

Union County Board of Developmental Disabilities
Regular Board Meeting
February 26, 2018

The Union County Board of Developmental Disabilities held its regular board meeting Monday, February 26, 2018 in the Support Services Conference Room, 16900 Square Drive, Marysville, Ohio. The meeting was called to order by President Mr. Brian Ravencraft at 4:15 p.m. Board members present including Mr. Ravencraft were Mrs. Teri Lemaster, Mr. Bruce Davis, Ms. Jenny Brill, Ms. Kim Zacharias, Mr. Doug Ropp, and Mr. Steve Streng. Staff members present were Ms. Kara Brown, Ms. Sarah Seeberg, Ms. Carol Scheiderer, Ms. Cherie Hayes, Ms. Sue LaMendola, Mr. Nick Bowsher, Ms. Laura Michalak, Ms. Julia Walkowicz, and Ms. Arlene Porter.

Mr. Bruce Davis motioned to approve the minutes of the organizational board meeting on January 22, 2018. Ms. Jenny Brill second. Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to approve the expenditures for January 2018. Ms. Kim Zacharias second. Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Personnel Actions – The board was informed of the resignations of Mandy Wilcox, Service Consultant, effective 2/28/18.

Department reports were presented. No action taken.

Old Business: None

New Business:

Mr. Doug Ropp motioned to approve the creation of one (1) additional Preschool Classroom Aid position to address an increase in demand for services by eligible Union County children. Mr. Steve Streng second. *Discussion: Position was not originally in the budget, but have room in the salary line item due to other unfilled positions.* Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to approve the attached Board Member Training Plan for 2018. Ms. Kim Zacharias second. *Discussion: Board Members will participate in a shared training with Hardin County Board of DD Board Members. The topics will include those mandated by DoDD and Medicaid Waivers and board members will receive four credit hours of training.* Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Ms. Kim Zacharias motioned to adopt the following policies B-1 through B-17, L-1, H-1, MUI-1, N-1 and N-4, TS-1 and HIPAA HC-1-HC-39 & Appendices, effective date 2/26/18. Mr. Steve Streng second. *Discussion: The policies presented were for annual review with some rule changes and one new policy.* Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to approve the recommendation by the Ethics Council. Mr. Bruce Davis second. *Discussion: Followed the rules and no bias to the request was shown.* Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to authorize the agreement with Primary Solutions as attached pending approval as to form by the Prosecutor's Office. Ms. Jenny Brill second. *Discussion: Contract terms are the same as last year.* Roll Call: Mrs. Teri Lemaster, tardy (arrived @ 4:43pm); Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Steve Streng motioned to hereby approve the Preschool Operations Coordinator position and position description for the Harold Lewis Center. *Discussion: This is a change in the title and position description for the previously approved Preschool Coordinator position. Position will supervise the preschool aids and substitutes, and provided additional support in the office.* Mr. Doug Ropp second. Roll Call: Mrs. Teri Lemaster, abstain; Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Ms. Jenny Brill motioned to approve the attached contract for Speech Therapy services pending approval as to form by the Prosecutor's Office. Mrs. Teri Lemaster second. *Discussion: This is a short-term contract that will help the increasing demand for services until we fill the open position, which has been open since October of last year.* Roll Call: Mrs. Teri Lemaster, yes; Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

The update of the 2017-19 Strategic Plan was presented. The updates included status reports on each of the themes. No action taken.

Board members reviewed the 5-year Projection, which was presented at the meeting. The projection will be updated quarterly or if any major changes in revenue or expenses occur.

Mr. Steve Streng motioned to adjourn the meeting at 5:25 pm. Mr. Bruce Davis second. Roll Call: Mrs. Teri Lemaster, yes; Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

The next Board Meeting will be held on Monday, March 19, 2018 at 4:15 p.m. at the Support Services Conference Room, 16900 Square Drive, Marysville, Ohio 43040.

Respectfully Submitted,

Doug Ropp, Recording Secretary

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