

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

October 24, 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 6:10 PM with a roll call.

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

INTRODUCE GUESTS: Allen Roberts, SSA. Others in attendance: Travis Dresbach, Amanda Knotts, Marie Wilbanks, and Mike Pelcic.

POINT of IMPACT: None

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular September 26, 2019 Meeting.

Board Action #19-50 Approve Minutes of the Regular September 26, 2019 Meeting

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

FINANCIAL REPORTS

Approval to file the Financial Report: Financial Report.

Board Action #19-51 Approval to file Financial Report.

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| Motion by: | Greg Miller | Second by: | Cara Layne |
| 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 #19-52 Approval to File Voucher List for Vouchers since last Board Meeting.

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

COMMITTEE REPORTS

Ethics Committee:

SUPERINTENDENT'S REPORT

- Advocate Report by Travis Dresbach
 - Attended the Ohio Transportation Equity Forum on 10/4/19
 - Attended the SOCOG Advocacy meeting on 10/15/19. The advocacy group is in the process of rebranding and creating a mission statement.
 - Presenting information on the STABLE Account in Chillicothe on 10/25/19.
 - Accepted into the Nisonger Research health research project for the second year.
- BYS Report by Amanda Knotts
 - Hosted an education collaboration with Westfall School District, seventeen staff attended, including staff from Teays Valley and Circleville City Schools Districts.
 - Plan to host another educational collaboration in November.
 - Training staff at Teays Valley with the unified arts teachers on the topic "How to Support Students with Disabilities."
 - Participating in social groups at Circleville City Schools, facilitating the group with speech and language therapists.
 - Regional Behavior Technicians are working with aides at all four school districts.
- SSA Report
 - Business Awards Night was well attended with Ryan Scribner as the keynote speaker.
 - Business after Business event for direct service providers is planned for November 12th.
 - Hosted a remote support event, including a panelist discussion, the demonstration trailer of various remote support technologies, and a vendor to answer questions.
 - Two new SSAs started employment in the past month.
 - Staff had an opportunity to receive grief counseling and morale-building activities through Soul Bird Consulting.
 - R.J. Palacio, the author of the book Wonder, will be speaking at Circleville City Schools on November 4, 2019, at 6:00 PM.
 - Reviewed the Community Monthly Board Report
- Enrollment Status Report
- Budget Commission learned that the public utility assessments increased higher than expected. In agreement with the superintendent, the Budget Commission to further reduce property tax millage. In summary: The 1.0 mill levy passed in 1992 is reduced to 0.0, the 0.6 mill levy passed in 1996 is reduced to 0.0, and the 1.4 mill levy passed in 2002 is reduced to 0.75.

UNFINISHED BUSINESS

Early Intervention Policy, Chapter 4.1.1: The first reading of the Early Intervention Policy occurred on September 26, 2019. Acronyms were defined, and in paragraph D.(1) the word "system" was removed for Ohio Early Intervention.

Board Action #19-53 Approve the Early Intervention Policy, Chapter 4.1.1.

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

NEW BUSINESS

Program and Expenditures Plan 2020: First reading of the Program and Expenditures Plan 2020.

Board Action: No action required.

Approve Budget for 2020: A final budget for 2020 was prepared in advance of the Program and Expenditures Plan for submission to the County Commissioners. I am requesting the Board approve the budget.

Board Action #19-54 Approve the 2020 budget.

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

Establish November 12, 2019, as the date for an official public hearing on the Program and Expenditures Plan 2020: The meeting will take place at the Board offices from 4:00 PM to 5:00 PM. The PCBDD will accept comments from the public regarding the preliminary Program and Expenditures Plan, including 2019 accomplishments for each program.

Board Action #19-55 Establish November 12, 2019, as the date for an official public hearing on the Program and Expenditures Plan 2020.

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

Additional Service and Support Administrator position: Individuals requesting Service and Support Administration services continue to increase. We currently employ an equivalent of 12 Service and Support Administrators for a capacity to serve 360 individuals. Approximately 371 individuals receive this service. This additional position was included in the Program and Expenditure Plan 2019. I am recommending a Service and Support Administrator position be added to the Table of Organization and filled immediately.

Board Action #19-56 Approve an additional position of Service and Support Administrator to the Table of Organization and authorize the superintendent to fill the position.

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

Approve Employee Contribution for Dental and Health Insurance:

PCBDD, through the Pickaway County Board of Commissioners, belongs to the Franklin County Health Insurance Consortium. As health and dental insurance costs increase for 2020, the County Commissioners propose passing a portion of the cost increase to employees (Attached: 2020 Insurance Rates). The overall insurance rates increased by 4.6%.

Board Action #19-57 Approve increase of employee contribution for dental and health insurance effective January 1, 2020.

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

Change the Location for the Regular December Board Meeting: The Regular December Board meeting is scheduled for Thursday, December 12, 2019, at 5:00 PM. I am unable to secure adequate space at the Ohio Christian University, and recommend changing the location to the Pickaway Country Club, 1399 Stoutsville Pike, Circleville OH 43113.

Board Action #19-58 Approve location change for the Regular December Board Meeting to the Pickaway Country Club, 1399 Stoutsville Pike, Circleville, OH 43113.

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

Annual Opt-Out Program for Individual or Family Health Insurance Coverage, Policy 5.7.21:

The Opt-out Program allows individual employees who have other employer-sponsored group health insurance to opt-out of their health insurance coverage in exchange for an incentive payment. The Board policy sets the incentive payment at \$2,000 for waiving individual coverage or \$5,000 for waiving family coverage on an annual basis. The County Commissioners propose incentive payments of \$2,400 for individual coverage or \$5,800 for family coverage.

Board Action #19-59 Approve opt-out incentive payment of \$2,400 for waiving individual health insurance coverage or \$5,800 for waiving family health insurance coverage.

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

OTHER BUSINESS

- 1. DODD Accreditation – November 18 & 19, 2019. Meeting or phone call with Board Members.
 - a. Jeff Rawlins would be available by telephone. Mike Pelcic will reach out to the other Board Members that were not in attendance to check their availability.
- 2. Schedule Personnel Committee meeting.
 - a. OACB salary survey will not be conducted until early 2020. The only issue for the Personnel Committee is to decide salary increases for 2020. After discussion with Board Members present, there is a consensus to present a 4% increase to the full Board in December.

ADJOURNMENT

The meeting adjourned at 7:11 PM.

Minutes approved by Board Action #19-60 on December 12, 2019.

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| Board President or Presiding Officer | Date |
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| Board Secretary | Date |
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| Superintendent | Date |