

**MIAMI COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
JUNE 20, 2016
MEETING MINUTES**

Board In-service: No InService

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, June 20, 2016, at 5:32 p.m. at the Troy-Sidney facility.

I. ROLL CALL

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

II. PLEDGE OF ALLEGIANCE

Everyone present joined in giving the Pledge of Allegiance, led by Mr. Baker, President.

III. INTRODUCTION OF STAFF/GUESTS

The following staff was in attendance: Jessica Knupp, Sharon Emerick, Leigh Anne Wenning, Melissa Nichols, Andrew Kinder, and Denise Kenworthy. Kristine Newlin, self-advocate, was in attendance.

IV. PRESENTATION OF MINUTES

The minutes of the May 16, 2016 meeting were reviewed. A motion to accept the minutes of the May 16, 2016 meeting for the official record was made by Ms. Meyer. The motion was seconded by Ms. Clevenger. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

V. PRESENTATION OF FINANCIAL REPORTS

A. Monthly Financial Reports: Andrew Kinder, Business Director, reviewed the financial report for May 2016. A motion to accept the Monthly Financial Report for May 2016 was made by Ms. Wendeln. The motion was seconded by Ms. Clevenger. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

B. Monthly Bills: The May 2016 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the May bills was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a roll call vote:

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

Motion was carried and so ordered.

VI. OLD BUSINESS:

A. Other: None

VII. NEW BUSINESS

- A. Design Professional Services & Parking Lot Replacement and Expansion: A motion to approve the P&F Committee and Superintendent's recommendation to approve contracting with a design professional service to develop project specifications at a not to exceed cost of \$40,000 was made by Ms. Meyer. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote:
- | | | | | | |
|-----------------|---|-----|-------------|---|---------|
| Karen Wendeln | - | Yes | Mandy Via | - | Excused |
| Kim Ojeda | - | Yes | Steve Baker | - | Yes |
| Andrew Johnston | - | Yes | Lori Meyer | - | Yes |
| Mary Clevenger | - | Yes | | | |
- Motion was carried and so ordered.
- B. Liability and Fleet Insurance: A motion to approve the P&F Committee and Superintendent's recommendation for the Board to continue purchasing liability insurance through the Southwestern Ohio Educational Purchasing Cooperative (EPC) at an amount of \$18,275 for a period ending June 30, 2017 was made by Ms. Clevenger. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote.
- | | | | | | |
|-----------------|---|---------|---------------|---|-----|
| Kim Ojeda | - | Yes | Steve Baker | - | Yes |
| Andrew Johnston | - | Yes | Lori Meyer | - | Yes |
| Mary Clevenger | - | Yes | Karen Wendeln | - | Yes |
| Mandy Via | - | Excused | | | |
- Motion was carried and so ordered.
- C. Agreement By and Between West Central Ohio Council of Governments (WestCON) and Miami County Board of Developmental Disabilities: A motion to approve the P&F Committee and Superintendent's recommendation to approve the agreement for billable services as presented was made by Ms. Wendeln. The motion was seconded by Ms. Meyer. Mr. Baker asked for a voice vote. Motion was carried and so ordered.
- D. RT Industries Master Contract: A motion to approve the P&F Committee and Superintendent's recommendation to approve the RTI/169 Contract as presented was made by Ms. Clevenger. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a roll call vote.
- | | | | | | |
|-----------------|---|---------|---------------|---|-----|
| Andrew Johnston | - | Yes | Lori Meyer | - | Yes |
| Mary Clevenger | - | Yes | Karen Wendeln | - | Yes |
| Mandy Via | - | Excused | Kim Ojeda | - | Yes |
| Steve Baker | - | Yes | | | |
- Motion was carried and so ordered.
- E. July Board Meeting/Payment of Bills: A motion to approve the Superintendent's recommendation to cancel the July Board meeting was made by Mr. Johnston. The motion was seconded by Ms. Clevenger. Mr. Baker asked for a roll call vote.
- | | | | | | |
|----------------|---|---------|---------------|---|-----|
| Mary Clevenger | - | Yes | Karen Wendeln | - | Yes |
| Mandy Via | - | Excused | Kim Ojeda | - | Yes |

Steve Baker - Yes Andrew Johnston - Yes
Lori Meyer - Yes
Motion was carried and so ordered.

- F. Ethics Approval: A motion to approve the items heard by the Ethics Committee 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 - Yes
Karen Wendeln - Yes Mandy Via - Excused
Kim Ojeda - Yes
Motion was carried and so ordered.

- G. Conferences: None

- H. Personnel Actions:

New Hires:

Hannah Bornhorst, Intermittent Bldg. Aide/Summer Program, eff. 6/6/2016
Meaghan Baker, Intermittent Bldg. Aide/Summer Program, eff. 6/6/2016
McKenna Kotwica, Intermittent Bldg. Aide/Summer Program, eff. 6/6/2016
Traci Parker, Intermittent Bldg. Aide/Summer Program, eff. 6/6/2016
Dennis Matthews, Janitorial Specialist, effective 5/16/2016

Promotions/Transfers:

Mark Sheets, demotion, Facilities Supervisor to Facilities Specialist, effective 5/23/2016

Resignations/Contract Non-Renewal/ Retirement/Termination:

Karen Clark, Support Specialist – retirement, 6/30/2016
Lacinda Neves, Support Specialist – resignation, effective 6/30/2016
Donald Stonerock, VOA/VON-CDL – retirement, 6/30/2016
Tammy Hahn, VOA – termination, effective 5/20/2016
Chelsea Miller, Intermittent VOA – resignation, effective 5/16/2016

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

Date Change Only:

G-1 Principles of Self-Determination

G-38 Resolution of Complaints and Appeals of Adverse Action Proposed or Initiated

P-2 Appointing Authority

P-8 Personnel Records

P-10 Grievances

Changes to Policy:

G-4 Behavior Support Strategies – policy is changed in response to recommendations made by our assigned DODD Behavior Support Liaison.

P-9 Equal Employment Opportunity – updated to match current ORC/OAC and Miami County's EEO/ADA plan.

P-35 Sexual Harrassment – updated to clarify wording.
A motion to accept the changes to the Policies and Procedures was made by Ms. Wendeln. The motion was seconded by Ms. Clevenger. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

J. Other: None

VIII. COMMENTS: None

- Ms. Nichols updated the Board on the following:
 - The Troy Strawberry Festival booth held in conjunction with Hickory River went well with the PAC earning \$3,517.63.
 - Town Hall meetings are coming up this week with Brian and Blair presenting updates.
 - Brian and Melissa will present a Strategic Plan update to the County Commissioners next Wednesday.
- Ms. Newlin updated the Board on the June People First meeting having 12 attendees.
- Ms. Knupp shared that the Mayfield property is sold and monies reimbursed to the County.

IX. NEXT MEETING: Monday, August 15, 2016

X. ADJOURNMENT - A motion to adjourn the meeting at 6:12 p.m. was made by Ms. Meyer. The motion was seconded by Ms. Wendeln. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Minutes approved by:

STEVE M. BAKER, PRESIDENT

DATE

KAREN WENDELN, RECORDING SECRETARY

DATE