

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

**REGULAR MEETING MINUTES**

March 29, 2017

Pickaway County Board of Developmental Disabilities

200 East High Street, Circleville, OH 43113

CALL TO ORDER: Jessica Mullins, President, called the regular meeting of the Pickaway County Board of Developmental Disabilities to order at 6:16 PM with a roll call.

Kristin Gardner:	Present	Jeff Rawlins:	Absent
Cara Layne:	Present	Matthew Tootle:	Arrived 6:23
Greg Miller:	Present	Gwen Wolford:	Absent - Excused
Jessica Mullins:	Present		

INTRODUCE GUESTS: Michael Rodgers, Molly Carrol, John Joyce, and Kelli Matthews. Michael and Kelli were introduced as the newest SSAs. Molly and John provided updates on Transition Services and Employment Navigation, respectively.

Others in attendance: Travis Dresbach, Amanda Knotts, Marie Wilbanks, Bob Hively, and Mike Pelcic.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular February 22, 2017 Meeting.

**Board Action #17-16 Approve Minutes of the Regular February 22, 2017 Meeting**

<b>Motion by:</b>	<b>Greg Miller</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

FINANCIAL REPORTS

Approval to File Financial Report and fund transfers: Financial Report

**Board Action #17-17 Approval to File Financial Report.**

<b>Motion by:</b>	<b>Greg Miller</b>	<b>Second by:</b>	<b>Kristin Gardner</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

Sign Then and Now Certificates if applicable

**Board Action #17-18 Approval to File Voucher List for Vouchers since last Board Meeting**

<b>Motion by:</b>	<b>Kristin Gardner</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

COMMITTEE REPORTS

Ethics Committee: Approved direct service contracts for Nathan Noltemeyer and Kim Hayes

SUPERINTENDENT'S REPORT

- Advocate Report By Travis Dresbach
  - Attended a Regional OSDA meeting on March 1<sup>st</sup> highlighting the State Budget. Travis provided a summary of the budget initiatives from DODD as outlined in "A message from Director Martin."
  - March 8<sup>th</sup> attended PICCA Transportation Coordination Committee meeting. PICCA is exploring cameras for vehicles.
  - Travis was elected as a voting member of the Transportation Coordination

- Committee and assisted in a training video for drivers.
- **BYS Report by Amanda Knotts**
  - Classrooms continue to join Teays Valley classroom with science experiments.
  - Zoo trip is scheduled for May 11<sup>th</sup>.
  - One student will be graduating.
  - Accepting suggestions for changing the end of the year picnic.
- **SSA Report by Marie Wilbanks**
  - March Madness Basketball games and the Community game were a huge success with great turnout.
  - Provider Partnership Pilot Project is moving forward with agencies collaborating on ideas for improving services in Pickaway.
  - Pete Moore and Scotts Marks from OACB visited Pickaway County and met with Marie Wilbanks and Amanda Hall to learn more about SSA services.
  - Only three students applied for Project SEARCH. The program will be delayed one year.
  - The Ohio Association of People Supporting Employment First is recognizing PCBDD as a leader in the state promoting the hiring of people and supporting Employment First.
- Enrollment Status Report Reviewed
- Marie Wilbanks shared highlights from the 2016 Annual Unusual Incident Analysis
- Brooks-Yates Center Property Transferred.
- Included in the Board Packet for review
  - Circleville Herald 3-3-17
  - Circleville Herald 3-14-17
- Additional documents distributed at the Board meeting
  - A Budget Message from Director Martin
  - Circleville Herald 3-28-17

**UNFINISHED BUSINESS**

Food and Beverage Policy: The first reading of the Food and Beverage Policy, Chapter 2.28 was during the Regular February Board Meeting on February 22, 2017. The Pickaway County Auditor reviewed the policy and found no issue only concerns over IRS rules. The policy was modified after receiving comments.

**Board Action #17-19 Approve Food and Beverage Policy, Chapter 2.28.**

<b>Motion by:</b>	<b>Kristin Gardner</b>	<b>Second by:</b>	<b>Matthew Tootle</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

Cellular Phone, Laptop and Tablet Policy: The First reading of the Cellular Phone, Laptop and Tablet Policy, Chapter 5.7.22 was during the Regular February Board Meeting on February 22, 2017. The policy was modified after receiving comments.

**Board Action #17-20 Approve Cellular Phone, Laptop and Tablet Policy, Chapter 5.7.22**

<b>Motion by:</b>	<b>Greg Miller</b>	<b>Second by:</b>	<b>Kristin Gardner</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

NEW BUSINESS: None

OTHER BUSINESS: None

ADJOURNMENT

The meeting was adjourned at 7:03 PM.

Minutes approved by Board Action #17 - 21 on April 26, 2017.

Jessica M Mullins  
Board President or Presiding Officer

4/26/17  
Date

Mark Hart  
Board Secretary

5/30/17  
Date

Michael Polcic  
Superintendent

4/26/17  
Date

