

MIAMI COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
March 19, 2018
MEETING MINUTES

Board In-service: WestCON presented by Lynn Wolters

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, March 19, 2018, at 5:55 p.m. at the Troy-Sidney facility.

I. ROLL CALL

Steve Baker	- Present	Andrew Johnston	- Present
Lori Meyer	- Excused	Mary Clevenger	- Excused
Karen Wendeln	- Present	Mandy Via	- Present
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: Sharon Emerick, Leigh Anne Wenning, Becky Snell, and Megan Brinckerhoff.

IV. PRESENTATION OF MINUTES

The minutes of the February 26, 2018 meeting were reviewed. A motion to accept the minutes of the February 26, 2018 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 OF FINANCIAL REPORTS

A. Monthly Financial Reports: Brian Green, Superintendent, reviewed the financial report for February 2018. A motion to accept the Monthly Financial Report for February 2018 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 February 2018 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the February 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	- Excused
Mary Clevenger	- Excused		

Motion was carried and so ordered.

VI. OLD BUSINESS:

A. None.

VII. NEW BUSINESS

A. Proposal to Convert One Full-time to Two Part-time Positions: A motion to approve the Superintendent's recommendation to approve to convert one full-time Administrative Assistant to two part-time Administrative Assistants at no cost to the Board was made by Ms. Wendeln. The motion was seconded 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	-	Excused
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

B. Ethics Approvals: None.

C. Conferences: A motion to approve the conference of Taylor Ordning, the cost for training is \$799.00 and hotel will be \$352.00, meals approximately \$104.00, was made by Ms. Ojeda. 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	-	Excused
Mary Clevenger	-	Excused			

Motion was carried and so ordered.

D. Personnel Actions:

New Hires:

Promotions/Transfers:

Resignations/Contract Non-Renewal/ Retirement/Termination:

Lisa Stewart, Administrative Assistant Childrens/CAO Departments, full time, resignation effective 3/28/18

Jennifer Puckett, SSA, full time, resignation effective 4/6/18

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

Changes to Policy:

- P-35** Unlawful Harassment - Updated title to include various forms of harassment. Clarified the reporting procedure for unlawful harassment. Included information for the performance management policy to clarify the procedures.

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

F. Other:

VIII. COMMENTS:

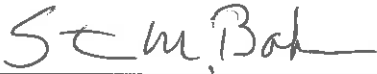



- Ms. Emerick updated the Board on the following:
 - Thank you to the Board for approving Taylor Ording's conference.
 - The Early Intervention Department currently uses PLAY and Bethany Covault is currently going through training for Teaching PLAY.

- Ms. Snell updated the Board on the following:
 - The nurse's duties are being restructured to better assist outside providers.

IX. NEXT MEETING: Monday, April 16, 2018

- X. ADJOURNMENT** - A motion to adjourn the meeting at 6:07 p.m. was made by Ms. Wendeln. The motion was seconded by Mr. Johnston. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Minutes approved by:

	
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STEVE M. BAKER, PRESIDENT	DATE
	
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KAREN WENDELN, RECORDING SECRETARY	DATE