

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
REGULAR BOARD MEETING MINUTES
September 23, 2013**

I. Call to Order

The Regular Board meeting was called to order by President, Mr. Mitzel, at 5:01 p.m. Board members present: Ms. Thomas Fain, Ms. Orlandi, Ms. Barnes Brown, Ms. Holmes, and Mr. Daugherty

Board members absent: Mr. Belsole (excused)

Staff present: Dr. LaForme, Mr. Goebel, Ms. Lees, Ms. Davis, Mr. Bluebond, Dr. Manes, Ms. Hetkey, Ms. Ocasek, Ms. Ziccardi, Ms. Majoros, Mr. Dryer, Mr. Krebs, Mr. Yamsek, Ms. Bohner, Mr. Maier, Ms. Sveda, Ms. Fuqua

Others Present: Ms. Kanta

II. Executive Session (5:00 p.m.)

Motion was made by Mr. Daugherty, seconded by Ms. Holmes, 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 the 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 5:43 p.m.

III. General Session (5:45 p.m.)

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

1. Approval of the Minutes from the Regular Board Meeting, July 22, 2013

Motion was made by Mr. Daugherty, seconded by Ms. Barnes Brown, to approve the minutes from the Regular Board Meeting, July 22, 2013.

Ms. Thomas Fain and Ms. Orlandi abstained, all others voted "aye". Motion passed.

2. Approval of the Minutes from the Special Board Meeting, August 6, 2013

Motion was made by Ms. Orlandi, seconded by Mr. Daugherty, to approve the minutes from the Special Board Meeting, August 6, 2013.

Ms. Holmes abstained, all others voted "aye". Motion passed.

3. Acceptance of the Board Meeting Notes from the Open Forum Meeting, August 7, 2013

Motion was made by Ms. Thomas Fain, seconded by Ms. Orlandi, to accept the Board Meeting Notes from the Open Forum Meeting on August 7, 2013.

Ms. Holmes and Mr. Daugherty abstained, all others voted "aye". Motion passed.

4. Approval of the Minutes from the Board Retreat, August 21, 2013

Motion was made by Ms. Orlandi, seconded by Ms. Holmes, to approve the minutes from the Board Retreat, August 21, 2013.

Ms. Barnes Brown abstained, all others voted "aye". Motion passed.

5. Approval of the Minutes from the Special Board Meeting, August 26, 2013

Motion was made by Mr. Daugherty, seconded by Ms. Barnes Brown, to approve the minutes from the Special Board Meeting, August 26, 2013.

Ms. Holmes abstained, all others voted "aye". Motion passed.

D. Old Business

1. None

E. New Business

1. MCBDD Succession Plan Resolution #19-13

Motion was made by Mr. Daugherty, seconded by Ms. Orlandi to approve Resolution #19-13 to adopt the MCBDD Succession Plan dated 5/20/13.

Motion passed with a unanimous "aye" vote.

Dr. LaForme thanked Mr. Daugherty, Mr. Belsole (absent), Ms. Davis and Mr. Bluebond for their efforts in finalizing the MCBDD Succession Plan.

2. Appropriation Increase Resolution #23-13

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain to approve Resolution #23-13 to authorize the Medina County Auditor to make the following appropriation increase:

<u>ACCOUNT</u>	<u>AMOUNT</u>
3300-7700-0780, Equipment	\$122,316.00

For the purpose of purchasing four (4) vehicles (Equipment):

\$50,203.00	Light Transit-style vehicle ordered in 2013 to replace vehicle damaged in accident (December 21, 2012). Delivery expected in October 2013.
\$21,910.00	Two (2) Light Transit-style vehicles to be ordered in late 2013. Twenty percent (20%) match to be paid by the Board and Eighty percent (80%) of the cost to be paid by ODOT for vehicles awarded through the 2013 ODOT Specialized Transportation Grant
\$50,203.00	Light Transit-style vehicle originally ordered in 2012 but delivery was delayed until July 2013.

The 2013 Budget Appropriation for 3300-7700-0780 will increase by \$122,316.00, from \$93,808.00 to \$216,124.00. One (1) Transit-style vehicle will increase the MCBDD fleet allowing the Board to transport individuals who will no longer be eligible to ride Medina County Transit beginning 2014. Three (3) Transit-style vehicles will replace full-size school buses and will reduce operating costs.

Motion passed with a unanimous "aye" vote.

3. 2013-14 Ohio Rehabilitation Services Commission Contract Resolution #24-13

Motion was made by Ms. Orlandi, seconded by Ms. Holmes to approve Resolution #24-13 to authorize the Superintendent to enter into a contract with Ohio Rehabilitation Services Commission for the Vocational Rehabilitation Services.

Motion passed with a unanimous "aye" vote.

4. 2013 Language Learning Association, LLC Contract Amendment Resolution #25-13

Motion was made by Ms. Barnes Brown, seconded by Ms. Orlandi to approve Resolution #25-13 to authorize the Superintendent to amend the contract with Language Learning Associates, LLC to add 112.5 Physical Therapy Assistant (LPTA) Services hours at \$45.00 per hour to the 2013 Contract.

Motion passed with a unanimous "aye" vote.

