

Union County Board of Developmental Disabilities
Regular Board Meeting
November 19, 2018

The Union County Board of Developmental Disabilities held its regular board meeting Monday, November 19, 2018 in the Eugene M. Amrine Room of the Harold Lewis Center, 1280 Charles Lane, Marysville, Ohio. The meeting was called to order by President Mr. Brian Ravencraft at 4:18 p.m. Board members present including Mr. Ravencraft were Mr. Bruce Davis, Ms. Jenny Brill, Ms. Kim Zacharias, Mr. Doug Ropp, and Mr. Steve Streng. Staff members present were Kara Brown, Sarah Seeberg, Cayla Warnock, Laura Michalak, Cherie Knight, Mandi Mayse, Nick Bowsher, Mike Heifner, Logan Plumb, Josh Emptage, Erin Forson, Gina Stitsinger and Carly Shealy.

Mr. Steve Streng motioned to approve the minutes of the regular board meeting on October 15, 2018. Mr. Bruce Davis second. Roll Call: 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 monthly expenditures for October, 2018. Ms. Jenny Brill second. Roll Call: 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 - None

Department reports were presented. No action taken.

Josh Emptage, Mike Heifner and Logan Plum provided the board with a progress report and overview of the Social Bucket List and "Why Not" Initiative. A bucket list worksheet was presented and board members were encouraged to complete it and email or mail it to Josh. No action taken.

Old Business:

Mr. Doug Ropp motioned to approve the 2019 Budget as presented. Mr. Steve Streng second. *Discussion: The board was provided with detailed information on differences in the draft budget presented at the October meeting vs. final budget. Supt. Brown explained that when individuals on a waiver leave the county, our match goes with them.* Roll Call: 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.

New Business:

Mr. Steve Streng motioned to approve the rescinding and the amendment of the following policies: Facilities F-1 thru F-4 and S-1; Transportation TR-1 thru TR-4; Complaint/Due Process C-1; Locally Funded Services Waiting List W-1 and Medicaid Services Waiting List W-2. Mr. Doug Ropp second. *Discussion: Policies presented for review/approval; changed definitions within W-1 policy: removed "adult services" and added "adult day services, adult day support" and "RAFT" with definitions and updated "supported living" definition; changed "Locally Funded Draft Document/Unofficial Record November, 2018*

Services” Removed (c) “adult services” Added (e) RAFT, (f) adult day service, (g) adult day support, W-2 “Home and Community-based Services Waivers Waiting List”, replaces the previous W-2 policy, due to a replacement rule with significant changes at the state level. Policies can be viewed on our website (Policies - Quick Links on left on Home Page). Roll Call: 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. Bruce Davis motioned to approve the lease agreement with the UCO Industries, Inc. Board of Trustees as attached, pending approval as to form by the Prosecutor’s Office. Ms. Kim Zacharias second. *Discussion: The lease is for three years and is for certain offices totaling Eight Thousand Thirteen (8,013) square feet.* Roll Call: 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.

Insurance rates were not available, so no discussion was held. Resolution 11-2018-06 was postponed until the Special Meeting scheduled for Wednesday December 12, 2018 at 4:15pm. No action taken.

Mr. Doug Ropp motioned to hereby approve the new position and description for Document/Program Support Clerk. Ms. Jenny Brill second. *Discussion The Document/Program Support Clerk will be responsible for all agency record keeping electronically, including training staff on the electronic filing system, quality assurance checks on documents, assistance with enrollee and HR files for audits and public record requests and oversees document retention schedule.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, excused (left @ 5:25pm) 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. *Followed the rules and no bias to the request was shown.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, excused (left @ 5:25pm) Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Steve Streng motioned to hereby establish the 2019 Organizational Meeting of the Union County Board of Developmental Disabilities for Monday, January 14, 2019 at 4:15 PM. Mr. Doug Ropp second. *Discussion: The decision to move the meeting up a week was because a holiday falls on the 3rd Monday in January.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, excused (left @ 5:25pm) Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Bruce Davis motioned to hereby adjourn the meeting at 5:35 pm. Mr. Steve Streng second. Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, yes; Ms. Kim Zacharias, excused (left @ 5:25pm) Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

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The next Board Meeting will be the Organizational meeting held on Monday, January 14, 2019 at 4:15 p.m. in the Eugene M. Amrine Room of the Harold Lewis Center, 1280 Charles Lane, Marysville, Ohio.

Respectfully Submitted,

Doug Ropp, Recording Secretary

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