

**Scioto County Developmental Disabilities
Board Meeting Minutes
September 17, 2020**

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

In complying with the Governor's Urgent Health Advisory: Ohioans Protecting Ohioans, SCDD's meeting was held in closed quarters and was live streamed on the SCDD Facebook page.

Before the meeting, the Board offered a moment of silence for Frank Lewis, Manager and morning show personality of WPAY Radio, as well as a staff reporter for the Portsmouth Daily Times. Mr. Lewis was a prominent voice for SCDD and Special Olympics, and his presence and support will be truly missed.

1. **Prayer/Pledge:**
Prayer Offering – Richard Bolin
Pledge Leader – Richard Bolin
2. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, Richard Bolin, Jeffrey Kleha., and C. William Rockwell, Jr. Cindy Gibson was unable to attend the meeting.
3. **Agenda:** The Superintendent asked for an addition under Item #10 – New Business – *Proclamation for DSP Appreciation Week*. There were no objections.
4. **Minutes:** Minutes for the Ethics Committee meeting and regular Board meeting conducted on August 20 were approved collectively on a motion made by Kleha and seconded by Rockwell. The motion carried in a unanimous roll call vote.
5. **Expenses and Fiscal Report:** Superintendent Matthew Purcell reporting for Finance Director Lynne Webb. Purcell noted the month of August started with roughly \$6.7 million and ended with just under \$8.9 million after expenditures and revenue. He stated this balance was inclusive of the second and final tax levy settlement for the year, which amounted to approximately \$3.3 million. He commented although this would be the last tax settlement from 2020, revenue was still being contributed through the ODE and TCM and is expected to regulate by the end of the calendar year. He added delinquencies, foreclosures, and unpaid taxes, (general effects from the COVID pandemic) had been forecasted and the difference from last year's drop was around \$10,000, which was actually less than expected. He noted effects of COVID 19 may be seen for the next couple of years. Both the written and oral report were approved unanimously by the Board.
6. **Superintendent's Report:** Superintendent Matt Purcell reporting.
 - Purcell commended Finance Director Lynne Webb for completing and submitting the 2019 Cost Report in an accurate and timely manner. He noted this was a massive task and was now completely web based which was a much more difficult and challenging effort than previous years.
 - He informed the Board SCDD had received \$10,000 in reimbursement from the County Commissioners last month for COVID related expenditures. He noted the next request to be submitted will be for \$30,000 for expenses exclusive to COVID 19.
 - Purcell added the CARES Act through ODE, would be offering additional monies for COVID expenses for schools, including DD schools and programs.

Bolin made a motion to accept Purcell's written and oral report and it was seconded by Thoroughman. The motion carried in a unanimous roll call vote.

7. **Program Reports:** The Directors/Managers were not in attendance because of the COVID-19 situation and the need for social distancing. Barnett thanked the Director's for their reports.
8. **Committee Reports:** *Ethics Committee – Jeffrey Kleha, Chair.* There was no need for an Ethics meeting this month.
9. **Old Business:** A Board training will be conducted immediately following the adjournment of the meeting. The topic covered will be eFMAP (explanation of Cost Report). This training was rescheduled from last month.
10. **New Business:**
 - A. ***Recommend approval of a Resolution to assist Pike County Board of DD until they have a certificated Superintendent.*** Purcell stated the Pike County Board of DD had recently reached out to him for assistance due to their Superintendent passing away. He explained by Rule a Board must have a certificated Superintendent in place in order to remain operational. Purcell noted his duties would consist of a 15-minute weekly phone call, delegating operation authority to their Executive Director, and signing off and making decisions that require a certificated Superintendent. He stated he would not have to be on site at Pike County, and this would not interfere with his duties as Superintendent of SCDD. Bolin made a motion to accept/adopt the Resolution and it was seconded by Rockwell. The motion carried in a unanimous roll call vote.
 - B. ***Recommend approval of a COVID Financial Assistance Extension.*** Purcell reminded the Board that an allocated \$50,000 had been approved for COVID financial assistance in May. He stated the COVID Finance Review Team met every Monday to review needs of ADS that had requested help. This includes STAR, Inc., Easter Seals, and Scioto Residential Services. The fund has approximately \$7400 leftover, with an excess of that amount pending use. Purcell asked that an additional amount not to exceed \$50,000 be allocated for assistance with these Adult Day Services. Purcell noted none of the agencies are operating at full capacity yet, and the funding allows them to continue functioning in the most efficient way to benefit the individuals. He added reimbursement options were also being checked into. Thoroughman made a motion to approve the funding not to exceed \$50,000 for the COVID Financial Assistance Fund, and it was seconded by Rockwell. The motion carried in a unanimous roll call vote.
 - C. ***Approve VRS Bus Routes for 2020/2021.*** As required by the ODE, school bus routes must be approved by it's Board. Members were given a copy of the current routes. Purcell noted no numeric changes had been made in the routes, although there may have been a switch in the student's bus time or number. Rockwell made a motion to approve the routes and it was seconded by Arnett. The motion carried in a unanimous roll call vote.
 - D. ***Discuss adding a fence along rear of STAR building.*** Purcell informed the Board there had been some issues with the new parking lot at the rear of the STAR building. He stated there had been activity with unauthorized people cutting through the lot from Gallia Street and vandalizing and breaking into vehicles parked there. This includes both privately owned cars and STAR service vehicles. Usually the occurrences happen between midnight and 7:00 AM. Purcell asked to be authorized to pursue three quotes for fencing around the parking lot which would hopefully reduce or eliminate vandalism and unwanted persons trespassing on the lot. Bolin made a motion to approve Purcell

obtaining at least three quotes for the fencing project and it was seconded by Thoroughman. The motion carried in a unanimous roll call vote.

- E. ***Direct Service Providers Proclamation.*** Purcell stated Direct Service Professionals Appreciation Week was September 13-19. He commented even through the COVID 19 pandemic, these DSP's continued to serve individuals with the same dedication, compassion, and concern for their needs as they did before. Purcell expressed his deepest gratitude to these workers who are instrumental to the DD field. Let it be noted SCDD appreciates and honors these providers by the reading of this Proclamation. Rockwell made a motion to accept the Proclamation and it was seconded by Bolin. The motion carried in a unanimous roll call vote.

11. **Other:** Bolin stated his signature had become more difficult to both write and read because of his illness. He asked if there was some type of Board Policy that could be developed which would allow another way for him to sign documents. Purcell stated he would definitely look into this situation and get back with him.
12. **Comments from the floor:** Not Applicable
13. **Adjournment:** A motion to adjourn was made at approximately 5:30 P.M. by Thoroughman and seconded by Rockwell. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Submitted by:
Michael Arnett
Recording Secretary