

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
REGULAR BOARD MEETING MINUTES
January 27, 2014

I. Call to Order

The Regular Board meeting was called to order by President, Mr. Daugherty, at 5:34 p.m. Board members present: Ms. Orlandi, Ms. Barnes Brown, Ms. Holmes, Mr. Mitzel, Mr. Belsole and Ms. Thomas Fain (left at 7:40 p.m.)

Staff present: Ms. Davis-Kramp, Mr. Goebel, Ms. Lees, Mr. Bluebond, Dr. Manes, Ms. Hetkey, Ms. Ocasek, Ms. Ziccardi, Ms. Majoros, Mr. Yamsek, Mr. Maier, Dr. Stanley Bryson, Mr. Hager, Ms. Reed

Mr. Daugherty announced that the agenda for this meeting had been amended.

II. Executive Session

Motion was made by Mr. Mitzel, seconded by Ms. Thomas Fain, to enter into Executive Session for the following reasons:

- A. To Consider Matters to be kept Confidential by Federal Law or Regulations or State Statute.
- B. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.
- C. Conferences with an attorney for the Board concerning disputes involving the Board that are subject of pending or imminent court action.

Motion passed with a unanimous "aye" vote. The Board entered into Executive Session at 5:35 p.m.

The Board exited out of Executive Session at 6:55 p.m.

III. General Session

A. Pledge of Allegiance

B. Mission Statement Affirmation

C. Approval of Minutes

- 1. **Approval of the Minutes from the Regular Board Meeting, December 16, 2013**

Motion was made by Ms. Orlandi, seconded by Ms. Barnes Brown to approve the minutes from the Regular Board Meeting, December 16, 2013.

Ms. Thomas Fain abstained. All others voted "aye". Motion passed.

D. Old Business

- 1. Citation-Granger Fire Department Update: Mark Yamsek

Mr. Yamsek notified the Board that the citation has been dismissed and required changes were made. Mark explained what the issues were to the Board. When asked by the Board what could have been done differently, Mr. Yamsek stated that communication could have been better.

2. Security Update - Mark Yamsek

Mr. Yamsek stated that only one item of the 10 listed on security plan has not been completed. Board asked if the new doors have been ordered. Mr. Yamsek stated he was waiting for warmer weather, but will go ahead and get them ordered immediately. The Board expressed concern with the current timelines for completion and questioned whether any of the target dates could be moved up. Per Board request, Mr. Yamsek will expedite completion.

E. New Business

1. Abolishment and Creation of Position Resolution #01-14 (ACTION)

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain to approve Resolution #01-14 to abolish the following position: **Facilities Director**, and to create the following position: **Operations Director**.

Ms. Davis-Kramp discussed how the job description has evolved to include additional duties with no increase in pay.

Mr. Mitzel voted "no". All other voted "aye". Motion passed.

2. Public Notification of Board Meetings Resolution #02-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Ms. Holmes, to approve Resolution #02-14 to affirm that the MCBDD shall notify the public of regularly scheduled meetings and special meetings in accordance with Board Policies 2.3.1-Notification Pertaining to MCBDD Board Meetings, 2.4-Board Meetings, 2.4.2-Special Meetings, and 2.4.3-Public Notice for Board Meetings.

Motion passed with a unanimous "aye" vote.

3. Call Off Policy - Agency Closings

Discussion was held regarding agency closings. Mr. Mitzel expressed his concerns regarding the agency closing due to weather conditions. Ms. Davis-Kramp stated that due to the fact that the individuals we serve live in various parts of the county, we have to consider the road conditions for the entire county. Ms. Davis-Kramp stated that much consideration and many factors go into making the decisions whether to close the agency or remain open. It is never taken lightly and the safety of the individuals we serve is always a first priority.

Mr. Belsole stated that the decision lies with the Superintendent and she is ultimately responsible. Ms. Davis-Kramp must use her best judgment when making the decision to close the agency.

4. Building Maintenance and Issues

Discussion was held regarding building capacity and the ability to maintain the temperature in extreme cold (below 5 degrees). Mr. Yamsek stated that the heat pumps are not sufficient to maintain the proper temperature. The heat pumps will be replaced, as needed, and this should help with the issue.

Mr. Mitzel stated we need to address the infrastructure of the building. He suggested we bring back the Ad Hoc Facilities Committee to address the issues. This will be added to the agenda for the February Board Meeting.

F. Presentations

None Scheduled

G. Reports Review

- a. Superintendent's Report – Reviewed and questions from the Board were addressed.
- b. Financial Report - Reviewed with no questions.
- c. Voucher Report(s) - Reviewed with no questions.
- d. MCBDD Enrollee/Personnel Statistics Report – The low number of individuals using Transit was questioned. Shannon addressed and informed the Board that the number was only for two weeks in December due to Holiday Break.
- e. Operating Contracts (Quarterly - January, April, July and October) - Reviewed with no questions. Mr. Belsole stated he would like a report that was easier to read and understand.
- f. Program Data Quarterly Reports (Education, Assisted Safety Response) Reviewed with no questions.

Mr. Mitzel stated he would like to see report data on MUI's.

Mr. Daugherty stated he would like us to research other possible formats for reports.

H. Public Relations

1. Technology: We are looking at creating an app with push notification to help people connect with our agency.
2. The Red Cross Blood Drive scheduled for January 27th has been rescheduled due to the agency being closed. The new date will be in April. More information will be forthcoming.
3. Three newspapers covered our recent Windfall Winter Olympics.
4. The big story in Medina is the Governor's State of the State address on February 24th. Patti will keep everyone updated as information is received.

Upcoming Events:

1. Wadsworth Chamber Non Profit Showcase is Wednesday, January 28th.
2. March is DD Awareness Month.

I. Open Forum (Board Policy 2.5.7-2.5.7.2)

No speakers.

IV. Adjournment

Motion was made by Mr. Mitzel and seconded by Ms. Barnes Brown, to adjourn the meeting at 7:55 p.m.

Motion passed with a unanimous “aye” vote.

FOR APPROVAL

Mr. Daugherty, President
Medina County Board of DD

Ms. Orlandi, Secretary
Medina County Board of DD