CCBDD Board Members Present: Kerry Brugger, Shelly Cushman, David Sapp, and Amy Wilcoxon

CCBDD Board Members Absent: Malia Hughes, Laurie Stickney, and Lori Rose

SCBDD Board Members Present: Dallas Davis, Tiffany Kemp, Joyce Ruppert, and Jackie Ward

SCBDD Board Members Absent: Betsy O'Leary, Joe Vondenhuevel, and Bill Zimmerman, Jr.

CCBDD-SCBDD Staff Members Present: Tyler Davis, Leigh Anne Wenning, and Sharon Wheeland

Guests Present: Rachel Theodor, CCBDD Investigative Agent

Call to Order

The April meeting of the Champaign/Shelby County Boards of Developmental Disabilities was called to order by CCBDD President Brugger and SCBDD President Davis at 4:51 p.m. in the Champaign County Board of Developmental Disabilities Conference Room.

Moment of Silence

CCBDD President Brugger and SCBDD President Davis allowed for a moment of silence.

Adoption of Agenda

CCBDD – Mr. Sapp made a motion that the Board adopts the agenda as submitted. Second by Ms. Cushman. Motion carried.

SCBDD - Ms. Ruppert made a motion that the Board adopts the agenda as submitted. Second by Ms. Ward. Motion carried.

Reading of the Mission Statement

CCBDD - The mission statement was read by all CCBDD board members and staff present.

SCBDD - The mission statement was read by all SCBDD board members and staff present.

Introduction of Guests

Ms. Wenning introduced Ms. Rachel Theodor, Investigative Agent, for Champaign County Board of Developmental Disabilities.

Approval of the February and Marh Meeting Minutes

CCBDD – Ms. Cushman made a motion that the minutes of the March Board meeting be approved as submitted. Second by Ms. Wilcoxon. Motion carried.

SCBDD – Ms. Kemp made a motion that the minutes of the February Board meeting be approved as submitted. Second by Ms. Ruppert. Motion carried.

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Presentation of Financial Report

CCBDD – Finance & Operations Director Davis presented the Financial Report for the month of March. As of March 31, 2024, the program had received 46% of budgeted revenues and had expended 54% of budgeted expenditures.

Mr. Sapp made a motion that the Board approves the March Financials and Accounts Payable report as presented. Second by Ms. Cushman. Motion carried.

SCBDD – Finance & Operations Director Davis presented the Financial Report for the months of February and March. As of March 31, 2024, the program had received 49% of budgeted revenues and had expended 30% of budgeted expenditures.

Ms. Ward made a motion that the Board approves the February and March Financials and Accounts Payable report as presented. Second by Ms. Ruppert. Motion carried.

Presentation of Superintendent Report

The Superintendent report was included in the board packet.

- CCBDD Staffing Update
  - New Hire
    - Melissa Hyder
- SCBDD Staffing Update
  - New Hire
    - Joy Starry
  - Resignation
    - Joan Green
    - Katelyn North
    - Kayla Freistuhler
    - Kristi Oliver
    - Brad Sterling

Presentation of New Business

CCBDD 24-04-01 Ms. Cushman made a motion that the Board formally approve and adopt the following shared policy: 5.2.12 Drug/Alcohol Free Workplace. Second by Ms. Wilcoxon. Motion carried.

SCBDD 24-04-01 Ms. Ruppert made a motion that the Board formally approve and adopt the following shared policy: #37-90 Drug/Alcohol Free Workplace. Second by Ms. Ward. Motion carried.

CCBDD 24-04-02 Mr. Sapp made a motion that the Board formally approve to no longer share with the Shelby County Board of DD the positions of Medicaid Manager and Medicaid Support Coordinator and to add a full-time Medicaid Manager position to the table of organization at the pay range ($24.97/hour to $36.32/hour) as presented. Second by Ms. Wilcoxon. Motion carried.

SCBDD 24-04-02 Ms. Kemp made a motion that the Board formally approve to no longer share with the Champaign County Board of DD the positions of Medicaid Manager and Medicaid Support Coordinator and to add a full-time Medicaid Manager and Medicaid Support Coordinator positions to the table of organization as presented. Second by Ms. Ward. Motion carried.

CCBDD 24-04-03 Mr. Sapp made a motion that the Board formally approve to increase the expenditure and revenue budget by $116,709 as presented. Second by Ms. Cushman. Motion carried.

CCBDD 24-04-04 Ms. Cushman made a motion that the Board formally approve to provide a donation to the EVERYbody Plays Inclusion Playground Project in the amount of $30,000 and approve to provide a donation to the West Liberty Lions Club Park bathroom renovation in the amount of $10,000, as presented. Second by Ms. Wilcoxon. Motion carried.

SCBDD 24-04-03 Ms. Ward made a motion that the Board formally approve and adopt the following policy: #5-84 Personal Leave. Second by Ms. Kemp. Motion carried.

SCBDD 24-04-04 Ms. Ruppert made a motion that the Board approves the expenditure for a condensing unit (HVAC) as presented. Second by Ms. Kemp. Motion carried.

SCBDD 24-04-05 Ms. Ward made a motion the Board formally approves the expenditure on one large capacity accessible van as presented. Second by Ms. Ruppert. Motion carried.

SCBDD 24-04-06 Ms. Kemp made a motion that the Board formally approve a budget amendment 2024-01 request to increase the expenditure budget to expend funds for the technology hub grant award to SCBDD via DODD as presented. Second by Ms. Ward. Motion carried.

SCBDD 24-04-07 Ms. Ruppert made a motion the Board formally approve to update the Table of Organization position of Community Connections Coordinator to provide direct supervision to the positions of Community Living Specialist at the pay range as presented. Second by Ms. Kemp. Motion carried.

SCBDD 24-04-08 Ms. Ward made a motion that the Board formally approve adding a new position, Resource Coordinator, to the Table of Organization at the pay range as presented. Second by Ms. Kemp. Motion carried.

Anything for the Good of the Order

CCBDD – Ms. Wilcoxon made a motion to excuse Malia Hughes, Lori Rose, and Laurie Stickney from the meeting. Second by Ms. Cushman. Motion carried.

SCBDD – Ms. Ruppert made a motion to excuse Betsy O'Leary, Joe Vondenhuevel, and Bill Zimmerman, Jr. from the meeting. Second by Ms. Kemp. Motion carried.

Comments

CCBDD President Brugger thanked SCBDD for coming to the meeting.

SCBDD President Davis thanked CCBDD for hosting the meeting.

CCBDD – Mr. Sapp stated there is a home on Scioto Street that is in need of repair and asked if it was a CCBDD home or a CRSI. Ms. Wenning stated she would check into this matter.

SCBDD – Mr. Davis stated that he will not be attending the May SCBDD board meeting.

Next Meeting Date

CCBDD - The next meeting will be held on Thursday, May 23, 2024, at 4:30 p.m. at Champaign CBDD Conference Room.

SCBDD - The next meeting will be held on Monday, May 20, 2024, at 12:00 p.m. at Shelby CBDD Conference Room.

Adjournment

CCBDD – Mr. Sapp motioned to adjourn the meeting at 5:36 p.m. Ms. Cushman seconded the motion. Motion carried.

SCBDD – Ms. Ward motioned to adjourn the meeting at 5:36 p.m. Ms. Kemp seconded the motion. Motion carried.

Respectfully submitted,

Tiffany L. Kemp
Ms. Tiffany Kemp - SCBDD Secretary

Mr. David Sapp - CCBDD Secretary

Sharon Wheeland
Ms. Sharon Wheeland, Executive Support Specialist

Dropbox Sign

Audit trail

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