



BOARD MEETING MINUTES

November 18, 2019

BOARD IN-SERVICE: Advocacy – Synergy, Presented by Krista Smith, Community Connections Supervisor. Andrea Koether, Brion Osborne, Tristan Yingst and Amy Shank assisted with the presentation.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, November 18, 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	- 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, Stacy Pettit, Becky Snell, Jessica Knupp and Denise Kenworthy.

IV. PRESENTATION OF MINUTES

The minutes of the October 21, 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 Mr. Burris. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

V. PRESENTATION OF FINANCIAL REPORTS

- A. Monthly Financial Reports:** Brian Green, Superintendent, reviewed the financial report for October 2019. A motion to accept the Monthly Financial Report as written 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.

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

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

Motion was carried and so ordered.

VI. OLD BUSINESS:

- A. None:**

VII. NEW BUSINESS

- A. Proposal for 2020 Contracts:** A motion to approve the P&F Committee and Superintendent's recommendation of the 2020 contracts made by Mr. Burris. The motion was seconded by Mr. Johnston. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

- B. Proposal for 2020 OACB Dues:** A motion to approve the P&F Committee and Superintendent's recommendation for approval of the OACB Annual Membership Dues at a cost of \$25,750 was made by Ms. Ojeda. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

- C. Proposal for Christmas Eve Holiday:** A motion to approve the P&F Committee and Superintendent's recommendation to allow December 24, 2019 to be a paid holiday for exempt and non-exempt employees 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.

- D. Proposal for Volunteer Day:** A motion to approve the P&F Committee and Superintendent's recommendation for approval of employee's receiving up to eight (8) hours per year of time off with pay to volunteer in the community was made by Mr. Herbe. The motion was seconded by Ms. Via. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

- E. Board Meeting Dates 2020:** A motion to approve the proposed meeting schedule for 2020 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.

F. December Board Meeting/Payment of Bills: A motion to cancel the December Board meeting and authorize the Superintendent to pay the December bills was made by Ms. Ojeda. The motion was seconded by Mr. Johnston. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

G. Nominating Committee: Mr. Baker asked Mr. Burris, Mr. Herbe and Mr. Johnston to comprise the nominating committee for 2020 with Mr. Herbe serving as the chair.

H. Ethics Approvals: None

I. Conferences: A motion to approve the attendance of eleven employees at the OACB Winter Conference at a not to exceed cost of \$5,273.76 was made by Ms. Ojeda. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

J. Personnel Actions:

New Hires:

Karen Armentrout, SSA Fulltime, effective 11/18/2019

Promotions/Transfers: None

Resignations/Contract Non-Renewal/Retirement/Termination:

Al Decker, Investigative Agent, effective 10/31/2019

Becky Harvey, Nurse, effective 10/31/2019

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

Changes to Policy:

G-12 Title XX – Updated to reflect rule changes in Early Intervention.

P-31 Intermittent Employees – Removed language regarding steps in compensation.

SSA-2 Eligibility Determination – Updated to refer 0-2 eligibility process to EI-1 and change Community First Coordinator to Eligibility Coordinator.

Date Change Only:

G-27 Incidents Adversely Affecting Health & Safety – MUIs

Obsolete:

HS-5 Employee Hepatitis B Immunization – This is no longer a requirement and therefore we no longer need this policy.

P-39 Medical Examinations – Since we no longer provide direct care, we removed medical examinations to reduce cost and therefore we no longer need this policy.

T-02 Transportation Services – We no longer provide transportation services therefore we no longer need this policy.

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

L. Other:

Brian updated on Accreditation. The reviewers were impressed by what we do and our systems and didn't expect to see us for several years. Currently there are no citations we are aware of and results have to be presented with seven days.

VIII. COMMENTS:

- Stacy updated the Board on the completed open enrollment process and the good feedback received from the employees. Stacy will be working with the Directors on the roll-out of the updated compensation structure.
- Jessica updated with:
 - A new SSA started today leaving one open position to be filled.
 - The new Crisis and Coverage SSA position is working with SSA Managers and other County agencies to continue to expand relationships to allow for collaborative crisis care.
 - Dawn and Kyley are working on adjustments to CPTs & PAWS to reflect the waiver budget changes, as a result of the statewide DSP wage increase. Changes will take effect January 1, 2020.
 - Lastly Jessica wanted to thank Becky for a very organized Accreditation process.
- Becky further updated on Accreditation that she felt it went well and the reviewers were impressed that the SSAs are excited about their work. She also shared our challenges with the reviewers. It seemed to be a good experience all around.
- Melissa updated on the good relationships they continue to forge in the community. Troy Christian has a giving tree project and with approximately 300 people attending their banquet, Brittany Ulman spoke about what the tree means to the individuals we serve. The response was outstanding. Melissa also spoke on the upcoming cookie project where approximately 63 boxes of home baked cookies from staff and volunteers will be distributed to organizations in the community who have collaborated with us this past year. There is a basketball game in the gym currently if anyone would like to stop by after the meeting.

IX. EXECUTVE SESSION: A motion to adjourn to Executive Session at 6:30 to consider personnel matters was made by Ms. Ojeda. The motion was seconded by Mr. Johnston. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

X. NEXT MEETING: Monday January 27, 2020

XI. ADJOURNMENT - A motion to adjourn the meeting at 7:17 p.m. was made by Ms. Ojeda. 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 M. BAKER, PRESIDENT

DATE

MANDY VIA, RECORDING SECRETARY

DATE