

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
REGULAR MEETING MINUTES
 December 10, 2020

Public access is available online at:

<https://us02web.zoom.us/j/89586586280?pwd=UjVhVXJmQXpjTWtkdVFcOXEzRnB2QT09>

Meeting ID: 895 8658 6280, Passcode: 808982, Dial-in numbers: 646-558-8656 or 312-626-6799.

CALL TO ORDER: Gwen Wolford, President, called the regular meeting of the Pickaway County Board of Developmental Disabilities to order at 6:04 PM with a roll call.

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

INTRODUCE GUESTS: LaDonna Edwards, Jeanette Rhoads, Randy Beach, Travis Dresbach, Amanda Knotts, Amanda Hall, Marie Wilbanks, and Mike Pelcic.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular October 29, 2020 Meeting.

Board Action #20-51 Approve Minutes of the Regular October 29, 2020 Meeting

Motion by:	Jeff Rawlins	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

FINANCIAL REPORTS

Approval to File Financial Report: Financial Report.

Board Action #20-52 Approval to File Financial Report.

Motion by:	Matthew Tootle	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

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

Board Action #20-53 Approval to File Voucher List for Vouchers since last Board Meeting

Motion by:	Jeff Rawlins	Second by:	Cara Layne
Discussion:		Vote:	Passed Unanimously

COMMITTEE REPORTS

Ethics Committee: None

UNFINISHED BUSINESS

Program and Expenditures Plan 2021: A public forum for the Program and Expenditures Plan 2021 was held on November 12, 2020; no one attended. The County Commissioners reviewed the plan on November 10, 2020. Additionally, the plan was posted on the website. No comments have been received to modify the preliminary plan. I propose the Board approve the Program and Expenditures Plan 2021 as attached.

Board Action #20-54 Approve the Program and Expenditures Plan 2021.

Motion by:	Matthew Tootle	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

Behavior Support and Positive Culture Policy, Chapter 8: First reading of the revisions to the Behavior Support and Positive Culture Policy, Chapter 8, occurred on October 29, 2020. No comments or revisions have been received.

Board Action #20-55 Approve the Behavior Support and Positive Culture Policy, Chapter 8.

Motion by:	Matthew Tootle	Second by:	Jeff Rawlins
Discussion:		Vote:	Passed Unanimously

NEW BUSINESS

Title XX Policy, Chapter 6: First reading of the revisions to the Title XX Policy, Chapter 6.

Board Action: No action is required.

Brooks-Yates Center Housing Opportunities Board Grant:

Board Action #20-56 Provide a grant of \$25,000 to the Brooks-Yates Center Housing Opportunities Board allocated for the specific purpose to support employees of provider agencies and independent providers for extraordinary expenses not covered by the Medicaid rate. Furthermore, to work with agency providers to address Direct Support Professional recruitment and retention during the pandemic crisis.

Motion by:	Bill McGowan	Second by:	Jeff Rawlins
Discussion:		Vote:	Passed Unanimously

Hazard Pay for Board Employees Providing Direct Care in a Crisis Situation:

Board Action #20-57 Compensate a Board employee with an additional \$5.00 per hour above their rate of pay for the time directed to provide direct care to individuals served during a state of emergency.

Motion by:	Matthew Tootle	Second by:	Cara Layne
Discussion:	The action was revised with the additional phrase: "during a state of emergency."	Vote:	Passed Unanimously

Adopt 2021 Administration Calendar (12-month employee calendar):

Board Action #20-58 Adopt 2021 Administration Calendar

Motion by:	Matthew Tootle	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

Establish the date, time, and place of the 2021 Organizational Meeting and Regular January Board Meetings:

Board Action #20-59 Approve January 21, 2021, as the date for the Organization and Regular January Board Meeting, scheduled for 6:00 PM. The meeting will be held virtually.

Motion by:	Bill McGowan	Second by:	Matthew Tootle
Discussion:		Vote:	Passed Unanimously

Approve Salary Increases for Employees: In lieu of the Program/Personnel Committee meeting to discuss salary increases, I recommended a 3% increase for all employees.

Board Action #20-60 Approve a regular hourly rate increase of 3% for all employees effective pay date January 15, 2021.

Motion by:	Bill McGowan	Second by:	Matthew Tootle
Discussion:		Vote:	Passed Unanimously

Approve supplemental contracts: I am requesting the continuation of supplemental contracts for Bryston McKnight, John Joyce, Heather Foll, Dona Gregg, and Ashley Compton in the amounts of \$4,160.00, \$2,600.00, \$2,600.00, \$3,120.00, and \$3,406.00 respectively. Payment to be distributed equally throughout 26 pay periods for services rendered.

