

MIAMI COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
October 16, 2017
MEETING MINUTES

Board In-service: SSA Department presented by Jessica Knupp, SSA Director.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, October 16, 2017, at 6:05 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	- 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: Sharon Emerick, Sherry Saddler, Leigh Anne Wenning, Jessica Knupp, Becky Snell, and Megan Brinckerhoff

IV. PRESENTATION OF MINUTES

The minutes of the September 18, 2017 meeting were reviewed. A motion to accept the minutes of the September 18, 2017 meeting for the official record was made by Ms. Wendeln. 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 September 2017. A motion to accept the Monthly Financial Report for September 2017 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.

B. Monthly Bills: The September 2017 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the August bills was made by Mr. Johnston. 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	- Excused
Mary Clevenger	- Excused		

Motion was carried and so ordered.

VI. OLD BUSINESS:

- A. Table of Organization: A motion to approve the Quarterly Table of Organization 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.

VII. NEW BUSINESS

- A. Proposal to Adopt Professional Development Program: A motion to approve the P&F Committee and Superintendents recommendation of the Proposal for the Professional Development Program was made by Ms. Wendeln. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a roll call vote.

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

Motion was carried and so ordered.

- B. Conferences: None

- C. Personnel Actions:

New Hires:

Lisa Stewart, Administrative Assistant Childrens, full time, new hire effective 10/2/17
Kyley Vest, Funding Specialist, full time, new hire effective 10/10/17
Brittany Ulman, Community Coordinator, part time, new hire effective 10/23/17

Promotions/Transfers:

Becky Snell, promotion from SSA Manager to Quality and Innovations Director, effective 10/2/17

Resignations/Contract Non-Renewal/ Retirement/Termination:

Jeanette Tron, SSA, resignation effective 10-6-17
Abigail Henderson, Investigative Agent, resignation effective 10/20/17

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

Date Change Only:

G-06 Community Use of Facilities (Green)

New Policy:

P-45 Professional Development (Blue)

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

E. Other:

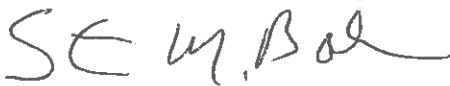

VIII. COMMENTS:

- Ms. Emerick updated the Board on the following:
 - Upcoming training with Barb Sapharas for Early Intervention, Service and Support Administration, and Community Awareness and Opportunities departments; Kara Brown (superintendent of Union County) presenting supervisory training for providers.
- Ms. Snell updated the Board on the following:
 - WestCON has assisted with closing several Major Unusual Incidents that were started not closed after former Investigative Agent, Abigail Henderson, resigned.
- Ms. Nichols updated the Board on the following:
 - Recently received a Kiwanis Honors Award/
 - Community Coordinator, Brittany Ulman, first day of work begins 10/23.
 - Camp Chautauqua trip takes place this weekend.

IX. NEXT MEETING: Monday, November 20, 2017

- X. ADJOURNMENT** - A motion to adjourn the meeting at 6:23 p.m. was made by Mr. Johnston. The motion was seconded by Ms. Wendeln. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Minutes approved by:

	11/20/17
<hr/> STEVE M. BAKER, PRESIDENT	DATE
	11-20-17
<hr/> KAREN WENDELN, RECORDING SECRETARY	DATE