

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
REGULAR BOARD MEETING MINUTES  
November 12, 2012**

**I. Call to Order**

The Regular Board meeting was called to order by President Ms. Boyle at 5:04 p.m. Board members present: Vice President Mr. Daugherty, Ms. Barnes Brown, Mr. Belsole, Mr. Mitzel and Ms. Thomas Fain (arrived at 5:13). Secretary Ms. Connors (was excused).

Staff present: Mr. Goebel, Assistant Superintendent, Ms. Davis-Kramp, Mr. Yamsek, Ms. Davis, Ms. Kanta, Mr. Maier, Dr. Manes, Ms. Esch, Mr. Bluebond, Mr. Hager, Ms. Hetkey, Ms. Ziccardi, Ms. Majoros and Jerry Thomas. Dr. LaForme was excused.

Other present: Ms. Holmes and Ms. Lloyd.

**II. General Session**

**A. Pledge of Allegiance**

**B. Mission Statement Affirmation**

**C. Approval of Minutes**

Motion was made by Mr. Daugherty, seconded by Mr. Belsole, to approve the Minutes from the Regular Board Meeting on October 22, 2012. Ms. Boyle “abstained”, all others voted “yes”. Motion passed.

**D. Old Business**

**1. The 3<sup>rd</sup> Quarter Achievement Areas Report**

Board members reviewed the 3<sup>rd</sup> quarter achievement report.

**E. New Business**

**1. Policy Review and Approval**

Motion was made by Ms. Barnes Brown, seconded by Mr. Belsole, to approve the policy format changes as requested. Motion passed with a unanimous roll call vote.

**2. Appropriation Transfer Resolution #38-12**

Motion was made by Mr. Mitzel, seconded by Mr. Daugherty, to approve Resolution #38-12 Appropriation transfers of \$18,000.00 from 3300-7700-0981 Reserve to 3300-7700-0610 Other Expenses and \$7,000.00 from 3300-7700-0981 Reserve to 3300-7700-0780 Equipment & Assets \$100+.

**3. Kelvon Properties LTD Lease**

Motion was made by Mr. Mitzel, seconded by Mr. Belsole, to approve the Kelvon Properties LTD Lease (Community Building) contract between Kelvon Properties LTD and the Board for the property on Route 18 which houses our Adult Services Community Department. The contract will be effective January 1, 2013 through December 31, 2013. Motion passed with a unanimous roll call vote.

**F. Reports Review**

**1. Superintendent’s Report**

Assistant Superintendent Mr. Goebel acknowledged the following:

- ✓ passing of the Levy recently and thanked all who helped make it a success
- ✓ Prime Products sales have increased 300% over 2011
- ✓ Signed 2 year contract with Brunswick Recreation center for the Snack Shack

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 Quarterly Reports (Education, Therapies and QSRT)

### **G. Public Relations**

Ms. Hetkey, Public Relations Coordinator, mentioned the following:

- Community Shred Day – October 27<sup>th</sup> – attracted about 200 cars, mostly senior citizens. A spring event is planned for 2013.
- Dr. LaForme’s interview on WKSU will be airing in an upcoming series.
- 2013 year to focus on Community Engagement
- A lot of media coverage with the levy, snack shack and Special Olympics
- Annual clothing drive for hats, mittens and scarves in December.
- Snack Shack first anniversary

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

Speakers: There were no speakers.

### **I. Presentation**

Ms. Davis-Kramp, Director of Adult Services passed out to the Board members a handout on Employment First Initiative information that they had requested.

Ms. Davis-Kramp introduced Adult Services Department Supervisor Mr. Jerry Thomas as the guest speaker. Mr. Thomas presented on Positive Supports.

### **III. Adjournment**

Motion was made by Mr. Mitzel, seconded by Ms. Thomas Fain, to adjourn the meeting at 7:22 p.m. Motion passed with a unanimous “aye” vote.

## **FOR APPROVAL**

---

Ms. Boyle, President  
Medina County Board of DD

---

Ms. Barnes Brown, Acting Secretary  
Medina County Board of DD