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## BOARD MEETING MINUTES

October 21, 2019

**BOARD IN-SERVICE:** Talent Management and Benefits, Presented by Stacy Pettit, HR & Organizational Development Director.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, October 21, 2019, at 6:00 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

### I. ROLL CALL

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

### II. PLEDGE OF ALLEGIANCE

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

### III. INTRODUCTION OF STAFF/GUESTS

Mr. Joe Kolakowski, Grand Knight of the Tipp City Knights of Columbus presented Mr. Baker with a donation of \$606.83.

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 September 16, 2019, meeting were reviewed. A motion to accept the minutes of the meeting for the official record was made by Mr. Johnston. 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 September 2019. A motion to accept the Monthly Financial Report as written was made by Mr. Herbe. The motion was seconded by Mr. Burris. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

**B. Monthly Bills:** The September 2019 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the September 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	-	Yes
Lori Meyer	-	Excused	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Excused			

Motion was carried and so ordered.

**VI. OLD BUSINESS:**

**A. Quarterly Table of Organization:** A motion to accept the Quarterly Table of Organization was made by Mr. Johnston. The motion was seconded by Mr. Burris. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

**VII. NEW BUSINESS**

**A. Proposal for Resource Support Coordinator–Provider Relations and Resource Support Coordinator–Provider Referral and Linkage:** A motion to approve the P&F Committee and Superintendent's recommendation of the addition of a Resource Support Coordinator – Provider Relations and a Resource Support Coordinator – Provider Referral and Linkage positions on the Riverside table of organization both with a base salary between \$18.00 and \$31.48 was made by Mr. Johnston. The motion was seconded by Mr. Herbe. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

**B. Proposal for Compensation Structure:** A motion to approve the P&F Committee and Superintendent's recommendation of the proposed Compensation Structure effective January 1, 2020 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	-	Yes
Lori Meyer	-	Excused	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Excused			

Motion was carried and so ordered.

**C. Proposal for Gym Floor and Bleachers:** A motion to approve the P&F Committee and Superintendent's recommendation for replacing the gym floor and bleachers in 2020 at a not to exceed cost of \$165,770.00 was made by Mr. Johnston. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

D. Proposal for new HOP Board Member: A motion to approve the P&F Committee and Superintendent's recommendation for the appointment of Keith GunderKlein as a new HOP Board member was made by Ms. Via. The motion was seconded by Mr. Burris. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

E. Ethics Approvals: None

F. Conferences: None

G. Personnel Actions:

New Hires:

Kim Ingle, Intermittent Receptionist, effective 09/09/2019

Robin Adams, Early Intervention Administrative Assistant, part-time, effective 10/15/2019

Promotions/Transfers:

Nicole Eckert, Investigative Agent

Alicia Knife, SSA, Crisis and Coverage

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

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

Changes to Policy:

**G-6** Community Use of Facilities – Verbiage regarding individuals served, removal of language around “vocational development” and date.

Date Change Only: None

Obsolete: None

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

I. Other:

## VIII. COMMENTS:

- o Melissa thanked the Board for their approval of the new gym floor and bleachers.
- o Becky updated the Board on the Accreditation process with Ohio Department of Developmental Disabilities coming in November. A sample of individuals has been chosen.
- o Kathy stated that October 30<sup>th</sup> and November 6<sup>th</sup> Riverside will be hosting Parent to Parent peer two day training.

**IX. NEXT MEETING: Monday, November 18, 2019**

**X. ADJOURNMENT** - A motion to adjourn the meeting at 6:25 p.m. was made by Mr. Burris. The motion was seconded by Mr. Johnston. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Meeting adjourned.

Minutes approved by:

Steve Baker

**STEVE M. BAKER, PRESIDENT**

11-18-19

**DATE**

Mandy Via

**MANDY VIA, RECORDING SECRETARY**

11-18-19

**DATE**