

**THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
May 18, 2022**

Sarah A. Winters Administrative Building, 601 Senior Drive, New Lexington, Ohio 43764

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

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Karen Chennells	X			
Rachel Barnhart	X			
Kevin Howell	X			
Fritzie Nitschke	X			
Matt Sheridan	X – arrived at 5:07 pm			
Denise Dupler	X			
Sally Francis	X			

Others in attendance: David Couch, Shelly Lackey, Sue Schmitter-Motta, Jessica Stroup, Caley Boyden, Cindy Aiello, and Chrissy Berkheimer.

III. APPROVAL OF AGENDA:

Res. 2022-05-01

Rachel Barnhart moved to approve the May regular Board meeting agenda and any additions, as submitted. Kevin Howell seconded the motion.

Discussion: None

Motion Passed by majority vote.

MOTION TO APPROVE THE MAY REGULAR BOARD MEETING AGENDA AND ANY ADDITIONS AS SUBMITTED.

IV. RECOGNITION:

Res. 2022-05-02

Kevin Howell moved to recognize the May 18, 2022, retirement of Susan Schmitter-Motta, Community Supports Specialist for the Perry County Board of Developmental Disabilities after three years of service and many former years of service working with and improving the lives of children and families. Karen Chennells seconded the motion.

Discussion: Everyone thanked Sue for her service. Sue thanked the Board for hiring her and giving her a wonderful place to work and wonderful people to work with.

Motion Passed by majority vote.

V. **COMMITTEES: An Ethics Committee Meeting is scheduled for this evening, Wednesday, May 18, 2022, immediately following this May Regular PCBDD Board Meeting.**

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

Res. 2022-05-03

Karen Chennells moved to approve the minutes of the April 20, 2022, PCBDD regular Board meeting, as presented. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by majority vote.

VII. **BOARD REPORTS:**

a. SUPERINTENDENT'S REPORT – DAVID COUCH - Verbal Report

David's report was included in the packet. David shared that Cindy's replacement for Children's Program Director was chosen, Ashley Wollenberg will begin June 6, 2022, shadowing Cindy to take over the role when Cindy retires later this year. David reminded everyone that there was no Board member training scheduled for this month, but Jessica will present on Baldrige and TPE in June. Shelly, Ron, and Cindy will give some brief updates about their departments in July and Caley will be doing the budgets in October. October will complete Board members yearly training requirements. Jenny's MUI reports were included in the packet. Sally mentioned that there was another choking incident listed, David shared that continuous training is occurring. DODD Director, Kimberly Hauck will be in Perry County on July 6, 2022, to visit. Board members are welcome to stop by anytime from 12:30pm-3:30pm to meet her. Miller High School choose PCBDD to be their local community partner for a grant they receive. Previously this partner was Ohio University, but Miller opted to use PCBDD. Fritzie asked if we release grant money, David shared that would be the MVEESC, as PCBDD has no financial participation. Our three-year Strategic Plan is due to be developed for 2023-2025. We are hosting a 2-day strat planning event at the David C. Couch Connections Center on Monday, August 22nd and Tuesday, August 23rd. These will be all day and David invited any or all Board members to come join if their schedule permits. David shared that the building across the street should be done for summer camp and looks great. Kevin shared he feels it looks awesome from the outside. The parking area is an agenda item and David will discuss with the board when they reach that point on the agenda. Not included in his report, David shared that the Auditor's office is looking into a new accounting/payroll system. They are asking for help from their county partners to fund this. When we have an actual figure, David will bring it to the board, but he shared it will benefit us as we are still doing payroll to submit to them on paper.

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

Cindy's report was included in the packet. Sally noted that we have twenty-nine individuals currently employed in the county and that is great for our agency. Sally also noted that she liked the three points emphasized when discussing children's speech. We have almost forty kids enrolled in Summer Camp; this might be a record number for us.

c. SSA DIRECTOR'S REPORT – RON SPUNG

Ron's report was included in the packet. Ron was not in attendance at the meeting. Sally asked how we were chosen to help pilot the OISP. David shared that we volunteered to be a county to help pilot the program.

d. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet. Sally noted the lovely picture of Sue's family. David shared that they have met with Northern Local, and ALA will be put into place at the start of the 2022-2023 school year. Still not sure what it will look like, but they are also interested in Culture of Coordinated Supports.

e. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

Jessica's report was included in the packet. Sally asked how difficult it has been to find people to fill our vacant positions. Jessica shared we are trying a different approach and not focusing on the technical pieces first. She shared we are trying to find people who want to support our folks and our community. Sally asked if an SSA needed to have a bachelor's degree and Jessica shared they talk about that often, but we have found it is needed for all the difference roles an SSA plays. Jessica shared that Indeed just shoots out resumes for people, no personalization, no cover letters, etc. Fritzie shared that people have gone away from cover letters, etc. with the Career Passport that was being pushed out. She shared she feels there is no finesse with resumes anymore. Jessica shared that Board pictures will now be on July 20, 2022, around 4:30 pm, which is a Board meeting day.

