

MIAMI COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
May 19, 2014
MEETING MINUTES

Board In-service: Jayne Anderson, Ancillary Manager, updated the Board on Nursing Services.

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, May 19, 2014, at 6:01 p.m. at the Troy-Sidney facility.

I. ROLL CALL

Steve Baker	- Present	Lori Meyer	- Present
Dave Dippold	- Excused	Andrew Johnston	- Present
Karen Wendeln	- Excused	Hal Heiner	- Excused
Kim Ojeda	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone present joined in giving the Pledge of Allegiance, led by Mr. Baker, President.

III. INTRODUCTION OF STAFF/GUESTS

The following staff was in attendance: Blair Brubaker, Jessica Knupp, Sharon Emerick, Leigh Anne Wenning, Melissa Nichols, Andrew Kinder, Doug Jackson, and Denise Kenworthy.

IV. PRESENTATION OF MINUTES

The minutes of the April 21, 2014 meeting were reviewed. A motion to accept the minutes of the April 21, 2014 meeting for the official record was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

V. PRESENTATION OF FINANCIAL REPORTS

A. Monthly Financial Reports: Andrew Kinder, Business Director, reviewed the financial report for April 2014. A motion to accept the Monthly Financial Report for April 2014 was made by Ms. Meyer. The motion was seconded by Mr. Johnston. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

B. Monthly Bills: The April 2014 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the April bills was made by Ms. Ojeda. The motion was seconded by Ms. Meyer. Mr. Baker asked for a roll call vote:

Kim Ojeda	-	Yes	Steve Baker	-	Yes
Lori Meyer	-	Yes	Dave Dippold	-	Excused
Andrew Johnston	-	Yes	Karen Wendeln	-	Excused

Hal Heiner - Excused
Motion was carried and so ordered.

VI. OLD BUSINESS:

A. None

VII. NEW BUSINESS

A. Capital Housing Match Proposal – A motion to approve the Superintendent’s recommendation to approve the purchase of five homes at a not to exceed cost of \$750,000 with 90% of the purchase price of each home to be reimbursed from state capital dollars from the Department of Developmental Disabilities and the remaining 10% to be reimbursed from Creative Living System was made by Ms. Meyer. The motion was seconded by Mr. Johnston. Mr. Baker asked for a roll call vote.

Lori Meyer	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Dave Dippold	-	Excused
Kim Ojeda	-	Yes	Karen Wendeln	-	Excused
Hal Heiner	-	Excused			

Motion was carried and so ordered.

B. Tuition for Typical Children Enrolled in Riverside ‘s Preschool: Monthly tuition fees for preschools operated by the Miami County Educational Service Center are currently \$100.00 per month and are going to remain so for the 2015 school year. A motion to keep the tuition for typically developing children for the Riverside Integrated Preschool at \$100.00 per month for the 2015 school term was made by Ms. Meyer. The motion was seconded by Mr. Johnston. Mr. Baker asked for a roll call vote.

Andrew Johnston	-	Yes	Steve Baker	-	Yes
Kim Ojeda	-	Yes	Dave Dippold	-	Excused
Lori Meyer	-	Yes	Karen Wendeln	-	Excused
Hal Heiner	-	Excused			

Motion was carried and so ordered.

C. Ethics Approval: None

D. Conferences: A motion to approve the attendance of Kathy Greenawalt-Cherry at the Routines Based Interview (RBI) training at a not to exceed cost of \$1,400 was made by Ms. Ojeda. The motion was seconded by Mr. Johnston. Mr. Baker asked for a roll call vote.

Steve Baker	-	Yes	Kim Ojeda	-	Yes
Lori Meyer	-	Yes	Dave Dippold	-	Excused
Andrew Johnston	-	Yes	Karen Wendeln	-	Excused
Hal Heiner	-	Excused			

Motion was carried and so ordered.

E. Personnel Actions:

New Hires:

Haley Barhorst, Intermittent Building Aide, Summer, effective 6/2/14
Brooke Guillozet, Intermittent Building Aide, Summer, effective 6/2/14
Teresa Hess, Intermittent Building Aide, Summer, effective 6/2/14
Rebecca Richey, Intermittent Building Aide, Summer, effective 6/2/14
Jamison Meyer, Intermittent Building Aide, Summer, effective 6/2/14
Brad Puckett, Intermittent Building Aide, Summer, effective 6/2/14
Chelsea Smith, Intermittent VOA, effective 6/2/14

Promotions/Transfers:

Adrian Parks, Recreation Assistant 20 hours/Vehicle Operator Aide 20 hours, to Recreation Assistant 40 hours, effective 5/12/14
Allison Puckett, Support Specialist, demotion to Intermittent VOA, effective 5/30/14

Resignations/Contract Non-Renewal/ Retirement/Termination: None

F. Policies/Procedures: The Superintendent recommended the adoption of the Policies and Procedures listed below:

Date Change Only:

- B-1** Mission Statement
- B-2** Orientation of New Board Members
- B-3** Comprehensive Service Plan
- B-4** Governance of Board Operations
- B-6** Duties of Officers of the Board
- B-7** Responsibilities/Prohibition of Members
- B-8** Appearance and Presentation Before the Board
- B-9** Meetings of the Board
- B-10** Administrative Organization
- B-11** Table of Organization
- G-50** Business Associates
- T-10** Vehicle Accidents

Change to Policy:

- HS-1a** Procedure for Delegation of Nursing Tasks – revisions to remove “mental retardation” from the policy as well as to bring the language in the policy into compliance with current practices.
- P-26** Employee Compensation – P-26 was revised to clarify wording and to align the recent revisions to the policy on Probation Periods. Minimal changes were made to this policy.

A motion to accept the changes to the Policy and Procedures as outlined above by the Superintendent was made by Ms. Meyer. The motion was seconded by Mr. Johnston. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

- G. Other: Mr. Green shared that the Strategic Planning exercise would be held after the June board meeting with Mel Marsh conducting the exercise. He also shared The Starting Point open house will be held on May 20th from 4:00 – 6:30 p.m.

VIII. COMMENTS: None

Comments from the Audience:

- Ms. Knupp reminded all that the Berry Special Olympics Soccer tournament will be held June 7th at Duke Park.
- Ms. Nichols announced the Starting Point open house will be held on May 20th at the 225 E. Main Street, Troy location.
- Mr. Brubaker spoke of the approximately 30 transition students that will be starting at RT in June for both summer vocational camp and for job shadowing.
- Mr. Kinder followed up on Mr. Brubaker's transition camp comments with the additional planning that is required by the Transportation department to ensure a smooth experience for all summer camp participants.
- Ms. Meyer commented on the new paint color in the Springcreek room and thanked whoever was responsible. She also commented on a washing machine she wanted to procure for The Station. Mr. Jackson and Ms. Knupp assured her they would assist with the logistics involved.

IX. NEXT MEETING: Monday, June 16, 2014

- X. ADJOURNMENT** - A motion to adjourn the meeting at 6:20 p.m. was made by Ms. Ojeda. The motion was seconded by Ms. Meyer. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Minutes approved by:

STEVE M. BAKER, PRESIDENT

DATE