

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
REGULAR BOARD MEETING MINUTES
March 24, 2014 AMENDED 4/25/14**

I. Call to Order

The Regular Board meeting was called to order by President, Mr. Daugherty, at 5:02 p.m. Board members present: Ms. Orlandi, Ms. Barnes Brown, Ms. Holmes (arrived at 5:04pm), Mr. Mitzel (left at 6:30), Mr. Belsole and Ms. Thomas Fain

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

Others present: Brian Borla, Bill Schmidt, Brenda Goodwin, Donald Goodwin

Mr. Daugherty stated that the Agenda for this meeting has been revised.

II. Executive Session

Motion was made by Ms. Orlandi, 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 5:04 p.m.

The Board exited out of Executive Session at 5:55 p.m.

III. General Session

- A. Pledge of Allegiance**
- B. Mission Statement Affirmation**
- C. Approval of Minutes**

Mr. Daugherty made the following statement, "Before the minutes for the Special Board Meeting on February 26, 2014, can be approved it needs to be stated that motions to enter into Executive Session and to adjourn the meeting were omitted. This will be documented in the minutes of this Regular Board Meeting on March 24, 2014."

1. Approval of the Minutes from the Special Board Meeting, February 26, 2014

Motion was made by Mr. Mitzel, seconded by Ms. Barnes Brown, to approve the minutes from the Special Board Meeting, February 26, 2014.

Motion passed with a unanimous "aye" vote.

2. Approval of the Minutes from the Regular Board Meeting, February 24, 2014

Motion was made by Mr. Mitzel, seconded by Ms. Holmes, to approve the minutes from the Regular Board Meeting, February 24, 2014.

Motion passed with a unanimous "aye" vote.

3. Approval of the Minutes from the Special Board Meeting, March 17, 2014

Motion was made by Ms. Holmes, seconded by Ms. Thomas Fain, to approve the minutes from the Special Board Meeting, March 17, 2014.

Motion passed with a unanimous "aye" vote.

4. Approval of the Minutes from the Special Board Meeting, March 19, 2014

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve the minutes from the Special Board Meeting, March 19, 2014.

Motion passed with a unanimous "aye" vote.

D. Old Business

1. 2013 Operating Plan

Ms. Davis-Kramp discussed the Tech Plan and budget. Ms. Davis-Kramp also discussed a plan being developed, in addition to the Operating Plan, based on the vision and philosophy of the agency. Mr. Goebel and Ms. Ocasek have been assigned to this project.

Mr. Daugherty stated he would like to see staff goals working together with the Operating Plan goals, as well as an easier to read format for the report itself.

Mr. Daugherty introduced Ms. Davis-Kramp as the new MCBDD Superintendent. He discussed the processes they used including asking Ryan Cash, Self Advocate, to participate in the interviews.

E. New Business

1. Superintendent Employment Contract Resolution #08-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Ms. Barnes Brown, to approve Resolution #08-14 to authorize the following: Approval of an Employment Contract for Annette Davis-Kramp for the position of Superintendent. The terms of the contract will begin on April 1, 2014, and expire on December 31, 2015.

Mr. Daugherty read a Statement of Expectation for the Superintendent, Board members and all staff.

Motion passed with a unanimous "aye" vote.

2. Appropriation Increase to General Fund Resolution #05-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Mr. Belsole, to approve Resolution #05-14 to authorize the Medina County Auditor to make the following appropriation increase:

INCREASE	AMOUNT
3300-7700-0590, Capital Projects	\$80,000.00

The 2014 Budget Appropriation for 3300-7700-0590 will increase from \$0.00 to \$80,000.00.

For the purpose of transferring Community Capital Assistance Funds received from the Ohio Department of Development Disabilities (DODD) to the Medina Metropolitan Housing Authority. The \$80,000.00 was allocated to MCBDD to partially fund the development of a three bedroom home at 109 Coal Ridge Drive Wadsworth, OH 44281 in conjunction with the DODD Developmental Center backfill project.

