

RECORD OF PROCEEDINGS

Minutes of:

Champaign County Board of Developmental Disabilities
Shelby County Board of Developmental Disabilities

Meeting

Held on November 17, 2022

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CCBDD Board Members Present: Kerry Brugger, Shelly Cushman, Malia Hughes, Lori Rose, Laurie Stickney and Amy Wilcoxon

SCBDD Board Members Present: Dallas Davis, Tiffany Kemp, Betsy O’Leary, Joyce Ruppert and Bill Zimmerman, Jr.

CCBDD-SCBDD

Staff Members Present: Jennifer Bradford, Lisa Brady, Jeff Coaty, Tyler Davis, Darlene Mullen, Krista Oldiges, and Leigh Anne Wenning

Call to Order

The November meeting of the Champaign/Shelby County Boards of Developmental Disabilities was called to order by CCBDD President Brugger and SCBDD President Davis at 4:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

Moment of Silence

CCBDD President Brugger and SCBDD President Davis allowed for a moment of silence asking those in attendance to keep the families of Virginia “Ginny” Ammon, Greg Niemi and Tammy Robbins in their thoughts.

Adoption of Agenda

CCBDD - Ms. Hughes made a motion that the Board adopts the agenda as submitted. Second by Ms. Cushman. Motion carried.

SCBDD - Ms. Kemp made a motion that the Board adopts the agenda as submitted. Second by Ms. O’Leary. 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

No guests in attendance.

Approval of the October Meeting Minutes

CCBDD – Ms. Stickney made a motion that the minutes of the October Board meeting be approved as submitted. Second by Ms. Hughes. Motion carried.

SCBDD – Ms. Ruppert made a motion that the minutes of the October Board meeting be approved as submitted. Second by Mr. Zimmerman, Jr. Motion carried.

Financial Report

CCBDD – Business Director Davis presented the Financial Report for the month of October. As of October 31, 2022, the program had received 95.09% of budgeted revenues and had expended 74.69% of budgeted expenditures.

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Ms. Rose made a motion that the Board approves the October financial report including the voucher/expenditure report as presented. Second by Ms. Cushman. Motion carried.

SCBDD - Business Director Davis presented the Financial Report for the month of October. As of October 31, 2022, the program had received 94.28% of budgeted revenues and had expended 73.91% of budgeted expenditures.

Mr. Zimmerman, Jr. made a motion that the Board approves the October financial report including the voucher/expenditure report as presented. Second by Ms. O'Leary. Motion carried.

CCBDD-SCBDD Superintendent Report

- The Superintendent report was included in the board packet.
 - Personnel Action
 - Resignation
 - Krista Oldiges

CCBDD 22-11-01 Ms. Stickney made a motion that the Board formally authorize Superintendent Wenning to be the Board representative at the Ohio Association of County Boards Delegate Assembly and to vote on proposed resolutions in accordance with the Board consensus. Second by Ms. Hughes. Motion carried.

SCBDD 22-11-01 Ms. Kemp made a motion that the Board formally authorize Superintendent Wenning to be the Board representative at the Ohio Association of County Boards Delegate Assembly and to vote on proposed resolutions in accordance with the Board consensus. Second by Ms. Ruppert. Motion carried.

CCBDD 22-11-02 Ms. Hughes made a motion that the Board formally approve an administrative agreement with Champaign County Board of Developmental Disabilities to share the services of Superintendent, Finance and Operations Director, Service and Support Administration Director and Community Education and Outreach Director. Second by Ms. Cushman. Motion carried.

SCBDD 22-11-02 Mr. Zimmerman, Jr. made a motion that the Board formally approve an administrative agreement with Champaign County Board of Developmental Disabilities to share the services of Superintendent, Finance and Operations Director, Service and Support Administration Director and Community Education and Outreach Director. Second by Ms. O'Leary. Motion carried.

CCBDD 22-11-03 Ms. Rose made a motion that the Board formally approves:

Champaign County Board of Developmental Disabilities to contract with Shelby County Board of Developmental Disabilities to cost share for the following positions for calendar year 2023:

- P.L.A.Y. Project Coordinator

Shelby County Board of Developmental Disabilities to contract with Champaign County Board of Developmental Disabilities to cost share for the following positions for calendar year 2023:

- Manager of Medicaid Services
- Medicaid Support Coordinator
- Communications Specialist

Dual-employment to cost share for the following position for calendar year 2021:

- Superintendent
- Finance and Operations Director
- Service & Support Administration Director
- Community Education & Outreach Director

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Contracts will be effective January 1, 2023, through December 31, 2023. Second by Ms. Stickney. Motion carried.

SCBDD 22-11-03 Ms. Kemp made a motion that the Board formally approves:

Champaign County Board of Developmental Disabilities to contract with Shelby County Board of Developmental Disabilities to cost share for the following positions for calendar year 2023:

- P.L.A.Y. Project Coordinator

Shelby County Board of Developmental Disabilities to contract with Champaign County Board of Developmental Disabilities to cost share for the following positions for calendar year 2023:

- Manager of Medicaid Services
- Medicaid Support Coordinator
- Communications Specialist

Dual-employment to cost share for the following position for calendar year 2021:

- Superintendent
- Finance and Operations Director
- Service & Support Administration Director
- Community Education & Outreach Director

Contracts will be effective January 1, 2023, through December 31, 2023. Second by Ms. Ruppert. Motion carried.

