



BOARD MEETING

March 22, 2016

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Board Meeting Agenda

Tuesday, March 22, 2016 – 6:00 P.M.

801 W. Union St., Athens, OH 45701

The Mission of the Athens County Board of Developmental Disabilities is to enhance the quality of life for individuals with developmental disabilities through an array of individualized services and supports.

1. Call to Order – Margaret Demko, Board President.
2. Roll Call –Ruth Robertson.
3. Reading of Mission Statement.
4. Disability Awareness Month Celebration.
5. Motion to approve Agenda.
6. New Business:
 - a. Motion to approve February 23, 2016 Regular Meeting Board Minutes. (Exhibit 1, Pages 1-9).
 - b. First reading of Administrative Policy 69 Bed Bugs. (Exhibit 2, Page 10).
 - c. First reading of Administrative Policy 83 Pediculosis Infestation. (Exhibit 3, Pages 11-16).
 - d. Revised 2016 Board Meeting Schedule and Board Training Schedule. (Exhibit 4, Page 17; Exhibit 5, Page 18).
 - e. Discussion to consider the purchase of public property for public purposes.
7. Old Business:
 - a. Motion to approve a new logo. (Exhibit 6, Pages 19-26).
 - b. Motion to approve revised Administrative Policy 33 Strategic Plan/Annual Action Plan. (Exhibit 7, Pages 27-28).
8. Board Reports:
 - a. Superintendent, Kevin Davis. (Exhibit 8, Pages 29-31).
 - b. Assistant Superintendent/Director of Educational Services, Dr. Turner. (Exhibit 9, Pages 32-33).
 - c. Director of Finance and Operations, Steve Kramer. (Exhibit 10, Pages 34-47).
 - d. Director of Service and Support, Dennis Lehman. (Exhibit 11, Page 48).
 - e. Director of Adult Services, Mark Cullison. (Exhibit 12, Page 49).
 - f. Director of Facilities and Transportation, Butch Withem. (Exhibit 13, Page 50).
9. Comments from Visitors relative to the agenda.
10. Comments from Unions relative to the agenda.
11. Comments from the Board.
12. Motion to enter into Executive Session per ORC 121.22 (G)(2) to consider the purchase of public property for public purposes.
13. Motion to return from Executive Session.
14. Motion to adjourn.

EXHIBIT 1

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, February 23, 2016 – 6:00 P.M.
801 W. Union St., Athens, OH 45701

Draft until approved by the Board

1. Margaret Demko, Board President, called the meeting to order at 6:03 p.m.
2. Sally Biancone did roll call:

ALLEN	Present
BOND	Present
DEFOREST	Absent
DEMKO	Present
HUTZEL	Present
JOLLEY	Present
MILLER	Present

Staff in attendance:

Kevin Davis	Superintendent
Dr. Turner	Assistant Superintendent & Director of Educational Services
Steve Kramer	Director of Finance & Operations
Dennis Lehman	Director of Service & Support Administration
Mark Cullison	Director of Adult Services
Butch Withem	Director of Facilities & Transportation
Sally Biancone	Executive Assistant to the Superintendent
Ruth Robertson	Executive Secretary
Sarah Guinn	Reporter, Athens Messenger
Julie Jones	Integration Outcome Coordinator
Lyn Justis	Assistant Instructor/ABEA Representative

3. Rebecca Miller read the Mission Statement.
4. Motion to approve the agenda, as amended by removing the portion of Executive Session discussion "per ORC 121.22 (G)(2) to consider the purchase of public property for public purposes" since we have no new information to consider or discuss.

Motion #: 02-16-01
MOTION: JOLLEY
SECOND: HUTZEL
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

5. Margaret Demko shared information she received from OACB regarding the qualities of a productive and responsible Board member, as guidelines for new Board members and a reminder for current Board members. (See attachment).
6. Motion to approve January 26, 2016 Regular Meeting Board Minutes. (Exhibit 1, Pages 1-8).

Motion #: 02-16-02
MOTION: ALLEN
SECOND: HUTZEL

EXHIBIT 1

AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

7. Motion to approve updates for Personnel Policies 5.18 Bus Driver Qualifications (Exhibit 2, Pages 9-10), 6.1 Holidays (Exhibit 3, Pages 11-12), Personnel Policy 6.2 Vacation (Exhibit 4, Pages 13-14), Personnel Policy 6.6 Personal Leave (Exhibit 5, Page 15), Personnel Policy 6.11 Calamity Days (Exhibit 6, Page 16), Personnel Policy 5.18A Van Driver Qualifications (Exhibit 7, Page 17-18).

Margaret Demko explained the new process of presenting policies for discussion as "first reading", to allow time for discussion and input, then present them for approval at the following Board meeting. The above policies were presented for discussion, and Board members agreed to vote at this meeting.

Kevin Davis stated all of these revisions are the result of the AFSCME union being de-certified. Butch Withem reviewed the proposed changes.

Motion #: 02-16-03
MOTION: ALLEN
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

8. First reading of Administrative Policy 33 Annual Action Plan/Strategic Plan (Exhibit 8, Pages 19-21).

Dr. Turner explained the revisions are per ORC 5126.04 and 5126.054. Kevin Davis explained the policy includes the development of a 3-year strategic plan, an annual action plan, and may include quarterly updates of the annual action plan. Dr. Turner stated she would revise the policy to reflect the inclusion of public input we receive from surveys and meetings throughout the development process.

9. Motion to approve the School Safety Plan (Exhibit 9, Pages 22-113).

Dr. Turner stated all schools are required to have a school safety plan. This plan is a result of a lengthy process of working with local and state officials. She stated we would like to get a plan in place and will continue to revise as we receive additional input.

Motion #: 02-16-04
MOTION: HUTZEL
SECOND: JOLLEY
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

10. Motion to approve Sally Biancone independent contractor contract with ACBDD, pending approval from the Prosecuting Attorney (Exhibit 10, Pages 114-116; Exhibit 10A, Pages 117-118; Exhibit 10B, Page 119).

Kevin Davis stated Sally Biancone will assist with administrative duties during the transition period until the Executive Assistant position is filled. He thanked Sally for assisting during this transition.

Motion #: 02-16-05
MOTION: HUTZEL
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

EXHIBIT 1

11. Motion to approve ACBDD contract with ATCO, Inc., pending approval from the Prosecuting Attorney. (Exhibit 11, Pages 120-135).

Kevin Davis explained this contract was approved by Atco, Inc. last fall. He noted the Passion Works programming amount increased from last year, while the Atco scanning amount decreased. He stated last year's contract amount was for \$284,000, compared to \$279,000 total this year. The contract year dates will be corrected to read 2016.

Motion #: 02-16-06
MOTION: ALLEN
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, JOLLEY, MILLER
ABSTAIN: HUTZEL
CARRIES: YES

12. Motion to approve Sensory Integration Services contract with Marsha Willan. (Exhibit 12, Pages 136-138).

Dr. Turner explained this is an amendment to her previous contract to fill a new vacancy created by the PT Assistant who will be on leave for the remainder of the year.

Motion #: 02-16-07
MOTION: JOLLEY
SECOND: HUTZEL
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

13. Motion to approve posting for and hiring of three (3) Service and Support Specialists. (Exhibit 13, Pages 139-140).

Kevin Davis stated the Board discussed this last fall and agreed to hire four positions to assist with new waivers but we are only requesting to fill three positions at this time. We are still evaluating the specific needs for the fourth position. These positions are already included in the budget.

