

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
REGULAR BOARD MEETING MINUTES  
January 23, 2012**

**I. Call to Order**

The Regular Board meeting was called to order by President Ms. Boyle at 5:30 p.m. Those present from the Board were: Vice President Mr. Daugherty, Secretary Ms. Connors, Ms. Barnes Brown, Mr. Belsole, Mr. Hornberger, and Mr. Mitzel.

Staff present were: Superintendent Dr. LaForme, Mr. Nefores, Mr. Goebel, Ms. Davis-Kramp, Mr. Yamsek, Ms. Davis, Ms. Kanta, Mr. Maier, Ms. Esch, Mr. Bluebond, Dr. Stanley Bryson, Ms. Hetkey, Mr. Hager, Ms. Reed, Ms. Day, Ms. Erhard and Ms. Barnes.

Others present were: Mr. Kyat, Executive Director of United Way.

**II. General Session**

**A. Pledge of Allegiance**

**B. Mission Statement Affirmation**

**C. Approval of Minutes**

Motion was made by Mr. Belsole, seconded by Mr. Mitzel, to approve the Minutes from the Regular Board meeting on December 12, 2011. Ms. Boyle “abstained”, all others voted “yes”. Motion passed.

**D. Old Business Items**

**I. Presentations (moved up on the agenda)**

Mr. Kujat, Executive Director of United Way presented on the Living Well initiative.

**E. New Business Items**

**1. Mandatory Notification to Schools Resolution #01-12**

Motion was made by Ms. Barnes Brown, seconded by Ms. Connors, to approve Resolution #01-12 stating that the MCBDD will continue to provide educational services in accordance with Individual Educational Plans for children ages six through twenty-one years of age who are placed at Windfall School by their local school district during the 2012-2013 school year. Motion passed with a unanimous roll call vote.

**2. North East Ohio Network Contract**

Motion was made by Mr. Belsole, seconded by Mr. Hornberger, to approve the North East Ohio Network Contract in effect January 1, 2012 through December 31, 2012. NEON supplies us a variety of services including Investigative Agents for MUI issues and special assessment services, e.g. Support Intensity assessments. Motion passed with a unanimous roll call vote.

**3. Appropriation Transfer to Residential Fund Resolution #02-12**

Motion was made by Mr. Mitzel, seconded by Mr. Daugherty, to approve the Appropriation Transfer to Residential Fund resolution #02-12 to authorize the Medina County Auditor to transfer \$2,918,391.00 from the General Fund 3300-7700-0960 (Transfers), to the Residential Fund 3325-0000-0450 (Transfers) and to authorize the Superintendent to send the 2012 budgeted

funds from the Residential Support Fund to NEON as needed. These funds are for the purposes of Medicaid match payments, Supported Living services, and administrative fees. Motion passed with a unanimous roll call vote.

**4. Abolishment and Creation of Assistant Superintendent Position Resolution #03-12**

Motion was made by Mr. Mitzel, seconded by Mr. Daugherty, to approve resolution #03-12 to abolish the Assistant Superintendent position (3 days per week) and create an Assistant Superintendent position (4 days per week). Due to unanticipated projects, challenges and issues in 2012 the additional time is deemed necessary. There are sufficient funds in the budget to cover the additional cost. Ms. Barnes Brown “abstained”, Mr. Belsole and Mr. Hornberger voted “no”, all others voted “yes”. Motion passed.

**5. Request for Tax Certifications Resolution #04-12**

Motion was made by Mr. Belsole, seconded by Ms. Connors, to approve the Request for Tax Certifications resolution #04-12 as written. Motion passed with a unanimous roll call vote.

**6. Contribution for Living Well Community Assessment Resolution #05-12**

Motion was made by Mr. Mitzel, seconded by Ms. Barnes Brown, to approve resolution #05-12 authorizing the Superintendent to contribute \$2,000.00 from the 2012 operating funds toward the Medina County Living Well Community Assessment. The United Way of Medina County is the fiscal agent for the Medina County Living Well Community Assessment. Motion passed with a unanimous roll call vote.

**7. Contribution for Transit Signs Resolution #06-12**

Motion was made by Mr. Daugherty, seconded by Mr. Belsole, to approve resolution #06-12 authorizing the Superintendent to contribute \$1,000.00 from the 2012 operating funds toward the purchase of signs to designate Transit stops in the City of Medina. Motion passed with a unanimous roll call vote.

**8. Policy Review and Approval**

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

**9. 2011 Accessibility Review**

Motion was made by Mr. Daugherty, seconded by Ms. Barnes Brown, to approve the 2011 Accessibility Review. Motion passed with a unanimous roll call vote.

**F. Reports Review**

1. Superintendent’s Report

Superintendent Dr. LaForme mentioned the following to the Board:

- ✓ Potential Levy
- ✓ CARF Review in next two months
- ✓ Three Year Expectation plan
- ✓ Focus Groups basis for the Plan

2. Financial Report  
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3. Voucher Report(s)
4. Personnel Control Report
5. Enrollee Statistics Report
6. Operating Contracts (Quarterly)
7. Program Data (INU, Education, Therapies and QSRT)

**G. Public Relations**

Patti mentioned the following:

- ✓ Baby its Cold Outside drive brought in 1022 items consisting of hats, mittens, gloves and scarves that were donated to Salvation Army.
- ✓ Blood Drive – 2:00 pm – 6:00 pm on January 27<sup>th</sup> still have afternoon slots available.
- ✓ 20<sup>th</sup> Anniversary Celebration
- ✓ DD Awareness (March)

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

1. The Board maintains discretion to hold an Open Forum
2. Five (5) minutes allotted per speaker
3. Forty-five (45) minutes total nine (9) speakers

Speakers: Ms. Erhard

Topics: Hoity –Toity & Honky Tonk Fundraiser, March 31, 2012 to benefit Special Olympics and the Achievement Center/Windfall School MCBDD Levy.

**III. Executive Session**

There was no Executive Session held.

**IV. Adjournment**

Motion was made by Mr. Mitzel, seconded by Mr. Belsole, to adjourn tonight’s meeting at 6:49 p.m. Motion passed with a unanimous “aye” vote.

**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