

WCBDD Regular Board Meeting

MINUTES

I. CALL TO ORDER

The regular board meeting of the Washington County Board of Developmental Disabilities was called to order by Board Secretary Ann Emrick, August 1, 2017 at 5:20 p.m. The meeting was held at Ewing School, 1701 Colegate Drive, Marietta, Ohio and was open to the public.

II. ROLL CALL

Roll was taken by Debbie Buchman. Ms. Camp, present; Mrs. Ditchendorf, absent, excused; Mrs. Emrick, present; Mrs. Haines, present; Mrs. Huck, present; Dr. Kolankiewicz, absent, excused; Mr. Lauer, absent, excused.

Also present were Susan Tilton, Brenda Riffe, Curt Alden and Melissa Nething.

III. PLEDGE OF ALLEGIANCE – Ann Emrick led those present in the Pledge of Allegiance.

IV. COMMENTS FROM THE PUBLIC – There were no comments from the public.

V. ADOPTION OF ADDITIONS TO THE BOARD AGENDA (Exhibit 1)

A motion to approve the following additions to the agenda was heard. (Motion VIII 17-063)

VI. APPROVAL OF MINUTES

A motion to approve the minutes of the June 6, 2017 board inservice and regular board meeting was presented. (Motion VIII 17-064).

VII. REPORTS AND DISCUSSIONS

1. BRENDA RIFFE, DIRECTOR OF BUSINESS

Mrs. Riffe distributed and discussed the fund report. (Exhibit 2) Mrs. Riffe stated she, Mrs. Ditchendorf and Mr. Lauer are scheduled to meet with the County Commissioners on August 10th to review the board's expenses, cash flow, and the board's obligation for the Medicaid match.

Motions to approve the vouchers (Motion VIII 17-065) and the Out of County Attendance (Motion VIII 17-066) were presented.

2. TIFFANY NEILL, WAIVER SERVICES COORDINATOR – The SSA Report was enclosed in the packet. Ms. Tilton stated Mrs. Bateman has returned to work part-time.

3. MELISSA NETHING, PRINCIPAL – The Education Report was enclosed in the packet. Mrs. Nething reported the preschool classes are full this year and teachers have been hired for the openings in the schoolage classes.

Mrs. Nething reported family style dining will be new this year. Students will set place settings for eating and clean up after. She stated the students will receive free lunch and breakfast through ODE's national lunch program. This has been approved for 4 years.

A motion to approve the Ewing School handbook was presented. (Motion VIII 17-067) (Exhibit 3)

4. CURT ALDEN, DIRECTOR OF IT/OPERATIONS – The Operations/IT Report was enclosed in the board packet. Mr. Alden reviewed and discussed the enclosed report. He reported Tri-State Roofing is still working on the replacing the roof. They are approximately half-way in completing the project. Mr. Alden stated the lighting project is in progress and stated the goal for the projects is for the work to be done before school starts.

5. SUSAN E. TILTON, SUPERINTENDENT

A motion for approval of the Superintendent amending policies was presented. (Motion VIII 17-068) Ms. Tilton stated the motion is for Superintendent's approval of minor revisions or changes to Personnel policies and WCBDD Board policies such as correcting typographical errors or minor grammar only. All policies with amendments, revisions or additions will be presented to the board for approval.

Ms. Tilton discussed the Family and Children First Committee (FCF). She stated a child is currently in a treatment facility and the Pooled Funding supports her care. The cost for the child is \$503 per day and the recommended length of the child's treatment is 12-18 months. Ms. Tilton stated the FCF Pooled Funding currently is in need of money to support the child and other children as well.

A motion to approve an allocation to Family & Children First Pooled Funds was presented. (Motion VIII 17-069)

Ms. Tilton reported job description surveys have been sent out to employees. She reported the Bargaining Unit contract has opening articles to discuss wages and she is scheduled to meet with bargaining unit representatives.

Ms. Tilton stated she is looking forward to going to Gatlinburg August 20th with Special Olympics. Mrs. Haines will also be going.

Ms. Tilton stated 4 barrels of canned goods have been donated for local food pantries. Two barrels of goods were donated to Beverly and two will be donated to Lower Salem.

6. BOARD SECRETARY, ANN EMRICK

The next regular meeting of the board is scheduled for September 5, 2017, 5:15 p.m. at Ewing School.