Motion #: 02-16-08
MOTION: HUTZEL
SECOND: JOLLEY
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
ABSTAIN: JOLLEY
CARRIES: YES

14. Motion to approve posting for and hiring of one (1) Intervention Specialist for Primary 2 classroom. (Exhibit 14, Page 141).

Dr. Turner stated we would like to re-open our Primary 2 classroom due to five new referrals from the school districts. In addition, we would still have 2 slots open for additional students if needed. Steve Kramer stated the budget will accommodate this effort due to other realignments.

Motion #: 02-16-09
MOTION: HUTZEL
SECOND: ALLEN
AYES: ALLEN, BOND, DEMKO, HUTZEL, MILLER
ABSTAIN: JOLLEY
CARRIES: YES

EXHIBIT 1

15. Motion to approve posting for and hiring of one (1) Instructor Assistant/Paraprofessional for Primary 2 classroom. (Exhibit 15, Page 142).

Dr. Turner explained as stated in above motion.

Motion #: 02-16-10
MOTION: HUTZEL
SECOND: ALLEN
AYES: ALLEN, BOND, DEMKO, HUTZEL, MILLER
ABSTAIN: JOLLEY
CARRIES: YES

16. Motion to approve creating the position of ATCO Transition Manager. (Exhibit 16, Pages 143-144).

Kevin Davis discussed the need for this position to ensure a smooth transition. This person will work closely with ATCO and Service and Support staff, families, provider agencies, and individuals to ensure a smooth transition during the next three years.

Motion #: 02-16-11
MOTION: HUTZEL
SECOND: JOLLEY
AYES: ALLEN, DEMKO, HUTZEL, JOLLEY, MILLER
NO: BOND
CARRIES: YES

17. Motion to approve the amended Beacon 2015-16 calendar. (Exhibit 17, Page 145).

Dr. Turner explained the calendar is being adjusted to allow for professional development day on March 15 due to voting day, and also a LAMP training has been added on May 3. She stated the last day of school has currently been extended to May 26, but may change if additional snow days occur.

Motion #: 02-16-12
MOTION: JOLLEY
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

18. Motion to approve new ACBDD logo. (Exhibit 18, Page 146).

Kevin Davis announced these were the top four choices from the survey. Board members requested to view the logos on letterhead, envelopes, and business cards to see if lettering would be legible. TABLED until next Board meeting.

Motion #: N/A
MOTION: TABLED
SECOND: N/A
AYES: N/A
CARRIES: NO

19. Motion to approve \$2500 sponsorship to the Summer Fun Camp held at Beacon School. (Exhibit 19, Page 147, Exhibit 19A, Page 148).

Kevin Davis requests approval to sponsor the annual event which is scheduled for July 11-22, 2016. The sponsorship would assist with hiring and training of camp staff. He stated we received word

EXHIBIT 1

today we may have a possible commitment of 4-6 scholarships for students. We fully support this opportunity for children during the summer.

Motion: 02-16-13
MOTION: ALLEN
SECOND: HUTZEL
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

20. Motion to approve reposting the Human Resources Manager position and increasing it from part-time to full-time. (Exhibit 20, Page 149-150).

Kevin Davis reminded Board members a part-time position was approved last fall. We are requesting to post it as a full-time position to attract additional applicants. He stated the full-time position has been included in the budget. He reiterated the position is critical in overseeing annual training, evaluation process, new employee orientation, policy/procedure updates, and other HR needs. The salary range is in the mid-upper \$40,000s.

Motion: 02-16-14
MOTION: HUTZEL
SECOND: JOLLEY
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

21. Motion to approve revised Personnel Policy 5.10 Pay Period, as amended and stated below. (Exhibit 21, Page 151).

Steve Kramer stated we employ 105 employees, subs, etc. He surveyed the 18 employees who don't utilize direct deposit and only two employees (2% of staff) did not want direct deposit. He explained the challenges and costs of processing checks, W2 distribution, etc. and stated we are moving to a software program which will streamline the entire process. Some concern was shared by Board members over the challenge direct deposit may create for employees. It was agreed to revise policy to include that effective immediately direct deposit will be required for new hires, and will be required for all current employees, effective July 1, 2016. Amended policy reflecting those changes is approved.

Motion: 02-16-15
MOTION: JOLLEY
SECOND: ALLEN
AYES: ALLEN, BOND, DEMKO, JOLLEY, MILLER
NO: HUTZEL
CARRIES: YES

22. Board Reports:

- a. Superintendent, Kevin Davis. (Exhibit 22, Page 152): Kevin reported we will have a Medicaid Service Manager hired soon. He will announce the hiring of the PersonnelPlus Director tomorrow. He is pleased to announce Ruth Robertson has been chosen for the Executive Assistant to the Superintendent position. Ruth has 20 yrs. administrative experience with the school districts. Kevin expressed his gratitude and commended the Atco staff for their professionalism and positive attitude toward the Atco Transition Plan. He distributed a schedule for the Atco transition planning committee meetings and public forums. Kevin added that Passion Works will also develop a transition committee. He stated he has received a lot of support for our transition plan.

EXHIBIT 1

- b. Assistant Superintendent/Director of Educational Services, Dr. Turner. (Exhibit 23, Page 153-155): Report stands.
 - c. Director of Finance and Operations, Steve Kramer. (Exhibit 24, Page 156-162; Exhibit 24A, Pages 163-166): Steve reviewed his reports and gave an explanation to new members.
 - d. Director of Service and Support, Dennis Lehman. (Exhibit 25, Page 167): Report stands.
 - e. Director of Adult Services, Mark Cullison. (Exhibit 26, Page 168): Mark encouraged everyone to attend the March 15th Disabilities Awareness Festival. He announced in honor of Disability Awareness Month our website will feature personal stories throughout March.
 - f. Director of Facilities and Transportation, Butch Withem. (Exhibit 27, Page 169): Report stands.
23. Comments from Visitors relative to the agenda.
24. Comments from the Unions.
- a. Cressie Chaney thanked Kevin Davis for speaking to staff regarding the Atco Transition Plan.
25. Comments from the Board.
26. Motion to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Motion #: 02-16-16
MOTION: HUTZEL
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

Entered into Executive Session at 7:23 p.m.

27. Motion to return from Executive Session.

Motion #: 02-16-17
MOTION: HUTZEL
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

Returned from Executive Session at 8:12 p.m.

28. Motion to approve the ACBDD Facility Transportation Department 2016 wage re-structuring proposal. (See attached).

Motion #: 02-16-18
MOTION: ALLEN
SECOND: JOLLEY

AYES: ALLEN, BOND DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

EXHIBIT 1

29. Motion to increase IT position salary to \$46,000/year, effective immediately.

Motion #: 02-16-19
MOTION: HUTZEL
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

30. Motion to offer \$57,000 annual salary to Autumn Brown to serve as the Atco Transition Manager, effective immediately.

Motion #: 02-16-20
MOTION: HUTZEL
SECOND: MILLER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

31. Motion to adjourn the meeting.

Motion #: 02-16-21
MOTION: JOLLEY
SECOND: HUTZEL
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER
CARRIES: YES

Meeting was adjourned at 8:13 p.m.



