

BOARD MEETING MINUTES

January 14, 2021

5:30 PM

I. CALL TO ORDER

Michael Norman, President

II. PLEDGE OF ALLEGIANCE

III. OATH OF OFFICE:

IV. ROLL CALL

Board Members

Michael Norman, President; Benjamin Whitacre, Vice President; Diana White, Secretary; Robert Beitzel; Tony Coury; Drew Hansen; and Steve Haren

Program Support Team

Kellie Brown, Brent Brannon, Chanda Busse, Keely Kirkbride, Stephanie Neuhart, Christine Ross, Melinda Russell and Jordon Searls

V. GUESTS: Cole Ryan, APG Architects

VI. PUBLIC PARTICIPATION:

VII. PRESENTATION:

VIII. MINUTES

A motion to approve the November 2020 board meeting minutes, as provided, was made by Beitzel and seconded by Whitacre. Motion passed with all in favor.

IX. REPORTS

A. Business Operations

- Neuhart recommended the Board to approve the October 2020 Revenue Report. A motion to approve the revenue report, as provided, was made by Hansen and seconded by Haren. Neuhart discussed TCM monies were received in October. Motion passed with all in favor.
- Neuhart recommended the Board to approve the October 2020 Expenditures Report. A motion to approve the expenditures report, as provided, was made by White and seconded by Beitzel. Motion passed with all in favor.
- Neuhart recommended the Board to approve the November 2020 bills. A motion to approve the bills, as provided, was made by Beitzel and seconded by White. Neuhart discussed a large amount was billed and paid, for the contract services of the Superintendent and Business Manager. Motion passed with all in favor.
- Neuhart recommended the Board to approve the November 2020 Revenue Report. A motion to approve the revenue report, as provided, was made by Whitacre and seconded by Hansen.

Neuhart discussed the Board has received CARES Act monies from the county. Motion passed will all in favor.

- Neuhart recommended the Board to approve the November 2020 Expenditures Report. A motion to approve the expenditures report, as provided, was made by Whitacre and seconded by White. Motion passed with all in favor.
- Neuhart recommended the Board to approve the December 2020 bills. A motions to approve the bills, as provided, was made by Haren and seconded by Hansen. Neuhart discussed there are more expenditures due to closing end of year financials. Motion passed with all in favor.
- Neuhart called attention to her financial board notes and highlights.

B. Administrative Services Report

- Searls reported Network Night was held virtually on January 12.
- Searls reported MCBDD continues to provide support to providers.
- Searls reported MAC (Medicaid Administration Claiming) will be brought back in house from MEORC.
- Searls reported staff is working hard as a team to make sure that the individuals we serve get the vaccination if they would like to get it.
- See board report for updates.

C. School Services Report

- Brannon reported blended schedule continues on January 19.
- Brannon reported during remote learning students that needed therapy came into the school. Transportation was provided by our transportation department.
- See board report for updates

D. Community Services Report

- Busse reported Community Services staff are reaching out to individuals for vaccine.
- Busse reported making sure the Community Services staff are always connected while working remotely.
- Busse reported a water line break at the Community Services building. Seeking flood detect sensors.
- See board report for updates.

E. Human Resources Report

- Russell reported would like to extend the leave time of the COVID Emergency Paid Sick Leave, to get through getting the vaccine.
- Russell reported over 50% of staff would like to receive the COVID vaccine.
- Brown reported Melinda has been working hard to get the numbers of staff that would like to receive the vaccine and for keeping on top of everything COVID.
- See board report for updates.

F. Early Intervention Report

- Kirkbride reported EI staff hand delivered goodie bags for their virtual holiday party.
- Kirkbride reported feeling safe coming to work during COVID due to other staff members, taking temperatures when first come into the building and disinfecting every hours.
- See board report for updates.

G. Superintendent Activities Report

- Brown reported Zane Street property sold.
- Brown reported MCBDD spending \$450,000.00 for the playground project.
- Brown reported movement on the Guardianship Board. MCBDD will set aside \$150,000.00 for project start up and 1st year of service

X. OLD BUSINESS

A. OACB/DODD

No report.

B. Keckley Trust

No report.

C. Advocacy Report

No report.

D. Family Assistance Program (FAP) Policy 1.00 – During COVID-19 Relief Due to School Closures Policy Addendum A

Searls recommended the Board to approve the revised Family Assistance Program (FAP) Policy 1.00 – During COVID-19 Relief Due to School Closures Addendum A.

A motion to approve revised Addendum A of the FAP policy, as presented, was made by Beitzel and seconded by Haren. Brown discussed the revised Addendum A, will extend until April 30, 2021. Motion passed with all in favor.

XI. NEW BUSINESS

A. Resolution 2021-01 Starlight Playground Renovation Project

Brown recommended the Board to approve Resolution 2021-01 Starlight School Playground Renovation Project. A motion to approve Resolution 2021-01, as discussed, was made by Hansen and seconded by White, Whitacre abstained. Brown discussed \$450,000.00 does not go a long way for adaptive equipment. Maintenance staff will prep the site for installation on new playground, such as removal of old equipment. School staff has put together what they would like to see in the new playground. Cole Ryan from APG Architects gave a brief explanation of the project and the process for bid. Motion passed with all in favor.

B. MEORC Intent to Purchase

Brown recommended the Board to approve the MEORC Intent to Purchase, in the amount of, \$101,476.00. A motion to approve the MEORC intent to purchase, as presented, was made by Beitzel and seconded by Hansen. Brown discussed every 2 years MCBDD does an intent to purchase from MEORC. MCBDD brought some functions back in house to save money and purchased additional to support local providers. Motion passed with all in favor.

