

THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
April 8, 2019
128 South Main 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			
Tara Layne				
Shirley Thompson	X			
Ken Yuchasz	X			
Sally Francis	X			

Tara Layne entered the meeting at 5:31 pm.

Others present at meeting: Cindy Aiello, Chrissy Berkheimer, Jessica Stroup, David Couch, Shelly Lackey, Ron Spung and Lindsey Jago. **Lindsey Jago exited meeting at 5:41 pm.

III. **REVIEW AND APPROVAL OF MINUTES:**

Res. 2019-04-01

Rachel Barnhart moved to approve the minutes of the March 11, 2019 PCBDD regular board meeting, as presented. Theresa Moore seconded the motion.

Discussion: None

Motion passed by majority vote. Ken Yuchasz abstained.

IV. **COMMITTEES:** Justin reminded Board members that an Ethics Committee Meeting is scheduled immediately following the May 13, 2019 Regular Board Meeting.

V. BOARD REPORTS:

A. SUPERINTENDENT'S REPORT – David Couch -*Verbal Report*

David invited the board to participate in the Strategic Planning process on August 5&6. He shared that MEORC will be leading us in this process. In the packet were February's MUI reports. March reports were not ready. David shared the March MUI detailed report. Ken asked if the numbers were decreasing, David stated that compared against previous year's numbers they are. Ken asked that David try to get follow-up information on the individual that was banging his head against the wall, possibly answering why. David shared that at the May Board Meeting, members would be able to see the progress at the Community Connections Center and how it is being set up for summer camp. Moving on to the new building, David shared the plans with members. David provided a handout of two different plans. Plan #1 was a building to house our current staff. Plan #2 was a building to house our current staff with an addition to some changes so staff expansion was possible. Attached to the plans was a cost report showing what the estimated cost for the building with interest would be and the estimated payments. David pointed out the plan #2 shows the flex spaces can become offices in the future if needed. David shared that with plan #2 there is growth for expansion in the EI or SSA department. Shirley asked where the furnace room was located, David pointed out that it is in the basement. Shirley asked about landscaping, with the idea of maybe the community being able to donate a tree or plant in memory of someone and planting it. Theresa stated that the landscaping would be a great project for summer camp and Ken pointed out it would be a good work-study project for NL schools. Rachel commented that she liked the idea of being able to grow. David shared that the extra space in the basement will be used for storage and archived records. It is roughly \$10,000 for every foot we add on to the building and in five years that will possibly double in price. David is hoping if the board can decide on which plan they would like to go ahead with that we could break ground possibly in late summer, with the roof being on by Christmas and being in the building by spring of 2020. Justin questioned how soon they needed to decide which plans. Ken suggested they put an additional motion on tonight's board meeting agenda. David shared that handout #1 is an additional motion so he can proceed with the Commissioners to get the bonding/financials. Resolution 2019-04-06 was voted on at this time. An additional motion Resolution 2019-04-07 was added to the agenda to vote on which set of plans to accept. Director Davis is scheduled to visit in October; there were testing conflicts for the original April date that was scheduled. David thanked everyone for all their help/participation in for the March Awareness activities. We had a good crowd at Crooksville for the Staff/Provider vs PC Cougars basketball game. Family and Children First Council will officially have PCJFS as their Administrative Agent beginning July 1, 2019. We will continue to be a member. DODD Capital Housing Services visited on March 27 to educate us on their programs and to take a tour. They gave us information on different programs/grants to help build a new, accessible house. Justin asked if Perry Metro signed contract, David stated we have a signed contract. David shared that he would like to keep pursuing the multi-system youth grant through DODD. Rachel shared that she cannot express the amazing things it does, as her child enjoys being at home and the respite provider being there is "amazing". David shared it is coming together and the impact it will have on families. Shelly stated the relationships with individuals have already been established, with two of the providers being previous summer camp staff. In May we have a revision to the Table of Organization so we can add the Family Support Specialist.

B. CHILDREN'S PROGRAM DIRECTOR'S REPORT – CINDY AIELLO –

Cindy's report was included in the packet. She shared that camp applications have doubled. She commended Linda Whetstone on the great strides she is making with all the children and schools she is working with.

C. SSA ADMINISTRATION DIRECTOR'S REPORT – RON SPUNG –

Ron's report was included in the packet. No discussion.

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY-

Shelly's report was included in the packet. Rachel commented on the good turnout that the First Responders Event had. Ken shared a story that it has been beneficial to have the good communication with local law enforcement. One evening law enforcement was called and upon the officer's arrival, she was already familiar with the situation and knew exactly what needed to be done. At the end of the call, they were sharing photos on their phones. The communication piece was the key to a peaceful resolution.