ACBDD – Beacon School
 801 West Union Street • Athens, Ohio 45701
 Phone: 740-594-3539 • Fax: 740-593-3189
athenccbdd.org

Qualities of a Productive and Responsible Board Member

- Refer all complaints and criticisms to the Superintendent and not discuss complaints with others – the board should only address complaints at a regular board meeting IF there has been a failure of administrative action taken
- Do not make promises of how he or she will vote on a particular matter which could or will be coming before the entire board
- Only make decisions after all facts bearing on a question have been presented
- Recognize that authority rests only with the decisions made by the majority of the full board in official meetings AND that individual members have no administrative power
- Understand that the basic function of the board is “policy making” and is not “administrative” AND being able to discriminate between the two
- Always do what is best for the recipients of service

ACBDD – Administration
Beacon School and MUI Dept.
 801 West Union Street
 Athens, Ohio 45701
 Phone: 740-594-3539
 Fax: 740-593-3189
athenccbdd.org

Atco Adult Services
 21 South Campbell Street
 Athens, Ohio 45701
 Phone: 740-592-6659
 Fax: 740-594-7814
atcoinc.org

Passion Works Studio
 20 East State Street
 Athens, Ohio 45701
 Phone: 740-592-3673
 Fax: 740-592-4260
passionworks.org

PersonnelPlus
 20 Kern Street, Office 2
 Athens, Ohio 45701
 Phone: 740-592-3416
 Fax: 740-593-8236
personnelplus.org

Service & Support Admin., Transportation Services
 9033 Lavelle Road
 Athens, Ohio 45701
 Phone: 740-592-6006
 Fax: 740-594-5048

A.C.B.D.D. FACILITY\TRANSPORTATION DEPARTMENT

9033 Lavelle Rd. Athens , Ohio 45701
 Ph. 740-594 -7489 Fax 740-594-5048
2016 Wage re-structuring Proposal

Savings from 8-19-15 thru 6-1-16 due to resignations of senior drivers

#1 -21.94 vs 13.44= 8.50 x 935 hrs. = \$7,947.50

#2- 16.83 vs 13.44 = 3.39 x715 hrs. = \$2,423.85

\$10,371.35

2016 Restructured wages

Fac.-Trans. Mech. – \$17.8880 + \$1.60 x 2080 hrs. = \$3,328.00 \ \$19.4880

Trans-Fac. Mech. – \$17.9398 +\$1.60 x 2080 hrs. = \$3,328.00 \ \$19.5398

V.O.3#1- \$15.5221+ \$1.00 x 1235 hrs. = \$1235.00 \ \$16.5221

V.O.3 #2- \$17.8880+ \$.20 x 1235 hrs. = \$247.00\ \$18.0880

Fac.\Tran. Aide - \$13.5846 + \$.50 x 2080 hrs. = \$1040.00 \ \$14.0846

V.O.1 - \$13.6775 + \$.50 x 1820 hrs. = \$910.00 \ \$14.1775

V.O.1- \$10.0013 + \$.29 x 935 hrs. = \$271.15 \ \$10.2913

\$10,359.15

Suggestions for classified, non- managerial, non- union employees to maintain equitable and attractive wages:

~~✓~~ Authorization for Superintendent to adjust wage after completion of probationary period. ~~*~~

Entry level wages:

Vehicle Operator 1- \$10.00 per hour *VAN*

Vehicle Operator 3- \$13.44 per hour *SCHOOL BUS*

Vehicle\Facility Mechanic -\$16.50 per hour

Facility\Vehicle Mechanic- \$16.50 per hour

Custodial Maintenance Worker- \$11.50 per hour

Custodial worker -\$11.00 per hour

Facility\Transportation Aide Trainee- \$11.00 per hour

\$1.00 per hour premium for driving a transit bus.

Exhibit 2

Manual: Admin

Adopted: 2/24/15

Revised:

Effective: 2/24/15

69. BED BUGS

The Athens County Board of Developmental Disabilities (ACBDD) will adhere to a policy concerning bed bugs, to ensure the health and safety of all individuals served and ACBDD staff, as recommended by Public Health Administrations and Academic Institutes.

Although bed bugs are becoming a common problem that significantly impacts our general quality of life, they are not known to transmit disease. The home of any person can be infested by bed bugs, regardless of ethnic background, type of home or socio-economic status. As this problem escalates, although rare, bed bugs may become an issue in our schools, workplace and homes. It is important that if this happens, the ACBDD takes proactive actions to prevent infestation and stop them from spreading within the CB settings.

It is the responsibility of the Nurse and Program Administrator to review each situation on a case-by-case basis and implement appropriate procedures to alleviate the problem.

If for any reason parent/guardian is not compliant with treatment options and the student repeatedly misses school for infestation that student may be considered an unexcused absence and may be referred to other outside agencies for assistance.

Exhibit 3

Manual: Admin

Adopted: 2/17/04

Effective: 2/17/04, 9/24/13

Revised: 9/24/13

83. PEDICULOSIS INFESTATION POLICY

Board programs will take precautions to aide in the prevention of pediculosis infestation as recommended by the CDC, including regular screenings, education of staff and families, and minimizing opportunities for sharing of objects that can contribute to lice transfer (fomites).

An individual who is infested with lice will be excluded from the program until 24 hours after application of an effective pediculicide. The nurse or other designated personnel will examine the individual upon return to the program and determine if the treatment has been successful (OAC 3701-3-13 (R)).

(OAC 3701-3-13 (R)).

The CDC (2010) cites the following reasons to discontinue “no nit” policy in schools:

- Many nits are more than $\frac{1}{4}$ inch from the scalp. Such nits are not viable and unlikely to hatch to crawling lice, and maybe empty shells known as casings.
- Nits are cemented to the hair shafts and unlikely to be transferred to other people
- The burden of unnecessary absenteeism to the students, families, and communities far outweighs any risks associated with head lice. It is unrealistic to assume that parents can remove all nits following treatment.
- Misdiagnosis of nits is very common during checks.

PROCEDURE

1. If an enrollee has been identified as having live lice or the first time observation of nit infestation parents/guardian/provider will be notified to immediately pick up the enrollee.
2. When a parent/guardian/provider arrives to pick up the enrollee, the nurse will educate him/her in the procedure for treating pediculosis. The nurse will answer questions and provide written information that will help them in the treatment.
3. When an enrollee returns to the program 24 hours following treatment, they will be brought to the facility via their own transportation. The nurse or designated school personnel will immediately check that the treatment has been effective. If the enrollee is lice free and there are 10 or less nits that need to be removed, they may return to their usual program and receive transportation per ACBDD.
4. If any evidence of active pediculosis is present (live lice or new nits close to the scalp), the enrollee must immediately leave the program via their own transportation and return following the process stated above.

Exhibit 3

5. The Transportation Supervisor will instruct bus drivers not to pick up an enrollee he/she has been cleared by nurse or other designated school personnel.
6. **If for any reason parent/guardian is not compliant with treatment options and the student repeatedly misses school for infestation that student may be considered an unexcused absence and may be referred to other outside agencies for assistance.**

3701-3-13 Isolation requirement.

A person infected with one of the following specified diseases or conditions shall be isolated as set forth in this rule:

(A) Amebiasis: a person with amebiasis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return after diarrhea has ceased and three follow-up stool specimens are negative for *Entamoeba histolytica*.

(B) Campylobacteriosis: a person with campylobacteriosis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return when the following conditions are met:

(1) A child may return to a child care center after his or her diarrhea has ceased.

(2) A person may return to work in a sensitive occupation after diarrhea has ceased, provided the person's duties do not include food handling.

(3) A food handler may return to work only after diarrhea has ceased and one of the following conditions are met:

(a) Forty-eight hours of effective antimicrobial therapy; or

(b) Two consecutive follow-up stool specimens are negative for *Campylobacter*.

(C) Chickenpox: a person with chickenpox shall be isolated, including exclusion from school, child care center, and public places until the sixth day after onset of rash, or until all lesions are dry. Contagiousness may be prolonged in patients with altered immunity. Persons with chickenpox shall avoid contact with susceptible persons.

