



BOARD MEETING MINUTES

May 20, 2019

BOARD IN-SERVICE: Early Intervention/PLAY – Presented by Kathy Greenawalt-Cherry, EI Director, and Amy Cain, EI parent.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, May 20, 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

The following staff were in attendance: Brian Green, Kathy Greenawalt-Cherry, Melissa Nichols, Sherry Saddler, Stacy Pettit, Becky Snell and Nicole Eckert.

IV. PRESENTATION OF MINUTES

The minutes of the April 15, 2019, meeting were reviewed. A motion to accept the minutes of the meeting for the official record was made by Ms. Via. The motion was seconded by Mr. Johnston. 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 April 2019. A motion to accept the Monthly Financial Report as written 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.

B. Monthly Bills: The April 2019 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the April 2019 bills was made by Mr. Herbe. The motion was seconded by Mr. Johnston. 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

VII. NEW BUSINESS

A. Affiliate Organization Summaries: A motion to approve the Affiliate Organization Summaries 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.

B. Ethics Approvals: None

C. Conferences: 2019 OACB Summer Conference; 7 staff members; Total Cost \$2851.44. A motion to approve staff attending the 2019 OACB Summer Conference 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. Personnel Actions:

New Hires: None

Promotions/Transfers: None

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

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

Changes to Policy:

P-07 Unpaid Leave – Format change, removed classified to include all employees.

P-24 Qualifications of Employees – Format change, added all qualification requirements including application, meeting essential functions, education, 7 registry checks, background investigation, reference check, drug and alcohol screen, driving abstract, and interview; Medicaid Provider Exclusion and Suspension List added.

Date Change Only:

G-67 HIPAA Security Office Job Description

G-68 HIPAA Responsibilities for Privacy Officer

G-73 Building Access Control

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

F. Other:

VIII. COMMENTS:

- Becky informed the Board that Al Decker, Investigative Agent, is retiring effective October 3, 2019. Becky also thanked the Board for approving the shift of the HR/Business Assistant to the QI Administrative Assistant.
- Stacy informed the Board that there are 2 new hires that will be discussed at the June Board meeting. The new Developmental Specialist and the new Resource Support Coordinator. Stacy also stated that we are currently waiting for a quote on benefits. This is follow-up from exploring obtaining an independent insurance policy (separate from our current policy with Miami County) in an attempt to improve benefits. We will be hosting our annual staff appreciation breakfast in June. Lastly, Stacy is beginning the compensation study discussed earlier and will present results in late fall.
- Kathy discussed the new EI Rule becoming effective on July 1, 2019 and she and her staff are working to prepare.
- Melissa noted that on the Affiliate Summary Organization, Friends for Riverside, it states that funds from Riverside are utilized for copies. This information is not entirely accurate. She explained that the Friends for Riverside account reimburses the county board if copies are utilized, so as to keep all spending on levy activities separate from the county board. Also, Riverside has partnered with Hickory River BBQ again to work a booth at the Strawberry Festival as a fundraiser for Friends for Riverside. Staff will volunteer in shifts to work the food truck at the festival.
- Sherry commented on how the Facilities staff continue to work hard and are doing a great job keeping up with our current needs.

IX. NEXT MEETING: Monday, June 17, 2019

X. **ADJOURNMENT** - A motion to adjourn the meeting at 6:15 p.m. was made by Mr. Johnston. The motion was seconded by Mr. Herbe. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Meeting adjourned.

Minutes approved by:

St M. Bal

STEVE M. BAKER, PRESIDENT

6/17/19

DATE

Mandy Via

MANDY VIA, RECORDING SECRETARY

6/17/2019

DATE