

**THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
November 20, 2024
Couch Connections Center, 600 Senior Drive, New Lexington, Ohio 43764**

I. President Rachel Barnhart called the meeting to order at 5:43 pm.

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

Others in attendance at the meeting: David Couch, Chrissy Berkheimer, Caley Boyden, Jessica Stroup, Shelly Lackey, and Ashley Reed.

III. **APPROVAL OF AGENDA:**

Res. 2024-11-01

Kevin Howell moved to approve the November regular board meeting agenda and any additions, as submitted. Sky Gettys seconded the motion.

Discussion: Roberts Rules of Order stipulate such a motion for each meeting agenda. No additions submitted for agenda.

MOTION PASSED by majority vote.

REVIEW AND APPROVAL OF MINUTES:

Res. 2024-11-02

Karen Chennells moved to approve the minutes of the October 16, 2024, PCBDD regular board meeting, as presented. Denise Dupler seconded the motion.

Discussion: Rachel shared as a reminder that Sky was nominated for the OACB Delegate Assembly last month, for the convention in December

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 shared the OACB Delegate Assembly will be held on December 4th. Sky will be our representative and he will be attending via ZOOM. Discussion on both resolutions that they will present. Board members talked and agreed for Sky to vote for both resolutions. Jenny's report was included in the packet. David also handed out MEORC's quarterly report for board members to review. Included in David's report was the current LOL contract and the one approved in October. David just wanted to make sure Board members knew what the exact changes were. Karen shared how beneficial this program is for the people we serve. David highlighted the important things what PCBDD accomplished in 2024 to finish out his report.

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

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

C. SSA ADMINISTRATION DIRECTOR'S REPORT – CHUCK DAVIS

No report included in packet. Chuck has been out.

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

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

E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

The staff roster was included in the report. Jessica's report was handed out at the meeting. Jessica shared at the meeting that the Together We Can event was the largest crowd we have ever had attend. 28 staff attended and we had a large following across many states and countries watching live. With the large attendance we were still able to keep the total cost below \$10,000.

V. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2024-11-03

Karen Chennells moved to approve the expenditures, as presented. Sky Gettys seconded the motion.

Discussion: Caley's reports were included in the packet. Caley shared that we received our last portion of the levy state rollbacks. This came in slightly under projections. The last payment for our day services match and waiver match was made to complete the year. Caley shared the Reserve Utilization Plan that will be presented for approval in January 2025. Levy info and scenarios will be presented in January of 2025.

MOTION PASSED by majority vote.

VI. OLD BUSINESS: NONE

VII. NEW BUSINESS:

Res. 2024-11-04

Kevin Howell moved to approve the time and date of the PCBDD Organizational meeting for January 2025, with the regular board meeting immediately following. Denise Dupler seconded the motion.

Discussion: The date and time are at the discretion of the Board. You as the Board determine the appropriate day and time for the Board meetings. After discussion and calendar checks, the January 2025 Organizational meeting will be held on Wednesday, January 15, 2025, at 5:00 pm in the administrative conference room at the Sarah A. Winters administration building. The regular board meeting will be held immediately following the Organizational meeting.

MOTION PASSED by majority vote.

Res. 2024-11-05

Sky Gettys moved to approve the Superintendent to sign the software maintenance agreement by and between Primary Solutions, Inc. and the Perry County Board of Developmental Disabilities, provided there are no significant changes. Matt Sheridan seconded the motion.

Discussion: In 2024 the contract was \$3,443.00. The 2025 contract will be for \$4,278.00. The cost increase is for Primary Solutions to go web-based which will be a benefit to PCBDD as we will not have to pay per user. The hope is to be able to use more of the capabilities with the web-based program.

MOTION PASSED by majority vote.

Res. 2024-11-06

Karen Chennells moved to approve the 2025 Calendar of the Board, as presented. Denise Dupler seconded the motion.

Discussion: The calendar is approved annually to officially schedule and identify all working days, holidays, and closed paid days.

MOTION PASSED by majority vote.

Res. 2024-11-07

Sky Gettys moved to approve the 2025 budgets, as presented in October. Kevin Howell seconded the motion.

Discussion: Caley shared there were some minor changes, but they were benefits to PCBDD. Adding a fourth tier to the insurance saved the Board over \$120,000.00.

MOTION PASSED by majority vote.

Res. 2024-11-08

Karen Chennells moved to approve the following agreements with PerCo, Inc. for services in 2025, as presented. Denise Dupler seconded the motion.

Discussion: These are renewals of current agreements. My intention a few years ago was to try to open these to other providers, but PerCo is the only provider with the capacity to manage these services for us, so I think it is best to stay with them.