(D) Cholera: a person with cholera who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return when the following conditions are met:

(1) A child may return to a child care center after diarrhea has ceased.

(2) A person may return to work in a sensitive occupation after diarrhea has ceased, provided that his or her duties do not include food handling.

(3) A food handler may return to work after diarrhea has ceased and two consecutive follow-up stool specimens are negative for *Vibrio cholerae*.

(E) Conjunctivitis, purulent: a person with purulent conjunctivitis who attends or works in a child care center shall be excluded from the child care center and may return twenty-four hours after the initiation of effective antimicrobial therapy.

(F) Cryptosporidiosis: a person with cryptosporidiosis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return when the following conditions are met:

(1) The child may return to the child care center after diarrhea has ceased.

(2) A person may return to work in a sensitive occupation after diarrhea has ceased, provided that his or her duties do not include food handling.

(3) A food handler may return to work after diarrhea has ceased and after three consecutive follow-up stool specimens are negative for Cryptosporidium.

(G) Cyclosporiasis: a person with cyclosporiasis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return after diarrhea has ceased and effective antimicrobial therapy has begun.

(H) Diarrhea, infectious or of unknown cause: a person with diarrhea, of infectious or unknown cause, who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return only after diarrhea has ceased. A person with infectious diarrhea of known cause shall be isolated in accordance with the provisions of the rule set forth for the specified disease.

(I) Diphtheria: a person with diphtheria shall be isolated until two cultures, from both throat and nose, and additionally, in the case of cutaneous diphtheria, a culture from skin lesions, are negative for diphtheria bacilli. Cultures shall be taken not less than twenty-four hours apart, and not less than twenty-four hours after cessation of antimicrobial therapy. If culturing is unavailable or impractical, isolation may be ended after fourteen days of effective antimicrobial therapy.

(J) Escherichia coli (E. coli) O157:H7, other enterohemorrhagic (Shiga toxin-producing) E. coli or hemolytic uremic syndrome (HUS): a person with Escherichia coli (E.

coli O157:H7, other enterohemorrhagic (Shiga toxin-producing) E. coli or hemolytic uremic syndrome (HUS) who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return after his or her diarrhea has ceased and after two consecutive follow-up stool specimens are negative for E. coli O157:H7 or other enterohemorrhagic (Shiga toxin-producing) E. coli.

(K) Giardiasis: a person with giardiasis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return after diarrhea has ceased and one of the following conditions have been met:

(1) Seventy-two hours of effective antimicrobial therapy; or

(2) Three consecutive follow-up stool specimens are negative for Giardia.

(L) Hepatitis A: a person with hepatitis A who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation until ten days after initial onset of symptoms.

(M) Measles: a person with measles shall be isolated, including exclusion from school or child care center, for four days following the onset of rash. Contagiousness may be prolonged in patients with altered immunity.

(N) Meningitis, aseptic, and viral meningoencephalitis, but not including arthropod-borne disease: a person with aseptic meningitis or viral meningoencephalitis shall be excluded from school or child care center until he or she is afebrile.

(O) Meningococcal disease: a person with meningococcal disease shall be isolated until twenty-four hours after the initiation of effective antimicrobial therapy.

(P) Mumps: a person with mumps shall be isolated, including exclusion from school or child care center, for five days after the onset of parotid swelling.

(Q) Pediculosis: a person with body lice shall be excluded from school or child care center until twenty-four hours after application of an effective pediculicide. A person with head lice shall be excluded from school or child care center until after the first treatment with an effective pediculicide.

(R) Pertussis (whooping cough): a person with pertussis, who is not treated with effective antimicrobial therapy, shall be isolated, including exclusion from school or child care center, until three weeks after the onset of paroxysms. If effective antimicrobial therapy is given, the person shall be isolated for five days after initiation of antimicrobial therapy.

(S) Plague: a person with plague shall be placed in droplet isolation until completion of forty-eight hours of effective antimicrobial therapy.

(T) Rubella: a person with rubella shall be isolated, including exclusion from school or child care center, for seven days after the onset of the rash. Persons with congenital rubella shall be isolated until they are one year old unless nasopharyngeal and urine cultures after three months of age are repeatedly negative for rubella.

(U) Salmonellosis: a person with salmonellosis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return when the following conditions are met:

(1) The child may return to the child care center after diarrhea has ceased.

(2) A person may return to work in a sensitive occupation after diarrhea has ceased, provided that his or her duties do not include food handling.

(3) A person who is a food handler may return to work after diarrhea has ceased and after two consecutive follow-up stool specimens are negative for *Salmonella*.

(V) SARS (severe acute respiratory distress syndrome): a person with confirmed or suspected SARS shall be placed in airborne isolation until no longer considered infectious.

(W) Scabies: a person with scabies shall be isolated for twenty-four hours following initial treatment with an effective scabicide. A person with the manifestation of scabies known as "crusted scabies" shall be isolated until the mite can no longer be demonstrated on a scabies preparation.

(X) Shigellosis: a person with shigellosis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return if diarrhea has ceased and after two consecutive follow-up stool specimens are negative for *Shigella*.

(Y) Smallpox: a person with confirmed or suspected smallpox shall be placed in airborne isolation in a facility designated by the director. The patient's release from the facility can occur when all scabs have fallen off.

(Z) Streptococcal infection: a person with a streptococcal infection shall be excluded from school or child care center for twenty-four hours after the initiation of effective antimicrobial therapy.

(AA) Tuberculosis (TB): a person with infectious tuberculosis shall be isolated according to Chapter 3701-15 of the Administrative Code until the person has three negative AFB sputum smear results, collected eight to twenty-four hours apart (with at least one being an early morning specimen) and the

person has responded clinically to an antituberculosis treatment regimen consistent with the results of any susceptibility testing performed and until the local authorized TB authority, as set out in section 339.72 of the Revised Code, or his or her designee approves that person's removal from isolation.

(BB) Typhoid fever person works in a sensitive occupation shall be excluded from work and may return after the person is asymptomatic and after three consecutive follow-up stool specimens are negative for *Salmonella Typhi*.

(CC) Typhus: a louse infested person with typhus shall be isolated until twenty-four hours after application of an effective pediculicide for body lice and clothing and environment are free of body lice.

(DD) Viral hemorrhagic fever (VHF): a person with confirmed or suspected viral hemorrhagic fever shall be placed in airborne isolation until no longer considered infectious.

(EE) Yellow fever: a person with confirmed or suspected yellow fever shall be isolated to prevent access of mosquitoes to the patient for at least five days after onset of disease.

(FF) Yersiniosis: a person with yersiniosis who attends a child care center or works in a sensitive occupation shall be excluded from the child care center or work in the sensitive occupation and may return when the following conditions are met:

(1) A child may return to the child care center after diarrhea has ceased.

(2) A person may return to work in a sensitive occupation after diarrhea has ceased, provided that his or her duties do not include food handling.

(3) A food handler may return to work after diarrhea has ceased and two consecutive follow-up stool specimens are negative for *Yersinia*.

