

**THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
July 9, 2018
499 N. State Street, New Lexington, Ohio 43764**

I. **President Justin Gall called the meeting to order at 5:30 pm.**

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Theresa Moore	X			
Rachel Barnhart	X			
Justin Gall	X			
Lindsay Wilson	X			
Shirley Thompson	X			
Ken Yuchasz	X			
Sally Francis	X			

Others present at meeting: Ron Spung, Cindy Aiello, David Couch, Chrissy Berkheimer and Shelly Lackey. **Morgan Deavers entered meeting at 6:52 pm.

III. REVIEW AND APPROVAL OF MINUTES:

Res. 2018-07-01

Ken Yuchasz moved to approve the minutes from the June 11, 2018 PCBDD Regular Board Meeting, as presented. Sally Francis seconded the motion.

Discussion: Lindsay Wilson noted that on page 5 in Res. 2018-06-08 that the word purchaser was incorrect and should be purchase. Executive Assistant, Chrissy Berkheimer corrected.

Motion Passed by majority vote. Lindsay Wilson abstained.

IV. BOARD REPORTS:

A. SUPERINTENDENT'S REPORT – DAVID COUCH - *Verbal Report*

David's report was included in the board packet. David shared with the Board the official certificate for our accreditation success. David reviewed the MEORC MUI sheets that were included in the board packet. The sheets were from the previous month, the year to date and all of last year. They show the strong effort that Jenny and Bryan are making with providers to reduce MUI's. Bryan shares information with the providers so they are taking the time to learn new ways to support people, not control them. This information is also shared with our Rights Committee for them to go over. Lindsay Wilson asked if it would be possible for Bryan to do trainings for the providers. Shelly Lackey stated that there are several different behavioral support trainings held throughout the year, including a 6-hour training course for providers. All providers must do at least one refresher course each year. David discussed the future of the facilities. Upon meeting with the Commissioners on Thursday, July 5, 2018 to discuss the transition plan for our facilities, David handed out two different layouts for the possibility of the new construction of the building. One option is to first build an Administration building, and then add the Children's Programs building on one side and the Service and Support Administration building on the other side. David likes this option but would like the buildings to all be connected so separate utilities do not have to be set up with the construction of each additional building. With option 1, he thinks building the Administration building and then adding connecting wings would be a more feasible option. Option 2 is to build one main building to house everyone. David has concerns with this option, as he feels that building one huge building would not sit well with the community. Rachel Barnhart agreed that she felt that community would frown upon the board spending a great deal of money to build a huge building. Rachel also stated she would like to see the difference in building the entire building at one time verses building one building then adding the wings on to it. David showed the board that with the current Activity Center that is at the location, there is little to no room to build on to it. A sewer line runs diagonal from one corner of the building crossways. Ken Yuchasz questioned if the parking lot would be paved, David stated it would and if there were any sewer line problems that the city would have tear out whatever section was needed and we would then replace it. David shared with the board that Transit wants in our current building before the end of 2018. Children's Services will be moving out of the Activity Center on 345 and back to their building by the end of September. David's suggestion is that the board rescinds the motion from last month to end the lease on the Activity Center and move the Administration office out to the Activity Center on 345 until the construction of the new building is complete. Although moving two times is not ideal, it will help not put a rush on the new building so it can be done correctly. David has discussed with the board that he would like to make a trade to the Commissioners when all buildings are complete. He would like to give them back the Activity Center on 345 and the current Children's Program building (also houses PNC Bank, which pays monthly rent) in exchange for the deed to the new property and buildings. As the PCBDD cannot buy land, they can be deeded it. The additional motion to rescind last month's motion was handed out before the conclusion of the meeting. Recently the maintenance building adjacent to the Administration building was broken into. Several items were stolen, including a work van. The van was found and returned, as were some of the other items stolen but very little of the tools and supplies were found. The insurance company has been notified and is working with Caley and John to get everything taken care of.

David spoke on the Multi-System Youth grants. Staff is being hired and trained with the goal of being able to begin services in August. The goal is to serve five families in Perry County the first year. A second grant is focusing on temporary residential respite. David stated there is a non-profit agency in Franklin County “Boundless” that provides both In-Home and Out-of-Home Respite. Justin Gall stated he was going to research Boundless. Rachel Barnhart stated that she heard Mt. Aloysius was going to partake in this, but David stated they could not mingle adults with kids. Justin Gall shared that Integrated Services in Nelsonville is looking to take in all children with varying issues. Recently Integrated Services was given the old Nelsonville hospital. The new facility will be renamed the Mary Hill Center of Nelsonville. David spoke on a third grant for technology and remote supports. He hopes to have more information on that grant in the near future. David spoke on the Special Olympics. He shared that instead of the DD getting something going that he would like to work with existing efforts in the county. New Lexington City Schools has something in place. Ken Yuchasz shared there needs to be a better plan in place. He feels that lack of planning hurts. Ken suggested planning an in-service day for people. Shirley Thompson questioned if Mike, the PE teacher was replaced at New Lex, Ken stated he did not think he was. Shirley shared that there were funds for that position and if he was not replaced that the funds were probably lost. Cindy Aiello stated that there are many new rules being placed on “teams”. Practices have to be logged and there has to be so many practices in a period. Lindsay Wilson questioned Job Path. She stated that they are spending more money than is coming through. David stated that we are getting the money in, just slowly. He does not foresee any problems getting all the money back. David asked the board for an executive session be put on the agenda for the August board meeting. He would like to speak to the board about his role as Superintendent and hiring “a leader of leaders” in the future.

