

**Scioto County Board of Developmental Disabilities
Board Meeting Minutes for August 16, 2018**

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

President Rodney Barnett called the meeting to order at 4:45 P.M.

Prayer & Pledge – Richard Bolin

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, Richard Bolin, and Jeffrey Kleha. C. William Rockwell Jr. was absent and excused. Cindy Gibson was not at the meeting.
2. **Agenda:** Mr. Purcell requested an additional item be added under New Business 9D – Carousel Center Renovation. He also asked an Executive Session be added after the Board meeting *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:** Mr. Arnett made a motion to approve the Board minutes from 7/19/18 and it was seconded by Mr. Bolin. The motion carried unanimously in a roll call vote.
4. **Expenses and Fiscal Report:** Finance Director Lynne Webb reporting. Mrs. Webb thanked the Board for signing four *Then & Now Certificates*. She stated the month of July started with slightly over \$3.7 million dollars and ended with just over \$3.6 million dollars after revenue and expenditures. She added the settlement for real estate taxes was deemed complete by the Treasurer, and will reflect on next month's report. Mr. Kleha 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's Report:** Superintendent Matt Purcell reporting. Mr. Purcell's report included section six of the OACB handbook – *County Board Finances*.
 - Mr. Purcell updated the Board on the progress of the Waiting List project.
 - Mr. Purcell reminded the Board they needed two additional hours to fulfill their four hour training requirements for the year. He stated SSA Director Chad Phipps would be available to do one of the sessions, and he would speak with Amy Cartwright from SOCOG to see if she was available for the other. The Board agreed on those two speakers. After discussion, Mr. Kleha made a motion to approve having two one-hour trainings in September and October after the Board meetings. Mr. Arnett seconded the motion and it carried in a unanimous roll call vote. Mr. Purcell stated he would inform the Board once he had confirmed the trainings.
6. **Program Reports:** The reports were submitted to the Board prior to the meeting. Mr. Barnett thanked the Directors and Community Relations Coordinator for their reports.

SSA Director Chad Phipps asked to be notified if any Board member had a specific topic they wanted covered for their upcoming in-service training.

7. **Committee Reports: Ethics Committee** – J. Kleha, Chair. There was no Ethics Committee meeting for the month of August.

8. **Old Business: None**

9. **New Business:**

A. Recommend abolishment of current version of Policy 2.16 *Waiting Lists for Services*

B. Recommend approval of new version of Policy 2.16 *Waiting Lists for Services*

The changes to Waiting Lists procedures mandated by the DoDD's new Rule (effective 9/1/18) are so extensive, it was recommended the current version of Policy 2.16 be abolished and a newly created one be approved to comply with the new Rule. Mr. Purcell commended several people involved in revising the policy. Mr. Kleha made a motion to abolish the current version and approve the new version of Policy 2.16 *Waiting Lists for Services* collectively. Mr. Bolin seconded the motion, and the motion carried in a unanimous roll call vote.

C. Update on new bids for STAR bathroom project: Mr. Purcell stated two bids were received on the STAR bathroom project after raising the estimate to \$250,000. The lowest bid came from Emnett Construction at \$263,000, which is within the maximum margin of the published estimate.

- Mr. Purcell stated SCDD had expressed an interest in helping with the costs of the project with a one time commitment not to exceed \$150,000. In addition, Mr. Barnett, Mr. Purcell and Mr. Hunter had met previously with the County Commissioners to discuss the project. The Commissioners gave a verbal pledge of \$50,000, up to \$60,000, to assist with the costs. Mr. Purcell thanked Mr. Barnett and Mr. Hunter for their part in speaking with the Commissioners. Mrs. Webb was also recognized for providing the necessary figures for the Commissioners in a timely manner.
- The contributions from SCDD (\$150,000) and the Commissioners (\$50,000 to \$60,000) total \$200,000 to \$210,000 leaving a balance of approximately \$53,000 to \$63,000 to be paid by the STAR Board.
- Mr. Barnett asked Mr. Hunter if STAR, Inc. was in a position to pay the remaining amount as needed. Mr. Hunter stated the subject had been approached, and would be presented at the next STAR Board meeting to be formally approved. He added he wanted to speak with the contractors regarding the contingency amount to see if it could be negotiated and lower the cost to STAR.
- Mr. Purcell noted that although the project was very expensive, it was an assessed need, there was more than one funding resource, it would enhance the building, and it was a non-recurring cost.
- Additional discussion included the timespan of the project, verifying the verbal pledge with the Commissioners, and obtaining an itemized list of the work being

done as well as a written recommendation of the contractor. Mr. Purcell stated the Board would likely burden the amount pledged from the Commissioners and be reimbursed later so the project would not be delayed.

Following further discussion, Mr. Thoroughman made a motion to: (1) Accept the bid of \$263,000 (2) Contact Emnett Construction to begin the process (3) Meet with the Commissioners and confirm the verbal pledge of \$50,000 - \$60,000, and request the maximum amount of the pledge (4) Meet with STAR Board to verify and discuss their payment of the balance. (5) Accept the \$150,000 one-time payment from SCDD. The motion was seconded by Mr. Arnett and carried in a unanimous roll call vote.

D. Carousel Center Dental Clinic Renovation: Mr. Purcell informed the Board the recently vacated CAO Dental Clinic was being renovated to use for offices for lease at the Carousel Center. He stated three letterhead quotes had been obtained and Crossroads Construction came in significantly lower at approximately \$18,000 than the other two bids. Currently, Spectrum Care LLC is using the space to provide services for individuals with autism. It was noted Crossroads did the renovation of the SSA offices at the VRS building, and will be doing the bus garage bathroom addition, so there was no concern regarding their work. Mr. Arnett made a motion to award the contract to Crossroads Construction and move forward with the renovations. Mr. Bolin seconded the motion and it carried in a unanimous roll call vote. Mr. Purcell noted the Carousel office renovation, the VRS sign and the bus garage addition would close out the Capital Improvement Plan.

10. **Other:** Mr. Phipps informed the Board the Golf Scramble (levy fundraiser) would be held September 15.
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. **Executive Session:** The Board entered Executive Session at 5:17 P.M. *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* on a motion made by Mr. Thoroughman and seconded by Mr. Bolin. The motion carried unanimously.
13. **The Board reconvened** to regular session at 5:40 PM on a motion made by Mr. Thoroughman and seconded by Mr. Arnett.
14. **Mr. Thoroughman made a motion for the following:**
 - (1) Approve the new salary range for the school nurse and put it into effect the first day of school at VRS.
 - (2) Approve the addendum with SOCOG to provide administrative and waitlist assessment assistance as needed.

Mr. Bolin seconded the motion for both items, and the motion carried unanimously.

15. **Adjournment:** Mr. Thoroughman made the motion to adjourn at 5:42 PM, and it was seconded by Mr. Arnett. The motion carried.

Minutes Prepared by:
Carla Nelson-White, Board Clerk

Respectfully Submitted by:
Michael Arnett, Recording Secretary