Effective: 07/01/2014

R.C. 119.032 review dates: 03/26/2014 and 07/01/2019

Promulgated Under: 119.03

Statutory Authority: 3701.13

Rule Amplifies: 3701.13, 3701.24, 3701.241, 3701.242, 3701.243, 3701.244, 3701.245, 3701.246, 3701.247, 3701.248, 3701.249, 3707.04, 3707.05, 3707.06, 3707.07, 3707.08

Prior Effective Dates: 11/15/1976, 7/23/98, 10/17/02, 1/1/09

Exhibit 4

**ATHENS COUNTY BOARD
OF DEVELOPMENTAL DISABILITIES
2016 Board Meeting Schedule**

<u>Date:</u>	<u>Time:</u>	<u>Location:</u>
January 26 th	6:00pm	Beacon School
February 23 rd	6:00pm	Beacon School
March 22 nd	6:00pm	Beacon School
April 26 th	6:00pm	Beacon School
May 24 th	6:00pm	ATCO
June 28 th	6:00pm	Beacon School
July 26 th	6:00pm	Beacon School
August 23 rd	6:00pm	Beacon School
September 27 th	6:00pm	Beacon School
October 25 th	6:00pm	Beacon School
November	T B D a t S e p t e m b e r 2 0 1 6 B o a r d M e e t i n g	
December	T B D a t S e p t e m b e r 2 0 1 6 B o a r d M e e t i n g	

EXHIBIT 5

**ATHENS COUNTY BOARD
OF DEVELOPMENTAL DISABILITIES
2016 Board Training Schedule**

<u>Date:</u>	<u>Time:</u>	<u>Location:</u>	<u>Topic:</u>
February 23 rd	5:00pm	Beacon School	<u>CreativeAbundance</u>
April 26 th	5:00pm	Beacon School	<u>Sunshine Law</u>
June 28 th	5:00pm	Beacon School	_____
July 26 th	5:00pm	Beacon School	_____
August 23 rd	5:00pm	Beacon School	_____
September 27 th	5:00pm	Beacon School	_____
October 25 th	5:00pm	Beacon School	_____

Exhibit 6



ATHENS COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

801 West Union Street
Athens, Ohio 45701
740-594-3539
athenscbdd.org



ATHENS COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

801 West Union Street
Athens, Ohio 45701



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athenscbdd.org

Exhibit 7

Manual: Admin.

Adopted: 4/20/98

Revised: 4/16/01

Effective: 4/16/01

33. STRATEGIC PLAN/ANNUAL ACTION PLAN

The Board shall develop and adopt a Strategic Plan every three years which addresses the following: problem statements (including strengths, weaknesses, opportunities, and threats), which face the agency and the individuals we serve, and our mission and goals to provide the service and support needs of eligible residents. A Strategic Planning Committee will be formed and comprised of ACBDD management staff, ACBDD union and non-union employees, Board members, individuals receiving ACBDD services and parents and/or guardians of individuals receiving services. **Community members, individuals and families will be surveyed, interviewed and provided the option of attending a Strategic Planning forum.** The final Strategic Plan shall be sent to the Athens County Commissioners, all ACBDD staff, and posted on the ACBDD website.

The strategic plan developed by the county board and adopted by resolution shall contain a minimum the following items that meet the requirements of sections 5126.04 and 5126.054 of the Revised Code

The county board's mission and vision, and addresses the county board's strategy for:

- (a) Promoting self-advocacy by individuals served by the county board;
- (b) Ensuring that individuals receive services in the most integrated setting appropriate to their needs;
- (c) Reducing the number of individuals in the county waiting for services;
- (d) Increasing the number of individuals of working age engaged in community employment;
- (e) Taking measures to recruit sufficient providers of services to meet the needs of individuals receiving services in the county; and
- (f) Meeting with each newly certified independent provider within sixty days of the provider being selected to provide services to an individual, for purposes of confirming the provider understands the individual service plan and the provider's responsibilities and ensuring the provider has contact information for the county board.

From the Strategic Plan, the Board shall develop and adopt on an annual basis an action plan which addresses the following: A philosophy statement, an organizational chart, goals and objectives of the major service components, the administrative personnel in charge and their lines of authority, public access to the Board's administrative offices and an assessment of facility, service and support needs of eligible residents. In addition, the annual action plan shall address how service needs of individuals shall be addressed. The annual Action plan will be

Exhibit 7

updated on a quarterly basis and distributed to Board members and ACBDD staff, stakeholders, and public.

To obtain public comment prior to implementing the plans, the Board will hold a public forum every three years for the Strategic Plan, and on an annual basis for the Action Plan. These forums will be conducted as a means of gathering community input, the results of which will be used in planning the agency's programs.

The Board will provide the public 30 days notice of these open forums.

Exhibit 8



March 2016 Board Report
Kevin Davis, Superintendent

- Athens News Special Edition insert (Thursday, March 10) - Disability Awareness Festival March 15, 2016
- Athens Messenger articles
- "What is Your Story" updates each day on Facebook and our website
- Strategic Planning update – Dr. Turner
- Second Informational Planning Session, Tuesday, April 5, 6pm at ATCO
- ATCO Transition Planning meetings underway – separated into three groups
 - ATCO Transition Committee
 - Passion Works Transition Committee
 - Transportation
- Special Review from ODODD
- Ohio Association Of County Boards - CMS update
- May 12 and 13, 2016 – Spring Conference OACBDD



Ohio Association of County Boards

Serving People with Developmental Disabilities

Monday, March 14, 2016 - 7:56am

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To support County Boards of Developmental Disabilities in providing services and supports to people with developmental disabilities.

[Our Address](#)

**73 East Wilson Bridge Rd
Suite B1
Worthington, Ohio 43085
614-431-0616**

OACB Programs

OACB 2016 Spring Conference

Date: May 12 - 13, 2016

Location: Show map
Hilton Columbus at Easton
3900 Chagrin Dr
Columbus, OH 43219



OACB16
SPRING CONFERENCE
MAY 12 - 13 • COLUMBUS, OH

The OACB 2016 Spring Conference will be held on Thursday, May 12, and Friday, May 13. More information, including registration details and a detailed schedule of events, will be shared in the coming weeks.

This year's event will take place at the Hilton Columbus at Easton. Rooms can be reserved at a reduced rate of \$183 per night by calling the Hilton at (614) 414-5000 and mentioning the OACB Spring Conference. The deadline to book rooms at the reduced rate is April 11.

Tentative session tracks by day are as follows:

Day 1 - Thursday, May 12:

Track 1: Business Management
Track 2: School Age Services
Track 3: Abuse Prevention
Track 4: Systems Transformation
Track 5: Board Leadership

Day 1 - May 13 Friday

Track 1: Community
Track 2: Adult Services
Track 3: Public Relations
Track 4: Emerging Trends
Track 5: Early Intervention

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Ohio Association of County Boards

Serving People with Developmental Disabilities

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State continues negotiating transition plan with CMS; deadline extension past 2019 appears unlikely

Published Monday, February 29, 2016

The State of Ohio, through the Ohio Department of Medicaid, continues to negotiate the terms of its revised Home and Community Based Waiver Services Transition Plan with the Centers for Medicare and Medicaid Services (CMS).

The revised plan, which was updated in October and submitted in December of last year, has yet to receive final approval from the federal government. [Click here to download](#) the state's revised Transition Plan.

One point of contention between Ohio and CMS has been the 2019 deadline for completing the transition of current and future waiver services into integrated, community-based settings. The State of Ohio has been advocating a longer timeline to allow for more measured and responsible transition of services. The OACB Board of Trustees supports the state's position in order to allow county boards the necessary time to build local provider capacity and ensure services for people with developmental disabilities are not interrupted.

Following extensive discussions, state officials have concluded that CMS will not move its 2019 deadline to 2024 as they originally requested. A 2024 transition plan completion date was intended to coincide with the 2024 deadline for complying with federal conflict of interest mandate that CMS has already approved.