CCBDD 22-11-04 Ms. Hughes made a motion that the Board approves the COS request recommendation from the Ethics Committee meeting that was held on November 17, 2022. Second by Ms. Stickney. Motion carried.

CCBDD 22-11-05 Ms. Rose made a motion the Board formally approve the following title changes:

- Business Director to Finance and Operations Director

Second by Ms. Cushman. Motion carried.

CCBDD 22-11-06 Ms. Rose made a motion that the Board formally approve the Staff Salary Schedules as revised. Second by Ms. Hughes. Motion carried.

SCBDD 22-11-04 Ms. Ruppert made a motion the Board formally approve utilizing a \$5,000 line of credit at Menards for our facilities department. Second by Mr. Zimmerman, Jr. Motion carried.

SCBDD 22-11-05 Ms. Kemp made a motion that the Board formally approve and adopt the following policy: ##63-07.1 Financial Policy for County Procurement Card. Second by Mr. Zimmerman, Jr. Motion carried.

SCBDD 22-11-06 Ms. O'Leary made a motion the Board formally approve the following title changes:

- Business Director to Finance and Operations Director
- SSA Assistant to Administrative Assistant- SSA Department
- Preschool Assistant to Administrative Assistant- Preschool
- CEO Assistant to Administrative Assistant- CEO Department
- EI and Wilma Valentine Assistant to Administrative Assistant- Early Intervention and Wilma Valentine Childcare
- Community Education Specialist to Communications Specialist
- Community Employment Specialist to Community Employment Coordinator

Second by Ms. Ruppert. Motion carried.

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SCBDD 22-11-07 Ms. Kemp made a motion that the Board formally approve the Staff Salary Schedules as revised. Second by Mr. Zimmerman, Jr. Motion carried.

SCBDD 22-11-08 Ms. O'Leary made a motion that the Board formally approve to contract with Helping Hands Therapeutic, LLC, to provide occupational therapy services to the Early Intervention Program and/or the Shelby Hills Preschool, effective January 1, 2023, thru December 31, 2023, not to exceed 1125 hours. Second by Ms. Ruppert. Motion carried.

SCBDD 22-11-09 Mr. Zimmerman, Jr. made a motion that the Board formally approve to contract with Andrea Spencer, Registered Physical Therapist, to provide services to the Early Intervention Program and/or the Shelby Hills Preschool, effective January 1, 2023, thru December 31, 2023, not to exceed 1200 hours. Second by Ms. Kemp. Motion carried.

SCBDD 22-11-10 Ms. O'Leary made a motion that the Board formally approve to enter into contract with the Wilma Valentine Childcare to provide space and Day Care staff for calendar year 2023 as outlined. Second by Ms. Ruppert. Motion carried

SCBDD 22-11-11 Mr. Zimmerman, Jr. made a motion that the Board formally approve the recommendation for appointment of Heather Roe-McClain and Tiffany Rank for their second term as Board Members for the Wilma Valentine Childcare effective January 1, 2023 for a term as outlined in their code of regulations. Second by Ms. O'Leary. Motion carried.

Anything for the Good of the Order

CCBDD – Ms. Stickney made a motion to excuse David Sapp from the meeting. Second by Ms. Cushman. Motion carried.

SCBDD – Ms. Ruppert made a motion to excuse Joe Vondenhuevel and Jackie Ward from the meeting. Second by Ms. O'Leary. Motion carried.

Comments

CCBDD President Brugger and SCBDD President Davis wished Krista Oldiges good luck on her new position as Superintendent with Logan County Board of Developmental Disabilities, as well as wishing everyone in attendance Happy Thanksgiving and to have safe holidays.

CCBDD President Brugger thanked SCBDD for hosting the meeting.
SCBDD President Davis thanked CCBDD for coming.

Next Meeting Date

CCBDD - The next meeting will be held on Thursday, January 26, 2023 at 4:30 p.m. at Champaign CBDD Conference Room.

SCBDD - The next meeting will be held on Monday, January 23, 2023 at 12:00 p.m. at Shelby CBDD Conference Room.

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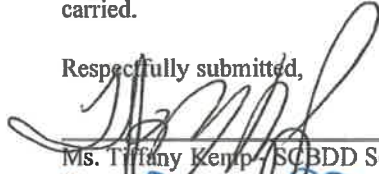
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Adjournment

CCBDD – Ms. Stickney motioned to adjourn the meeting at 4:46 p.m. Ms. Wilcoxon seconded the motion. Motion carried.

SCBDD – Ms. O’Leary motioned to adjourn the meeting at 4:46 p.m. Ms. Kemp seconded the motion. Motion carried.

Respectfully submitted,



Ms. Tiffany Kemp - SCBDD Secretary



Mr. Kerry Brugger - CCBDD President



Ms. Darlene Mullen, Administrative Support Manager