John addressed questions from the Board.

Motion passed with a unanimous "aye" vote.

3. Policy Review and Approval

Motion was made by Ms. Orlandi, seconded by Mr. Mitzel, to approve the policy memo with the recommended policy changes listed.

Motion passed with a unanimous "aye" vote.

F. Discussion Items

1. Substitute Pay Rate Increase

Ms. Davis-Kramp discussed the recommended increases. Discussion was held regarding hours worked by subs and requirements upon hire including certification and training. More information will be forthcoming.

2. MUI Report

Due to the fact that Mr. Mitzel left early, Ms. Davis-Kramp will touch base with him regarding the MUI Reporting. Ms. Holmes stated that Ms. Louise Brown from JFS could provide training on case requirements if the Board would like. Ms. Louise Brown will contact Ms. Davis-Kramp to discuss.

G. Presentations

1. Facilities Assessment - Mark Yamsek

Mr. Yamsek presented and addressed questions from the Board regarding the Maintenance Report that was distributed. The Board extended their compliments to Mark and the Maintenance/Custodial staff for the excellent care given to the buildings. Mr. Daugherty stated he would like to see the building used more after hours.

2. Residential Options and number of HPC Providers - Deb Ziccardi

Ms. Ziccardi introduced Judy Boyle as the new Investigative Agent for the MCBDD.

Ms. Ziccardi presented and addressed questions from the Board regarding residential issues and HPC providers.

H. Reports Review

- a. Superintendent's Report – The Superintendent's Report was reviewed and questions from the Board were addressed. Mr. Daugherty commented on the Raise the Roof Fundraiser hosted by MCH.
- b. Financial Report - Mr. Bluebond reviewed and addressed questions from the Board.
- c. Voucher Report(s) - Mr. Bluebond reviewed and addressed questions from the Board.
- d. MCBDD Enrollee/Personnel Statistics Report – The Enrollee Stats Report was reviewed with no questions from the Board.
- e. Operating Contracts (Quarterly - January, April, July and October) - There were no Operating Contracts to present this month.
- f. Program Data Quarterly Reports (Education, Assisted Safety Response, Ombudsman) - There were no Program Data Reports to present this month.

I. Public Relations

1. During the month of March, we celebrated DD Awareness Month with the following:
 - Ability at Work (state theme)
 - Social Media Campaign
 - Button Campaign with SHC
 - Newspaper Ads, Community Guide and ValuPak
2. On March 10th, Jon Bluebond traveled to Columbus to accept the Ohio Public Image Award for Kevin McManus, Medina Post Editor, for the article, "Breaking Barriers" about the Martial Arts program.
3. On March 22nd, we had a booth at "Bring on Brunswick" at Brunswick High School. Thank you Annie Ocasek and Dr. Kaye Stanley Bryson for assisting with the agency booth.

4. The deadline for scholarship application submission is March 31st. The scholarship award will be presented at the May Board Meeting.
5. Medina County Senior Network breakfast was held here at the MCBDD on March 12th with over 40 county professionals in attendance. Important connections are made through this group.

Upcoming Events

1. Volunteer Appreciation Week is April 14-19.
2. Medina County Family A-Fair is April 6th.
3. The Red Cross Blood Drive is April 10th.
4. The Ice Cream Social is June 26th.
5. April is Autism Awareness Month.
6. Leadership Medina will be meeting here on April 23rd.
7. The BNI Breakfast will be held here on March 28th.

J. Open Forum (Board Policy 2.5.7-2.5.7.2)

Brenda Goodwin:

Ms. Goodwin discussed the "Raise the Roof" Fundraiser hosted by MCH.

Ms. Goodwin expressed her concerns regarding the residential situation with her son.

IV. Adjournment

Motion was made by Ms. Thomas Fain and seconded by Mr. Belsole, 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