

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

The Union County Board of Developmental Disabilities held its regular board meeting Monday, March 19, 2018 in the Support Services Conference Room, 16900 Square Drive, Marysville, Ohio. The meeting was called to order by President Mr. Brian Ravencraft at 4:18 p.m. Board members present including Mr. Ravencraft were Mr. Bruce Davis, 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, Mr. Nick Bowsher, Ms. Laura Michalak, Mr. Andy Shippet, Ms. Arlene Porter, and Ms. Tricia Zehentbauer. Others in attendance were Rick Morris, Roger Burt, Mary Horoley, Amy Hamby and Regenia Bobb.

Mr. Steve Streng motioned to approve the minutes of the regular board meeting on February 26, 2018. Mr. Doug Ropp second. Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, tardy (arrived @ 4:23pm); Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to approve the monthly expenditures for February 2018. Mr. Bruce Davis second. Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, tardy (arrived @ 4:23pm); Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Public Comments: Rick Morris, First Student said he was appreciative for the opportunity to submit a bid and takes pride in the relationship First Student has built with the Harold Lewis Center families and county board staff. Roger Burt, First Student Bus Driver said he wanted to be sure the board took into account the importance of safety of the students. No action taken.

Personnel Actions – The board was informed of the resignation of Karrie Legron, Teacher Assistant, effective 3/23/18.

Department reports were presented. The board was informed The Harold Lewis Center was recognized as a Quality Learning and Development Program and has received a Five-Star Step Up to Quality Award from the State of Ohio. Step Up to Quality is Ohio's rating system for learning and development programs. Participating programs can earn a one to a five star rating. No action taken.

Old Business: Mr. Steve Streng reported that the Joint Committee is working with UCO Industries regarding the lease of office space currently used by the Support Services Dept. It was decided that the committee would get an independent real estate company to come in and provide a fair market price/sq. ft., so the committee can determine a fee for a 3-year or possibly a 5-year agreement. No action taken.

New Business:

The Transportation Committee made a recommendation to the board to award a five (5) year transportation contract to V.A.T., Inc. beginning with the 2018-19 Harold Lewis Center program year.

Mr. Doug Ropp motioned to authorize the Superintendent to enter the attached contract with V.A.T., Inc. for transportation for preschool pending approval as to form by the Union County Prosecutor. Ms. Kim Zacharias second. *Discussion: Laura Michalak, Dir. Of Operations provided the process the Transportation Committee used to compare the two companies that submitted bids. The process covered safety, personnel, busses, and cost comparisons. In conclusion: All areas of comparison between First Student and V.A.T. will satisfy the requirements of the transportation service provider for the county board. Taking into consideration the projected growth of the Harold Lewis Center, with a new route every year for the next five years, a minimum of \$294,614.00 cost savings would occur with the selection of V.A.T. based on the proposals.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Steve Streng motioned to authorize the Superintendent to enter into the contract for Behavior Support Services with Champaign Residential Services (CRSI) as attached pending approval as to form by the Prosecutor's office. Mr. Doug Ropp second. *Discussion: No change in the hourly rate, but did reduce some hours due to assessment needs. We have contracted with CRSI for a couple of years for these services, since no current staff can provide this service.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Bruce Davis motioned to approve the 2018-19 program calendars as attached. Mr. Doug Ropp second. *Discussion: No major changes were made to the calendars.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Steve Streng motioned to approve the following transfer of funds: \$2,376.50 from DD Unappropriated Monies to 352-15 DD Special Donations. Ms. Kim Zacharias second. *Discussion: Received donations for Special Olympics, so transfer is needed to be able to use the monies for SO.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to authorize the payment of \$23,339.48 to WestCON for financial services. Ms. Kim Zacharias second. *Discussion: The 2018 financial services fee includes managing all information with check writing services (RAFT, Waiver), 1099 processing, social security numbers, etc.* Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

Mr. Doug Ropp motioned to adjourn the meeting at 5:07 pm. Mr. Steve Streng second. Roll Call: Mr. Bruce Davis, yes; Ms. Jenny Brill, absent; Ms. Kim Zacharias, yes; Mr. Doug Ropp, yes; Mr. Steve Streng, yes; and Mr. Brian Ravencraft, yes.

No board meeting is scheduled in April. The next Board Meeting will be held on Monday, May 21, 2018 at 4:15 p.m. at the Support Services Conference Room, 16900 Square Drive, Marysville, Ohio 43040.

Respectfully Submitted,

Doug Ropp, Recording Secretary