

THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
August 21, 2024

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

I. President Rachel Barnhart called the meeting to order at 5:00 pm.

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Denise Dupler	X			
Rachel Barnhart	X			
Kevin Howell		X – arrived at 5:14 pm		
Fritzie Nitschke	X			
Matt Sheridan	X			
Karen Chennells	X			
Sky Gettys	X			

Others in attendance: David Couch, Chrissy Berkheimer, Jessica Stroup, Chuck Davis, Shelly Lackey, Caley Boyden, and Ashley Reed.

III. APPROVAL OF AGENDA:

Res. 2024-08-01

Matt Sheridan moved to approve the August 21, 2024, regular Board meeting agenda and any additions as submitted. Sky Gettys seconded the motion.

Discussion: No additions submitted.

Motion Passed by majority vote.

IV. REVIEW AND APPROVAL OF MINUTES:

Res. 2024-08-02

Karen Chennells moved to approve the minutes of the July 24, 2024, PCBDD regular Board meeting, as presented. Denise Dupler seconded the motion.

Discussion: Rachel shared that she abstained from voting on the last resolution in the minutes packet. She emailed Executive Assistant, Chrissy Berkheimer to have changed. The minutes were updated to reflect the abstained vote by Rachel Barnhart.

Motion Passed by majority vote.

V. BOARD REPORTS:

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

David's report was included in the packet. David started his verbal report by showing the Board a video of PCBDD's Office Assistant, Denise Starnier at the "My Life – My Story" hosted by the Ohio Developmental Disabilities Council at Burr Oak Lodge. Board members enjoyed seeing the pride that Denise had in her work here at PCBDD and how she has grown as a person and employee. Jenny's reports were included in David's packet. The Board liked the total breakdown at the bottom of Jenny's report. Intake and eligibility were supposed to be included with Chuck's report, but they were included with David's report. Vikki's report showed average numbers. David and Caley met with the Commissioners to discuss pursuing a levy in 2025. David is waiting to hear from the Prosecuting Attorney on the legal side of things. OPRA turns 50 this year. They are the statewide trade association for DD service providers. We are hosting an array of events in September for DSP Appreciation month. Kaylee Bankes has various events planned and everyone in the agency is helping in some way. The TPE awards banquet is September 9th in Columbus. Jessica and Shelly will be presenting at the conference the next day. Sky is attending the banquet for the Board. PCBDD is in the process of completing a wage study for 2025. Once all information is collected, David will share it with the Board for a final determination for the 2025 budget. David shared that we try to balance the expectations we find in the hiring process with a strong awareness of local financial situations.

Lastly, and not included in his report, David shared that Together We Can award winners have all been notified and they all have accepted.

David shared the winners:

Helen Hoover Klinger Commitment Award: Melissa Marolt

Debbie King Character Award: Bryan Meyer

Community Collaboration Award: Lisa Gormley

Inspire by Example: Lora Harvey

Visionary Leadership: Sally Francis

Leader in Excellence: Chrissy Berkheimer

B. CHILDREN'S PROGRAM DIRECTOR'S REPORT – ASHLEY REED

Ashely's report was included in the packet. No discussion.

C. SSA ADMINISTRATION DIRECTOR'S REPORT – CHUCK DAVIS

Chuck's report was included in the packet. No discussion.

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet. Board happy to see a picture of Jenna's baby, Remi.

E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

Jessica's report was included in the packet.

VI. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2024-08-03

Sky Gettys moved to approve the financials, as presented. Matt Sheridan seconded the motion.

Discussion: Caley shared that she has worked with the software company to correct our numbers. Sky questioned the revenue fund looking low, Caley shared we have not been able to bill TCM due to the State's upgrade of their system.

Motion Passed by majority vote.

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

Res. 2024-08-04

Karen Chennells moved to approve the agreement with Perry County Job and Family Services (JFS) for funding of the Academy for Leadership Abilities program, as presented,. Fritzie Nitschke seconded the motion.

Discussion: This agreement is renewed yearly. JFS has provided funding for this service for several years using federal TANF dollars. High school is not reimbursed, only Junior High school. This is the second year for no high school reimbursement.

Motion Passed by majority vote.

Res. 2024-08-05

Sky Gettys moved to approve the Table of Organization, effective August 21, 2024, as presented. Karen Chennells seconded the motion.

Discussion:

- 1) Removing Community Supports Specialist – PCBDD now has two Community Supports Supervisors, one of which largely supports the duties this position was formerly responsible for, so this position is no longer needed.
- 2) Remove Community Supports Facilitator – This position was recently vacated, and the responsibilities of this position are being absorbed into the current Community Supports Coordinator position.
- 3) Add one additional Early Intervention Service Coordinator – One of the people who currently serve in this capacity is expecting her first child and has indicated to us that she will not be returning to employment after the birth of her child at the end of the year. Adding another position allows PCBDD to bring someone onboard to give us time to train and orient them to the position prior to this person leaving. We can remove one position early next year. **This position will not be filled until we have a definite answer from the current EI Service Coordinator about her plans to return to work or her plan to resign after the birth of her child.

Motion Passed by majority vote.

Res. 2024-08-06

Matt Sheridan moved to authorize the Superintendent to sign the agreement between Perry County Board of Developmental Disabilities and Perry County Transit for transportation services, when/if received, provided the agreement contains no significant changes from previous agreements. This is a renewal of the current agreement. Karen Chennells seconded the motion.

Discussion: This is a renewal of the current agreement. David shared if the rate change is significant that he will bring it back to the Board in September.

Motion Passed by majority vote.

Res. 2024-08-07

Sky Gettys moved to clarify the purpose of the Capital Improvements fund, which has been established for the necessary acquisition, replacement, renovation, or construction of facilities and movable and fixed equipment. Karen Chennells seconded the motion.

Discussion: Per ORC 5705.222, a county board may maintain funds outside of its general Operating Fund for the purpose of capital improvements, provided that the amount does not exceed twenty-five percent of the replacement value of all capital facilities and equipment currently used by the Board. PCBDD's Capital Improvements Fund has been in place as far back as our currently accessible records show; however, it was requested in a recent county audit that we have a new motion to clarify its purpose since the whereabouts of the original motion to create it are unknown.

Motion Passed by majority vote.

Res. 2024-08-08

Matt Sheridan moved to clarify the purpose of the Reserve fund, which has been established to contain funds not needed to pay for current operating expenses or capital improvements but that will be needed to pay for operating expenses in the future. Karen Chennells seconded the motion.

Discussion: Per ORC 5705.222, a county board may maintain funds outside of its general Operating Fund to pay for future expenses, provided that the amount does not exceed forty percent of its expenditures for all services in the preceding calendar year. PCBDDs reserve was established in 2020. It was requested in a recent county audit that we have a new motion to verify approval of its existence by the board as well as to clarify its purpose since record of an original motion cannot be located. We have a motion from our county commissioners to approve and later from our board to appropriate funds but no motion from our board to approve its creation.

Motion Passed by majority vote.

X. PUBLIC COMMENTS: None

XI. ADJOURNMENT: Sky Gettys moved to adjourn the meeting at 5:43 pm.



Rachel Barnhart – Board President



Denise Dupler – Board Secretary