



BOARD MEETING MINUTES

January 24, 2022

BOARD IN-SERVICE: No Inservice

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, January 24, 2022, at 5:30 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Lori Meyer	- Present	Michelle Fong	- Present
Mandy Via	- Present	Deon Metz	- Present
Jerry Herbe	- Present	Joe Fulker	- Present
Shawn McKinney	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in giving the Pledge of Allegiance, led by Ms., Meyer, President.

III. INTRODUCTION OF STAFF/GUESTS

The following staff were in attendance: Brian Green, Floyd Gregg, and Carol Helman.

IV. PRESENTATION BY GUESTS

None

V. REORGANIZATION MEETING

Ms. Meyer turned the meeting over to Mr. Green to serve as President pro tempore for the purpose of reorganization. Mr. Green called upon Mr. Herbe, chairman of the nominating committee, who proposed the following as officers for 2022: President – Lori Meyer, Vice President – Mandy Via, Recording Secretary – Michelle Fong. Mr. Green asked if there were any other nominations. A motion to approve the slate of officers as proposed by the nominating committee was made by Mr. Herbe and seconded by Mr. McKinney. Mr. Green asked for a roll call vote.

Lori Meyer	- Yes	Michelle Fong	- Yes
Mandy Via	- Yes	Deon Metz	- Yes
Jerry Herbe	- Yes	Joe Fulker	- Yes
Shawn McKinney	- Yes		

The motion carried. Mr. Green turned the meeting over to Ms. Meyer, President.

Ms. Meyer noted that the 2022 meeting dates and times were approved at the November, 2021 Board meeting.

Ms. Meyer made the following appointments: Personnel/Finance – Jerry Herbe, Michelle Fong, Joe Fulker; Ethics Council – Mandy Via, Shawn McKinney, Deon Metz.

A motion to adjourn the re-organization meeting was made by Mr. Fulker and seconded by Mr. Metz. Ms. Meyer asked for a voice vote. The motion carried.

VI. PRESENTATION OF MINUTES

The minutes of the November 15, 2021 and January 5, 2022 meetings were reviewed. A motion to accept the minutes was made by Ms. Fong and seconded by Ms. Via. Ms. Meyer asked for a voice vote. The motion carried.

VII. PRESENTATION OF FINANCIAL REPORTS

A. Monthly Financial Reports: Floyd Gregg, Business Director, reviewed the financial reports for November and December 2021. A motion to accept the reports was made by Mr. McKinney and seconded by Mr. Metz. Ms. Meyer asked for a voice vote. The motion carried.

B. Monthly Bills: The November and December 2021 bills were presented for approval. A motion to ratify the Superintendent’s actions in payment of the November and December 2021 bills was made by Mr. Metz and seconded by Ms. Fong. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

VIII. OLD BUSINESS:

A. Quarterly Table of Organization: A motion to approve the Quarterly Table of Organization was made by Ms. Fong and seconded by Mr. McKinney. Ms. Meyer asked for a voice vote. The motion carried.

IX. NEW BUSINESS

A. Resolution for Payment of WestCON Funds: Upon the recommendation of the Personnel and Finance Committee and the Superintendent, a motion to approve this resolution authorizing payment of the 2022 budgeted amount of \$2,225,537 for Waiver Match and Medicaid Reserve Funding, \$1,183,900 for supported living, unfunded individuals, critical needs fund, community employment, transition supports, locally funded services, Rental Assistance Program, Resource Support Coordination and Provider Partnership Network and \$28,451 in administrative and membership fees for a total of \$3,437,888 to be paid to WestCON COG in

one installment rather than the two proposed installments was made by Mr. McKinney and seconded by Mr. Herbe. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- B. Proposal for OACB Annual Dues:** Upon the recommendation of the Personnel and Finance Committee and the Superintendent, a motion to approve this proposal authorizing payment of the 2022 OACB Annual Membership Dues at a cost of \$26,525 was made by Ms. Fong and seconded by Ms. Via. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- C. Proposal for Chiller Replacement Project:** Upon the recommendation of the Personnel and Finance Committee and the Superintendent, a motion to approve this proposal to remove and replace the current HVAC Chiller at a cost not to exceed \$350,000 which includes the quoted amount of \$316,691.00 plus a 10.5% contingency and to cover the costs associated with completing the project in this calendar year was made by Ms. Via and seconded by Mr. McKinney. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- D. Proposal for FFCRA Sick/FMLA Expansion:** Upon the recommendation of the Personnel and Finance Committee and the Superintendent, a motion to approve this proposal for an extension of the FFCRA Sick and FMLA Expansion to March 31, 2022 with the option for the Superintendent to extend it quarterly based on need not to exceed December 31, 2022 was made by Mr. Fulker. The motion was seconded by Mr. Metz. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- E. Superintendent Professional Development Plan: A motion to approve the Superintendent Professional Development Plan for 2022 as required by the Ohio Administrative Code was made by Mr. McKinney and seconded by Mr. Herbe. Ms. Meyer asked for a voice vote. The motion carried.
- F. Proposal for 2022 Rieck Services Contract: Upon the recommendation of the Superintendent, a motion to approve the contract with Rieck Services for a 1-year term expiring December 31, 2022 at a cost not to exceed \$24,396 annually and was made by Mr. Metz and seconded by Ms. Fong. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

G. Ethics Approvals: None

H. Conferences: None

I. Personnel Actions:

New Hires: Tricia Richardson, Developmental Specialist, 12/13/2022

Promotions/Transfers: Alicia Hutchinson, Transfer from SSA to BSC 01/17/22

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

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

Change to Policy:

- G-72 Employment First Initiative: A few minor changes to language for clarification
- P-11 Holidays: Updated Memorial Day to reflect it is observed on the last Monday in May
- SSA-6 Individual Service Plans: Updated language for conciseness and clarification of acronyms

Date Change and Reformatting Only:

- G-8 Confidentiality
- G-75 Provider Certification Summary Suspension Orders
- P-12 Life and Medical Insurance
- P-15 Ethics and Code of Conduct
- P-23 Ohio Public Employees Retirement System (OPERS)
- SSA-8 Preadmission Screening and Resident Review (PASRR)
- SSA-11 Self-Administration or Assistance with Self-Administration of Prescribed Medication

A motion to accept the changes to the Policies and Procedures was made by Mr. McKinney and seconded by Mr. Fulker. Ms. Meyer asked for a voice vote. The motion carried.

K. Other: None

X. **COMMENTS:** None

XI. **EXECUTIVE SESSION:**

A motion to enter into Executive Session at 6:02 to consider compensation and employment of a public employee was made by Ms. Via and seconded by Ms. Fong. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

A motion to adjourn from Executive Session at 6:26 was made by Mr. Herbe and seconded by Ms. Fong. Ms. Meyer asked for a voice vote. The motion carried.

XII. **NEXT MEETING:** Monday, February 28, 2022

XIII. **ADJOURNMENT**

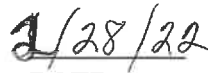
A motion to adjourn the meeting at 6:26 p.m. was made by Mr. McKinney and seconded by Mr. Fulker. Ms. Meyer asked for a voice vote. The motion carried.

Meeting adjourned.

Minutes approved by:

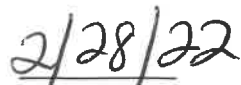


LORI MEYER, PRESIDENT


DATE



MICHELLE FONG, RECORDING SECRETARY


DATE