



**REGULAR BOARD
MEETING MINUTES**

Tuesday, April 17, 2018

I. Call to Order

The meeting was called to order at 6:06 p.m. by President Mark Weedy.

II. Roll Call

Present Absent Prior Notice

	Present	Absent	Prior Notice	
Linda Barber	X			
Bob Competti		X	X	
Elizabeth Burwell	X			
Sharon Murphy	X			
Theresa Nixon	X			
Sharon Scruggs	X			
Mark Weedy	X			

Staff Present:

John Pekar, Superintendent	Gaynor Pfeffer, Executive Assistant
Temple Custer-Gagni, Director of Community Relations	Ray Schmidt, Director of Quality, Innovation and Planning
Kyle Miller, Director of Adult Service Options	Wendy Ricker, Director of Services and Supports
Cindy Hillberry, Director of Human Resources and Operations	Beth Seifert, Chief Fiscal Officer
David Uhl, Director of Business Development and Gov't Relations	Kevin Rigsby, Facilities Manager

Others Present:

Dayna Rhea, President of the Forest Rose Education Association
Kim Conrad, Westside Support Services

III. Additions/Corrections to the Agenda

- There were no additions or corrections to the agenda.

IV. Public Comment

- There was no public comment.

V. Approval and Signing of Minutes

- Regular Board Meeting Minutes– March 20, 2018

Moved by Theresa Nixon and seconded by Elizabeth Burwell that the Fairfield County Board of Developmental Disabilities approves the March 20, 2018 regular board meeting minutes, as presented.

Vote:	Yes	No	Abstain
Linda Barber			X
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs			X
Mark Weedy	X		

Motion carried unanimously.

VI. Resolution 2018-04-01a: Ratification and Signing of Expenditures

Moved by Linda Barber and seconded by Sharon Murphy that the Board accepts and approves Resolutions 2018-04-01a, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

Resolution 2018-04-01b: Ratification and Signing of Expenditures

Moved by Theresa Nixon and seconded by Elizabeth Burwell that the Board accepts and approves Resolutions 2018-04-01b, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs			X
Mark Weedy	X		

Motion carried unanimously.

Resolution 2018-04-02: Approval of Financial Statement

Moved by Sharon Scruggs and seconded by Theresa Nixon that the Board accepts and approves the March 2018 financial statements, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

VII. Committee Reports

- A. Finance Committee**
No report.
- B. Human Resources Committee**
No report.
- C. Program Services Committee**
No report.
- D. Facilities Committee**
No Report.

E. Ethics Committee

The Ethics committee was scheduled to meet on April 17, 2018.

F. Ad Hoc Committee on County Board Alliances

No report.

G. Social Purpose Enterprise Committee

The Social Purpose Enterprise committee met on April 17, 2018. Minutes are attached.

H. Financial Advisory Committee

No report.

I. OACBDD Advocacy Chair

No report.

VIII. President Update

Mark Weedy stated that everyone should have received an email regarding the electronic evaluation form and procedures for the Superintendent evaluation.

Mark also asked that dates and times of upcoming year-end events be sent to board members, so they can plan accordingly. Jodi Blais will forward dates to Temple Montanez to post dates on website.

Mark stated that the Board of Elections needs Poll workers. If you know of anyone including high school students, please let them know.

IX. Superintendent's Update

John stated that we were awarded \$600,000 for the intensive respite services grant that we jointly applied for with Perry and Licking county boards and Mt. Aloysius. We were one of the 8 entities that received this grant.

John sent an email to all board members last week regarding an incident at the school. To date, MEORC is still investigating and we do not have any new information, John will keep board members updated.

One of our very own, David Uhl was selected out of approximately 400 nominations to receive the Business First 2018 Class of 40 under 40. Congratulations David!

X. Leadership Team Report— Written Report Attached

Elizabeth Burwell stated that the success stories were awesome!

Theresa Nixon asked if the individual that declined DD services can be successful without us. Kyle Miller replied yes, it just depends on the situation.

XI. New Business

A. Resolution 2018-04-03:

Contract Renewal– Information and Referral

B. Resolution 2018-04-04:

Revised Contract– Fairfield Industries & Art & Clay on Main

Moved by Theresa Nixon and seconded by Sharon Scruggs that the Board accepts and approves Resolutions 2018-04-03 and 2018-04-04, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

C. Resolution 2018-04-05:

2019 Tax Budget

Moved by Sharon Scruggs and seconded by Linda Barber that the Board accepts and approves Resolution 2018-03-05, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

D. Resolution 2018-04-06:
Transfer of Shelving Unit (Opportunity Center)

Moved by Sharon Murphy and seconded by Theresa Nixon that the Board accepts and approves Resolution 2018-04-06, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

E. Resolution 2018-04-07:
Program Calendar for Review and Approval

Moved by Theresa Nixon and seconded by Sharon Murphy that the Board accepts and approves Resolution 2018-04-07, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

F. Resolution 2018-04-08:
Resignations/Terminations/Retirements

Moved by Elizabeth Burwell and seconded by Sharon Scruggs that the Board accepts and approves Resolution 2018-04-08, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

G. Resolution 2018-04-09:

Approval to Solicit Bids for a Wheelchair Accessible Van

Moved by Theresa Nixon and seconded by Sharon Scruggs that the Board accepts and approves Resolution 2018-04-09, as presented.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

H. Informational Items:

David Uhl stated that receiving the 40 under 40 Business First award was an unbelievable surprise and the opportunities provided to me by Fairfield DD have made receiving this award possible. Thank you for allowing me the opportunity to serve.

