



Delaware County Board of Developmental Disabilities

To inspire, empower, and support people to achieve their full potential.

Delaware County Board of Developmental Disabilities

Regular Board Meeting

November 15, 2018

Call to Order

Board Chair, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:33 p.m. on Thursday, November 15, 2018.

Roll Call

Members present: Louis Borowicz, Howard Heffelfinger, Alice Nicks, Tracie Davies Toot, David Moser, and Gerald Plassenthal

Not present: Rita Seese

Excused from Meeting

RESOLUTION 18-11-01

Howard Heffelfinger moved to excuse Rita Seese from the November 15, 2018 Board Meeting. David Moser seconded the motion. The motion carried.

Introductions

Superintendent Kristine Hodge introduced new Service Coordinator, Jessica Scott, to the Board. Jessica, who began her employment on October 8, 2018, shared information about herself and her previous work experience with the Board Members.

Also introduced was Ted Klecker, a newly appointed Board Member beginning in January 2019. Ted replaces Alice Nicks, whose term ends December 2018. Ted shared information about himself and his enthusiasm to join the Board.

Public Comments

Anne Miller, Cheryl Smart, Debbie Sonner, Jared Zirillo and Tina Overturf presented the 2019 Strategic Plan to the Board members.

Approval of Minutes

RESOLUTION 18-11-02

David Moser moved to approve the minutes from the October 18, 2018 Board Meeting as presented. Gerald Plassenthal seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 18-11-03

Jared Zirillo, Director of Operations/Business Manager, reviewed the October 2018 financial reports. Alice Nicks moved to approve the list of October expenditures and the financial reports as submitted. Tracie Davies Toot seconded the motion. The motion carried.



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Board Committee Updates

Personnel Committee Update

Howard Heffelfinger, Personnel Committee Chairperson, reported that the Committee met on November 1, 2018 and reviewed the final draft of the personnel policy manual. Three minor corrections were made and presented to the Board at the November meeting. The policies will be effective January 1, 2019.

Finance Committee

Tracie Davies Toot, Finance Committee Chairperson, reported that the Committee met on November 9, 2018. The Committee discussed the recent passage of the replacement levy and the 2019 revised budget was presented and recommend for Board approval.

Building Utilization Committee

Howard Heffelfinger, Building Utilization Committee Chairperson, reported that the Committee met on November 13, 2018. The Committee reviewed the Building Assessment Report that outlined the estimated cost of repairs needed over the next two to three years. The Committee also discussed the future of DCBDD and ownership of the building. The Committee recommends the Board to authorize Kristine Hodge to enter into talks with the County Commissioners for options, which include, but are not limited to, selling the building and renting currently occupied space, finding an alternate location in Delaware or making the needed repairs and continue ownership.

RESOLUTION 18-11-04

Howard Heffelfinger moved to authorize Superintendent Kristine Hodge to enter into conversations with the County Commissioners regarding building options. Alice Nicks seconded. The motion carried.

Ethics Council Report

The Ethics Council met at 6:00 p.m. to approve two staff requests for secondary employment (Jillian Johnson, Bath and Body Works and Jennifer Kenney, The Ganzhorn Suites) and to review twenty-three (23) direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review (We Joy Sing, LLC; Shively Psychological, LLC; Andrew Developmental Disabilities Services, LLC; Easterseals Central & Southeast Ohio; Professional Speech Services, Inc.; A & B Support Care, LLC; Regina and Company, Inc.; Impact Care Ohio, LLC; Kim Care, LLC; A.W. Holdings, LLC; Columbus Therapy Associates, LLC; Hand to Hand Homecare; Central Ohio Therapy Services, LLC; MERC Supported Living, LLC; Thrive Therapy Associates, LLC; Hope Ohio, LLC; Horizon Healthcare Services, LLC; Maggies Care, LLC; Seeds, Deborah L. DBA Debbie Seeds, LLC; Cynthia P. Mowrey, MA, CCC-SLP, LLC; Recreation Unlimited Farm and Fun, Inc.; Ally Medical Transportation, LLC; Helping Hand, LLC).

RESOLUTION 18-11-05

David Moser moved to approve the Ethics Council Report as presented. Gerald Plassenthal seconded the motion. The motion carried.



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New Business - Board Action Items

A. Nominating Committee for 2019 Board Officers

Louis Borowicz pointed the Ethics Council as the Nominating Committee for the 2019 Board Officers. The Nominating Committee will present the slate of Board Officers at the December Board meeting.

B. Rescindment of all Personnel Policies

RESOLUTION 18-11-06

Alice Nicks moved to rescind all previous personnel policies and prior personnel manuals effective December 31, 2018. Howard Heffelfinger seconded the motion. The motion carried

C. 2019 Personnel Policy Manual

RESOLUTION 18-11-07

Alice Nicks moved to approve the 2019 Personnel Policy Manual effective January 1, 2019. Gerald Plassenthal seconded the motion. The motion carried.

D. 2019 All Employee Increase

RESOLUTION 18-11-08

Howard Heffelfinger moved to approve a three percent increase for DCBDD employees. David Moser seconded the motion. The motion carried.

E. 2019 Revised Budget

RESOLUTION 18-11-09

Alice Nicks moved to approve the 2019 Revised Budget. David Moser seconded the motion. A roll call vote was made to approve the 2019 Revised Budget. Louis Borowicz, yes; Howard Heffelfinger, yes; Alice Nicks, yes; Tracie Davies Toot, yes; David Moser, yes; and Gerald Plassenthal, yes. The motion carried.

Superintendent Report

Kristine Hodge reported on the following topics:

- Levy Passage information; Levy passed by 63%
- Executive Development completed by Jared Zirillo, Debbie Sonner and Anne Miller
- Zoo Inclusion event
- Sensitive Santa on Saturday, December 1, 2018
- Art Sale on Saturday, December 1, 2018
- Thanksgiving Luncheon for DCBDD Staff on Monday, November 19, 2018
- DCBDD Gives Back Day on Monday, November 19, 2018
- Hunger Games Food and Supplies Drive
- Early Intervention APR Results
- Strengthening Families Toy Donation
- Sheriff's Office interest to lease the entire lower level of building.
- Supervision Work Group for staff development

Department Reports



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Enrollment, Personnel, and Provider Reports

Superintendent Kristine Hodge reviewed October 2018 Enrollment, Personnel, and Provider reports.

Adjournment

RESOLUTION 18-11-10

Alice Nicks moved to adjourn the meeting. Howard Heffelfinger seconded the motion. The motion carried. The meeting adjourned at 7:16 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Kenney". The signature is written in a cursive, flowing style.

Executive Assistant