

**MIAMI COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**February 26, 2018**  
**MEETING MINUTES**

Board In-service: Transitions - Ages 3 to Graduation presented Jacklyn Vietor, Jan Wintrow, and Logan Francis.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, February 26, 2018, at 5:51 p.m. at the Troy-Sidney facility.

**I. ROLL CALL**

Steve Baker	- Present	Andrew Johnston	- Excused
Lori Meyer	- Present	Mary Clevenger	- Present
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, Sherry Saddler, Leigh Anne Wenning, Jessica Knupp, Becky Snell, Melissa Nichols, and Megan Brinckerhoff.

**IV. PRESENTATION OF MINUTES**

The minutes of the January 22, 2018 meeting were reviewed. A motion to accept the minutes of the January 22, 2018 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: Sherry Saddler, Business Director, reviewed the financial report for January 2018. A motion to accept the Monthly Financial Report for January 2018 was made by Ms. Clevenger. The motion was seconded by Ms. Wendeln. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

B. Monthly Bills: The January 2018 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the January bills 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	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Excused	Lori Meyer	-	Yes
Mary Clevenger	-	Yes			

Motion was carried and so ordered.

**VI. OLD BUSINESS:**

A. None.

**VII. NEW BUSINESS**

A. Ethics Approvals: None.

B. Conferences: None.

C. Personnel Actions:

**New Hires:**

Nicole Eckert, HR-Business Specialist, part time, new hire effective 2/12/18

**Promotions/Transfers:**

**Resignations/Contract Non-Renewal/ Retirement/Termination:**

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

**Date Change Only:**

P-19 Performance Evaluation

P-06 Paid Leave

G-08 Confidentiality

G-11 Fire Drills

G-22 Tornado Drills

**Changes to Policy:**

P-05 Performance Management - Revised the information to reflect current practices and updated wording from 'counseling to reprimand'.

HS-01 Delegation of Nursing Tasks – Rescinded policy due to privatization of RT Industries.

SSA-08 Pre-Admission Screening & Resident Review (PASRR) – Policy updated to reflect new rule changes.

G-13 Individual Budget Pilot Project – Policy updated for new language and terminology.

G-72 Employment First Initiative - Policy updated to match the current Employment First rule.

A motion to accept the changes to the Policies and Procedures 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.

E. Other:

**VIII. COMMENTS:**

- Ms. Nichols updated the Board on the following:
  - Developmental Disabilities Awareness Month is March
  - Open House is March 1st 1-3pm
  - Spirit Night Basketball Game is March 1st evening
  - Developmental Disabilities Awareness has a 2-page spread in the local papers over the 2<sup>nd</sup> weekend of March.
  - Billboards are going up
  - Able Magazine is about to be mailed out.
  
- Ms. Snell updated the Board on the following:
  - The first CPI parent class is tonight to teach parents about deescalating their children.



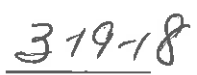
**IX. EXECUTIVE SESSION:** A motion to adjourn to Executive Session at 6:05 p.m. to consider personnel matters was made by Ms. Ojeda. The motion was seconded by Ms. Clevenger. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

A motion to exit from Executive Session at 6:20 p.m. was made by Ms. Clevenger. The motion was seconded by Ms. Meyer. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

**X. NEXT MEETING:** Monday, March 19, 2018

**XI. ADJOURNMENT** - A motion to adjourn the meeting at 6:20 p.m. was made by Ms. Clevenger. The motion was seconded by Ms. Ojeda. 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