However, while nothing has been formally agreed to in writing, the State of Ohio does predict that CMS will develop an alternative compliance plan (and related timeline) with the State of Ohio if the 2019 deadline is not met. During the interim, DODD is encouraging county boards and providers alike to continue moving forward with the evaluation of service delivery models and local service transition plans in order to maintain forward momentum in this important area.

Our Mission

To support County Boards of Developmental Disabilities in providing services and supports to people with developmental disabilities.

OACB will continue actively monitoring these negotiations and will report new information to members as soon as it becomes known.

For more information about this topic, please contact Bridget Gargan (bgargan@oacbddd.org) at 614-431-0616.

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Our Address

**73 East Wilson Bridge Rd
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Exhibit 9

Athens County Board of Developmental Disabilities

Board Submission by: Dr. Turner, Assistant Superintendent

Area of Supervision: Educational Services

March 15, 2016

Highlights:

- Casa Nueva featured our Preschoolers' artwork at a gallery showing on March 6th, from 2-5. We were excited to see so many families and friends attend. Their art will remain on display through March.
- We are getting ready for Summer Fun at Beacon, for all school age students who have developmental disabilities. We will host this valuable activity from July 18-July 29.
- Our traversing climbing wall is complete! This specialized equipment, that ensures coordination building and gross motor movement is an effective addition to our comprehensive physical education program.
- March 15 was used as a day for LAMP training, by our Speech Language Pathologist. LAMP is a new method of communication for non-verbal or limited verbal students.
- EI is working with our local community agencies to determine more comprehensive ways to support children's therapy and home-based needs. We are meeting monthly.
- The Columbus Zoo is coming to Beacon on April 18 to share animals from the rain forest.
- We are working with Ohio University Physical Education department to support a new Adaptive PE program.
- The students continue to benefit from Music Therapy from our Ohio University students.
- Live Healthy Appalachia came to teach three of our classes how to make tacos as a healthy meal. Students experimented with several new flavors and textures and enjoyed the experience.
- Special Olympics is on April 22 at Alexander High School. Come and support our students.
- We are completing final edits of the Strategic Plan, which includes our mission, vision and values statements. They will be ready for board review in April. We appreciate our Steering Committee, community, staff and individuals for their involvement.
- Mark your calendars to hear our Beacon Choir perform with Stephanie H. Morris, our choir director, at our Celebration of Learning, on May 18, from 6-7.
- Pete the Cat, a Beacon student creation, will be shown at the Disability Awareness Festival. He is planning to go around town and be seen in several locations.
- We have been working with Adrienne Nagy, Letha Conner and several others to submit a \$5000 grant request to the Elks for Beacon materials to purchase adaptive equipment, such as wheelchair parts, braces and other items that Medicaid no longer covers.
- The Beacon staff does a wonderful job of supporting students who come to school with lice and bedbugs. Our nurse or I check students for lice whenever needed, and the staff takes great care to assist students with bedbugs. This includes taking the

Exhibit 9

student to the shower and drying their clothes on high for 30 minutes in order to kill the bugs. We are challenged, however, at the amount of fabric and carpet that we have, as these things can harbor eggs that are harder to notice and harder to remove than a flat surface. Because of this, we are working to replace furniture that has fabric with those that have no fabric. We are also exploring removing classroom carpeting. The furniture that has already been replaced is in storage. We will be converting some of our other existing furniture to fit our structured teaching model needs prior to the beginning of the new school year.

Exhibit 10

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

March 22, 2016

Notice to the Board and Stakeholders:

Month-To-Date and Year-To-Date Revenue, Expenditure and Fund Balances through February 29, 2016 have been reconciled and balanced to statements issued by the County Auditor's Office. That reconciliation is as follows:

Revenue				
For the month of February 2016		Per Books	Per County	Variance
Account				
General - CAC				
401.0085.410400	S31 - General Tax Beacon			\$0.00
401.0085.410404	S32A - Trailer Tax			\$0.00
401.0085.412100	S31A - Homestead & Rollback			\$0.00
401.0085.412500	S33 - Grants	\$388,303.65	\$388,303.65	\$0.00
401.0085.413110	S37 - Lunch Sales	\$737.00	\$737.00	\$0.00
401.0085.413120	S38 - Contract Services	\$29,485.44	\$29,485.44	\$0.00
401.0085.417100	S39 - Other Receipts			\$0.00
401.0085.417110	Martin Match Receipts	\$1,441.16	\$1,441.16	\$0.00
401.0085.417120	Supported Living Subsidy	\$164,616.46	\$164,616.46	\$0.00
401.0085.417130	DODD TCM Match Transfer			\$0.00
401.0085.417140	S40 - Refunds	\$100,701.59	\$100,701.59	\$0.00
401.0085.417150	S41 - Reimbursements	\$2,204.67	\$2,204.67	\$0.00
401.0085.417500	S35 - Gifts & Donations			\$0.00
401.0085.417800	S43 - Other Non-Revenue (Misc Rec)	\$1,319.64	\$1,319.64	\$0.00
401.0085.422100	S44 - Transfers In			\$0.00
Fund Total:		\$688,809.61	\$688,809.61	\$0.00
Capital Improvement				
404.0430.412500	Revenue-Beacon Capital Impr.			\$0.00
Fund Total:		\$0.00	\$0.00	\$0.00
Beacon Bond				
305-4001.00	General Tax - Beacon Bond			\$0.00
305-4001.01	Homestead & Rollback			\$0.00
305-4002.00	Tangible Tax			\$0.00
305-4003.00	Trailer Tax			\$0.00
305-4004.00	Investment Income	\$0.11	\$0.11	\$0.00
305-4005.00	Other Receipts			\$0.00
305-4007.00	Transfers In			\$0.00
Fund Total:		\$0.11	\$0.11	\$0.00
Grand Totals:		\$688,809.72	\$688,809.72	\$0.00

401.0085.417140 – S40 Refunds = \$100,063.54 for the settlement of Cost Report for year 2010.

Exhibit 10

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

Expenditures

For the month of February 2016

Account		Per Books	Per County	Variance
General - CAC				
401.4356.510200	Salaries	\$255,044.69	\$255,044.69	\$0.00
401.4356.520150	Health Insurance	\$15,896.21	\$15,896.21	\$0.00
401.4356.522100	Medicare	\$3,448.43	\$3,448.43	\$0.00
401.4356.524100	Workers Compensation			\$0.00
401.4356.525100	PERS / STRS	\$36,430.14	\$36,430.14	\$0.00
401.4356.530100	Contract Services	\$65,317.31	\$65,317.31	\$0.00
401.4356.530101	Rentals	\$4,516.04	\$4,516.04	\$0.00
401.4356.530102	Non waiver Supported Living	\$23,258.40	\$23,258.40	\$0.00
401.4356.530200	Repairs / Maintenance	\$7,518.43	\$7,518.43	\$0.00
401.4356.540100	Supplies	\$26,755.89	\$26,755.89	\$0.00
401.4356.550100	Equipment	\$8,391.00	\$8,391.00	\$0.00
401.4356.560100	Other Expense	\$13,033.48	\$13,033.48	\$0.00
401.4356.560101	Medicaid Match - TCM			\$0.00
401.4356.560102	Family Resource Services	\$873.71	\$873.71	\$0.00
401.4356.560103	Medicaid Waiver Match			\$0.00
401.4356.560107	Utilities	\$9,827.36	\$9,827.36	\$0.00
401.4356.560110	Fees-Settlement			\$0.00
401.4356.560200	Advertising-Printing	\$1,516.86	\$1,516.86	\$0.00
401.4356.560300	Travel / Reimbursement	\$868.94	\$868.94	\$0.00
401.4356.560500	Election Expense			\$0.00
401.4356.580100	Transfer Out - Beacon			\$0.00
401.4356.58900	Transfer Out - GL			\$0.00
Fund Total:		\$472,696.89	\$472,696.89	\$0.00
Capital Improvement				
7809-550100	Capital Improvements			\$0.00
Fund Total:		\$0.00	\$0.00	\$0.00
Grand Totals:		\$472,696.89	\$472,696.89	\$0.00

