

Scioto County Board of Developmental Disabilities
Board Meeting
@ The Carousel Center
Thursday, February 15, 2024 @ 5:00 PM
Minutes

The Board offered a moment of silence for service recipient Marissa R., who passed away on January 28. Marissa was an outgoing young lady with many interests and passions, that included promoting childhood cancer awareness in hopes others would understand and support this cause. SCDD offers sincere condolences to Marissa's family, friends and all those who knew and loved her.

The Board was introduced to two new SCDD employees. Positive Support Facilitator, Aaron Borders joins the Outreach Department, and Britani Messer is a new Developmental Specialist in the Early Childhood Department. Welcome to the SCDD family!

1. **Prayer & Pledge** - Cindy Gibson offered the prayer and Jon Peters led the Pledge of Allegiance.
2. **Roll Call** - Present were Board President Michael Arnett, Vice President Anthony Mantell, Recording Secretary Cindy Gibson, Ellen Murray, Adrienne Buckler-Callihan, Jon Peters and William Adams.
3. **Agenda** - The Board received a copy of the revised agenda that included the addition of New Business # 10C Discuss/Approve ***Resolution 2024.02-01 Regarding Emergency Repairs to Vern Riffe School Building*** and an Executive Session.
4. **Minutes** - Discuss/Vote on Ethics Council Minutes, Special Organizational and Special Board Minutes, all conducted on January 18, 2024. There were no questions/comments regarding any of the provided Minutes. On a motion made by Mantell and seconded by Buckler-Callihan, the Board approved the minutes collectively. The motion carried in a unanimous roll call vote.
5. **Expenses and Fiscal Report** - Finance Director Steve Sowkulech reporting. Sowkulech thanked the Board for signing several *Then & Now* certificates and *Moral Obligations*. He stated the year-to-date beginning cash balance as of 1/31/24 was roughly \$7.1 million. Following expenses and revenue, the ending balance was \$6,529,142.61. There were no questions. Adams made a motion to approve the written and oral report and it was seconded by Peters. The motion carried in a unanimous roll call vote.
6. **Superintendent's Report** - Superintendent Matthew Purcell reporting. Purcell stated he had recently participated in his first OACB Board meeting in Columbus, where he met the five other Superintendents and nine other Board members that make up the OACB Board. He added being on the Board is a productive and valuable learning experience, and includes going through the development of their new Strategic Plan.

Purcell also reported that 2023 had been a year of accomplishments for SCDD. The 2023 Annual Action Plan listed various goals the leadership team had met and/or exceeded. Purcell reviewed a few of the bigger successes, but noted this did not include all that had been accomplished.

- One of the biggest achievements was the acquisition of three new accessible homes for DD individuals to reside in the community. Working with Choice Housing, Chad Phipps and Steve Sowkulech were able to get the homes funded through DoDD at no cost to SCDD. Phipps is currently working on utilizing one of these homes to serve multi-system youth in the community

- The Finance Department created a Universal Compensation Model making SCDD’s salary range more objective than it’s ever been, as well as simplifying the hiring process.
- Many new relationships/partnerships have been established as a result of the work from the Outreach Department. The goal of at least three was met and exceeded. The PR has been exceptional with maintaining on-going press releases and getting SCDD activities/happenings and information out to the community.
- Referrals continue to increase, and it was noted we received six new referrals just this week.

Purcell commented 2023 had been a more than successful year. He stated he would review the new Strategic Plan/Annual Action Plan for 2024 under “New Business.”

7. **Program Reports** - Arnett thanked the Directors for providing the informational reports regarding their programs. It was noted Early Childhood had 19 new referrals for the month of January. Catie Metzler explained there is generally an influx at the first of the year as some of the referrals are carried over from December. She also stated EC referrals have been consistently high for at least the last three years. Purcell mentioned that VRS currently has 63 students which is an increase of six from last school year.

8. **Committee Reports**

A. **Personnel/Finance Committee** - A. Mantell, Chair The Committee met at 4:00 P.M. prior to the Board meeting for the purpose of discussing a personnel matter and the purchase of a property. The Committee also discussed the newly created *SCDD Classification System* that places positions from the table of organization into classifications where they are most similar (education, licensure, etc.), clarifies the structure of SCDD positions, and specifies goals and management guidelines. This document will remain on the server under the Policy Manual. Mantel made the motion to approve the Classification System and it was seconded by Gibson. The motion carried in a unanimous roll call vote. The Committee also went into Executive Session at their meeting and those items will be discussed during Executive Session at this Board meeting.

B. **Ethics Council** – A. Buckler-Callihan, Chair. The Council met at 4:45 P.M. to discuss one Direct Service contract. There were no conflicts found. Buckler-Callihan made the motion to approve the contract and it was seconded by Mantell. The motion carried in a unanimous roll call vote.

9. **Old Business** - None

10. **New Business**

A. Discuss/Vote on the **2024 Annual Action Plan**. Using the streamlined *Traction* format, the “Three Year Picture” forms the Strategic Plan with the timeline being January 2022 through December 2024. The “One Year Plan” is the “Annual Action Steps”, and the 13 items listed are the goals for 2024. The designated “Rocks” detail the steps to be completed each quarter. The Board was presented with the *Traction* document and it was reviewed by Purcell. Following brief discussion, Adams made the motion to approve the 2024 Annual Action Plan and it was seconded by Murray. The motion carried in a unanimous roll call vote.

B. Discuss/Vote on revised **Policy 3.02.13 Drug and Alcohol-Free Workplace**
Purcell stated with the newly enacted marijuana laws in place, an addition to the Drug and Alcohol-Free policy was created. Using language from OACB, the policy states even though Ohio may declare marijuana legal for medical purposes, SCDD’s stance remains a zero tolerance for drug and alcohol use in the workplace. Gibson made the

motion to approve the updated policy and it was seconded by Mantell. The motion carried in a unanimous roll call vote.

- C. Discuss/Vote on **Resolution 2024.02-01 Regarding Emergency Repairs to Vern Riffe School Building**. Purcell reminded the Board they had toured the VRS building before January's meeting with Darin Porter and reviewed the repairs that needed immediate attention. He stated only one bid of \$750,000 was received during the bidding process, and by law any bid over 10% of the advertised project estimate cannot be accepted. Purcell noted that after speaking with Danielle Parker at the Prosecutor's office, bidding could be omitted if the Board approved deeming the situation an emergency. Purcell stated the repairs could then be broken down into smaller parcels for local companies to take on at a reasonable rate. The Board agreed the repairs were critical and Purcell should move forward obtaining a vendor. Mantell made the motion to accept the Resolution regarding emergency repairs to the VRS building and it was seconded by Buckler-Callihan. The motion carried in a unanimous roll call vote. The Board members signed the Resolution.

11. **Other** - None
12. **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
13. **Executive Session** - In accordance with *ORC 121.22 Public Meetings – Exceptions (G) (1)*, the Board entered into Executive Session on a motion made by Buckler-Callihan and seconded by Gibson at 5:28 P.M. to discuss the purchase of a property and a personnel matter. The motion carried in a unanimous roll call vote.
14. The Board returned to regular session at 5:47 P.M. On a motion made by Mantell and seconded by Gibson, **Resolution 2024.02-02 Regarding Abolishment of Maintenance Worker from the Table of Organization** was approved. The Resolution was signed by the Board members.
15. **Adjournment** - The Board adjourned by unanimous consent on a motion made by Peters and seconded by Murray at 5:49 P.M.

Respectfully Submitted by:
Cindy Gibson, Recording Secretary

Signature _____
Cindy Gibson

Minutes Prepared by:
Carla Selby, Board Clerk