

**THE PERRY COUNTY BOARD OF DD**  
**BOARD MEETING MINUTES**  
**September 21, 2020**  
**Community Connections Center, 600 Senior Drive, New Lexington, Ohio 43764**

**I. President Sally Francis called the meeting to order at 5:00 pm.**

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

**Others present at meeting: David Couch, Chrissy Berkheimer, Jessica Stroup, Caley Boyden, Ron Spung, Cindy Aiello (virtual), Shelly Lackey (virtual) and Tammy Bush (left meeting at 5:09 pm).**

**III. APPROVAL OF AGENDA:**

**Res. 2020-09-01**

**Rachel Barnhart moved to approve the September Regular Board Meeting agenda and any additions as submitted. Theresa Moore seconded the motion.**

**Discussion:** There was a handout motion that was emailed to all Board Members and a printed copy for those attending in person. Roberts Rules of Order stipulate such a motion for each meeting agenda.

***Motion Passed*** by majority vote.

**IV. RECOGNITION:**

**Res. 2020-09-02**

**Theresa Moore moved to recognize the August 31, 2020 retirement of Tammy Bush, Billing Specialist for the Perry County Board of Developmental Disabilities after 33 years of service. Kevin Howell seconded the motion.**

**Discussion:** President, Sally Francis read the proclamation aloud and thanked Tammy for her many years of service. David Couch, Superintendent shared that Tammy was a student out at 345 when it was a school and then finished out her career there also. David also shared that they share a birthday and on that day (and many others) they would share a Peanut Buster Parfait from Dairy Queen. Everyone thanked Tammy for her service and congratulated her on retirement.

**Motion Passed** by majority vote.

## V.

### REVIEW AND APPROVAL OF MINUTES:

**Res. 2020-09-03**

**Rachel Barnhart moved to approve the minutes of the August 17, 2020 PCBDD Regular Board meeting, as presented. Shirley Thompson seconded the motion.**

**Discussion:** Sally noted that in the Superintendent's report there was a reversal of wording around the bottom. Chrissy, Executive Assistant noted this mistake and will correct.

**Motion Passed** by majority vote.

## VI. BOARD REPORTS:

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

David's report was included in the packet. David reminded everyone that Board training would follow tonight's meeting and next month's meeting. Upon completion of these trainings the requirements for 2020 will have been met. After the meeting we will be touring the new building to see the progress made. OACB will hold their winter conference virtually. As a Board member you can receive training credit if you would be interested in participating. Jenny's reports were included in David's report. David noted that at the bottom of page 14 in Jenny's report to please take notice of the positive feedback we received from a guardian/brother for following up on an MUI. Theresa questioned if the increase in peer-to-peer acts were because of COVID and people being a little stir-crazy having to be around each other so much? David shared that it is a possibility, but many things contribute to peer-to-peer acts. Also questioned was why one was taken to Riverside instead of locally? David shared he was not aware if the individual was first taken to a local hospital then transported elsewhere or if that was where they were taken initially. We expect to move out of the Activity Center on 345 by the end of the year, however DODD capital funds were used in renovations in 2015. The Commissioners agreed to a MOU allowing us to continue to use the gymnasium for summer camp, Cougars basketball or any other activities we might need it for. The new building is coming along nicely. They are going to begin paving the parking lot soon and hanging drywall. A tentative date of completion is mid-November, our plan is to begin moving between Thanksgiving and Christmas so we can begin 2021 all settled in.

The Commissioners have a tentative agreement with PerCo to continue leasing the facility to them at a similar cost that they currently pay. We are easing out of everything and trying to make it as smooth as possible. We are shifting the nursing contract to PerCo, but we will continue to assist with the funding portion of the contract until we are eased out of it. Rachel asked about the State Street building and David shared that the Mt. Aloysius guys go there. As we start to move out of buildings other Perry County agencies are moving in. The Veteran's Office has moved in the back of the Children's Program building.

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

Cindy's report was included in the packet. Cindy shared they are doing more EI evaluations and they are going well. The team has been busy with outreach.

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

Ron's report was included in the packet. Ron shared they have been busy with team building and even did an activity with the SSAs in person. This made it nice for the two newer SSAs, so they got some face-to-face time with their co-workers.

**D. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT - JESSICA STROUP**

Jessica's report was included in the packet. Theresa asked what Baldrige was and if it was continuous. Jessica shared that it is to help us improve processes and try to get you where you need/want to be. It is forever changing though as you really are never where you need to be, there is always room to grow. Jessica shared that it was continuous, our first step was the 25-page application which we completed. The next step is the 50-page application that will transition as a 2021 goal. Only two other County Boards have completed Baldrige. David shared it is a benefit to us to improve processes so we can become even more efficient.

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

Shelly's report was included in the packet. ALA is going on in all schools and is being received well. The Supported Decision-Making trainings have been scheduled with all PCBDD departments. Theresa asked about the philosophies. Shelly shared that some people need guardians, some people only need medical or financial guardians so with this we can focus on more person-centered planning, so it is more individualized. David shared that MEORC will have people trained for the sole purpose of guardianship that we will be able to turn to for guidance.

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

Caley's reports were included in the packet. We received our second half tax settlement payment. We still have a small one to receive in September. The quarterly MAC payment came in and the quarterly reimbursement for Title XX EI Services was received. We did purchase the new phone system for the new building so our equipment expense was up. We did our annual transfer to the MEORC account for locally funded services that helps pay for services for people who do not have waivers. PERS expense was up due to having to pay for three pay periods in October (also HMG). No activity in capital improvements revenue or expense. Help Me Grow received their quarterly reimbursement for EI Outreach expenses. No activity in the reserve funds revenue or expense. COVID analysis shows we are still ahead. Caley is working on 2021 budgets and our building pay-back options. David shared we are solid financially and he is pleased.

