



**BOARD MEETING MINUTES  
November 18, 2018**

---

Board In-service: Synergy Conference 2018 – Presented by Krista Smith, Recreation Manager, and Amy Shank, Recreation Assistant, with the assistance of Angela Hess, Tristan Yingst, Andrea Koether, Brion Osborne and Jamie Campbell.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, November 18, 2019, at 6:00p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

**I. ROLL CALL**

Steve Baker	- Present	Andrew Johnston	- Present
Lori Meyer	- Present	Mary Clevenger	- Excused
Karen Wendeln	- 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, and Nicole Eckert. Guests present were Chris Hillman and Joe Jackson of Troy Junior Basketball.

**IV. PRESENTATION OF MINUTES**

The minutes of the October 15, 2018, 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. Wendeln. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

**V. PRESENTATION BY GUESTS**

Mr. Hillman and Mr. Jackson, of Troy Junior Basketball, presented their question(s) regarding the new fee schedule for 2019. Board Members, Staff, Mr. Hillman and Mr. Jackson discussed the questions and concerns. Mr. Baker advised Mr. Hillman and Mr. Jackson that the Board would discuss the matter and provide them with an answer within the week.

**VI. PRESENTATION OF FINANCIAL REPORTS**

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

B. Monthly Bills: The October 2018 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the September 2018 bills was made by Ms. Ojeda. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote:

Steve Baker	-	Yes	Andrew Johnston	-	Yes
Lori Meyer	-	Yes	Mary Clevenger	-	Excused
Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes			

Motion was carried and so ordered.

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

A. Proposal for 2019 Contracts: A motion to approve the P&F Committee and Superintendent's recommendation for 2019 Contracts was made by Ms. Meyer. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote.

Lori Meyer	-	Yes	Mary Clevenger	-	Excused
Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes			

Motion was carried and so ordered.

B. Proposal for the Ohio Association of County Boards (OACB) Annual Dues: A motion to approve the P&F Committee and Superintendent's recommendation of the OACB dues was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a roll call vote.

Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

C. Proposal for Kitchen/Breakroom/Restroom Flooring: A motion to approve the P&F Committee and Superintendent's recommendation to authorize the purchase of flooring for the kitchen, restroom and breakroom was made by Ms. Wendeln. The motion was seconded by Ms. Meyer. Mr. Baker asked for a roll call vote.

Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

D. Proposal for Amendment to the Abolishment of Nurse Position: A motion to approve the P&F Committee and Superintendent's recommendation to Amend the Abolishment of Nurse Position was made by Ms. Wendeln. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

E. Proposal for Birthday Holiday: A motion to approve the P&F Committee and Superintendent's recommendation for a Birthday Holiday was made by Mr. Johnston. The motion was seconded by Ms. Meyer. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

F. RTI Vehicle Lease Agreement: Ms. Saddler reviewed the 2019 TRI Vehicle Lease Agreement with the Board.

G. December Board Meeting and Payment of Bills: A motion to approve the Superintendent's recommendation to cancel the December Board meeting and authorize the Superintendent to pay the December 2018 bills was made by Ms. Ojeda. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote.

Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

H. Nominating Committee: Mr. Baker appointed Mr. Johnston, Mandy Via and Lori Meyer to the nominating committee and asked Mr. Johnston to be chair.

I. Ethics Approvals: None

J. Conferences: OACB - A motion to approve the P&F Committee and Superintendent's recommendation to authorize the Superintendent to pay for the OACB Conference was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a roll call vote.

Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

K. Personnel Actions:

New Hires: None

Promotions/Transfers: None

Resignations/Contract Non-Renewal/ Retirement/Termination: Megan Wade-Allen – Executive Assistant – Non-Renewal – Effective 10/10/2018

Title Change: Personnel and Staff Development to HR and Organizational Development.

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

**Change to Policy:**

**B-1** Mission and Vision Statements – Revised to reflect the updated organizational name.

**F-7** Cell Phone Use – Revised to reflect the updated organizational name

**P-17** Federal & State Employment Status of Employees – Revised to remove 37.5-hour work week, remove Instructors, remove Language around 7 minute start and stop, and include flex schedule language. Updated lunch period to align with flex schedule.

**Date change only:** None

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

**XI. OTHER**

A. Troy Junior Basketball: A motion to approve a rate of \$37.50/hour for the 2018-2019 season and a rate of \$62.50/hour for 2019-2020 season was made by Mr. Johnston. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote.

Lori Meyer	-	Yes	Mary Clevenger	-	Excused
Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes			

Motion was carried and so ordered.

**X. COMMENTS:**

Ms. Snell made the following comments to the Board:

- o Two staff members from Agency Providers have been charged with crimes against an individual for misappropriation.

**IX. EXECUTIVE SESSION:** A motion to adjourn to Executive Session at 6:53 p.m. to consider personnel matters was made by Ms. Ojeda. The motion was seconded by Ms. Meyer. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

A motion to adjust the Superintendent's annual salary by 3% effective January 1, 2019 and to extend his contract to December 31, 2021, adding two years to contract, was made by Mr. Johnston. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a roll call vote:

Lori Meyer	-	Yes	Mary Clevenger	-	Excused
Karen Wendeln	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes			

Motion was carried and so ordered.

A motion to exit from Executive Session at 7:38 p.m. 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.

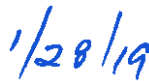
**XII. NEXT MEETING: Monday, January 28, 2019**

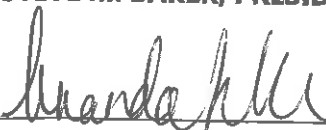
**XII. ADJOURNMENT** - A motion to adjourn the meeting at 7:38 p.m. was made by Ms. Ojeda. The motion was seconded by Mr. Johnston. Mr. Baker called for a voice vote. Motion was carried and so ordered.

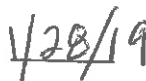
Meeting adjourned.

Minutes approved by:

  
 \_\_\_\_\_  
**STEVE M. BAKER, PRESIDENT**

  
 \_\_\_\_\_  
**DATE**

  
 \_\_\_\_\_  
**, RECORDING SECRETARY**

  
 \_\_\_\_\_  
**DATE**