Fund Balance Report for February 2016

Fund	Per Books	Per County	Variance
15 Beacon Bond	2,633.10	2,633.10	0.00
401 Beacon School	\$2,944,582.21	\$2,944,582.21	0.00
403 Supported Living Fund	\$14,078.96	\$14,078.96	0.00
404 Capital Improvements	\$1,353,136.28	\$1,353,136.28	0.00
Fund Totals:	4,314,430.55	4,314,430.55	0.00

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

Revenue By Month 2016														
	401 General	Jan.	Feb.	Mar.	Apr.	May	June	July	August	Sept	Oct	Nov	Dec	Total
General Tax Beacon														-
Trailer Tax														-
Homestead & Rollback														-
Grants	134,369	388,304												522,673
Lunch Sales	397	737												1,134
Contract Services			29,485											29,485
Other Receipts														-
Martin Match Receipts		1,441												1,441
Supported Living Subsidy		164,616												164,616
DODD TCM Match Transfer														-
Refunds		100,702												100,702
Reimbursements	4,018	2,205												6,223
Gifts & Donations	38													38
Other Non-Rev (Misc Rec)	300	1,320												1,620
Transfers In														-
Fund Totals:	139,123	688,810	0	0	0	0	0	0	0	0	0	0	0	827,932
Revenue - Beac Cap Impr														
Fund Totals:	0	0	0	0	0	0	0	0	0	0	0	0	0	
Grand Total:	139,123	688,810	0	0	0	0	0	0	0	0	0	0	0	827,932

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

Expenses By Month - 2016														
	401 General	Jan.	Feb.	Mar.	April.	May	June	July	August	Sept	Oct	Nov	Dec	Total
Salaries	255,165	255,045												510,210
Health Insurance	7,408	15,896												23,304
Medicare	3,388	3,448												6,837
Workers Compensation														
PERS / STRS	35,696	36,430												72,127
Contract Services	126,694	65,317												192,011
Rentals	4,997	4,516												9,513
Non waiver Supported Living	23,029	23,258												46,287
Repairs / Maintenance	10,386	6,788												17,174
Supplies	11,353	26,756												38,109
Equipment														
Other Expenses	3,642	13,033												16,676
Medicaid Match - TCM														
Family Support Services	351	874												1,225
Medicaid Waiver Match	634,220	0												634,220
Utilities	1,660	9,827												11,487
Fees-Settlement														
Advertising-Printing	1,386	2,248												3,634
Travel / Reimbursement	993	869												1,862
Election Expense														
Transfer Out														
Fund Totals:	1,120,369	464,306	0	0	0	0	0	0	0	0	0	0	0	1,584,675
Capital Improvements														0
Grand Total:	1,120,369	464,306	0	0	0	0	0	0	0	0	0	0	0	1,584,675

Exhibit 10

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

Revenue Levels Year-to-Date at 02/29/2016 (16.67% of the year)

Line	Account	Budget	2015 YTD	Actual YTD	Percentage Collected
General					
1	0085.410100 S31 - General Tax Beacon	6,065,608			0%
2	0085.410400 S32A - Trailer Tax	81,288			0%
3	0085.412100 S31A - Homestead & Rollback	611,916			0%
4	0085.412500 S33 - Grants	2,368,856	388,189	522,673	22%
5	0085.413110 S37 - Lunch Sales	6,500	1,634	1,134	17%
6	0085.413120 S38 - Contract Services	5,000	6,058		0%
7	0085.417100 S39 - Other Receipts	20,000	33,726		0%
8	0085.417110 Martin Match Receipts	10,000			0%
9	0085.417120 Supported Living Subsidy	609,107	165,819		0%
10	0085.417130 DODD TCM Match Transfer	364,317	20,785		0%
11	0085.417140 S40 - Refunds	265,000	1,068		0%
12	0085.417150 S41 - Reimbursements	35,000	8,968	6,223	18%
13	0085.417500 S35 - Gifts & Donations	5,000	(44)	38	1%
14	0085.417800 S43 - Other Non-Revenue (Misc Rec)	10,000	4,474	1,620	16%
15	0085.422100 S44 - Transfers In				0%
Grand Totals:		10,457,592	630,677	531,688	

Exhibit 10

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

Expenditure Levels Year-to-Date at 02/29/2016 (16.67% of the year)

Line	Account	Budget	2015 YTD	Actual YTD	Percentage Spent
General					
1	4356.510200 Salaries	3,418,779	529,096	510,210	15%
2	4356.520150 Health Insurance	1,087,559	174,669	23,304	2%
3	4356.522100 Medicare	49,572	6,820	6,837	14%
4	4356.524100 Workers Compensation	81,791	59,661	0	0%
5	4356.525100 PERS / STRS	468,129	74,103	72,127	15%
6	4356.530100 Contract Services	700,000	157,650	192,011	27%
7	4356.530101 Rentals	60,000	9,392	9,513	16%
8	4356.530102 Non-Waiver Supported Living	500,000	54,153	46,287	9%
9	4356.530200 Repairs / Maintenance	60,000	10,547	17,174	29%
10	4356.540100 Supplies	185,000	25,888	38,109	21%
11	4356.550100 Equipment	15,000	849	0	0%
12	4356.560100 Other Expenses	95,000	11,411	16,676	18%
13	4356.560101 Medicaid Match - TCM			0	
14	4356.560102 Family Support Services	50,000		1,225	2%
15	4356.560103 Medicaid Waiver Match	3,426,391	593,873	634,220	19%
16	4356.560107 Utilities	119,198	17,334	11,487	10%
17	4356.560110 Fees-Settlement	159,121		0	0%
18	4356.560200 Advertising-Printing	20,000	791	3,634	18%
19	4356.560300 Travel / Reimbursement	30,000	2,765	1,862	6%
20	4356.560500 Election Expenses				
21	4356.580100 Transfer Out				
Fund Total:		10,525,540	1,729,002	1,584,675	

**Athens County Board of Developmental Disabilities
Director of Finance/Operations Report**

	2016	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Beg. Fund Balance	3,697,235	1,215,989	1,440,493										
Revenues	139,123	688,810											
Expenditures	(1,120,369)	(464,306)											
Ending Fund Balance	2,715,989	1,440,493											
Funds Transferred to Rsrv													
Fd	1,500,000												
Adjusted Ending Balance	1,215,989	1,440,493											
Min Fund Bal. (@ 25%)	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385	2,631,385
Min Fund Bal. (@ 12%)	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693	1,315,693
Variance from Min Fd Bal	(99,704)	124,800											

The Minimum Fund Balance when calculated at 12.5% of 2016 Budgeted Expenses is \$1,315,693. Therefore, at the end of the second month of the period, the balance is \$124,800 higher than the Minimum Fund Balance.

If you have any questions regarding this financial information please contact me via the information below.

