limited capacity in the future.

Mr. Rockwell made the motion to approve the Superintendent's Report. Mr. Bolin seconded. The motion was approved unanimously.

- 6. **Program Reports:** Mr. Barnett thanked the directors and Shawn Jordan for their written reports. Mrs. Purtee made the motion to accept the program reports. Mr. Kleha seconded. The motion was approved unanimously.

Donna Royse, Director of Service and Support Administration (SSA), was invited to give a presentation on her request for two additional Service and Support Administrators (SSAs). She distributed a handout which outlined the projected need for the additional staff and explained the costs. Her timeline for hiring the first person would be November 1 with the other to follow a few months later.

After some discussion, it was decided to refer this issue to the Personnel Committee. Also, the Board decided that it would do no harm to post one position immediately, with the understanding that no one could be hired until the Board approved the new position. Mr. Kleha made that a motion. Mr. Bolin seconded. The motion was approved unanimously.

7. **Old Business:** Mr. Rockwell made the motion to fix the typographical error on the 2012-2013 12-month program calendar. The correct number of days of Adult Services should be 246 rather than 247. Mr. Thoroughman seconded. The motion was approved in a unanimous vote.
8. **Committee Reports:** None
9. **New Business:**
  - A. School Bus Routes: ORC 3327.01 requires that the Board approve the bus routes. It was acknowledged that these change constantly, making this merely a formality. Mr. Bolin made the motion. Mrs. Purtee seconded. The motion was approved unanimously.
  - B. Direct Service Contracts: The Board was presented with a list of 37 direct service contracts that had been reviewed against a checklist for ethical concerns. None were found. Mr. Beach assured the Board that there were sufficient funds for these obligations which are reasonable and allowable. Mr. Rockwell made the motion to approve the contracts. Mr. Thoroughman seconded. The motion was approved unanimously.
10. **Miscellaneous:** Awareness Coordinator Shawn Jordan reported that the next issue of the Ohio Association of County Board's magazine, *DD Advocate* would feature an article on Scioto County. Specifically, it will address STAR's decision not to renew the waiver with the Department of Labor that allowed them to pay sub-standard wages.
11. **Comments from the Floor:** None
12. **Adjournment:** The Board adjourned on a motion by Mr. Thoroughman, which was seconded by Mr. Kleha at 6:59 p.m.

Prepared by Margaret Compton

Submitted respectfully by:

Stephanie Childers, Recording Secretary