The Superintendent stated that a copy of the EI 2017 Family Questionnaire results was distributed. These are results compiled at the state level.

I. Items from Board Members:

XII. Reflection: What have we done at this meeting to help bring about a vibrant community where people lead fulfilling lives and make meaningful contributions?

Sharon Scruggs stated that reviewing the success of Art and Clay/Square Seven in the Social Purpose Enterprise meeting was very nice. Kudos to everyone on the team!

XIII. Executive Session

Moved by Theresa Nixon and seconded by Sharon Scruggs that the Fairfield County Board of Developmental Disabilities enters into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

The Board went into executive session at 6:31 p.m.

The Board returned from executive session at 6:43 p.m.

XII. Adjournment

Moved by Theresa Nixon and seconded by Elizabeth Burwell that the Fairfield County Board of Developmental Disabilities adjourns the meeting.

Vote:	Yes	No	Abstain
Linda Barber	X		
Elizabeth Burwell	X		
Sharon Murphy	X		
Theresa Nixon	X		
Sharon Scruggs	X		
Mark Weedy	X		

Motion carried unanimously.

Meeting adjourned at 6:44 p.m.

Gaynor Pfeffer
Recording Secretary

Mark Weedy, President
Fairfield County Board of
Developmental Disabilities



Linda Barber, Secretary
Fairfield County Board of
Developmental Disabilities



Resolution # 2018-04-01a

April 17, 2018

IN THE MATTER OF RATIFICATION AND SIGNING OF EXPENDITURES FOR MARCH 2018

WHEREAS, the Fairfield County Board of Developmental Disabilities has reviewed the March 2018 expenditures,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the March 2018 expenditures except for check #5254005 and #5255509 to Innerphase Video Productions for the monthly tv show and check #5255414 to Fairfield Medical Center for occupational therapy services.

Motion by: Linda Barber

Seconded by: Sharon Murphy

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: April 17, 2017

I certify that this is a true and correct copy of Resolution #2018-04-01a.

A handwritten signature in blue ink that reads 'Linda Barber' is written over a horizontal line.

Linda Barber, Board Secretary



Resolution # 2018-04-01b

March 20, 2018

IN THE MATTER OF RATIFICATION AND SIGNING OF EXPENDITURES FOR MARCH 2018

WHEREAS, the Fairfield County Board of Developmental Disabilities has reviewed the March 2018 expenditures, and

WHEREAS, the following expenditures to Innerphase Video Productions and Fairfield Medical Center have been separated from Resolution #2018-04-01a:

- #5254005 (IVP)
- #5255509 (IVP)
- #5255414 (FMC)

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the above expenditures to Innerphase Video Productions and Fairfield Medical Center as presented.

Motion by: Theresa Nixon
Seconded by: Elizabeth Burwell
YEAS: 5
NAYS: 0
ABSTENTIONS: 1

ADOPTED: March 20, 2018

I certify that this is a true and correct copy of Resolution #2018-04-01b.



Linda Barber, Board Secretary



Resolution # 2018-04-02

April 17, 2018

IN THE MATTER OF APPROVING THE FINANCIAL STATEMENTS FOR MARCH 2018

WHEREAS, the Fairfield County Board of Developmental Disabilities has reviewed the March 2018 financial statements,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the March 2018 financial statements as presented.

Motion by: Sharon Scruggs
Seconded by: Theresa Nixon
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-04-02.

A handwritten signature in blue ink, which appears to read 'Linda Barber', is written over a horizontal line.

Linda Barber, Board Secretary



Resolution # 2018-04-03
April 17, 2018

IN THE MATTER OF A CONTRACT RENEWAL WITH INFORMATION AND REFERRAL OF FAIRFIELD COUNTY FOR AFTER HOUR PHONE COVERAGE AND INFORMATION AND REFERRAL SERVICES

WHEREAS, the Fairfield County Board of Developmental Disabilities County previously contracted with Information and Referral of Fairfield to provide after hour phone coverage and ongoing comprehensive information and referral services, and

WHEREAS, the aforementioned contract is set to expire on April 30, 2018, and

WHEREAS, the Fairfield County Board of Developmental Disabilities and Information and Referral of Fairfield County wish to enter into a contract renewal,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the contract renewal with Information and Referral of Fairfield County, as presented.

