

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

September 26, 2019

Pickaway County Board of Developmental Disabilities
200 East High Street, Circleville, OH 43113

CALL TO ORDER: Jeff Rawlins, Vice President, called the regular meeting of the Pickaway County Board of Developmental Disabilities to order at 6:05 PM with a roll call.

Cara Layne:	Present	Jeff Rawlins:	Present
Bill McGowan:	Present	Matthew Tootle:	Absent- Excused
Greg Miller:	Present	Gwen Wolford:	Absent - Excused
Jennifer Rainey:	Present		

INTRODUCE GUESTS: Laci, John, Luke, and Jayce Thompson.

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

POINT of IMPACT: The Thompson family thanked the Board for participating in the County Fair, supplementing the amount for the sale of Luke's hog, and helping to make the new Fair grounds accessible for everyone in the community.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular July 25, 2019 Meeting.

Board Action #19-42 Approve Minutes of the Regular July 25, 2019 Meeting

Motion by:	Cara Layne	Second by:	Jennifer Rainey
Discussion:		Vote:	Passed Unanimously

FINANCIAL REPORTS

Approval to file the Financial Report and Budget Action Request: Financial Report.

Board Action #19-43 Approval to file Financial Report and Budget Action Request.

Motion by:	Bill McGowan	Second by:	Greg Miller
Discussion:		Vote:	Passed Unanimously

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

Sign Then and Now Certificates if applicable

Board Action #19-44 Approval to File Voucher List for Vouchers since last Board Meeting.

Motion by:	Greg Miller	Second by:	Cara Layne
Discussion:		Vote:	Passed Unanimously

COMMITTEE REPORTS

Ethics Committee: The Ethics Committee did not meet. Board Members signed the approval of direct

service contracts for Jordan Messina and Nancy Riddle.

SUPERINTENDENT'S REPORT

- Advocate Report by Travis Dresbach
 - Attended SOCOG Advocacy meetings on 8/20/19 & 9/17/19.
 - Transportation Coordination Committee met on 9/4/19 and discussion centered on rewriting the By-Laws to make the committee effective.
 - Attended the Ohio Self Determination Association meeting on 9/11/19.
 - Attended Your Best Self event on 9/12/19.
 - Met with the Transportation Coordination By-Laws Committee to propose revisions.
 - Attended Noon Rotary to hear Joanna Mullins Pinkerton, President of COTA, speak about transportation.
- BYS Report by Amanda Knotts
 - New student from Logan Elm starting November 4th.
 -
 - Regional Behavior Technician program is up and running in the school districts.
 - Implementing a new referral process for proactive involvement with students before a crisis situation develops.
 - Started a monthly Education Collaboration for classroom aides in the school districts. The meeting consists of open discussions and an education component.
 - New intervention specialist came from Columbus Public Schools and is a good fit.
- SSA Report by Marie Wilbanks
 - One SSA resigned.
 - Allen Roberts filled the position of SSA to replace a previous resignation.
 - The 2018 Annual report was shared with the Board.
 - OhioHealth Berger Project Search is in the planning stages for the next class to start August 2020.
 - All SSAs trained on employment navigation.
 - Kyle Corbin, DODD Community Life Engagement Project Manager, met with SSAs to share information on state initiatives.
 - Planning a panel discussion of people using remote support to market remote supports technology.
 - Ryan Scribner, Economic Development Director, Pickaway Progress Partnership, was introduced to people working jobs at OhioHealth Berger. Ryan is the Keynote speaker at the 6th Annual Business Awards.
 - Pickaway Diversified Industries, Inc. is merging with Person Centered Services, Inc.
 - Good Hands Supported Living will be moving from their location on Island Road to a Building on State Route 23.
 - Preparations are underway for the DODD Accreditation review in November.
 - A reaching Beyond request was submitted for Mitchell Salisbury for a donation toward a wheelchair van.
 - Community Monthly Board Report
- The Board informed of the discussions that occurred at the Budget Commission meeting. A revised end of the year cash balance projection distributed.
- Knights of Columbus donated \$1,515.05 from their "Measure Up" Campaign.
- Other documents included in the Board Packet:
 - Enrollment Status Report
 - Circleville Herald 8-28-19
 - Circleville Herald 8-31-19
 - Circleville Herald 9-4-19

UNFINISHED BUSINESS: None

NEW BUSINESS

First Reading of the Early Intervention Policy, Chapter 4.1.1.:

Board Action: No action required.

