

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

November 18, 2019

Dodson's Gathering Place, 323 West Broadway Street, New Lexington, Ohio 43764

I. President Justin Gall called the meeting to order at 6:15 pm.

II. ROLL CALL: PRESENT ABSENT EXCUSED UNEXCUSED

Justin Gall	X			
Rachel Barnhart	X			
Theresa Moore	X			
Sally Francis	X			
Tara Layne	X			
Shirley Thompson	X			
Ken Yuchasz	X			

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

III. REVIEW AND APPROVAL OF MINUTES:

Res. 2019-11-01

Theresa Moore moved to approve the minutes of the October 21, 2019 PCBDD Regular Board Meeting. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by Majority Vote

IV. BOARD REPORTS:

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

David's report was included in the packet. David reminded the Board that Pioneering Possibilities would be hosting a Thanksgiving dinner at New Lexington High School on Thursday, November 21 at 6:00 pm. The OACB conference is scheduled for December 4, 5 and 6 in Columbus. Sally will be representing the Board. The annual public hearing is being held on November 25 at 5:00 pm at the Community Connections Center. Jessica shared that this is the last year for a public hearing. The rule states that we only have to offer a "mechanism" so we will be exploring other options.

David shared that Jenny's reports were attached and if any clarification was needed, he would do his best to answer or would find out and report back. Five contractors attended the pre-bid conference on November 5. Bid opening is being held November 20 at 10:30 am. Caley is obtaining risk insurance for the duration of the project. David stated that it is scheduled to be complete in seven months and that will include any weather delays. David also shared that he wants to do some improvements to the Community Connections Center. He would like to put a porch roof on the back of the building to accommodate summer camp for outdoor activities during weather issues. He also would like to enclose the front so people would have a landing space instead of coming straight into the action in the Community Connections Center. Rachel shared that would be wonderful as when they were working on the videos for the Together We Can event there were interruptions and also had to sit outside and wait so this would give people a place to land before actually entering the building. David shared that the Together We Can event was wonderful and he heard great comments on it. He also commended Ken on his presentation with Halee Couch.

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

Cindy's report was included in the packet. Ken asked how often a baby shower is held. Cindy shared that they try to put one on every quarter but it can be expensive. Cindy stated that it is to help women in the community that might not ever get a baby shower and is fishing for referrals. Twenty people attended and we received eight referrals. Theresa and Rachel both shared that they loved the idea of having respite days for families during school breaks. Cindy shared that summer camp staff would be used for this service. Cindy did share that there would be no transportation and kids would need to provide their own lunch.

C. SSA DIRECTOR'S REPORT – RON SPUNG

Ron's report was included in the packet. Theresa shared that her question had already been answered about the waitlist.

D. HUMAN RESOURCES DIRECTOR'S REPORT - JESSICA STROUP

Jessica's report was included in the packet. Jessica briefly shared with the Board how staff tracks their community connections progress. She shared how staff inputs on the sheet and uses the drop downs for what category they are. To follow our Strategic Plan, 441 community connections have been made, 83 fiscal responsibility entries have been made, 83 leadership entries with over 800 entries. Over half of those entries were made in the county. Chrissy is currently working on a Facility Planning guide for people to use when using the Community Connections Center. The hope is to share this with you at the January board meeting so it can be deployed to CCC users at the beginning of the year. TO changes and motion to add, two SSA positions are included in the packet. Baldrige application is moving along as we continue to work through the final categories and start drafting results. Jessica thanked Theresa for connecting us with the Chart the LifeCourse training, we like for people to come in and train us.

E. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet. No discussion on Shelly's report.

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

Caley went over the financial statements. The “other” category was busy due to the Together We Can event tickets and the reimbursements that we received for the Respite grant. We received our quarterly nursing payment and the utility reimbursement from PerCo. Expenses were for our Waiver Administration fees for the first quarter, an employment in-service, CPR training and an employee tuition reimbursement. Capital Improvement expenses were to cover the cost of the PerCo parking lot repair. Theresa had some questions on the voucher report. The DSP recognition costs, she questioned what we decided on doing for them. David shared that PerCo purchased t-shirts for their staff and Mt. Aloysius and Sech-Kar used the money for their folks for pizza parties. The Pendant Fire Protection Service charge, is this a one-time charge. Caley shared it is an annual cost to keep our buildings safe and up to code. Ray’s Body Shop for car repair was questioned. Caley shared that there was a freak accident out at the Administration building with a pipe falling on an employee’s car. The Board reimbursed the employee the amount of their deductible as it was no fault of the employees. Theresa asked about the \$12,000 money for Cuyahoga Integrated Employment. David shared that these were the pass through funds. Also the CIE payment for \$4,000, employment in-service. David shared that it was for the 2020 employment process.

V. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2019-11-02

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

Discussion: None

Motion Passed by majority vote.

VI. OLD BUSINESS: None

VII. NEW BUSINESS:

Res. 2019-11-03

Theresa Moore moved to approve the 2020 PCBDD Organizational meeting for 5:30 pm on January 6, 2020 with the Regular Board meeting immediately following. Ken Yuchasz seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-04

Ken Yuchasz moved to approve the software maintenance agreement by and between Primary Solutions, Inc. and the Perry County Board of Developmental Disabilities, as presented. Sally Francis seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-05

Rachel Barnhart moved to approve the 2020 budgets, as presented. Theresa Moore seconded the motion.