At 6:13 p.m. the board moved to adjourn the regular meeting and enter into executive session to discuss the compensation of a public employee. (Motion VIII 17-070)

VIII. MOTIONS

17-063 ADOPTION OF BOARD AGENDA ADDITIONS

Motion: **That the Washington County Board of Developmental Disabilities moves to approve the additions to the agenda:**

Mrs. Haines moved to approve the motion, seconded by Mrs. Huck.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

17-064 APPROVAL OF MINUTES

Motion: **That the Washington County Board of Developmental Disabilities moves to approve the minutes of the June 6, 2017 board inservice and regular board meeting:**

Ms. Camp moved to approve the motion, seconded by Mrs. Emrick.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

WCBDD Regular Board Meeting
MINUTES

17-065 APPROVAL OF VOUCHER LISTS:

Motion: **That the Washington County Board of Developmental Disabilities moves to approve the voucher lists for June 12, 2017, June 19, 2017, June 19, 2017, August 1, 2017, and August 2, 2017:**

Mrs. Haines moved to approve the motion, seconded by Mrs. Huck.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

17-066 APPROVAL OF OUT-OF-COUNTY ATTENDANCE

Motion: **That the Washington County Board of Developmental Disabilities moves to approve the out-of-county meeting attendance, travel and payment of related costs for the following Board employees as indicated:**

Social Security Work Incentives , Columbus, OH

Registration \$0.00 – Lodging \$115.00 – Car Rental or Mileage \$77.00 – Meals \$60.00, total cost for the following:

Sue Schmitter-Motta 06/14/17

TRAVEL TO LOOK FOR HOME FOR CONSUMER , Canton, OH

Registration \$0.00 – Lodging \$0.00 – Car Rental or Mileage \$55.00 – Meals \$0.00, total cost for the following:

Jamie Huck 07/14/17

Juvenile Center, Tiffin, OH

Registration \$225.00 – Lodging \$270.00 – Car Rental or Mileage \$153.00 – Meals \$60.00, total cost for the following:

Regina Duff 08/02/17

OSCBDD Summer Conference , Dublin, OH

Registration \$225.00 – Lodging \$270.00 – Car Rental or Mileage \$153.00 – Meals \$60.00, total cost for the following:

Susan Tilton 08/10/17, 08/11/17

SE Region MUI Meeting , Junction City, OH

Registration \$0.00 – Lodging \$0.00 – Car Rental or Mileage \$30.00 – Meals \$0.00, total cost for the following:

Jackie Biggins 08/10/17

Mrs. Haines moved to approve the motion, seconded by Mrs. Emrick.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

17-067 APPROVAL OF EWING SCHOOL HANDBOOK

Motion: **That the Washington County Board of Developmental Disabilities moves to adopt the Ewing School handbook as presented;**

WCBDD Regular Board Meeting
MINUTES

August 1, 2017

Ms. Camp moved to approve the motion, seconded by Mrs. Emrick.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

17-068 APPROVAL OF SUPERINTENDENT AMENDING POLICIES

Motion: **That the Washington County Board of Developmental Disabilities moves to approve the Superintendent approving minor revisions or changes to Personnel policies and WCBDD Board policies (such as correcting typographical errors, or minor grammar or Syntax issues). The revisions/changes would not affect the purpose of the policy:**

Mrs. Haines moved to approve the motion, seconded by Mrs. Huck.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

17-069 MOTION TO APPROVE ALLOCATION TO FAMILY & CHILDREN FIRST POOLED FUNDS

Upon the recommendation of the Board Finance Committee, the Washington County Board of Developmental Disabilities moves to approve an additional \$100,000 allocation to the Family & Children First Pooled Funds Group;


Ms. Camp moved to approve the motion, seconded by Mrs. Haines.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

17-070 MOTION TO ADJOURN REGULAR MEETING AND ENTER INTO EXECUTIVE SESSION

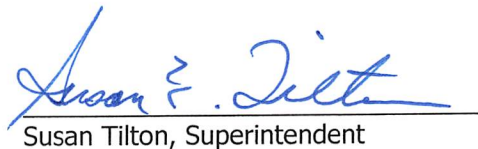
Motion: **That the Washington County Board of Developmental Disabilities moves to adjourn the regular meeting of the board and enter into Executive Session to discuss the compensation of a public employee:**

Mrs. Haines moved to approve the motion, seconded by Ms. Camp.
Roll call: Ms. Camp, yes; Mrs. Emrick, yes; Mrs. Haines, yes; Mrs. Huck, yes.

VIII. SIGNATURES:



Carolyn Ditchendorf, Board President



Susan Tilton, Superintendent



Ann Emrick, Board Secretary