B. NON-VOCATIONAL AND CHILDREN SERVICES DIRECTOR’S REPORT – CINDY AIELLO

Cindy’s report was included in the board package. No discussion from the board.

C. SSA DIRECTOR’S REPORT – RON SPUNG – *Verbal Report*

Ron’s report was included in the board packet. The “Fix the List” will take effect September 1, 2018. There will be different stages of assessments for people to go through. MEORC will evaluate the process and present a proposal for a service to complete the new needs assessment. The SSA’s will be able to be supportive throughout the process but also remain neutral. The SSA staff all attended half-day training on developing and writing outcomes. They also attended in a full-day discussion/training with Kelly Feranbaugh of the DODD with the focus on individual plans and outcomes. She is coming back in the middle of July to do another training. Ron spoke about SSA’s blending technology. They are figuring out what an SSA needs to be more mobile. They are giving the information to Caley and Marianne to discuss options. The goal over the next few years is to make all the SSA’s more flexible, mobile and efficient in their tasks. Justin Gall suggested looking into the company Northwoods, they have the ability to turn paper files into electronic files. Justin talked about JFS using iPads for their staff. Discussion focused on things being all web-based.

D. HUMAN RESOURCES MANAGER – JESSICA STROUP

Jessica’s report was provided at the meeting as Handout #1. Jessica was not present at the meeting. David stated if anyone had any questions to please feel free to email him or Jessica.

E. ALA MANAGER’S REPORT – SHELLY LACKEY

Shelly had a handout for the board members. She asked the board to look over in their spare time at the possibility of discussing at August’s board meeting. Shelly told the board that she really wanted them to see the outcomes from ALA. She also shared with the board that Lindsey Jago will be getting new pictures for the upcoming website. The goal is for all the pictures to have the same background, style, etc. Lindsay Wilson is anxious to hear the marketing pitch and David stated that would be ready in the fall.

F. BUSINESS MANAGER’S REPORT – CALEY BOYDEN

Caley’s financial report was e-mailed separately to board members. Caley was not present at the meeting. David directed the board’s attention to the middle of the report where the Mid-Year projections were located. Lindsay Wilson stated that looking over the statements our expenses are down. She pointed out the equipment expense is down which is great. Lindsay also questioned the PerCo reimbursement. David stated that this is reimbursement for things that John repairs. Caley used the projection numbers from last year but if John is not being utilized then there is no reimbursement needed. Justin Gall questioned the vacuum expense. David stated that two vacuums were purchased. One is housed at the SSA building and the other one is located in the Administration building. Lindsay Wilson questioned Job Path expense. David does not foresee any problems getting the money but stated it is a slow process. Lindsay voiced her concern of the money paid out compared to the money taken in. Theresa Moore asked what the Baldrige Application fee was. David and Sally Francis shared that it is a certification for excellence for the business side. Jessica Stroup received her certification. It is similar to accreditation but again on the business side of things. Cindy Aiello shared that they will also help write our first Organizational Profile.

V. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2018-07-02

Sally Francis moved to approve the expenditures as presented. Theresa Moore seconded the motion.

Discussion: None

Motion Passed by majority vote.

VI. OLD BUSINESS: None

VII. NEW BUSINESS:

Res. 2018-07-03

Rachel Barnhart moved to approve the authorization of the Superintendent to sign the software license agreement with Primary Solutions for one year, effective August 7, 2018 when received. Lindsay Wilson seconded the motion.

Discussion: Executive Assistant, Chrissy Berkheimer shared with the board that \$2,000 worth of services were removed and the consumer limit increased from \$7.72 to \$8.03 per individual.

Motion Passed by majority vote.

Res. 2018-07-04

Theresa Moore moved to approve the authorization of the Superintendent to sign the necessary agreements with Perry County Job and Family Services (JFS) for funding of Academy for Leadership Abilities, Children's Program and Summer Camp when received. Sally Francis seconded the motion.

Discussion: David shared that we have received the contracts but they have not been reviewed for changes.

Motion Passed by majority vote.

Res. 2018-07-05

Rachel Barnhart moved to approve the authorization of the Superintendent to sign the 2018-2019 Collaborative Services Agreement with Hocking, Athens, and Perry Community Action Head Start/Early Head Start. Theresa Moore seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2018-07-06

Lindsay Wilson moved to approve the authorization of the Superintendent to sign the necessary agreement between Family Children First Council and Perry County Transit, for funding transportation services when received. Rachel Barnhart seconded the motion.

Discussion: Justin Gall questioned to make sure this is just a pass through, David answered yes, and there are no funds used from the DD.

Motion Passed by majority vote.

Res. 2018-07-07 (Additional)

Ken Yuchasz moved to approve the rescinding of the motion 2018-06-05 to vacate the lease agreement signed on September 25, 2009 with the Perry County Commissioners for the facility located at 5720 State Route 345 NE, New Lexington, Ohio. Theresa Moore seconded the motion.

Discussion: Administration staff will be moving to this building while the new building is being built.

VIII. PUBLIC COMMENTS: There were no public comments.

IX. ADJOURNMENT:

MOTION BY: Rachel Barnhart moved to adjourn.

TIME ADJOURNED: 7:03 pm


Justin Gall, Board President


Lindsay Wilson, Board Secretary