Discussion: Caley went over the budgets. Ken shared that it would be helpful to have a comparison in front of him from the previous year. Tara agreed. The salaries have increased due to additional positions that have been added. No questions were asked by Board members.

Motion Passed by majority vote.

Res. 2019-11-06

Ken Yuchasz moved to approve the following agreements with PerCo, Inc. as presented. Rachel Barnhart seconded the motion.

Discussion: Theresa Moore pointed out grammatical errors that were within the Services Agreement. Chrissy noted that the conversion from PDF to Word did not fully take and these were oversights by her. Chrissy noted that these changes would be made before signatures were obtained.

Motion Passed by majority vote.

Res. 2019-11-07

Sally Francis moved to approve the agreement with Practical Strategies, LTD. for 2020, as presented. Tara Layne seconded the motion.

Discussion: Theresa stated that the marketing plan given to Board members last month told you nothing. It did not tell you why the curriculum needed marketed. Sally and Theresa both pointed out that our mission is not to market items/products. Justin stated it stated why you need to market but not what they were going to do to actually market the curriculum. Theresa shared that she went to Google and still nothing comes up and nothing to show you how to purchase the material. Ken shared the fear that if the agreement was not approved that ALA would die and they would pull out all together. David shared that they are already heavily invested and would not pull out. Shelly shared that we already have facilitated an Equip the Facilitator and we already know what we are doing as a county board. David and Shelly assured the board that would not happen as everyone has too much to lose. Rachel questioned if the agreement was not approved if we would still get royalties. David shared that the royalty contract is still intact regardless if this agreement was approved or not. She also noted that \$8,000 a month could go into many programs that the board currently provides. Shelly shared that PS, LTD. would like to market this nationally. She shared with the Board that we already are in the process of making more books. Shelly shared that maybe we should invest in a website dedicated to ALA and the curriculum. Theresa shared that searching Facebook, LinkedIn, etc. you find nothing but videos of people talking. She likes the idea of having a website dedicated to it, possibly a forum for people to discuss ALA and the curriculum, etc.

Motion Failed by majority vote.

Res. 2019-11-08

Theresa Moore moved to approve to rescind PCBDD policy #424 Telecommuting, as presented. Sally Francis seconded the motion.

Discussion: Ken just wants to make sure that we will never need this policy again. David shared that no we have moved past this.

Motion Passed by majority vote.

Res. 2019-11-09

Sally Francis moved to pay additional fees to Kelly Architectural in the amount of \$2,500.00 for design work to consider rehabilitation of an existing structure. Rachel Barnhart seconded the motion.

Discussion: Ken asked if this was for the work on the Community Connections Center and David answered yes, it is, as previously discussed in his board report.

Motion Passed by majority vote.

Res. 2019-11-10

Sally Francis moved to approve supporting the New Lexington Downtown Renovation Project in the amount of \$15,000. Theresa Moore seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-11

Rachel Barnhart moved to approve the revisions to the Table of Organization, effective November 18, 2019, as presented. Ken Yuchasz seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-12

Theresa Moore moved to approve the 2020 Calendar of the Board, as presented. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-13

Rachel Barnhart moved to approve the PCBDD 2020-2022 Strategic Plan, as presented. Sally Francis seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-14

Theresa Moore moved to appropriate an additional \$43,800.00 from Help Me Grow carry over funds to various Help Me Grow line items, per the attached request for appropriation sheet. Tara Layne seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2019-11-15

Sally Francis moved to adjourn to executive session at 7:23 pm to consider the evaluation/contract of Superintendent. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by majority vote.

Meeting called back to order by President Justin Gall at 7:41 pm.

Res. 2019-11-16 (Additional)

Rachel Barnhart moved to honor the agreement in accordance to the Superintendent's contract to raise his salary by 3% and a \$3,000 bonus. Sally Francis seconded the motion.

Discussion: Board members stated they could not be happier in the way things are moving forward with our agency. Justin stated that all of David's evaluations were superior. David shared with the Board that he appreciates working with a Board that makes things happen.

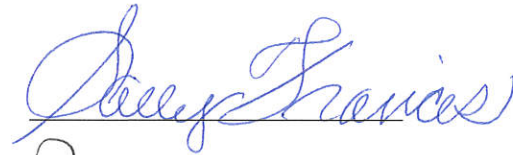
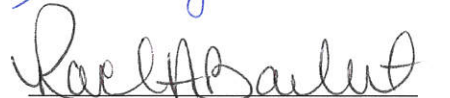
Motion Passed by majority vote.

VIII. PUBLIC COMMENTS: None

IX. ADJOURNMENT:

Motion by: Justin Gall moved to adjourn. Ken Yuchasz seconded the motion.

Time Adjourned: 7:46 pm

A handwritten signature in blue ink, appearing to read "Ken Yuchasz", written over a horizontal line.A handwritten signature in black ink, appearing to read "Rachel Barnhart", written over a horizontal line.
Rachel Barnhart, Board Secretary

Submitted by:
Chrissy Berkheimer
Executive Assistant PCBDD