

SCIOTO COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

POLICY 1.01 BOARD MEMBER AUTHORITY AND DUTIES

I. Authority

- A. Because all powers of the Board lie in its action as a group, individual Board members exercise their authority over program affairs only as they vote to take action at a legal meeting of the Board.
- B. In other instances, an individual Board member, including the Chairperson, will only act on behalf of the Board when the Board, by vote, has delegated authority to him/her.

II. Duties

- A. It will be the duty of the individual members of the Board to:
 - a. Attend all legally called meetings of the Board, except for compelling reasons to the contrary;
 - b. Participate in the normal operations of the Board at the meetings; and
 - c. Represent interests of all the citizens of Scioto County in matters affecting the services for eligible individuals
 - d. Provide his/her appointing authority before appointment or reappointment to the Board a written declaration specifying the following:
 - i. That no circumstance described in ORC Section 5126.023 exists that bars him/her from serving on the Board; and
 - ii. Whether the person or an immediate family member of the person has an ownership interest in or is under contract with an agency contracting with the County Board, and if such an ownership interest or contract exists, the identity of the agency and the nature of the relationship to that agency.
 - e. Any other duties proscribed in law, rule or Board policy.
- B. It will be the duty of the collective members of the Scioto County Board of DD to:
 - 1. Establish policies for the administration and operation of the facilities, programs and services provided by Chapter 5126 of the Ohio Revised Code;

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2. Assure the coordination, monitoring and evaluation of existing services and facilities;
3. Ensure the creation of a plan for the provision of early childhood services, supportive home services and adults services developed under ORC 5126.04;
4. Provide or contract for special education services pursuant to Chapters 3317 and 3323 of the Revised Code and ensure that related services as defined in ORC Section 3323.01, are available according to the plan and priorities developed under ORC Section 5126.04;
5. Adopt a budget, authorize expenditures for the purposes specified in this policy and do so in accordance with ORC Section 319.16;
6. Approve attendance of Board members and employees at professional meetings, and approve expenditures for this attendance;
7. Authorize all positions of employment, establish compensation, including but not limited to salary schedules and fringe benefits for all board employees;
8. Approve contracts of employment for management employees that are for a term of more than one year;
9. Contract for employee benefits;
10. Employ legal counsel under ORC Section 309.10;
11. Provide service and support administration in accordance with ORC Section 5126.15;
12. Certify respite care homes pursuant to rules adopted under ORC Section 5124.171;
13. Implement an employment first policy that clearly identifies community employment as the desired outcome for every individual of working age who receives services from the Board;
14. Set benchmarks for improving community employment outcomes;
and

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15. Any other duty required under law, rule or Board policy.
 16. Select, employ and evaluate the agency's superintendent.
- C. The Board as a whole has the authority, but is not required, to undertake the following duties:
1. Enter into contracts with other such boards and with public or private, nonprofit, or profit-making agencies or organization of the same or other county to provide the facilities, programs and services authorized or required, in accordance with ORC Chapters 5126 and 3323 and the rules adopted in accordance with ORC Sections 307.86 and 5126.071; and
 2. Purchase all necessary insurance policies, equipment and supplies, and enter into agreements with public agencies or nonprofit organizations for cooperative purchasing arrangements.
- D. Training

Board members are obligated to attend training as prescribed by Ohio rules and laws. This includes:

1. Annual attendance for at least four hours of in-service training provided or approved by the Ohio Department of Developmental Disabilities. (This training shall not be considered regularly scheduled meetings of the county board.) (Ref.; ORC 5126.0210)
2. An orientation, to occur within three months of a board member's initial appointment, that addresses duties of the county Board, the role and requirements of board members; confidentiality and the ethics laws of the state of Ohio. (Ref.: OAC 5123:2-1-13)
3. A member of a county board of developmental disabilities shall be considered present at an in-service training session even though the member is not physically present in the room in which the session is held if the member is connected to the session through a system that enables the member to communicate with the individuals participating in the session and such individuals to communicate with the member.