



BOARD MEETING MINUTES
January 28, 2019

Board In-service: None

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, January 28, 2019, at 5:30.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Steve Baker	- Present	Andrew Johnston	- Present
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. Guests present were Steve Barno and Pat O'Brien of the Tipp City Knights of Columbus.

IV. PRESENTATION BY GUESTS

Steve Barno and Pat O'Brien from the Tipp City Knights of Columbus organization visited to present us with a donation of \$501.80.

V. REORGANIZATION MEETING

Ms. Meyer turned over the meeting to Brian Green, Superintendent, to act as President Pro Tempore for the purpose of reorganization at 5:39 p.m. Mr. Green started with roll call. The Nominating Committee presented the nominations: President, Steve Baker, Vice President, Lori Meyer and Recording Secretary, Mandy Via. There being no other nominations from the floor, a motion to approve the Nominating Committees recommendations was made by Mr. Ojeda. The motion was seconded by Mr. Johnston. Mr. Green requested a roll call vote:

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

Motion was carried and so ordered.

Mr. Green turned the meeting over to Ms. Meyer, Vice President. A motion to adjourn the reorganization meeting was made by Ms. Ojeda. The motion was seconded by Ms. Via. Ms. Meyer asked for a voice vote. Motion was carried and so ordered. The reorganization meeting was adjourned at 5:43 p.m.

VI. PRESENTATION OF MINUTES

The minutes of the November 19, 2018, 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. Ojeda. Ms. Meyer asked for a voice vote. Motion was carried and so ordered.

VII. PRESENTATION OF FINANCIAL REPORTS

A. Monthly Financial Reports: Sherry Saddler, Business Director, reviewed the financial report for November/December. A motion to accept the Monthly Financial Report as written was made by Mr. Johnston. The motion was seconded by Ms. Via. Ms. Meyer asked for a roll call vote.

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

Motion was carried and so ordered.

B. Monthly Bills: The November/December 2018 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the November/December 2018 bills was made by Ms. Ojeda. The motion was seconded by Mr. Johnston. Ms. Meyer asked for a voice vote. Motion was carried and so ordered.

VIII. OLD BUSINESS

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

IX. NEW BUSINESS

A. 2019 Superintendent Improvement Plan: A motion to approve the P&F Committee and Superintendent's recommendation for 2019 Superintendent Improvement Plan was made by Mr. Johnston. The motion was seconded by Ms. Ojeda. Ms. Meyer asked for a voice vote. Motion was carried and so ordered.

B. Proposal for Additional SSA Position: A motion to approve the P&F Committee and Superintendent's recommendation for an additional SSA Position was made by Mr. Johnston. The motion was seconded by Ms. Ojeda. Ms. Meyer asked for a roll call vote.

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

Motion was carried and so ordered.

C. Proposal for Additional DS Position: A motion to approve the P&F Committee and Superintendent's recommendation for an additional DS Position was made by Ms. Ojeda. The motion was seconded by Ms. Via. Ms. Meyer asked for a roll call vote.

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

Motion was carried and so ordered.

D. Resolutions of Payments for WestCON Funds: A motion to approve the P&F Committee and Superintendent's recommendation to authorize payment of WestCon Funds was made by Mr. Johnston. The motion was seconded by Mr. Burris. Ms. Meyer asked for a roll call vote.

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

Motion was carried and so ordered.

E. Ethics Approvals: None

F. Conferences: None

G. Personnel Actions:

New Hires: Taylore Cherry, Intermittent Facilities Site Supervisor, intermittent, new hire effective 12/29/2018

Promotions/Transfers: Nicole Eckert promoted from HR/Business Specialist to Executive Assistant to the Superintendent, effective 1/28/2019

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

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

Change to Policy:

SSA-3 Supported Living Program Definition, Purpose and Philosophy – Updated to reflect current terminology and practices

G-29 Release of Information – Consumer and Individual changed to Person

P-30 Worker’s Compensation/Unemployment Compensation – FMLA runs concurrent with Worker’s Compensation instead of workplace injury or illness will be considered FMLA

P-32 Drug Free Workplace/Alcohol and Drug Abuse – Reasonable suspicion testing based on two trained members of management instead of the trained observing supervisor and a second trained supervisor; Post-Accident drug testing within 24 hours instead of 38 hours

➤ Date Change Only:

G-36 Medicaid Services Administrative Resolution

G-44 Individual Rights Related to Protected Health Information

G-45 Privacy Policy for Health & Ins. Portability & Accountability Act

G-46 Privacy Notice

G-47 Sanctions for Violation of Health Ins. Portability & Accountability Act

G-48 Individual Complaints & Grievances for Protected Health Information

➤ Other: None

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

X. OTHER

XI. COMMENTS:

- Ms. Nichols noted that March is DD Awareness Month. We will be hosting an open house on March 1, 2019, 12:30 pm – 2:00 pm.
- Ms. Snell discussed the Provider Partnership Meeting schedule. Ms. Snell also explained that we are providing joint trainings for Providers and SSA staff. This will provide more interaction between Providers and staff.
- Ms. Greenawalt-Cherry thanked the Board for approving the new DS position. She also stated that the EI Department is working to increasing opportunities for “family to family connections”; an area where families noted they lack support and connections.
- Ms. Knupp thanked the Board for approving the new SSA Position. Ms. Knupp also noted how much assistance Ms. Vest provides the SSA Department and is an asset to the Agency in regard to funding and other processes within the department. Ms. Knupp spoke about the increased

pressure and work load the SSA Department have been under with changes to ISP requirements. The department is working to reformat all ISPs as quickly and efficiently as possible. Finally, the SSA Department has been, and continues to, revamp all processes to better serve our individuals.

- Ms. Saddler discussed the benefits of having the Intermittent Facilities Site Supervisor on staff and updated the Board on Troy Junior Basketball.


XII. EXECUTIVE SESSION: None

XIII. NEXT MEETING: Monday, February 25, 2019

XIV. ADJOURNMENT - A motion to adjourn the meeting at 6:33 p.m. was made by Ms. Ojeda. The motion was seconded by Ms. Via. Ms. Meyer called for a voice vote. Motion was carried and so ordered.

Meeting adjourned.

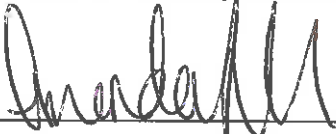
Minutes approved by:



STEVE M. BAKER, PRESIDENT



DATE



MANDY VIA, RECORDING SECRETARY



DATE