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

Caley's reports were included in the packet. Caley started by sharing that we had previously entered into a short-term/trial contract with new cleaning people. They have done a fabulous job but have informed us they will not be able to continue. We have found another person, Lyla Compston who has cleaning experience and we will be doing a contract with her on a trial basis and see how it goes. She will begin on June 1, 2022. Operating fund received our local levy disbursement for the first half. The first half levy collections is around 56% of the total and that is right on track with our projections. HV revenues were up a bit, we received a lump sum for some back billing that occurred. Highlighted expenditures were for equipment, several new computers, and accessories. Caley reminded the Board we have a replacement schedule in place for new computers for staff. We paid our quarterly waiver payment. We also paid our quarterly waiver administrative fees that are due. David shared we pay about 1.25% back to DODD. No activity in our Capital Improvement revenues, Caley will transfer \$500,000 this month, as she always waits to make sure we receive our local levy dollars first. Capital Improvement expenditures, we made a payment to the architect. No activity in our reserve fund. No questions on the voucher report. Denise asked why the salaries line was up, Caley shared we had three paychecks in April.

VIII. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2022-05-04

Rachel Barnhart moved to approve the expenditures, as presented. Denise Dupler seconded the motion.

Discussion: None

Motion Passed by majority vote.

IX. OLD BUSINESS: None

X. NEW BUSINESS:

Res. 2022-05-05

Karen Chennells moved to authorize the Superintendent to sign the Memorandum of Understanding between Hopewell Health Centers Early Childhood programs and Perry County Early Intervention, when/if received. Rachel Barnhart seconded the motion.

Discussion: Cindy shared that Hopewell provides services at no cost to us, we simply send them our assessments and they score them.

Motion Passed by majority vote.

Res. 2022-05-06

Kevin Howell moved to approve the agreement with the Muskingum Valley Educational Service Center and New Lexington Schools for sharing the costs for the Student Advocate/Workforce Development Coordinator for the 2022-2023 school year, when/if received, as long as there are no significant changes. Sally Francis seconded the motion.

Discussion: David has asked for contract, they are behind. David also shared that the coordinator teaches ALA classes for us. Matt shared they have a new treasurer. Rachel shared the new treasurer is working on contracts.

Motion Passed by majority vote. (Rachel Barnhart abstained)

Res. 2022-05-07

Karen Chennells moved to (1) approve the parking lot project for 600 and 601 Senior Drive not to exceed \$200,000 with all costs to be paid by PCBDD, (2) recommend the project to the County Commissioners for their approval, and (3) authorize the Superintendent to take all necessary steps to coordinate with the County Commissioners and other entities to implement the project in a timely manner. Sally Francis seconded the motion.

Discussion: David shared some details from the architect with Board members. Caley shared that she worked this into our budget and our numbers until the end of 2031 still look great. Matt had his school come look at the project, but they are unable to work it with their schedules and traveling, etc. Matt asked if bids came in over \$200,000 what would the procedure be, David shared anything over 10% automatically must be rebid. Discussion between Board members focused on things not getting cheaper. David did share that this would all tie into the Orchard Street project.

Motion Passed by majority vote.

Res. 2022-05-08

Rachel Barnhart moved to approve the revisions to the PCBDD policy #212 Title XX Program, as presented. Karen Chennells seconded the motion.

Discussion: Jessica shared that these revisions were directed by the rule change that reduced requirements of county board policies to signing the grant agreement and following the rules in the grant agreement.

Motion Passed by majority vote.

Res. 2022-05-09

Kevin Howell moved to approve the new PCBDD policy #224 funding for services, as presented. Rachel Barnhart seconded the motion.

Discussion: This policy will replace Policy 207 Supported Living and Waiver Services and Policy 222 Payor of Last Resort. PCBDDs approach to funding services is the same despite the funding source, so it makes sense to combine these concepts into one policy. This policy also includes components of the new Technology First Initiative and the language within satisfies the policy rule requirements. Matt asked where we get our policies from, Jessica shared that we use other county boards, CORSA and other samples. We try to make them easy to read and make it relatable to us and our community.

Motion Passed by majority vote.

Res. 2022-05-10

Matt Sheridan moved to rescind policy #207 Supported Living and Waiver Services and policy #222 Payor of Last Resort, as presented. Sally Francis seconded the motion.

Discussion: None

Motion Passed by majority vote.

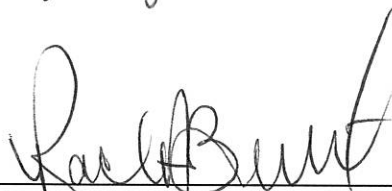
XI. PUBLIC COMMENTS: None

XII. ADJOURNMENT:

Kevin Howell moved to adjourn the meeting at 5:59 pm.



Sally Francis – Board President



Rachel Barnhart – Board Secretary