

**THE PERRY COUNTY BOARD OF DD  
BOARD MEETING MINUTES**

**January 14, 2019**

**Community Connections Center, 600 Senior Drive, New Lexington, Ohio 43764**

**I. President Justin Gall called the meeting to order at 5:43 pm.**

<b>II. ROLL CALL:</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>EXCUSED</b>	<b>UNEXCUSED</b>
Justin Gall	X			
Rachel Barnhart	X			
Theresa Moore		X	X	
Sally Francis	X			
Shirley Thompson	X			
Ken Yuchasz		X	X	
Tara Layne	X			

Others present at meeting: Jessica Stroup, Shelly Lackey, Ron Spung, David Couch, Caley Boyden and Chrissy Berkheimer.

*\*\*Ken Yuchasz called Superintendent David Couch to let him know that he would not be able to attend tonight's meeting, as he would not be back from Columbus in time. Theresa Moore emailed Executive Assistant; Chrissy Berkheimer to let her know that she would not be attending tonight's meeting due to the weather.*

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

**Res. 2019-01-01**

**Rachel Barnhart moved to approve the minutes from the November 19, 2018 PCBDD Regular Board Meeting, as presented. Sally Francis seconded the motion.**

Discussion: Rachel Barnhart noted that incorrect word was used on page 3 at the bottom of the page. The word should have been "frugal" not fragile.

*Motion Passed* by majority vote.

**IV. COMMITTEES:** An Ethics Committee Meeting is scheduled on Monday, May 13, 2019 immediately following the Regular May PCBDD Board Meeting.

## V. BOARD REPORTS:

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

David welcomed Sally Francis back to the Board. He also welcomed new Board Member Tara Layne to the Board. David shared with the Board that Jeff Davis was appointed the new DODD Director. David feels he will do a good job in the position. David briefly went over the MUI sheets. He addressed Tara to let her know that if she ever has any questions to please feel free to either ask in the meeting or let him know and he would personally answer them. Justin likes the breakdown that the MUI sheets provide and noted that it makes it make more sense. Sally likes the MEORC sheet that is provided. Shirley asked for clarification on page 14 of the packet. The sentence should read, "He has been living in a home with his staff." David shared that Jenny does a great job at putting together all the information each month. Moving on to the facilities, David shared with the Board that there is a need to expand the parking for the employees out at 345. The county engineers agreed to do the site work to expand the parking in the front of the building where employees will start using as an entrance and exit. David also recommends to install a new fence to section off our area for parking. Although he has not received the estimate for the fence, he also requested an estimate for a six-foot high fence at the Community Connections Center for the safety of summer camp participants. David has requested an estimate to get the floor painted at the CCC. After that is complete, he would like Ashley to start setting the building up for summer camp 2019. The block building on State Street that houses our maintenance and archive records is currently being remodeled for Transit. We will still be able to maintain our section of the building for maintenance and records until our new home situation is settled. David handed out a couple of things for the Board to review. A sketch of the new build, the estimate for the two different builds, and a sheet going over some of the options the Administration Team came up with at a meeting. The estimate for the new building was higher than expected. David wanted to explore different options so the Board could also have input on what options they would like us to follow. Caley provided the numbers for what the payments would be to build a new building to house all departments. Option 1 is to bond the new building, commit to the payments and build. Option 2 is to stay out at 345 forever, remodeling would need to be completed and the Sheriff's office would possibly have a problem with that. Option 3 is to purchase a building somewhere in New Lexington (possibly the SSA building) and remodel it to fit our needs. Option 4 is to build smaller and not consolidate all the buildings. Option 5 is to research more employees going mobile and combine this with either option 3 or 4. Justin questioned how long the Commissioners will allow us to stay out at 345. David shared that he figures after about 18 months they are going to want us to have a plan to vacate the building. Shirley asked if there has been any comments from the community about spending money on a new building, David shared that we just received the estimates from the architect so the community has not been approached yet. Sally commented that if the decision was made to build that bonding is the way to go so we do not drain our carry-over. Caley shared that eventually we would have to go back to the voters for a levy. Justin commented that he did not think it would go over well with the public if we build an expensive building then try to pass a levy, as people will question why we are not increasing waivers instead of maintaining a new building. Rachel like the idea of exploring the mobile aspect and either building smaller or purchasing the SSA building from Dr. Nash and remodeling it to suit our needs. David shared with the drawings that the 2-story build would be necessary due to the topographical survey done otherwise a lot fill would be needed.