Board Action #20-61 Approve annual supplemental contracts for Bryston McKnight in the amount of \$4,160.00, John Joyce in the amount of \$2,600.00, Heather Foll in the amount of \$2,600.00, Dona Gregg in the amount of \$3,120.00 and Ashley Compton in the amount of \$3,406.00.

Motion by:	Jeff Rawlins	Second by:	Matthew Tootle
Discussion:		Vote:	Passed Unanimously

Service and Support Administrator position: The number of Individuals enrolled and using Service and Support Administration services continues to increase. The Program and Expenditures Plan 2021 proposed employing an additional Service and Support Administrator to meet the first quarter's need. I am requesting a Service and Support Administrator position be added to the Table of Organization effective January 1, 2021.

Board Action #20-62 Approve an additional position of Service and Support Administrator to the Table of Organization effective January 1, 2021. Furthermore, authorize the superintendent to fill the position.

Motion by:	Matthew Tootle	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

Early Intervention Supervisor: The Program and Expenditures Plan 2021 proposed employing an Early Intervention Supervisor in the first quarter. I am requesting this position be added to the Table of Organization effective January 1, 2021. This supervisor will be a shared position between the Pickaway County Educational Service Center and the Board (see attached Early Intervention Supervisor Position Description).

Board Action #20-63 Approve the position of Early Intervention Supervisor to the Table of Organization effective January 1, 2021. Furthermore, authorize the superintendent to fill the position, and enter into a contract with the Pickaway County Educational Service Center to share the position.

Motion by:	Jeff Rawlins	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

Approve Amended Certificates: Approval of Amended Certificates is required for any revenue (non-general fund) about 20% below or above the estimated amount for 2020. Variances of revenue compared to expected receipts: Reaching Beyond up by 123%, Capital Fund down by 65%, Title XX fund up by 22%, ODE up by 22%, and Other (Local/Refunds) down by 75%.

Board Action #20-64 Approve Amended Certificates for Capital Fund, Reaching Beyond Fund, Title XX, ODE, and Other Receipts.

Motion by:	Matthew Tootle	Second by:	Bill McGowan
Discussion:		Vote:	Passed Unanimously

SUPERINTENDENT'S REPORT

The Superintendent's Report to the Board (attached)

Additional Updates:

- Travis Dresbach - was asked to be on a workgroup to create a survey regarding transportation equity.

- Amanda Knotts – working with general education teachers in the districts to build inclusion in the classrooms.
- Marie Wilbanks -
 - Another person passed away from COVID-19.
 - SSA department is developing emergency relocation plans.
 - Explained the need for the Position Statement on Sexuality and future initiatives.
- Mike Pelcic – Knights of Columbus showed tremendous generosity. In addition to the money raised from their Measure Up Campaign, their council members approved an additional \$1,000 donation.

Included documents:

- Position Statement - Sexuality
- Community Monthly Report – November 2020
- Enrollment Status Report December 2020
- Proposed Board Meeting Dates for 2021
- Superintendent Evaluation
- Circleville Herald 11-10-2020

OTHER BUSINESS

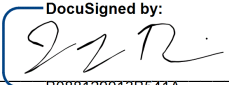
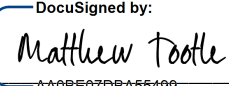
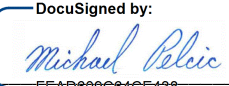
Questions asked by the Board:

1. How is the Co-Op with Ross CB going?
 - a. The Co-Op never transpired. After Ross CB faced an outbreak of COVID-19 in their school, the Board decided to have a full-time superintendent and brought a former superintendent out of retirement.
2. Have we surveyed our users on transportation services?
 - a. No. However, transportation was greatly impacted by the loss of service requested; many drivers were laid-off. Anyone having issues should bring it to the attention of the administration team to investigate.
3. Is the new IT firm in place and are we utilizing their services?
 - a. Yes, and customer service is wonderful.
4. Is there something the Board can do to recognize our caring and compassionate employees for what they may be experiencing during this pandemic?
 - a. The administration is aware of the stress and morale. We are reaching out to support employees, build morale, and show support in many ways. The Board's concern and empathy will be shared with all employees.

ADJOURNMENT

The meeting adjourned at 7:14 PM.

Minutes approved by Board Action #21-1 on January 21, 2021.

<p>DocuSigned by:  <small>B088129013B541A...</small> Board President or Presiding Officer</p>	<p>1/21/2021 _____ Date</p>
<p>DocuSigned by:  <small>AA0BE07DBA55499...</small> Board Secretary</p>	<p>2/24/2021 _____ Date as</p>
<p>DocuSigned by:  <small>FEAD609C64CE438...</small> Superintendent</p>	<p>1/21/2021 _____ Date</p>