E. HUMAN RESOURCE DIRECTOR'S REPORT–JESSICA STROUP -

Jessica's report was given to board members upon their arrival to the meeting. Jessica shared that we are scaling down our vision and values to draw an immediate connection to our mission. The innovation management that we are showing with the leadership collaboration with Mt. Aloysius is something that shows how we think outside the box. No one around the state is doing anything like this. Shirley questioned why volunteers for summer camp were needed. Cindy shared that it is like having another set of eyes to watch over the kids and with so many children signed up for camp this year it will be very beneficial. She also shared that summer camp is from 9:00 am to 3:00 pm, Monday through Thursday. Ken asked if we do background checks on volunteers. Jessica shared it is best practice to have all volunteers proceed with background checks, with majority of our volunteers being people someone has referred to us. Rachel and Theresa both commented on the teens going on Tuesdays and Thursdays instead of Mondays and Wednesdays and Cindy stated that yes the days changed.

F. FINANCE DIRECTOR REPORT – CALEY BOYDEN -

The financials were emailed to board members on Monday prior to the meeting. Caley was not present for the meeting. David shared that we will be getting our levy money this month. We paid our first half payment to Workman's Comp. David pointed out that we are 8% below budget without our levy money. Ken questioned the laptop expense. He would like a breakdown of how much we spend per laptop. Ron shared that the laptops were needed with the SSA's becoming more mobile and what a benefit it is for them to have good working equipment. Ken questioned the printer ink cost for Russ Tippett. Chrissy, the Executive Assistant shared that he requested two sets of ink and it was cheaper to purchase it this way. A coupon was used. Chrissy shared that she has been employed for a little over a year now and this is only the second time for her to purchase printer ink for Mr. Tippett. Rachel asked if we had any accountability on what he is printing. David and Shelly shared that it is mainly so things going out to potential clients' looks professional.

VI. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2019-04-02

Theresa Moore moved to approve expenditures, as presented. Rachel Barnhart seconded the motion.

Discussion: None

Motion passed by majority vote.

VII. OLD BUSINESS: NONE

VIII. NEW BUSINESS:

Res. 2019-04-03

Sally Francis moved to approve for the Commissioners to approve the sale of the 2012 DODGE CARAVAN (ACCESSIBLE), with a minimum bid of \$7,500, effective July 1, 2019, reserving the right to reject any and all bids, and authorizing the Superintendent to take all necessary steps for the sale. Theresa Moore seconded the motion.

Discussion: PerCo currently leases this vehicle with the lease expiring on June 30. They are interested in purchasing the van but it has to be put up for public bid.

Motion passed by majority vote. Ken Yuchasz abstained.

Res. 2019-04-04

Ken Yuchasz moved to approve the use of \$2,250 of ALA royalty funds to support web page developments for Practical Strategies, ltd. as they relate to ALA curriculum. Tara Layne seconded the motion.

Discussion: Justin was under the impression they were already doing this with the contract on marketing. David stated this is not for updating their website, it is for the purchasing of curriculum at an ease for people online. This is something the new publisher has requested to make it easier for people to purchase. Justin shared that he already had concerns of the money being used for marketing. Rachel asked if there was any kind of detailed plan or if we are to trust this is what they are doing. David shared that the royalties we receive will outweigh what we will pay out for this service.

Motion passed by majority vote. Shirley Thompson abstained. Justin Gall voted no.

Res. 2019-04-05

Theresa Moore moved to adjourn to Executive Session at 6:42 pm. Sally Francis seconded the motion.

Discussion: None

Motion passed by majority vote.

Meeting was called back to order by Justin Gall at 6:50 pm.

***Resolutions 2019-04-06 and Resolution 2019-04-07 were both voted on during the Superintendent's report. Please see below.*

Res. 2019-04-06 (Handout Motion #1)

Ken Yuchasz moved to approve the motion to request the Perry County Commissioners seek bonds to finance the construction of a new facility for the DD Board in the amount of two million dollars, to be repaid by the DD Board, and authorizing the Superintendent to take all necessary steps to collaborate with the Commissioners in the bonding process on behalf of the DD Board. Rachel Barnhart seconded the motion.

Discussion: None

Motion passed by majority vote.

Res. 2019-04-07 (Additional Motion)

Ken Yuchasz moved to approve set #2 of the plans and also give the Superintendent the approval to proceed with set #2 of the plans. Theresa Moore seconded the motion.

Discussion: Sally stated that we should be prepared to answer questions pertaining to the mobility piece and less office space with the new build. Rachel shared that if we made dedicated office space for each employee that the new building would have to be huge. David reminded them that the flex space in the plans could become dedicated offices but that is not the plan. Rachel also stated that when closer to being finalized we need to make sure we have good cell phone service in the new building, Wi-Fi and anything else that people will need.

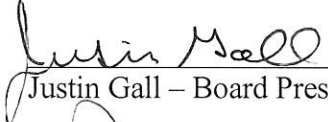
Motion passed by majority vote.


IX. PUBLIC COMMENTS: There were no public comments.

X. ADJOURNMENT:

MOTION BY: Rachel Barnhart

TIME ADJOURNED: 6:51 pm


Justin Gall – Board President


Rachel Barnhart – Board Secretary

Submitted by:
Chrissy Berkheimer
Executive Assistant
PCBDD