Motion by: Theresa Nixon
Seconded by: Sharon Scruggs
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-04-03.



Linda Barber, Board Secretary



Resolution # 2018-04-04

April 17, 2018

IN THE MATTER OF A CONTRACT REVISION WITH FAIRFIELD INDUSTRIES, INC. FOR THE OPERATION OF ART & CLAY ON MAIN AND SQUARE 7 COFFEE HOUSE

WHEREAS, the Fairfield County Board of Developmental Disabilities previously contracted with Fairfield Industries, Inc. for the operation of Art & Clay on Main and Square 7 Coffee House, and

WHEREAS, the aforementioned contract needs to be revised to include payment for Administrative services, and

WHEREAS, Fairfield DD and Fairfield Industries, Inc. are willing to enter into a new revised contract as attached,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the revised contract with Fairfield Industries, Inc., as presented.

Motion by: Theresa Nixon
Seconded by: Sharon Scruggs
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-04-04.

A handwritten signature in blue ink that reads 'Linda Barber'.

Linda Barber, Board Secretary



Resolution # 2018-04-05

April 17, 2018

IN THE MATTER OF CY2019 TAX BUDGET

WHEREAS, annually, the County Commissioners request the submission of a budget mid-year for calculation of the tax budget, and

WHEREAS, submission of said budget is a requirement of the Ohio Revised Code,

NOW THEREFORE,

BE IT RESOLVED by the Fairfield County Board of Developmental Disabilities:

That the Board approves the CY2019 budget for submission to the County Commissioners as presented.

Motion by: Sharon Scruggs

Seconded by: Linda Barber

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-04-05.

A handwritten signature in blue ink that reads 'Linda Barber' is written over a horizontal line.

Linda Barber, Board Secretary



Resolution # 2018-05-06

May 15, 2018

IN THE MATTER OF THE CREATION OF AN ADDITIONAL IT SYSTEMS SPECIALIST POSITION

WHEREAS, the administration has explored the reorganization of duties for efficient IT operations within the Department of Quality, Innovation and Planning, and,

WHEREAS, based upon this exploration the administration is recommending revisions to IT Systems Specialist position description to reflect current job duties and departmental needs, and

WHEREAS, the Administration is recommending the abolishment of the Information Technology Specialist position and the creation an additional IT Systems Specialist position to meet the current and future needs of Fairfield DD,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

Section 1. That the Board approves the revised IT Systems Specialist position description along with the creation of an additional IT Systems Specialist position.

Section 2. That the Board approves the abolishment of the Information Technology Specialist position.

Motion by: Sharon Murphy
Seconded by: Theresa Nixon
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-05-06.



Linda Barber, Board Secretary



Resolution # 2018-04-07

April 17, 2018

IN THE MATTER OF APPROVING THE 2018-2019 CALENDARS

WHEREAS, the following 2018-2019 calendars are presented to the Board for approval:

- 12-Month Staff Calendar
- Forest Rose– School Age & Preschool Calendars

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the 2018-2019 12-Month Staff and Forest Rose School Age and Preschool calendars as presented.

Motion by: Theresa Nixon
Seconded by: Sharon Murphy
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2017-04-07.



Linda Barber, Board Secretary



Resolution # 2018-04-08
April 17, 2018

IN THE MATTER OF STAFF RESIGNATIONS, TERMINATIONS & RETIREMENTS

WHEREAS, Shannon Thomson, Educational Aide at Forest Rose School has resigned from her position, and

WHEREAS, Kala Phillips and Eric Sullivan intermittent employees at Forest Rose School have resigned from their positions,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the resignations listed above.

Motion by: Elizabeth Burwell
Seconded by: Sharon Scruggs
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-04-08.



Linda Barber, Board Secretary



Resolution # 2018-04-09

April 17, 2018

IN THE MATTER OF PURCHASING A MANUFACTURED RATED 9 PASSENGER VAN WITH WHEELCHAIR SPACE

WHEREAS, Forest Rose School is in need of a two-wheelchair accessible van, and

WHEREAS, \$60,000.00 was included in the CY2018 budget for the purchase of van with space for 2 wheelchairs, and

WHEREAS, Administration will not be able to go through state purchasing to purchase the van and will need to solicit bids to purchase of manufactured rated 9 passenger van with wheelchair space and then customize, and

WHEREAS, Administration is requesting board approval to solicit bids for a manufactured rated 9 passenger van with wheelchair space so custom adjustments for transport of 2 wheelchairs can be made,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves Administration's request to solicit bids for a manufactured rated 9 passenger van with wheelchair space for customization.

Motion by: Theresa Nixon
Seconded by: Sharon Scruggs
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: April 17, 2019

I certify that this is a true and correct copy of Resolution #2018-04-09.



Linda Barber, Board Secretary