David shared with the thoughts of going mobile with more employees; MEORC's offices are about 95% mobile so we would collaborate with them to see how they do things. By going more mobile, the office spaces needed would go down by at least half. Justin agrees with Rachel that exploring the mobile option with either building smaller or trying to purchase the SSA building from Dr. Nash and remodeling to suit our needs. Rachel and Justin agreed that staying out at 345 should not be an option with the fact that it is so far out of town and it is disconnected with everything. David shared that he would contact Dr. Nash about purchasing the building and start exploring becoming more mobile. Cuyahoga Integrated Services has a local person (Kessler Spung) engaged to provide services for community employment. Ron shared that we are very limited in Perry County in the development of career services. He feels Kessler has the edge with his knowledge of the county and the people we serve as he referees basketball, etc. Ron shared that there are currently around 60 people on paths 1, 2, and 3 so that is a great number to build on. Justin and Sally both questioned if the person had to commit to the program for reimbursement and David stated no. Sally asked how much we had to put in to prime the pump, David answered \$4787.00. Goodwill, PerCo, CIE and RHDD are all trying to do some job carving to help with the program. David ended his report with the Board having a lot of good stuff to build on in 2019.

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

Cindy's report was included in the packet. Rachel commented on how nice the story about Robby was to read.

#### **C. SSA DIRECTOR'S REPORT - RON SPUNG**

Justin noted that the numbers are increasing. Ron stated that this is the first year with trying to get all the data together to be able to do a comparison. Sally asked if an individual is deemed not eligible then do we refer them to other places and Ron stated yes we try to refer them to other places like JFS, etc. Board members enjoyed seeing the picture of the new trike that was purchased for an individual with the help of the Elks Association Cerebral Palsy Grant. Shirley did comment that if we are going to use the photo for any other purposes than the individual should have a helmet on to promote safety.

#### **D. HUMAN RESOURCES DIRECTOR'S REPORT – JESSICA STROUP – *Verbal Report***

Jessica shared the 2019 Annual Action Plan with the Board. She let them know that she would appreciate any feedback they would like to provide. Justin noted that he thought it was very clear and things were measurable. Jessica shared that we would have a motion in February to approve it. Shirley commended Jessica on what a nice presentation/layout it was. Jessica shared with the Board that the Administration Team does "ADA" A Day Away. This is a day away from the office to think and reflect on things that need to be focused on. Team members turn in a report after they have completed their ADA. Jessica also shared that we hold a public hearing each year. This year the only attendee was Shirley Thompson from the Board. Jessica also noted that this is our last year for our three-year strategic plan.

**E. COMMUNITY SUPPORTS DIRECTOR’S REPORT – SHELLY LACKEY**

Rachel shared that the In-Home Respite Grant has been a lifesaver for her family. She shared with the Board that Sue does an amazing job at checking in and taking suggestions. Rachel stated that it has helped with the balance of knowing how much flexibility parents should be giving to their child. She also shared that the two girls that come to her house have done an excellent job with balancing the flexibility. Shirley questioned giving actual cash to a family. Shelly stated that the students did all of it on their own with school administrative permission.

**F. FINANCE DIRECTOR’S REPORT – CALEY BOYDEN – *Verbal Report***

Caley shared with the Board that we have roughly \$1.4 million dollars in carry-over for 2018. Our equipment expenses were higher than normal due to the furniture order placed for 345, signs for the CCC and cell phone cases to protect our investment. We had some movement in the Capital Improvement Fund expenses for CC renovations, topographical survey for the possible new building and smoke detectors for 345. Help Me Grow ended the year very well at just over \$200,000 in carry-over. Caley shared that travel expenses were higher than normal because all travel had to be submitted for reimbursement by December 10. Justin questioned if there is a time limit on how long people have to submit their travel expenses. Caley stated that most employees turn it in every month or every two months. Shirley questioned the \$330.00 payment for self-determination. Caley shared that it was for an individual to continue volunteering, it paid for his meals when volunteering and clothes needed to continue.

