

**SANDUSKY COUNTY BOARD
DEVELOPMENTAL DISABILITIES**

APRIL 23, 2018

MINUTES

***Note – Ethics Council met prior to the start of the regular meeting to discuss and approve the Direct Services Contracts and Outside Employment Contracts to be submitted to full Board for approval.*

REGULAR BOARD MEETING

John Havens called the regular meeting of the Board to order at **5:22 p.m.** and roll call was taken.

Present: John Havens, Cheryl Durnwald, Jody Amor, Laurie Fox, Tim Ellenberger, and Jim Fox. Kent Weickert was excused.

Staff Present: Sarah Zimmerman, Michele Mong, and Kim Jenkins.

There were no guests present at tonight's meeting.

I. REVIEW OF MINUTES

The Board approved the minutes of the **March 26, 2018** Board meeting.

Motion by Durnwald, second by Amor. Motion carried. **18-04-01**

II. FINANCIAL REPORTS

Michele Mong shared that they received the first half payment of the real estate tax settlement. The next payment will come in August. She said they also received the waiver reconciliation payment. This is received every two years.

The Board accepted the **March 2018** Financial Reports as submitted by Michele Mong, Business Manager.

Motion by Amor, second by L. Fox. Motion carried. **18-04-02**

III. **REPORTS AND RESOURCES**

The following reports were reviewed with the Board:

A. **SUPERINTENDENT REPORT**

B. **HUMAN RESOURCES REPORT**

C. **PROGRAM REPORTS**

1. **2018 CARF ACCREDITATION AWARD LETTER AND REPORT**

Sarah stated the SCBDD received a 3-year award with only 1 recommendation.

D. **CORRESPONDENCE**

None at this time

E. **EDUCATIONAL RESOURCES**

1. **DIRECT SUPPORT WORKFORCE CRISIS FACT SHEET**

The fact sheet was presented at the State Court House on Advocacy Day and Sarah thought it would be good information to share with the Board.

2. **COUNTY BOARD PRIVATIZATION MAP**

Sarah shared the updated privatization map with the Board. Privatization was mandated by CMS.

F. **CALENDAR OF EVENTS**

1. May 5th Derby Event – Neeley Center
2. **May 21, 2018 at 5:15 p.m. – Next Board Meeting (3rd Monday) / Waiver in-service** (ceu's available)
3. May 28th – Facility closed – Memorial Day

IV. **OLD BUSINESS**

A. **BUILDING UPDATE**

1. **Restroom Renovations**

Sarah stated on Tuesday, 4/17/18, we opened bids at the Commissioner's office for the restroom renovation. We had one contractor bid, Telemon, at \$270,500, which was more than 10% over the allowed \$230,000 approved estimate. Other contractors who had expressed an interest did not bid explaining they have too much work for the summer and could not meet the project scope. We recommended and the board approved to increase the budget to \$265,000 and to pursue re-bids in August.

The Board increased the restroom renovation budget to **\$265,000** and to pursue bids in August 2018.

Motion by L.Fox, second by J. Fox. Motion carried. **18-04-03**

2. Security Cameras

Sarah said we received 3 security camera quotes. Cameras would be installed externally to cover the parking lots and play ground, all doorways, and the hallways. No cameras would be placed in offices/classrooms or conference rooms. The video footage can be stored for 30 days. The winning quote was from North Coast Security.

The Board accepted the quotes from **Kuns Northcoast Security Center** to install a security camera system at a cost not to exceed **\$18,900.00.**

Motion by Ellenberger, second by J. Fox. Motion carried. **18-04-04**

V. NEW BUSINESS

A. CONTRACTS

1. DIRECT SERVICE CONTRACTS / OUTSIDE EMPLOYMENT

The Board approved the following Contracts:

*P. G. (Family Member) – Family Support Services Reimbursement
S. G. (Parent) – Family Support Services Reimbursement
N. C. (Parent) – Family Support Services Reimbursement
P. S. (Parent) – Family Support Services Reimbursement
J. H. (Parent) – Family Support Services Reimbursement*

Motion by L.Fox, second by J. Fox. Motion carried. **18-04-05**

2. P.T. SERVICES AGREEMENT

This is the contract we present each year except this contract is for 2 years.

The Board approved the 2-year contract with P.T. Services Rehabilitation, Inc., for the occupational and physical therapy school services, effective dates – **Aug. 1, 2018 through July 31, 2020** at a cost not to exceed **\$132,132.00** annually.

