

**Scioto County Board of DD Personnel Committee Meeting Minutes  
For August 30, 2011 in Room 210 of Vern Riffe School**

5:30 p.m.

1. Roll Call: Present were Chairman Mike Thoroughman, Stephanie Childers, and Rodney Barnett. Ex-officio: Ben Hollinger, Julie Monroe, Klaire Purtee. Jeff Kleha joined the meeting in progress.
2. Presentation 1: Portsmouth Insurance
  - A. Company history/representative's experience
    - Disclaimer regarding Portsmouth Insurance's C B Herrmann as a member of the Choice Housing Board
  - B. Review of company's services
  - C. Request from the Board for references
  - D. Questions and Answers
3. Presentation 2: Fred Brisker and Associates
  - A. Introduction of representatives/experience
  - B. Broker services
    - Talus Brokerage – Gap insurance, critical illness rider, family accident plan
  - C. Questions and answers
  - D. Request from the Board for references
4. The internal insurance committee met with the same representatives in another room.
5. The meeting adjourned at 7:00 p.m.

Respectfully Submitted by:

Stephanie Childers, Recording Secretary

**Scioto County Board of DD Policy Committee Meeting Minutes  
For August 30, 2011 in Room 210 of Vern Riffe School**

7:15 p.m. approx.

(Note: Digital recording incomplete)

1. Present were Chairwoman Stephanie Childers, Klaire Purtee and Jeff Kleha. Ex-officio: Ben Hollinger, Julie Monroe, Karin Campbell (Petermann, Ltd.)

2. Mr. Hollinger reviewed the proposed calamity day procedure and revisions to supporting policies. Then Mrs. Monroe, Mrs. Campbell and he answered questions from the Board.
3. The Committee reviewed the proposed electronic signature policy. There were some questions from the Board. They found a typographical error which is to be corrected before the draft goes to the full board.
4. A draft of a policy and procedure regarding the assignment of bus aides was presented. There was much discussion, but ultimately the committee agreed to present it to the full Board as presented.
5. The Committee adjourned after 8:00 p.m.

Respectfully submitted by:

Stephanie Childers, Recording Secretary

**Scioto County Board of DD Personnel Committee Meeting Minutes  
For August 31, 2011 in Room 101 of Vern Riffe School**

5:00 PM

(Note: Digital recording incomplete)

1. Roll Call: Present were Chairman Mike Thoroughman, Stephanie Childers, Rodney Barnett. Ex-Officio: Insurance Committee (Melinda Noel, Laura Womack, Jennifer Oakley, Shonda Maxon, Cindy Newman, Missy Cassidy) Superintendent Ben Hollinger
2. Presentation by representatives of McGohan-Brabender, employee benefits consultants and brokerage firm
  - A. Introduction by Mr. Hollinger
  - B. Background information regarding the firm and Tony Lombardo, representative
  - C. Information about the service this firm offers and the a retrospective of the Board's past business with this firm
  - D. Questions and answers: Mr. Lombardo responded to questions from both committee's members.
3. Recommendations: Based on the three presentations, the Insurance Committee recommended the Board use McGohan Brabender again. Mr. Hollinger

concurrent. The Personnel Committee asked that Mr. Lombardo be brought back for a second presentation with information regarding 'gap' insurance.

4. Compensation: Mr. Hollinger reminded the Personnel Committee that this is typically the time of year when employees' salaries are reviewed. The Committee determined that this topic should be tabled until after the election in November so that the financial picture would be clearer.
5. The meeting adjourned sometime after 6:00 p.m.

Respectfully submitted by:

Stephanie Childers, Recording Secretary