

**Scioto County Developmental Disabilities
Board Meeting Minutes
September 19, 2019**

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

Prayer & Pledge – Cindy Gibson

A proclamation was presented to Nancy Conkel on her retirement, recognizing her 20 years of service with the SCDD. Board President Rodney Barnett read the proclamation and commended Mrs. Conkel for her dedication to the organization. Mrs. Conkel thanked the Board and said she appreciated the opportunity to be a part of SCDD. A reception was held in her honor prior to the meeting.

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Cindy Gibson and Jeffrey Kleha. Absent were Recording Secretary Michael Arnett, C. William Rockwell, Jr. (excused) and Richard Bolin (excused).
2. **Agenda:** There was no change in the agenda as presented.
3. **Minutes:** Minutes for the August Board meeting and the Ethics Committee meeting, conducted on August 15, as well as the Special Meeting from August 26, were collectively approved on a motion made by Mrs. Gibson and seconded by Mr. Kleha. The motion carried unanimously.
4. **Expenses and Fiscal Report:** Finance Director Lynn Webb reporting. Mrs. Webb stated the August beginning fund balance was approximately \$5.1 million, and ended at \$6.5 million after expenditures and revenue. She noted the extensive ending balance was due to receiving the second half of the tax settlement; however, she explained the high payout of waiver matches, at roughly \$1 million, was not included in that balance and a more feasible balance would be reflected in the September report. It was also noted that going forward, the waiver matches would be paid on a quarterly schedule. There was discussion and questions regarding the need to renew the levy. Mr. Purcell stated typically in the lifespan of a levy, there is a surplus in the beginning, but roughly halfway through, it is necessary to use that money. Purcell noted he would be talking in more detail regarding the levy under “New Business”. Mr. Thoroughman made a motion to accept the fiscal report and it was seconded by Mrs. Gibson. The motion carried unanimously.
5. **Superintendent’s Report:** Superintendent Matt Purcell reporting. Mr. Purcell gave the Board the following updates:
 - The new Strategic Plan is in the process of being developed. Purcell explained he would be using Focus Groups to gather information and feedback from the community. Four groups, representing different populations, will be invited to a question/answer session to give their views on various topics regarding SCDD. Treva Williams, from the OSU Extension Office, will be conducting the sessions, using the same format and questions that were used in 2016 when this was done before. The sessions will be held at the Welcome Center on four different days in early November.
 - The three-year Strategic Plan should be available for Board approval in December, but it is acceptable to wait until January if necessary.
 - Purcell noted no “official” word had come in yet from DoDD regarding the accreditation, but it was expected at any time. He added once the official word is received, a press release would go out to the public, and a reception would be held celebrating the three year award.

- Purcell stated SCDD had participated in the River Days parade and had a good turnout for the event.
- The staff-in service was held September 13 and included various trainings and topics for SCDD staff. Purcell commended Jessica Hoffer, Behavior Support Coordinator, on her presentation.
- Purcell reminded the Board there are three months remaining in this year to complete their mandated four hours of training. He added most members only needed one additional hour to fulfil the requirement. Purcell stated he was working with Mr. Phipps coordinating a presentation on the Family Directed Services Program, which would satisfy one hour of training. He also stated he was trying to make arrangements for the Board members who needed an additional two hours of training.

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

6. **Program Reports:** The Program reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Director's and the Community Relations Coordinator for their reports. Ms. McNelly noted the Walk-A-Thon had been rescheduled for next Friday, because Tracy Park was currently under maintenance. Mr. Barnett made a motion to accept the program reports and it was seconded by Kleha. The motion carried unanimously.

7. **Committee Reports:** *Ethics Committee – J. Kleha, Chair.* The Ethics Committee met before the Board meeting to discuss three Direct Service contracts. As there were no conflicts noted, Mr. Kleha made a motion to approve the contracts and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

8. **Old Business:** None

9. **New Business:**

A. **Discuss possibility of upcoming levy.** Mr. Purcell explained although SCDD's current general fund balance is satisfactory, there are variables that could affect the balance negatively in the future if a source of revenue is not in place. Although the privatization of STAR did save SCDD roughly \$1 million in wages, benefits, etc., SCDD is now responsible for waiver match payouts for \$1 million. The first waiver match for fiscal year 2019, was paid in full in September, but going forward, the payments will be disbursed quarterly in the amount of approximately \$153,000.00 each for fiscal year 2020. As individuals needs can unexpectedly change, resulting in higher waiver usage and matches, it is to be expected that expenditures will outgrow the revenue eventually.

Purcell commented a decision would need to be made soon on when the best timeframe would be for the levy request to go on the ballot. The following points were taken:

- It was noted that both the primary and general elections were coming up in 2020. If SCDD wants to go on the May primary ballot, a request must be submitted to the Board of Elections at least one week before Christmas, 2019. If the levy doesn't pass on the primary ballot, it can be resubmitted on the November general election ballot.
- Barnett suggested a renewal be put on the ballot, rather than an entire new levy.
- Requesting a renewal allows for a more conservative approach to voters.

- There is an option of a continuing renewal with the same property values and millage as currently being used, as opposed to a five year renewal. This would be viable if the levy renewal passed the general or primary election in 2020.
- If SCDD waits until 2021 to go on the ballot, the general fund will show a much lower account balance, but it cannot be labeled a “renewal”, and an entire new levy would have to go into place.
- It was noted, in general, new DD levies fail at a higher rate than renewals.
- It was suggested Scioto County Auditor David Green or Chief Deputy Auditor Heather Cunningham meet with the Board in October.
- Purcell stated he could then have updated facts and figures available for review at the November Board meeting, as well as meeting with the Commissioners beforehand to get approval to go on the ballot.

Following further discussion, Mr. Thoroughman made a motion to invite Mr. Green and/or Ms. Cunningham to meet with the Board. The motion was seconded by Mrs. Gibson and carried in a unanimous roll call vote.

B. *Discuss bus monitor sick leave.* Mr. Purcell stated he was recently approached by Petermann regarding their bus monitors, some who also serve as one-on-one aides at VRS. The monitors were in process of trying to form a union, but had been denied and now had to wait 365 days before trying again. The main reason for forming the union was to obtain better benefits. Mr. Purcell and Finance Director Webb met with the transportation managers to discuss options for helping the bus monitors, and prevent the forming of a union. Purcell stated sick leave was a priority for the bus monitors and felt if something could be compromised in offering them sick leave at minimal cost to the Board, it would prove satisfactory to both. He added he and Mrs. Webb were working on a solution, although many factors would need to be considered. Purcell stated he would bring the contract to the Board for approval once completed.

10. **Other:** Mr. Phipps reminded the Board of the golf outing on October 12. He stated this was the main levy fundraiser for SCDD, and they were still in need of sponsors.

11. **Comments from the floor:** There were no comments from the floor

12. **Adjournment:** On a motion made by Mr. Thoroughman and seconded by Mr. Barnett, the meeting adjourned at 5:37 P.M. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Matthew Purcell
Superintendent