5. 2013 Invo Healthcare Contract Amendment Resolution #26-13

Motion was made by Mr. Daugherty, seconded by Ms. Holmes to approve Resolution #26-13 to authorize the Superintendent to amend the contract with Invo Healthcare to increase Occupational Therapy Assistant (COTA) Services by 400 hours at \$42.00 per hour and to increase the rate for Occupational Therapy Services from \$52.00 per hour to \$58.00 per hour.

Mr. Mitzel questioned the rate increase. Mr. Bluebond explained the increase and the benefit to individuals served and MCBDD. Dr. LaForme reported that Invo Healthcare has a long history with MCBDD and their rates have remained fair.

Motion passed with a unanimous "aye" vote.

6. Appropriation Transfer Resolution #27-13

Motion was made by Ms. Thomas Fain, seconded by Ms. Orlandi to approve Resolution #27-13 to authorize the Medina County Auditor to make the following appropriation transfer: \$55,000 from 3300-7700-0981 Reserve to 3300-7700-0580 Contract Services.

Motion passed with a unanimous "aye" vote.

7. Abolish and Create Positions Resolution #28-13

Motion was made by Mr. Daugherty, seconded by Ms. Orlandi to approve Resolution #28-13 to abolish the following position: Vehicle Operator Assistant, and to create the following positions: Van Driver, Vocational Coordinator (2).

Ms. Thomas Fain questioned whether the abolishment of the Vehicle Operator Position will fund the creation of 3 new positions.

Dr. LaForme explained that it would not, but would assist with the transportation issues coming in 2014, as well as the increase in participants in the VRP3 Program.

Motion passed with a unanimous "aye" vote.

8. Appropriation Increase to Donated Funds Fund Resolution #29-13

Motion was made by Ms. Thomas Fain, seconded by Ms. Orlandi to approve Resolution #29-13 to authorize the Medina County Auditor to make the following appropriation increase: .

INCREASE	AMOUNT
3315-7700-0780, Equipment & Assets over \$100 (+)	\$ 602.00

The 2013 Budget Appropriation for 3315-7700-0780 will increase from \$16,750.00 to \$17,352.00.

For the purpose of increasing the 2013 Donated Fund's expense budget to accommodate an unexpected price increase for the purchase of playground equipment.

Motion passed with a unanimous "aye" vote.

9. Review of the 2014 Budget Draft

Mr. Bluebond reviewed the 2014 Budget Highlights. Dr. LaForme gave a brief explanation of how Levy revenues and expenses unfold over time. Mr. Bluebond and Ms. Hetkey will work on a 15 second answer sheet for staff regarding budget questions that may be asked. It was stated that the 2014 Budget implements the current Operating Plan.

10. Review of the 2014 Operating Plan Draft

Dr. LaForme reviewed the following as part of the 2014 Operating Plan: Budgeting Costs, State Changes, and Waiting List. Dr. LaForme emphasized the variety of options available for individuals with disabilities not only within Medina County, but now outside of the county.

11. Review of the Ethics Committee Report

Ms. Orlandi stated that 22 Conflict of Interest Disclosure Statements were reviewed. None were considered to be in "conflict of interest" situations by the Committee.

Motion was made by Ms. Holmes, seconded by Ms. Thomas Fain to accept the Ethics Committee Report.

Motion passes with a unanimous "aye" vote.

F. Presentations

1. None scheduled.

G. Reports Review

- a. Superintendent's Report – Dr. LaForme reviewed and addressed questions from the Board.
- b. Financial Report - Reviewed with no questions.
- c. Voucher Report(s) - July/August reviewed with no questions.
- d. MCBDD Enrollee/Personnel Statistics Report – Reviewed with no questions.
- e. Operating Contracts (Quarterly-January, April, July and October) - None
- f. Program Data Quarterly Reports (Education, Therapies and QSRT) – 2nd Quarter 2013 Report on Use of Assisted Safety Responses (Restraint).

H. Public Relations

The past few months have held many PR opportunities: Medina County Fair, Blood Drive and partnering with other community agencies for various events.

The following are additional PR events:

- Awareness Campaigns via newspaper series
- 2013 Report to the Community-will be distributed in October
- Medina County Collaboration Poll-results will be available in November
- October is Disabilities Employment Awareness Month with daily recognition on social media, weekly recognition via press release and articles.
- Upcoming Events: Fall Fest and Access Fair, Oct. 24th
- Community Shred Day: Oct. 19th

I. Open Forum (Board Policy 2.5.7-2.5.7.2)

No speakers.

IV. Executive Session (6:56)

Motion was made by Mr. Daugherty, seconded by Ms. Holmes, 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 the subject of pending or imminent court action.

Motion passed with a unanimous "aye" vote. The Board entered into Executive Session at 6:56 p.m.

The Board exited out of Executive Session at 7:44 p.m.

Ms. Orlandi left at 7:25 p.m.

V. Adjournment

Motion was made by Ms. Holmes, seconded by Mr. Daugherty, to adjourn the meeting at 7:45 p.m.

Motion passed with a unanimous "aye" vote.

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FOR APPROVAL

Mr. Mitzel, President
Medina County Board of DD

Ms. Thomas Fain
Acting Secretary
Medina County Board of DD