



BOARD MEETING MINUTES

August 19, 2019

BOARD IN-SERVICE: Non-Medical Transportation, Presented by Becky Snell.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, August 19, 2019, at 5:30 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Steve Baker	- Present	Andrew Johnston	- Excused
Lori Meyer	- Present	Jerry Herbe	- Excused
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 June 17, 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 Mr. Burris. 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 July 2019. A motion to accept the Monthly Financial Report as written was made by Ms. Meyer. The motion was seconded by Ms. Via. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

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

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

Motion was carried and so ordered.

VI. OLD BUSINESS

- A. Quarterly Table of Organization: A motion to approve the Quarterly Table of Organization was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

VII. NEW BUSINESS

- A. Benefits Proposal: A motion to approve the Superintendents recommendation to give the Superintendent the authority to find an independent benefit plan outside for the 2020 Miami County Plan not to exceed the 2020 Miami County plan cost was made by Ms. Meyer. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

- B. Resolution for IGS Electricity: A motion to approve the Superintendent's recommendation to extend the Agreement with Interstate Gas Supply, Inc to include 2023-2024 was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

- C. Ethics Approvals: None

- D. Conferences: None

- E. Personnel Actions:

New Hires:

Seth Trapp, Summer Intern – Facilities, 06/17/2019

Kim Walker, QI Administrative Assistant, 07/10/2019

Promotions/Transfers: None

Resignations/Contract Non-Renewal/ Retirement/Termination:

Nikki Angle, E1 Administrative Assistant, part-time, resignation effective 08/15/2019

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

Changes to Policy:

E-1 Early Intervention Services – Updated to reflect new EI Rule.

E-2 Early Intervention Confidentiality – New Policy to reflect new EI Rule.

G-38 Resolution of Complaints and Appeals of Adverse Action Proposed or Initiated – Updated time frame the Director must send his or her decision regarding a complaint or appeal and OAC Code.

P-43 Social Media – Previous policy only addressed staff use of social media. Added language to address public use of our social media sites and pages, outlining behaviors that will not be permitted (offensive language, harassment, etc.)

Date Change Only: None

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

G. Other:

VIII. COMMENTS:

- Becky discussed DSP Appreciation Week, September 9-September 13. The QI Department is planning events and providing Speedway gift cards to help alleviate transportation expenses. We are also sharing spotlights of our DSPs on our Facebook page.
- Stacy stated it is a busy time in HR. Nikki Angle resigned to pursue a full-time position closer to home. We are currently looking for an EI Administrative Assistant. We are also conducting a compensation review to determine if wages are compatible with the current market/other like Agencies.
- Melissa discussed the CAO Departments mid-year report. Leadership Troy will be at our Agency next Wednesday. CAO Department is working on preparing purchase orders and other items in preparation for the Synergy Conference later in the year.
- Kathy stated the Governor's Budget came out last month and more money was allocated to assist in Early Intervention (more than 12 million dollars in total). We are waiting to hear how that will affect us. Connie Galey and Kathy will be traveling throughout the county to reach more families that could benefit from EI Services.
- Jessica discussed how her Department is preparing for Accreditation. Jessica and the SSA managers continue to review ISPs for consistency. SSA Manager, Jacklyn Vietor and the children's team are traveling to schools for training/presentations to share resources with teachers.

- o Sherry updated the Board on our HVAC System. Start date is in the middle of September and should be complete by mid-November.

IX. NEXT MEETING: Monday, September 16, 2019

- X. ADJOURNMENT** - A motion to adjourn the meeting at 6:21 p.m. was made by Ms. Ojeda. The motion was seconded by Ms. Meyer. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Meeting adjourned.

Minutes approved by:



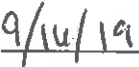
STEVE M. BAKER, PRESIDENT



DATE



MANDY VIA, RECORDING SECRETARY



DATE