Contract with Crackerjack Technology Services: The annual contract will combine the additional onsite services that began in May 2019.

- A) Crackerjack Technology Services will provide the following services.
 - 1) FIPS 140-2 Compliant remote management tools
 - 2) Device Firmware and software update detection **(HIPAA Requirement)**.
 - 3) Real time monitoring Server hardware, and networking equipment within the environment
 - 4) Patch management solution of server and workstation operating systems **(HIPAA Requirement)**.
 - 5) Managed Anti-virus solution for all servers, and workstation within the environment **(HIPAA Requirement)**.
 - 6) Web filtering and end point security for devices within the environment **(HIPAA Requirement)**.
 - 7) Security Awareness module **(HIPAA Requirement)**.
 - 8) Offsite Backup Hosting and Monitoring
 - 9) Vulnerability Scanning **(HIPAA Requirement)**
 - 10) Unlimited Support Tickets for existing infrastructure (During normal Business hours).
 - 11) Mobile Device Management Solution **(HIPAA Requirement)** (*new for 2019).
 - 12) Complete 365 Cloud Backup Solution (*new for 2019)
 - 13) Required 4 hours onsite visits every Tuesday and Thursdays (Except for National Holidays) 8 am – 12 pm EST.
- B) After hours support is not included in the CJTS Professional package and will be billed at a \$150.00 per hour rate with a 2-hour minimum charge. Normal business hours are between 8 am – 5 pm

Annual contract cost \$40,800.

Board Action #19-45 Authorize the Superintendent to enter into an agreement with Crackerjack Technology Services to provide information technology services in the amount of \$40,800 for the period from October 1, 2019 through September 30, 2020. Additional after hour support at a rate of \$150.00 per hour with a two-hour minimum charge.

Motion by:	Cara Layne	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

Request Donation from Brooks-Yates Center Housing Opportunities, Inc.:

PCBDD desires to purchase or supplement the purchase price of livestock during the 2020 Pickaway County Fair. Any funds expended would be used to directly support the participation of people with developmental disabilities showing livestock. For this specific purpose, PCBDD requests Brooks-Yates Center Housing Opportunities, Inc. make a \$2,000 donation to the Reaching Beyond Gift Fund.

Board Action #19-46 Request Brooks-Yates Center Housing Opportunities, Inc. to make a donation in the amount of \$2,000, to the Reaching Beyond Gift Fund, to support the participation of people with developmental disabilities in the 2020 Pickaway County Fair.

Motion by:	Bill McGowan	Second by:	Jennifer Rainey
Discussion:		Vote:	Passed Unanimously

Pickaway 2-1-1 Community Partnership:

Pickaway County has launched a 2-1-1 helpline to connect residents and the people we serve with

health and human services, and other resources in the community. PCBDD is one of many agencies listed in the 2-1-1 directory. I request the Board join the 2-1-1 Partnership Program at the Partners level of \$500. At this level PCBDD receives recognition on the Pickaway 2-1-1 website, brochures, annual report, and newsletters. This recognition will help raise public awareness of our agency's services and supports.

Board Action #19-47 Approve joining the 2-1-1 Partnership Program at the Partners level of \$500.00.

Motion by:	Greg Miller	Second by:	Cara Layne
Discussion:		Vote:	Passed Unanimously

Pickaway Diversified Industries:

Pickaway Diversified Industries, Inc (PDI) desires to subcontract Adult Day Services and Non-Medical Transportation to Person Centered Services, Inc. (PCS). The agreement between PDI and the Board requires prior written approval to subcontract work. I recommend the Board approve PDI subcontracting services to PCS.

Board Action #19-48 Approve Pickaway Diversified Industries, Inc., to subcontract Adult Day Services and Non-Medical Transportation to Person Centered Services, Inc.

Motion by:	Greg Miller	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

OTHER BUSINESS

Board Action #19-49 Appropriate \$2,000.00 to the Reaching Beyond Gift Fund.

Motion by:	Greg Miller	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

ADJOURNMENT

The meeting adjourned at 7:28 PM.

Minutes approved by Board Action #19-50 on October 24, 2019.

_____ Date
Board President or Presiding Officer

_____ Date
Board Secretary

_____ Date
Superintendent