1. Services Agreement – at Medicaid rates, not to exceed \$50,000.00 for Adult Day Services to people not on Medicaid waivers.
2. Transportation Services Agreement – not to exceed \$5,000.00 for “after hours” services when Perry County Transit is not available.
3. Recreation Services Agreement - \$32,000.00 for anyone receiving services from PCBDD to connect with local activities.
4. Imagine Center – ALA - \$36,000.00 for training people to be volunteers in the ALA programs.
5. Non-Medicaid, Short-term Transportation Services – not to exceed \$5,000.00 for services outside the scope of Medicaid funding and not available through Perry County Transit, i.e., therapy services that work around a person’s work schedule.
6. Basketball - \$5,000.00 for the Perry County Cougars

MOTION PASSED by majority vote.

Res. 2024-11-09

Kevin Howell moved to approve increasing the base and ceiling for all pay ranges by 6% for 2025. Fritzie Nitschke seconded the motion.

Discussion: This was discussed at the October meeting this affects all hourly employees. The increase will go into effect 1/1/25. It is hoped this will assist with employee retention, given the current state of the economy. This will bring our bottom range up to minimum wage.

MOTION PASSED by majority vote.

Res. 2024-11-10

Matt Sheridan moved to rescind the PCBDD policy 114 “Credit Card Usage-Procurement” and adopt Perry County Commissioners’ policy 048 “Credit Cards” to align with revisions to O.R.C. Section 301.27, as presented. Sky Gettys seconded the motion.

Discussion: SLT no longer sees a need to maintain a separate PCBDD-specific policy. The new policy developed by the county commissioners closely mirrors O.R.C. and contains all essential components.

MOTION PASSED by majority vote.

Res. 2024-11-11

Karen Chennells moved to approve the Table of Organization, effective November 20, 2024, as presented. Denise Dupler seconded the motion.

Discussion: There are three changes requested (note: shaded boxes reflect the changes).

1. Change MUI Specialist to MUI Coordinator. This updated title is a better reflection of the position.
2. Remove Administrative Assistant II and III and align with one Administrative Assistant position, currently there are two approved AA positions on the TO. The alignment of this position allows for more consistency and continuity.
3. Add Transitional Assistant Superintendent. As discussed. This position supports the succession of the current Superintendent and his plan to retire 12/31/2025.

MOTION PASSED by majority vote.

Res. 2024-11-12

Kevin Howell moved to close all credit cards and accounts currently held by the PCBDD, except the Amazon Capital Services line of credit, and People's State Bank credit card account. Karen Chennells seconded the motion.

Discussion: Guidance from a recent county audit suggests departments should close all other accounts and cards. Reducing the number of accounts will also decrease time and effort spent on management and oversight of accounts and billing. PCBDD is trying to be proactive as this will become mandatory at some point.

MOTION PASSED by majority vote.

Res. 2024-11-13

Sky Gettys moved to increase the credit limit of the People's State Bank credit card account to \$20,000.00 and add a third card to the account. Kevin Howell seconded the motion.

Discussion: This will be the only credit card account held by the PCBDD. Currently, there are two cards and a \$6,000 limit on the account. We need to expand the capacity for this account due to eliminating others. Sky questioned if we could check into having the bank raise the limit for Summer Camp and then take it back down when Summer Camp is completed. Caley shared that she would check into this. The bank is very particular about the Board approving all changes.

MOTION PASSED by majority vote.

Res. 2024-11-14

Karen Chennells moved to approve the Memorandum of Understanding with the Ohio Network for Innovation (ONI) for supported decision making and guardianship services, providing there are no significant changes. Denise Dupler seconded the motion.

Discussion: ONI began as a non-profit branch of MidEast Ohio Regional Council (MEORC) a few years ago. Recently ONI became more independent, similar to PerCo separating from PCBDD. During the time of transition, I failed to get this agreement in place. The services continued, but the paperwork was behind. We actually had an agreement in place through July 1, 2024. We will have a new agreement for 2025 and 2026. The guardianship is around \$21,000 yearly.

MOTION PASSED by majority vote.

Res. 2024-11-15

Sky Gettys moved to adjourn to executive session at 6:25 pm. to consider the evaluation of the superintendent. Kevin Howell seconded the motion.

MOTION PASSED by majority vote.

Return from Executive Session at 6:41 pm.

Res. 2024-11-16

Kevin Howell moved to approve the Superintendent bonus of \$3,000.00. Sky Gettys seconded the motion.

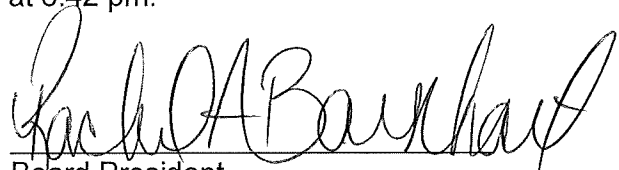
Discussion: Rachel shared that all of David's evaluations were stellar, and the Board would like to approve his bonus of \$3,000.00. The Board thanked David for all the work that he does to provide services to Perry County. David thanked the Board for trusting him to make the right decisions.

MOTION PASSED by majority vote.

VIII. PUBLIC COMMENTS: None

IX. ADJOURNMENT:

Sky Gettys moved to adjourn the meeting at 6:42 pm.


Board President


Board Secretary