**VII. REVIEW AND APPROVAL OF EXPENDITURES:**

**Res. 2020-09-04**

**Shirley Thompson moved to approve expenditures as presented. Rachel Barnhart seconded.**

**Discussion:** None

*Motion Passed* by majority vote.

**VIII. OLD BUSINESS: NONE**

**IX. NEW BUSINESS:**

**Res. 2020-09-05**

**Theresa Moore moved to approve the agreement with Something Else Solutions, LLC for continued assistance with the Culture of Coordinated Supports with New Lexington schools for the 2020-2021 school year, as presented. Kevin Howell seconded the motion.**

**Discussion:** Sally asked if the current agreement was for only 7,000? David shared that yes it simply utilizes the remaining funds (\$7,000), from the previous contract to complete the effort this school year.

*Motion Passed* by majority vote. (Ken Yuchasz abstained)

**Res. 2020-09-06**

**Theresa Moore moved to approve the agreement with the Muskingum Valley Educational Service Center and New Lexington schools for sharing costs for the Student Advocate/Workforce Development Coordinator for the 2020-2021 school year, as presented. Sally Francis seconded the motion.**

**Discussion:** None

*Motion Passed* by majority vote (Ken Yuchasz, Tara Layne, Rachel Barnhart all abstained)

**Res. 2020-09-07**

**Ken Yuchasz moved to approve the agreement with LOL in Nature, LLC for assistance in developing nature-based therapy programs, as presented. Sally Francis seconded the motion.**

**Discussion:** David shared that he contacted Steve Thompson about insurance. Everyone will have to carry their own insurance and the additional insured policy; this will not fall on us. CORSA was familiar with this type of service and was not nervous about us venturing into to this. Sally questioned if they came up with ideas we did not want to use, what would happen? David shared that it must be agreeable between both parties. Theresa asked about the money part of the contract. David shared that he wanted it capped at \$75,000. We do not really know what the cost will be, as this is the first time we are stepping into this arena. Theresa also questioned if we had already paid the \$10,000 and David shared that we paid \$3,500. David assured the Board that we are not the provider and that is not our role. We are simply helping coordinate this in Perry County. We will share cost with other agencies as they want to use the program. David shared that although the objective contract shows September 2<sup>nd</sup> as things completed David let LOL in Nature, LLC know that until the contract was approved by the Board it would not begin until October 1<sup>st</sup>.

***Motion Passed*** by majority vote. (Shirley Thompson voted against)

**Res. 2020-09-08**

**Ken Yuchasz moved to approve the agreement with NECCO for specialized services for a minor child, as presented. Sally Francis seconded the motion.**

**Discussion:** Ron is working with Kendra and the DODD multi-system youth funding for the cost of this but the quickest way to move the individual was for the Board to agree to be responsible if that funding did not come through. The individual had to have a reunification plan in place which was completed. Shirley questioned if the school district should be responsible for part of it and it was discussed that this is for residential placement and the individual would be attending school on site at the facility. We are using this as a safety-net in case the other funds are not available. Sally and Theresa both asked then we would be paying the \$25,000? David said it would be no more than \$25,000 but again we are searching for other funding, so we do not have to fund it.

***Motion Passed*** by majority vote. (Rachel Barnhart abstained)

**Res. 2020-09-09**

**Theresa Moore moved to discontinue the agreement of August 7, 2016 with Children Services, effective July 1, 2020. Shirley Thompson seconded the motion.**

**Discussion:** David shared that the previous two motions are connected to this motion. This is a very high cost child. The agreement was for funding services for a minor child with an individual options waiver, with Children's Services being responsible for the match payment until the person reaches 18 years of age. Due to changes in circumstances, including obtaining a state funded Exit waiver for the person, there is no longer any need for this agreement.

**Motion Passed** by majority vote. (Rachel Barnhart abstained)

**ADDITIONAL MOTION:**

**Res. 2020-09-11**

**Rachel Barnhart moved to approve the new PCBDD Policy #424 Remote Workplace, as presented. Kevin Howell seconded the motion.**

**Discussion:** This policy was developed to provide a framework for how people conduct their work away from the traditional office space. The information was designed to offer general guidance and resources with a flexible and agile approach to fulfilling roles, responsibilities, and expectations. Jessica shared that the first three paragraphs are the policy, the rest is procedures. David stated that he wants the Board's support with the policy, but the procedures may be tweaked over time as we move forward but the policy will stay intact. Rachel shared she felt it was very important to have this in place and it looked good. Jessica shared that everything must be planned for, communicated with employees Supervisors, and approved. She also shared that paragraph three is important because it reflects our primary reason of mission-driven supports. Ken questioned the wi-fi connectivity piece, it was noted that it should state "internet". Sally agreed that it looked good but would probably need tweaked as time goes on and things progress.

**Motion Passed** by majority vote.

**Res. 2020-09-10**



**Theresa Moore moved to adjourn to Executive Session at 6:07 pm to consider the employment of the Superintendent. Rachel Barnhart seconded the motion.**

**Meeting called back to order by Sally Francis at 6:25 pm.**

**X. PUBLIC COMMENTS: None**

**XI. ADJOURNMENT:**

Theresa Moore moved to adjourn the meeting at 6:26 pm.

  
**Sally Francis – Board President**  
  
**Rachel Barnhart – Board Secretary**  
*Theresa Moore, VP*

*Submitted by: Chrissy Berkheimer – Executive Assistant PCBDD*