

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
REGULAR BOARD MEETING MINUTES  
February 27, 2012**

**I. Call to Order**

The Regular Board meeting was called to order by President Ms. Boyle at 5:10 p.m. Those present from the Board were: Vice President Mr. Daugherty, Secretary Ms. Connors, Ms. Barnes Brown, Mr. Belsole and Mr. Mitzel.

Staff present were: Superintendent Dr. LaForme, Mr. Nefores, Mr. Goebel, Mr. Yamsek, Ms. Kanta, Mr. Maier, Ms. Esch, Mr. Bluebond, Ms. Hetkey, Mr. Hager, Ms. Majoros, Ms. Reed and Mr. Hales.

Others present were: County Commissioner Mr. Steve Hambley and Ms. Sandra Thomas Fain.

**III. Executive Session**

Motion was made by Mr. Daugherty, seconded by Ms. Barnes Brown, to go into Executive Session for the purpose (read) at 5:11p.m.

- a. To Consider Matters to be kept Confidential by Federal Law or Regulations or State Statute

Motion passed with a unanimous roll call vote.

The Board recessed out of Executive Session at 5:46 p.m.

**II. Swearing in of New Board Member by County Commissioner Mr. Steve Hambley**

Ms. Sandra Thomas Fain was sworn in as a member of the Medina County Board of DD by County Commissioner Mr. Steve Hambley to finish out the term of past Board Member Mr. Thomas Hornberger, which will expire on December 31, 2012.

**IV. General Session (5:48 p.m.)**

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

Motion was made by Mr. Mitzel, seconded by Mr. Belsole to approve the Minutes from the Annual Organizational Board Meeting on January 23, 2012 as corrected “remove Mr. Daugherty from Donated Funds and add Mr. Mitzel. Ms. Thomas Fain will be replacing Mr. Hornberger on the Ethics Committee.” Ms. Thomas Fain, “abstained”, all others voted “yes”. Motion passed.

Motion was made by Mr. Daugherty, seconded by Mr. Belsole, to approve the Minutes from the Regular Board Meeting on January 23, 2012. Ms. Thomas Fain, “abstained”, all others voted “yes”. Motion passed.

**D. Old Business**

Board Vice President Mr. Daugherty asked Superintendent Dr. LaForme to contact County Commissioner Mr. Hambley to inquire about the Transit signs.

**E. New Business**

**a. Abolishment/Creation Transportation Positions Resolution #07-12**

Motion was made by Ms. Barnes Brown, seconded by Ms. Thomas Fain, to approve resolution #07-12 to abolish the following positions: 1 Vehicle Operator and 1 Vehicle Operator Aide and to create the following position: 1 Van Driver. This will result in cost savings while increasing transportation flexibility. Motion passed with a unanimous roll call vote.

**b. Abolishment/Creation of Adult Services Positions Resolution #08-12**

Motion was made by Ms. Connors, seconded by Mr. Belsole, to approve resolution #08-12 to abolish a Registered Service Floater position; and create a full-time Habilitation Assistant position. The Registered Floater position is currently vacant and the pay scale starts at a higher pay rate than a Habilitation Assistant position. Motion passed with a unanimous roll call vote.

**c. Abolishment of Early Intervention Specialist Position Resolution #09-12**

Motion was made by Mr. Daugherty, seconded by Mr. Mitzel, to approve resolution #09-12 to abolish an Early Intervention Specialist position. The position will be vacant due to a retirement as of March 1<sup>st</sup>. The services supplied through this position will be continued through a grant to HMG and will result in some cost savings. Motion passed with a unanimous roll call vote.

**d. Excess Property Resolution #10-12**

Motion was made by Ms. Thomas Fain, seconded by Mr. Mitzel, to approve resolution #10-12 to declare the items listed in the Board packet as excess property and unusable by the Board. This property will be sold through auction or by other means specified in ORC 307.12 Disposition of Unneeded, Obsolete or Unfit Personal Property. Motion passed with a unanimous roll call vote.

**f. Policy Review and Approval**

Motion was made by Mr. Daugherty, seconded by Ms. Barnes Brown to approve the MCBDD Policies listed in the enclosed memo. Motion passed with a unanimous roll call vote.

**g. MCBDD Commitment to Ethics and Compliance Guidelines**

Board Members were asked to sign the MCBDD Commitment to Ethics and Compliance Guidelines that is given to them annually.

**h. Declaration Requirement of SB10**

Board Members were asked to sign the SB10 Form declaring that there is no circumstance that exists that would preclude a Board member from serving on the Board that is given to them annually.

**i. MCBDD Outcome Measures Report 2011**

Motion was made by Mr. Mitzel, seconded by Mr. Daugherty, to approve the MCBDD Outcome Measures Report for 2011. Motion passed with a unanimous roll call vote.

**j. Abolishment of Maintenance Custodial Floater Resolution #12-12**

Motion was made by Mr. Belsole, seconded by Ms. Thomas Fain, to approve resolution #12-12 to abolish a Custodial Floater position. Motion passed with a unanimous roll call vote.

**e. Request for 1.9 Mill Replacement Tax Levy Resolution #11-12**

Business Director, Mr. Jon Bluebond presented a handout of scenarios to the Board Members regarding the Levy request.

Motion was made by Mr. Daugherty, seconded by Mr. Belsole, to approve resolution #11-12 to request to replace the existing one and nine-tenths (1.9) mill continuous levy for the purpose of community programs and services for individual with mental retardation and other developmental disabilities, pursuant to ORC 5705.19 (L) and 5705.222. Motion passed with a unanimous roll call vote.

**F. Reports Review**

1. Superintendent's Report

Superintendent Dr. LaForme mentioned to the Board Members that CARF Accreditation would take place at MCBDD on April 11<sup>th</sup> through April 13<sup>th</sup>.

2. Financial Report

3. Voucher Report(s)

4. Personnel Control Report

5. Enrollee Statistics Report

6. Operating Contracts (Quarterly – February, May, August and November)

7. Program Data (Education, Therapies and QSRT)

**H. Public Relations**

- ✓ March is DD Awareness Month – collaborated with Society for Handicapped to create buttons that promote the awareness.
- ✓ We can be seen on a billboard in Medina
- ✓ Celebration wall in the Administration hallway to announce the Buildings 20<sup>th</sup> year in existence. Please feel free to take a heart and leave a message.
- ✓ Shine Newsletter a new agency newsletter that will be going out 2 times to everyone
- ✓ An electronic –e newsletter will be going out by weekly
- ✓ Messaging Training – 333 messages that underscore what we are

**I. Open Forum (Board Policy 2.5.7 – 2.5.7.2)**

**There were no speakers for Open Forum.**

**J. Presentations**

Mr. Nefores and Mr. Bluebond presented handouts on Waivers to all Board Members and discussed the new CMS Waiver. They also discussed the cost of Waivers for the agency.

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**IV. Adjournment**

Motion was made by Mr. Mitzel, seconded by Mr. Daugherty, to adjourn tonight's meeting at 7:53 p.m. Motion passed with a unanimous "aye" vote.

**The next regularly scheduled Board meeting will be held on Monday, March 26, 2012**

**FOR APPROVAL**

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Ms. Boyle, Board President  
Medina County Board of DD

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Ms. Connors, Secretary  
Medina County Board of DD