C. OACB Membership

Brown recommended the Board to approve 2021 OACB membership, in the amount of \$14,420.00. A motion to approve OACB membership was made by Whitacre and seconded by Beitzel. Motion passed with all in favor.

D. Primary Solutions Agreement

Neuhart recommended the Board to approve the 2021 annual billing of the Infal Maintenance Agreement, in the amount of \$3,345.00. A motion to approve the agreement, as presented, was made by Whitacre and seconded by Haren. Neuhart discussed the cost of the agreement is tech support for Infal auditor payroll, voucher and purchase export interface. Motion passed with all in favor.

E. Revised Development and Implementation of Behavior Support Strategies Policy 4.00

Searls recommended the Board to approve revised Development and Implementation of Behavior Support Strategies Policy 4.00. A motion to approve the revised policy, as provided, was made by Whitacre and seconded by Hansen. Brown discussed this policy is for individuals with aggressive behaviors. MCBDD follows ODD (Ohio Department of Developmental Disabilities) and ODE (Ohio Department of Education). Motion passed with all in favor.

F. One Call Now

Searls recommended the Board to approve the renewal of the One Call Now System for 2021, in the amount of \$414.00. A motion to approve the one call now system renewal, as provided, was made by Haren and seconded by White. Motion passed with all in favor.

G. 107.3 WYBZ Radio Commercial Invoice

Searls recommended the Board to approve the 107.3 WYBZ radio commercial invoice, in the amount of \$325.00 per month plus \$650.00 for the month of March (Developmental Disabilities Awareness Month), which totals \$4,225.00 for 2021. A motion to approve the invoice, as presented, was made by White and seconded by Whitacre. Motion passed with all in favor.

H. WHIZ Television Invoice

Searls recommended the Board to approve the 2021 WHIZ television invoice, in the amount of \$12,000.00. A motion to approve the invoice, as provided, was made by White and seconded by Beitzel. Motion passed with all in favor.

I. WHIZ Radio Commercial Invoice

Searls recommended the Board to approve WHIZ radio commercial invoice, in the amount of \$345.00 per month plus \$690.00 for the month of March (Developmental Disabilities Awareness Month), which totals \$4,485.00 for 2021. A motion to approve the commercial invoice, as presented, was made by Whitacre and seconded by White. Motion passed with all in favor.

J. Outdate Nursing Equipment and Educational Materials

Lewis, Registered Nurse recommended the Board to approve the disposal of outdated nursing equipment and educational materials. A motion to approve the disposal, as presented, was made by Haren and seconded by Beitzel. Motion passed with all in favor.

K. Title IX Policy Regarding Sexual Harassment and Misconduct 6.04

Brannon recommended the Board to approve the Title IX Policy Regarding Sexual Harassment and Misconduct in the School, 6.04. A motion to approve policy 6.04, as provided, was made by Hansen and seconded by Whitacre. Motion passed with all in favor.

L. Revised Emergency Paid Sick Leave Personnel Policy

Russell recommended the Board to approve the revised emergency paid sick leave personnel policy. A motion to approve the revised personnel policy, as provided, was made by Beitzel and seconded by White. Russell discussed those staff members whom used sick leave from January 1, due to COVID, will be credited back the time used. Motion passed with all in favor.

M. Revised Emergency FMLA Expansion During COVID Personnel Policy

Russell recommended to the Board to approve the revised emergency FMLA expansion during COVID personnel policy. A motion to approve the revised personnel policy, as provided, was made by Beitzel and seconded by White. Motion passed with all in favor.

N. Revised Teleworking During COVID-19 Personnel Policy

Russell recommended the Board to approve the revised temporary teleworking during COVID-19 personnel policy A motion to approve the temporary personnel policy, as provided, was made by Haren and seconded by Whitacre. Motion passed with all in favor.

O. Revised LPDC Board Policy

Russell recommended the Board to approve the revised LPDC board policy 1.21. A motion to approve the board policy 1.21, as provided, was made by Beitzel and seconded by Hansen. Motion passed with all in favor.

P. Revised Salary Schedule

Russell recommended the Board to approve the revised salary schedule. A motion to approve the salary schedule, as provided, was made by Hansen and seconded by Whitacre. Russell discussed the revision is for Employment Navigation Specialist, which is now a supervisory position. Motion passed with all in favor.

Executive Session

A motion to enter into Executive Session for the sole purpose and consideration of discussing matters required to be kept confidential by federal and state statutes, compensation of public employee and Superintendent's contract and for discussion of matters in consideration of the Superintendent's evaluation was made by Beitzel and seconded by White.

Roll Call: Beitzel – yes; Coury – yes; Hansen– yes; Haren – yes; Norman – yes; Whitacre –yes; White – yes.

Others in Attendance: Melinda Russell, Director of Human Resources, Christine Ross, Administrative Assistant

Time In: 6:46 pm Time Out: 6:55 pm

A motion to adjourn Executive Session was made by Haren and seconded by Beitzel. Motion passed with all in favor.

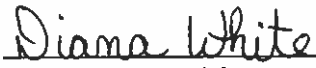
XII. OPEN DISCUSSION

XIII. MOTION TO ADJOURN

A motion to adjourn the board meeting was made by Whitacre and seconded by Haren. Motion passed with all in favor.



MCBDD Board President



MCBDD Board Secretary