



7991 Columbus Pike
Lewis Center, OH
43035

740.201.3600
www.dcbdd.org

LEADING THE WAY

“To support individuals with developmental disabilities.”

Board Meeting Agenda Thursday, October 20, 2016 Room 165 at 6:30 p.m.

Call to Order

Roll Call

Introductions

Executive Session

- Roll Call

Public Comments

Self Advocate Grant Request – Team Heart and Sole

Approval of Minutes

- September 15, 2016 Regular Board Meeting

Approval of Financials

- Income – September 2016
- Expenditures – September 2016
- Fund Report – September 2016

Superintendent’s Report – Kristine Hodge

- Strategic Plan Update – Mel Marsh
- Review Board Member Training and Attendance
- Modular Unit

New Business - Board Action Items

- Ethics Review
- Nomination of 2017 Board Officers
- Delegate Assembly
- Budget

Policy Committee Summary

- Classification Policy
- Compensatory Time, Overtime and Flex Time Policy
- Rescind Adjusted Work Time (AWT) Policy Effective November 30, 2016
- Notification of Absence/Leave Request Policy
- Leave Donation Policy
- Sick Leave Policy
- Sick Leave Pay-Out Upon Separation Policy
- Leave Conversion Policy
- Personal Leave Policy
- Vacation Policy
- Court Leave/Jury Duty Policy

- Assault/Battery Policy
- Administrative Leave Policy
- Emergency Closure Policy
- Bereavement Leave Policy
- Volunteer Firefighter and Emergency Medical Services Policy
- Resignation Policy
- Holiday Policy
- Religious Holiday Policy
- Approve Annual Agency Calendar

Insurance Committee Presentation

- Insurance Plan

Department Reports

- Quarterly Waiver Report – Medicaid Manager
- Enrollment Report
- Personnel Report
- Provider Report

Updates – Business Manager – Jared Zirillo

- Facility Updates

Adjournment



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Delaware County Board of Developmental Disabilities

Regular Board Meeting

September 15, 2016

Call to Order

Stephen Finney, Board President, called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:30 pm on Thursday, September 15, 2016.

Roll Call

Members present: Stephen Finney, Jeffery Wallace, Alice Nicks, Patty Lyons, Rita Seese, Louis Borowicz, and Gerald Plassenthal.

Introductions

Mindy Mauk introduced herself as a new Family Support Administrator.

Stacey Robinson introduced herself as a new Family Support Administrator.

Public Comments

Brittany McClaskey, PR & Communications Coordinator, updated the Board on the status of the website and upcoming events that DCBDD will be hosting. Ms. McClaskey also shared that she has been selected to serve on the Ohio Public Images (OPI) Board. OPI is known for promoting positive perceptions of people with developmental disabilities.

Kristine Hodge, Superintendent, introduced Jen Hall and Josh Messersmith; Co-Coordinators for Special Olympics of Delaware County. Ms. Hall and Mr. Messersmith thanked DCBDD for their help in sponsoring Summer Games, and shared that the athletes won more than forty-four (44) medals and reported that the Volleyball team is the reigning state champion.

Executive Session

RESOLUTION 16-09-01

Patty Lyons moved that the Board hold executive session for the purpose of considering the employment of public employees per ORC 121.22(G)(1). Louis Borowicz seconded the motion. The roll call vote was as follows: Gerald Plassenthal, yes; Louis Borowicz, yes; Rita Seese, yes; Patty Lyons, yes; Alice Nicks, yes; Jeffrey Wallace, yes; and Stephen Finney, yes. The motion carried.

The Board entered into executive session at 6:43 p.m.

The regular meeting of the Board reconvened 7:50 at p.m.

Approval of Minutes

RESOLUTION 16-09-02

Alice Nicks moved to approve the minutes of the August 18, 2016, meeting as presented. Patty Lyons seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 16-09-03

After brief discussion, Alice Nicks moved to approve the list of August expenditures and the financial reports as submitted. Louis Borowicz seconded the motion. The motion carried.

Superintendent's Report

A. Board Member Recruitment

Kristine Hodge, Superintendent, informed the Board that the deadline for submitting applications for available seats was September 13, 2016.

