

**SCIOTO COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
BOARD MEETING MINUTES FOR AUGUST 20, 2015**

STAR, Inc. @ 6:00 P.M.

A moment of silence was offered to honor Board Member Stephanie Childers before prayer began.

**Prayer Leader:** Richard Bolin

**Pledge Leader:** Richard Bolin

1. **Roll Call:** Present were Board President Rodney Barnett, Vice-President J. Michael Thoroughman, Richard Bolin, Jeffrey Kleha, C. William Rockwell, Jr. and Michael Arnett
2. **Agenda:** Superintendent Monroe asked if an additional item could be added under #9 New Business. There were no objections and the item was added as (D) One-Time Salary Adjustment
3. **Minutes:** Minutes for the regular Board Meeting held on July 16, 2015, an Ethics Committee Meeting held July 16, 2015, a Facilities Committee Meeting held July 16, 2015, a Special Board Meeting held August 13, 2015 and an Ad-Hoc Committee Meeting held August 13, 2105 were approved collectively in one motion made by Mr. Bolin and seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Director of Finance, Matt Purcell reporting. The Board Members signed five Moral Obligations. Included in the Board report was the General Fund Report. Mr. Purcell noted in the subsidies, the tax equity had less going into the General Fund, as \$200,000 was taken from the General Fund and put into the Residential Services Fund. This eliminates the process of creating a resolution to transfer the money. The money from tax equity is supposed to be spent for services that are paid for from the Residential Fund. He also noted on the expenditure page there was a negative parenthetically-stated amount of \$515.00 due to an error by the County Auditor's office, where they inadvertently charged us last month, then credited us this month. Mr. Kleha made a motion to accept the report as presented and Mr. Thoroughman seconded the motion. The motion was carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Julie Monroe reporting. The Board Members received a written report prior to the Board Meeting. Mrs. Monroe added that Chad Phipps had officially started his position as (Temporary) Assistant SSA Director with the SSA Department, and that all new staff members were mentioned in her board report. Mrs. Monroe also shared information from Director John Martin during the recent Superintendent Conference regarding waiver distribution. A new median percentage of 16.42 has been identified as the floor of where County Boards should be in regards to waiver penetration. Scioto County is at 20.77 and ranked number 76 out of 88 counties. This is well above the median and speaks well to the efforts of the SSA Department and SCBDD in their commitment, in light of a waiting list for waivers, to facilitate waiver services in Scioto County.

6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. It was noted by Superintendent Monroe that Community Relations Coordinator, Lori McNelly, had been ill and was hospitalized, but hoped to return to work next week.
7. **Committee Reports:**
  - A. **Ethics Committee – Jeff Kleha, Chair.** There was no Ethics Committee meeting this month.
  - B. **Finance Ad-Hoc Committee – J. Michael Thoroughman, Chair.** The Committee met August 13, 2015, and the Board received the minutes prior to this Board meeting. Mr. Thoroughman noted the Committee decided to meet quarterly or more often if needed.
8. **Old Business:** None
9. **New Business:**
  - A. **Recommend approval of Weekly Route Activity/Schedule for National Express Transportation.** (Karin Campbell, Manager) The Board Members were given the schedules at the Board Meeting. There were no objections to the schedules. Mr. Rockwell made a motion to accept the schedules as provided and Mr. Bolin seconded. The motion carried in a unanimous roll call vote.
  - B. **Recommend approval of Grayson Speech Therapy Services Professional Services Agreement.** Mark Cornwell, VRS Principal, explained that due to the large number of individuals at Carousel and VRS being served, the on-site Occupational Therapy Assistant could not meet state standards. Alice Herles (from Grayson Professional Services) was contracted to help with the overload so state standards could be met and we would be in compliance with individual's IEP's. Mr. Thoroughman made a motion to approve the agreement and Mr. Arnett seconded. The motion carried in a unanimous roll call vote.
  - C. **Recommend approval for revision of PPM Policy 3.02.10 – Drug-Free Workplace.** This policy is being amended to update the information and to change the circumstances under which a post-accident drug test will be conducted. All changes have been approved by the County Prosecutor and the County Commissioners will need to be notified of the changes. Currently, the policy reads that any employee injured while working would need to take a drug screening if the injury required medical attention off-site and it was believed drugs or alcohol could have been involved. The new policy removes that discretion, and a drug screening is automatically required for any injury requiring off-site medical attention. After a brief discussion, Mr. Thoroughman made a motion to approve the revision and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.
  - D. **Recommend approval of One-Time Salary Adjustment for full-time, non-probationary, non-management employees.** Superintendent Monroe requested the Board approve a \$700 one-time salary adjustment for SCBDD full-time, non-probationary, non-management employees before the end of the year. It was noted Mr. Barnett and Mr. Thoroughman felt very strongly in approving the adjustment. There was some discussion regarding how SCBDD was saving money in various other ways to offset the adjustment, the date the

adjustment should be given and the amount of the adjustment. Mr. Thoroughman, Finance Chair, made a motion to approve the one-time salary adjustment and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.

**10. Miscellaneous:**

Mr. Bolin asked that Stephanie Childers funeral arrangements be mentioned. Mr. Barnett stated the visitation was from 4-7 p.m. on Wednesday, August 26<sup>th</sup>, at Swick-Bussa-Chamberlin Funeral Home in Wheelersburg, with funeral services immediately following. The Board encouraged as many staff members as possible to make a visit.

**11. Comments from the Floor:** None

**12. Adjournment:** Mr. Thoroughman made a motion to adjourn at 6:30 P.M. Mr. Rockwell seconded the motion. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White

Respectfully Submitted by:  
Julie Monroe, Superintendent