

BOARD MEETING MINUTES

June 17, 2019

BOARD IN-SERVICE: None

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, June 17, 2019, at 5:30 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Steve Baker	- Present	Andrew Johnston	- Excused
Lori Meyer	- Excused	Jerry Herbe	- Present
Eric Burris	- Present	Mandy Via	- Present
Kim Ojeda	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in giving the Pledge of Allegiance, led by Mr. Baker, President.

III. INTRODUCTION OF STAFF/GUESTS

The following staff were in attendance: Brian Green, Kathy Greenawalt-Cherry, Melissa Nichols, Sherry Saddler, Stacy Pettit, Becky Snell, Jessica Knupp and Nicole Eckert.

IV. PRESENTATION OF MINUTES

The minutes of the May 20, 2019, meeting were reviewed. A motion to accept the minutes of the meeting for the official record was made by Ms. Ojeda. The motion was seconded by Ms. Via. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

V. PRESENTATION OF FINANCIAL REPORTS

- A. Monthly Financial Reports:** Sherry Saddler, Business Director, reviewed the financial report for May 2019. A motion to accept the Monthly Financial Report as written was made by Ms. Ojeda. The motion was seconded by Mr. Herbe. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

- B. Monthly Bills: The May 2019 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the May 2019 bills was made by Mr. Burris. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

Steve Baker	-	Yes	Andrew Johnston	-	Excused
Lori Meyer	-	Excused	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes			

Motion was carried and so ordered.

VI. OLD BUSINESS

VII. NEW BUSINESS

- A. HVAC Proposal: A motion to approve the P&F Committee and Superintendents recommendation to replace the HVAC System was made by Ms. Ojeda. The motion was seconded by Mr. Burris. Mr. Baker asked for a roll call vote.

Steve Baker	-	Yes	Andrew Johnston	-	Excused
Lori Meyer	-	Excused	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes			

Motion was carried and so ordered.

- B. July Board Meeting/Payment of Bills: A motion to approve the Superintendent's recommendation to cancel the July Board meeting and approve payment of July Bills was made by Ms. Via. The motion was seconded by Mr. Herbe. Mr. Baker asked for a roll call vote.

Steve Baker	-	Yes	Andrew Johnston	-	Excused
Lori Meyer	-	Excused	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes			

Motion was carried and so ordered.

- C. Ethics Approvals: None

- D. Conferences: None

- E. Personnel Actions:

New Hires: None

Promotions/Transfers: None

Resignations/Contract Non-Renewal/ Retirement/Termination: None

- F. Policies/Procedures: The Superintendent recommended the adoption of the Policies and Procedures listed below:

Changes to Policy:

- F-27** Capital Asset Physical Inventory - Updated agency name. Changed threshold for capital assets as prescribed by the County Commissioners from \$1,000 to \$2,500 in 2019. Added verbiage that addresses the exception for capital assets that were added to the list prior to 2019 with the \$1,000 threshold. Removed gender-specific adjectives referring to the Superintendent.
- G-66** HIPAA Reporting of Privacy - Added Business Director to the list of supervisors who would be included in a breach of HIPAA.
- P-03** Political Activity - New format; Added Purpose and Introduction – recognition of employee rights to freedom of speech and political association; updated guidelines to reflect ORC and OAC; removed classified to reflect all employees.
- P-43** Social Media - New format; change title from social networking to social media, added purpose and definitions; updated for new technology; outlined work and off duty expectations.

Date Change Only:

SSA-1 Service & Support Administration Policy

SSA-6 Individual Service Plans

A motion to accept the changes to the Policies and Procedures was made by Ms. Ojeda. The motion was seconded by Mr. Burris. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

G. Other:

VIII. COMMENTS:

- Becky advised the Board that our new Resource Support Coordinator, Mara Braun, is doing great.
- Stacy informed the Board that our Staff Appreciation breakfast was coming up Thursday, June 20, 2019. Stacy also discussed our Agency conducting a Fundraiser to help support the Montgomery County Board of DD and the people served by them.
- Kathy discussed how Brianna Grilliot, our new Developmental Specialist, is doing great and should be able to begin taking on a caseload in 2-3 weeks. Kathy also stated that the Service Coordination grant is due Friday. Connie Galey is currently working to complete the grant.
- Melissa advised the board that our fundraiser at the Strawberry Festival, where we partnered with Hickory River Barbeque, was successful and raised more than \$3,700.00 for our Campaign Fund.
- Jessica discussed managers are watching the increases to caseloads for SSAs partially due to transfers from other Counties for various reasons. The SSA department has seen increases because of the tornadoes in Montgomery County. We have offered assistance to the Montgomery County Board of DD with people displaced by the tornadoes; 179 people in total.

- o Sherry thanked the Board for approval for replacement of the HVAC System.

X. NEXT MEETING: Monday, August 19, 2019

X. ADJOURNMENT - A motion to adjourn the meeting at 5:44 p.m. was made by Ms. Ojeda. The motion was seconded by Ms. Via. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Meeting adjourned.

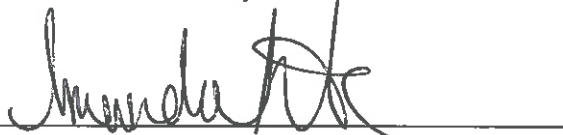
Minutes approved by:



STEVE M. BAKER, PRESIDENT



DATE



MANDY VIA, RECORDING SECRETARY



DATE