**VI. REVIEW AND APPROVAL OF EXPENDITURES**

**Res. 2019-01-02**

**Sally Francis moved to approve the expenditures as presented. Rachel Barnhart seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**VII. OLD BUSINESS: None**

**VIII. NEW BUSINESS:**

**Res. 2019-01-03**

**Rachel Barnhart moved to approve the payment of the 2019 Ohio Association of County Boards of DD membership dues for \$11,845.00, as presented. Shirley Thompson seconded the motion.**

Discussion: This was discussed at the November Board Meeting.

*Motion Passed* by majority vote.

**Res. 2019-01-04**

**Sally Francis moved to postpone the motion to approve the master contract with Perry Metropolitan Housing Authority for housing services, as presented. Rachel Barnhart seconded the motion.**

Discussion: Perry Metropolitan Housing Authority would like to have their attorneys go over the final contract before all parties sign.

*Motion Passed* by majority.

**Res. 2019-01-05**

**Rachel Barnhart moved to approve the Table of Organization, effective January 14, 2019, as presented. Sally Francis seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**Res. 2019-01-06**

**Sally Francis moved to approve the motion to request the Perry County Commissioners obtain funding for the construction of facilities for the Perry County Board of DD through bonds in the amount of \$2.3 million and authorizing the Superintendent to take all the necessary steps to facilitate this.**

Discussion: None

*Motion Failed* by majority votes.

**Res. 2019-01-07**

**Rachel Barnhart moved to approve the authorization of the Superintendent to approve maximum expenditures of \$2,000.00 for employee awards for 2019. Sally Francis seconded the motion.**

Discussion: Jessica shared that the Superintendent has never used all \$2,000 for awards but uses more every other year for the "Together We Can" event and also "Employee of the Year" award.

*Motion Passed* by majority votes.

**Res. 2019-01-08**

Sally Francis moved to approve the use of up to \$797,877 of the CY 2019 budget and funds appropriated under section 5123.0413 of the Ohio Revised Code to pay the non-federal share of the services required by section 5126.0511 of the Ohio Revised Code for Medicaid expenditures to assure the services will be available in a manner that conforms to all applicable state and federal laws. It is fully understood the payment of the non-federal share represents an ongoing financial commitment of the Perry County Board of DD. Shirley Thompson seconded the motion.

Discussion: None

*Motion Passed* by majority votes.

**Res. 2019-01-09**

Rachel Barnhart moved to approve the motion to approve the following agreements with PerCo, Inc., as presented. Sally Francis moved to second the motion.

1. Transportation Services
2. Basketball Program
3. Nursing Services
4. Family Support Services
5. Recreation Services

Discussion: David shared with the Board that he put them all together instead of each agreements separately.

*Motion Passed* by majority votes.

**Res. 2019-01-10**

Sally Francis moved to postpone the motion to approve the estimate to install fences at the Administration building at 345 and at the Community Connections Center. Rachel Barnhart seconded the motion.

Discussion: David did not have the estimates on the fences.

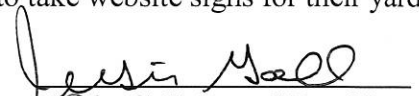
*Motion Passed* by majority votes.

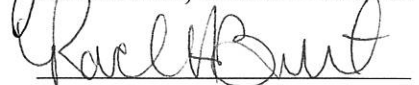
**IV. PUBLIC COMMENTS:** Shelly offered Board Members to take website signs for their yards.

**X. ADJOURNMENT:**

**MOTION BY:** Rachel Barnhart moved to adjourn.

**TIME ADJOURNED:** 6:55 pm

  
Justin Gall, Board President

  
Rachel Barnhart, Board Secretary