Motion by L. Fox, second by J. Fox. Motion carried. **18-04-06**

B. SCHOOL OF HOPE

The fiscal analysis for the past three years was reviewed and discussions were had regarding the bus transportation for the upcoming school year. Due to increasing costs and steady to declining revenue for school services with a reduction in other revenue streams to off-set expenses, it is critical to evaluate options to ensure the stability and longevity of the SOH as an option for our community. Meetings have been held with

relevant school district superintendents and special education directors to discuss the upcoming year and the idea of paying for their students to attend and the suspension of transportation, which have been positively received. Tonight, the board is asked to approve to suspend bus transportation for the upcoming school year and to pursue bus lease agreements with BCS and FCS. They also are asked to approve the 2018-19 school calendar and to approve entering into an agreement for vended meals with FCS. They are also being asked to approve the hiring of the summer recreation staff.

1. 2018-2019 SCHOOL CALENDAR

The Board approved the School of Hope calendar for school year 2018-2019 as presented.

Motion by Durnwald, second by Amor. Motion carried. **18-04-07**

2. SCHOOL BUSING:

The Board approved to suspend SCBDD operated school bus services at the end of the 2017-2018 school year.

Motion by Amor, second by L. Fox. Motion carried. **18-04-08**

The Board approved the SCBDD to pursue lease agreements with Bellevue City Schools and Fremont City Schools to lease busses at \$1 per bus for the 2018-2019 school year

Motion by L. Fox, second by Ellenberger. Motion carried. **18-04-09**

3. 2018 – 2019 SCHOOL LUNCHESES

The Board approved the small vended foods meal agreement with **Fremont City Schools** for the 2018-2019 school lunches at a cost of **\$4.00** per student lunch and **\$4.00** per pre-school lunch.

Motion by Ellenberger, second by J. Fox. Motion carried. **18-04-10**

4. INTENT TO HIRE SUMMER RECREATION STAFF

The Board approved to hire the 2018 Intermittent Summer Recreation Staff for the United Way funded, Council sponsored, program which runs from 6/12/18 through 7/26/18 as submitted by Becky Holtgreven, Director of Educational Services.

<i>Dana Beier</i>	<i>George Tucker, Jr.</i>	<i>Cindy Waggoner</i>
<i>Reenie Ballenger</i>	<i>Deb Conner</i>	<i>Victoria Sliger</i>
<i>Alyna Hinsch</i>	<i>Sarah Naderer</i>	<i>Barb Cox</i>
<i>Peggy Lieske</i>	<i>Cherie Hoffman</i>	<i>Cindy Reed</i>
<i>Brenda Ross</i>		

Motion by J. Fox, second by Durnwald. Motion carried. **18-04-11**

C. EARLY RETIREMENT INCENTIVE PLAN (ERIP) (Verbal Discussion)

Sarah is requesting the Board approve the ERIP effective July 1, 2018 through June 30, 2019 for employees who are eligible for retirement. This is similar to what we have done in previous years. It will be helpful for transitioning out of transportation services. There are currently 16 individuals eligible for this offer.

The Board approved a one-year Early Retirement Incentive Plan to be effective July 1, 2018.

Motion by Durnwald, second by Amor. Motion carried. **18-04-12**

D. TABLE OF ORGANIZATION

The Board approved the Table of Organization, which includes the addition of one full-time SSA.

Motion by Amor, second by L. Fox. Motion carried. **18-04-13**

VI. BOARD POLICY REVIEW

No polices to review this month

VII. **EXECUTIVE SESSION**

The Board entered into Executive session at **6:40 p.m.** to consider the employment of a public employee. The Board will then reconvene to public session.

Motion by L. Fox, second by Ellenberger. Motion carried. **18-04-14**

Present: John Havens, Cheryl Durnwald, Jody Amor, Laurie Fox, Tim Ellenberger, and Jim Fox. Kent Weickert was excused.

Staff Present: Sarah Zimmerman, Michele Mong

The Board moved back into public session at **7:18 p.m.**

RESULTS OF EXECUTIVE SESSION

No action was taken as a result of Executive Session.

VIII. **ADJOURNMENT**

The Board adjourned the meeting of **April 23, 2018** at **7:19 p.m.**

Motion by L. Fox, second by Ellenberger. Motion carried. **18-04-15**

Laurie Fox, Recording Secretary of the Board

Kim Jenkins, Clerk to the Board