B. Board Member Training

Kristine Hodge, Superintendent, reviewed Board Member training and attendance, and stated that the link for the DODD June webinar will be sent out later this week. Board Members will need to notify DCBDD once they have viewed the webinar in order to receive training credit.

C. Modular Unit

Kristine Hodge, Superintendent, reported that the modular unit was supposed to have been moved over the Labor Day weekend; however, the axels were rusted off the unit and had to be repaired before it could be moved.

D. Health Insurance

Kristine Hodge, Superintendent, advised the Board Members that the Insurance Committee is currently evaluating different insurance options for 2017 and hopes to present a recommendation at the October meeting.

E. OACB Delegate Assembly & Trustee Nominations

Kristine Hodge, Superintendent, informed the Board that the OACB Delegate Assembly is scheduled for November 30, 2016. The deadline for resolution submission is September 26, 2016. OACB is also accepting Trustee Nominations. The deadline for submitting an application to serve as a Trustee is October 28, 2016. To be eligible for a Trustee position, applicants must currently serve on a County Board of DD and be willing to serve a two-year term.

F. All Staff Meeting September 26, 2016

Kristine Hodge, Superintendent, shared that Pete Moore, OACB Chief of Staff, will be presenting the "Good Life" to DCBDD staff on September 26, 2016.

G. Liberty Community Center (LCC) Update

Kristine Hodge, Superintendent, reported that DODD has approved LCC's proposal to serve young children with developmental disabilities.

H. Self Waiver Presentation

Kristine Hodge, Superintendent, shared the presentation Chase Waits, Adult Support Administrator, gave at the SSA Forum earlier this month.

Special Committee Reports

A. Housing Committee

Melinda Draper, Medicaid Manager, and Jennifer McCleese, Manager of Transition Support, updated the Board on the progress being made with the capital housing renovation applications, home inspections, and proposal for rent subsidy processing.

B. EI Pilot Project

Peggy Kroon Van Diest, Help Me Grow – Early Intervention Director, reviewed the annual Help Me Grow report and gave an update on the Core Team Pilot Project that began September 1, 2016. Since September 1, twenty-three children have been referred to the pilot program.

New Business - Board Action Items

A. Depreciation Policy

RESOLUTION 16-09-04

After brief discussion, Patty Lyons moved to approve the revised Depreciation Policy. Alice Nicks seconded the motion. The motion carried.

B. Condo Association Easement

RESOLUTION 16-09-05

After brief discussion, Rita Seese moved that the Board of Directors of the Orange Corporate Center Commercial Condominiums Unit Owners' Association, Inc., pursue granting an easement for fiber optic line(s) across the Condominium Property to Unit 7991 for the benefit of Unit 7991. Alice Nicks seconded the motion. The motion carried.

C. Condo Association Consent

RESOLUTION 16-09-06

Patty Lyons moved to authorize the Condominium Board of Directors entering into, negotiating, and granting an easement for the purpose of installing fiber optic line(s) to and serving Unit 7991, the Unit owned by DCBDD. Alice Nicks seconded the motion. The motion carried.

Department Reports

A. Enrollment/Personnel/Provider Reports

Enrollment, Personnel, and Provider reports for August 2016 were reviewed.

Updates – Business Manager

A. Budget Planning

Jared Zirillo, Director of Operations, advised the Board that DCBDD is in the process of drafting the 2017 budget and will have it ready for approval in October.

B. Facilities Update

Jared Zirillo, Director of Operations, reported that the alarm system is now being monitored and serviced by one vendor, the carpets are scheduled to be cleaned on November 4, 2016, dampness in the basement was caused by clogged gutters which the County Maintenance Department will be addressing, an air quality assessment is scheduled for September 21, 2016, by the Bureau of Worker's Comp (BWC), and now that the Qualified Listing Amendment has been added to the Intergovernmental Agreement, DCBDD will begin moving forward with the plans for renovations on the first and second floors.

Adjournment

RESOLUTION 16-09-07

Alice Nicks moved to adjourn the meeting. Gerald Plassenthal seconded the motion. The motion carried. The meeting adjourned at 9:02 pm.

Respectfully submitted,



Executive Assistant