

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

March 15, 2021

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

I. President Sally Francis called the meeting to order at 5:03 pm.

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Theresa Moore	X			
Rachel Barnhart	X			
Kevin Howell	X			
Fritzie Nitschke	X			
Matt Sheridan	X			
Shauna Schacht	X (Virtual)			
Sally Francis	X			

Others in attendance: Jenny Keister, Chrissy Berkheimer, David Couch, Ron Spung, Caley Boyden, Jessica Stroup, Shelly Lackey, Cindy Aiello (virtual).

III. APPROVAL OF AGENDA:

Res. 2021-03-01

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

Discussion: There is a handout motion that was handed out to all Board members in attendance and emailed to them prior to the meeting.

Motion Passed by majority vote.

IV. COMMITTEES: An Ethics Committee Meeting is scheduled on Monday, May 17, 2021 immediately following the Regular May PCBDD Board Meeting.

V.

REVIEW AND APPROVAL OF MINUTES:

Res. 2021-03-02

Theresa Moore moved to approve the minutes of the February 16, 2021 PCBDD Regular Board Meeting, as presented. Kevin Howell seconded the motion.

Discussion: None

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 Board members to please ask questions if there is something that they do not understand, especially when we use acronyms. Another reminder was the MUI training being held at the conclusion of the meeting. Jenny's MUI reports are included in David's packet. If anyone has any questions please do not hesitate to ask or stay after the meeting so they can be discussed. David shared that the Perry County Home Farm that is located across from the fairgrounds has open land that PCJFS will be utilizing to build a new building. The PC Commissioners are developing a plan for use of other areas of the property. The PCBDD can be part of this development. Fritzie asked if they were keeping the farm part and David shared they are but they are developing some of the land that is not being used. Fritzie asked about the possibility of a fitness trail, Sally suggested a handicap accessible playground and Theresa suggested a sensory area. David shared that it is a possibility and for Board members to please start thinking about ways we would want to contribute. David asked for Board members input as to see if they would like for him to pursue looking into making the CCC more aligned with the new building. He would like to look at updating the outside and making some minor renovations to the inside of the building to make it more user friendly. Kevin stated that things are not getting any cheaper so if we were going to renovate to get the ball rolling. Rachel asked what David had in mind. David shared that he would like to enclose the covered area out front to make it safer for summer camp, put some brick out front to match the new building, new siding and do some work on the interior of the building. Board members shared in David's interest to begin exploring the options and pricing. David discussed the possibility of working with Options for Supported Housing and Lending a Heart Housing to secure housing for people with developmental disabilities in Perry County. This will eventually lead us into possibly offsetting the cost from what can be obtained from the capital funds from DODD. Lending a Heart Housing takes a different approach as they ask the person what they are looking for. Kevin questioned how many houses were needed and David shared that ideally long term we are looking at probably 20 houses. Perry Metropolitan Housing currently manages three houses for us and are not looking into anymore at this time. The need continues to grow so the need to find other housing providers who will work with us is needed. Sally asked if we would need to staff the homes and David shared that would be providers, not the Board. We want to keep exploring into the options of finding folks that will help us develop and manage the homes. David let Board members know that the tentative date for an open house for the new building is on Friday, May 14th. He shared that Sarah Winters will be in attendance and he would love for Board members to be able to come share in the excitement of the ribbon cutting ceremony.

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

Cindy's report was included in the packet. Cindy shared they are looking for three more summer camp staff. If any Board members know anyone please share. The application deadline for summer camp is going to be extended for a couple more weeks. We have fifteen applications to date. Lastly, Cindy shared that they are teaming up with Pioneering Possibilities to host a local Easter Egg Hunt. The plan is to keep it small and safe!

C. SSA ADMINISTRATION DIRECTOR'S REPORT – RON SPUNG

Ron's report was included in the packet. Ron shared there are two SSA openings, interviews began, and they have a good pool of candidates. Theresa asked if there is an age limit for referrals and Ron answered no, but eligibility comes down to several factors, especially for adults.

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet. Sally pointed out the success story at the bottom of Shelly's report and wanted to give kudos for such a great accomplishment.

E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

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

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

Caley's reports were included in the packet. In operating fund revenues we received our quarterly reimbursement for Medicaid related management services and our quarterly reimbursement for EI Title XX. The PC Wellness line shows the \$4,000 we received to offset the \$3,060 we spent on incentives for the program. Our equipment expenditures were majority for furniture for the new building and other new building needs. The contract services line was up with the movers for 601 and our annual Infallible software contract. PERS was paid for three pay periods. No activity in the Capital Improvement fund revenue line. The Capital Improvement expenditures line shows the interest paid for the Bond Anticipation Notes (construction phase of new building) and HVAC repair to the PNC Bank building before we moved to 601. No Reserve fund activity. Help Me Grow revenues were up with several Home Visiting reimbursement payments being received. In addition we received the Part C quarterly reimbursement for EI and our final rent payment for the PNC bank building, which is now in full control of the PC Commissioners. Help Me Grow expenditures show the billboard ads purchased using Part C grant outreach funds and PERS being paid for three pay periods. Question was asked about the payment to PerCo for repair services but was understood that the lines were not the repairs line but was the services line. David shared we have no financial responsibility for the PerCo building.

VII. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2021-03-03

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

Discussion: None

Motion Passed by majority vote.

VIII. OLD BUSINESS: None

IX. NEW BUSINESS:

Res. 2021-03-04

Kevin Howell moved to approve the Perry County Board of Developmental Disabilities 2021 Annual Conversion Plan, as presented. Theresa Moore seconded the motion.

Discussion: This is completed annually with Board approval. OPERS requires all County Boards to complete this. This allows contract employees to convert some leave to cash payment. It is a benefit to the employee as well as the Board.

Motion Passed by majority vote.

Res. 2021-03-05

Rachel Barnhart moved to authorize the Superintendent to enter into an agreement with “Real World Cleaning Services” for cleaning services for the Sarah A. Winters building and the Community Connections Center for one year. Kevin Howell seconded the motion.

Discussion: David shared that after moving and Sandy’s Wash N Go gave us a new quote he felt it was in the best interest of the Board to get a second quote from another cleaning agency. We have worked with Sandy’s Wash and Go in New Lexington for a couple of years to clean our buildings. Real World Cleaning Services is located in Logan, Lancaster and Dublin and currently work with PCJFS and come well recommended. Sandy’s price is \$3,000 per month. Real World’s price is \$1,200 per month. Caley did share that Real World’s price would be increased by \$400 with the addition of window washing two times per year.

Motion Passed by majority vote.

ADDITIONAL MOTION:

Res. 2021-03-06

Theresa Moore moved to approve the interior signage plan for the new PCBDD office building located at 601 Senior Drive, as presented. Rachel Barnhart seconded the motion.

Discussion: The packet included pictures and costs of all items included in the interior signage plan. Board members agreed that the plan was very professional looking and was going to look good in the new building.

Motion Passed by majority vote.

X. PUBLIC COMMENTS: None

XI. ADJOURNMENT:

Motion by: Matt Sheridan

Time Adjourned: 6:03 pm


Sally Francis – Board President


Rachel Barnhart – Board Secretary

Submitted by:
Chrissy Berkheimer
Executive Assistant