Stephen P. Kramer
Director of Finance and Operations, ACBDD
740-594-3539 ext. 224
skramer@athenscbdd.org

Athens County Board of DD		
Accounts		Description
Revenues:	2015	
Taxes		Projection
Levy	\$ 5,854,293	
Homestead & Rollback	\$ 565,767	
Public Utility Reimbursement	\$ -	
Tangible Tax	\$ -	
Personal Property Reimbursement	\$ -	
Trailer Tax	\$ 66,824	
Taxes Sub-Total	\$ 6,486,884	
DODD		
DD 501 Subsidy	\$ 612,662	Subsidy paid to ACBDD from DODD for Supported Living and Residential Support services. Amounts allocated on a fiscal year (July 1 through June 30) and distributed quarterly.
CM Subsidy	\$ -	
Family Support Services	\$ 28,220	Subsidy paid to ACBDD from DODD to families of those with a developmental disability. Amounts allocated on a fiscal year (July 1 through June 30) and distributed quarterly. Distribution limited to \$400.00/family/year.
DODD Other - Martin Match	\$ 15,152	Funds paid to county boards as a state match. Referred to as Martin match due to a court case in 2006 under the Martin vs Strickland Settlement. An agreement was reached whereby 1500 individuals with disabilities who enrolled in 2008-2009 would receive waivers.
DODD State Match - TCM	\$ 154,359	Subsidy paid to ACBDD from DODD for Targeted Case Management services (Directing the utilization of 3rd party providers by individuals with disabilities). Amounts allocated on a fiscal year (July 1 through June 30) and distributed quarterly.
TDD TCM Reimbursement	\$ 10,221	Subsidy paid to ACBDD from DODD for case management services surrounding TDD (Transitional services for those w/disability 14+ years old). Amounts allocated on a fiscal year (July 1 through June 30) and distributed quarterly.
Residential Facilities (RFW)	\$ 24,926	Subsidy paid to ACBDD from DODD originally set up to aid in the re-establishment of those in Intermediate Care Facilities (ICFs). Amounts allocated on a fiscal year (July 1 through June 30) and distributed quarterly.
Waiver Administration	\$ 12,971	Subsidy paid to ACBDD from DODD for the administration of waivers (waiver types: Independent Options, Level 1 and SELF). Amounts allocated on a fiscal year (July 1 through June 30) and distributed quarterly.
Purchase of Service	\$ 961	Purchase of Services: NOTE -- POS was eliminated in 1997. It referred to a contractual arrangement between the (then)ODMRDD and a person, agency, or governmental entity to provide community-based residential services to individuals determined to be eligible to receive these services.
Tax Equity	\$ 673,170	Subsidy paid to Boards of DD from DODD to correct the inequalization of the funding caused by the differential in property values from one county to the next.
DODD Sub-Total	\$ 1,532,643	

DOEd		
Pre-School & Supv Units	\$ 45,675	Federal funds for the Pre-school and School Supervision costs
Professional Svc (PT,OT)	\$ -	
Special Education Aides	\$ -	
Special Education Units	\$ 633,048	Federal funds based on Special Education units.
Transportation	\$ 50,600	Federal funds for the transporation of school children.
Other School Grants	\$ -	
DOEd Sub-total	\$ 729,323	
Federal		
Preschool Disabilities Grant	\$ 5,486	Federal funds specifically for Pre-School services.
IDEA PART B	\$ -	
Title VI-B	\$ 38,495	Federal funds for staffing and supplies surrounding Pre-school and Transition services.
School Lunch Subsidy	\$ 20,212	Federal funds for the school lunch programs.
Title XX	\$ 35,164	Federal funds for Adult Workshop (Community Employment) and Adult Day Care Services. Services are offered at ATCO, Inc.
Title XIX - Day Hab/Services	\$ 249,354	Federally funded program to provided services in a home and/of community -based setting for the purpose of attaining independence, personal growth and community inclusion.
Title XIX - Transportation Non-Med	\$ 183,957	Federal funds that we receive for the transportation of individuals to our school and other facilities.
Title XIX - TCM	\$ 418,316	Federal funds that we receive for Targeted Case Management.
Title XIX - Supported Employment	\$ 14,750	Federal funds to fund the effort to find meaningful community employment for with a developmental disability.
WAC/MAC	\$ 169,355	Federal funds that we receive for time spent in the administration of waivers.
ODE ARRA	\$ -	Former Stimulus recovery funds.
DODD - ARRA	\$ -	Former Stimulus recovery funds.
Rehabilitation Services	\$ 246,019	This revenue represents our involvement in a VRP3 (Vocational Rehabilitation Public Private Partnership) program with Washington County Board of DD. This an effort expand career exploration and employment options for transition youth (ages 14-22) with Developmental Disabilities.
Federal Sub-Total	\$ 1,381,108	
Other Revenues		
Contract Services	\$ 56,663	Fees that we receive from agencies (i.e., Echoing Meadows) who send individuals to our programs (i.e., ATCO).
Lunch Sales	\$ 10,500	Receipts from staff, etc who purchase from lunchroom.
Donations	\$ 5,000	Gifts and donations provided to the Board by individuals, organizations, etc.
Reimbursements	\$ 38,000	Receipt of funds from HAPCAP for vehicle fuel, health insurance reimbursement, Reimbursement for office supplies from WCBDD under VRP3 Job Training program.
Other Non-Revenue	\$ 18,000	Payments for background checks made available by the Board.
Misc Receipts (Other)	\$ 55,000	Principally for the reimbursement by local school boards for therapy services provided to our students from their districts.

Transfers In	\$ -	Transfer of closed-out investment fund account (2014).
Refunds	\$ 1,100	Vendor refunds, waiver reconciliation refund, etc.
Other Revenues Sub-Total	\$ 184,263	
Total Revenue	\$ 10,314,221	

February 15 - March 15 2016 Transactions

General**4356.520150 Health Insurance**

American United Life Insurance Comp December, 2015 - Life Insurance Premium	02/17/2016	\$1,278.75
American United Life Insurance Comp January, 2016 - Life Insurance Premium	02/17/2016	\$1,294.25
Delta Dental of Ohio, Inc. Outstanding balance on dental bill	03/11/2016	\$104.20
Medical Mutual of Ohio December, 2015 and January, 2016 - Vision Insurance	03/02/2016	\$1,408.44
Medical Mutual of Ohio February, 2016 - Vision Insurance Premium	03/03/2016	\$791.30
Medical Mutual of Ohio March, 2016 - Vision Insurance Premium	03/08/2016	\$791.30
Patrick Benefits Administrators March, 2016 -HRA Participant Fee	02/16/2016	\$292.50
U. S. Bank Institutional Custody Servic December, 2015 Health Insurance Premiums	03/11/2016	\$75,504.62
U. S. Bank Institutional Custody Servic January, 2016 - Health Insurance Premiums	03/11/2016	\$75,504.62
U. S. Bank Institutional Custody Servic February, 2016 - Health Insurance Premiums	03/11/2016	\$75,504.62
U. S. Bank Institutional Custody Servic March, 2016 - Health Insurance Premiums	03/11/2016	\$75,504.62
Health Insurance Total: 307,979.22		

4356.522100 Medicare

Athens County Auditor February, 2016 - Medicare contributions	02/24/2016	\$3,448.43
Medicare Total: 3,448.43		

4356.525100 PERS / STRS

Athens County Auditor February, 2016 STRS & OPERS	02/25/2016	\$35,622.44
PERS / STRS Total: 35,622.44		

4356.530100 Contract Services

Aramark School Support Service January, 2016 - Food Services Contract	02/25/2016	\$7,074.94
Aramark School Support Service February, 2016 - Food Services Contract	03/09/2016	\$6,173.61
Atco, Inc. February, 2016 - Payroll Clerk - 60 hours @ \$15.02/hr \$	03/01/2016	\$3,598.04
Atco, Inc. February, 2016 -Beacon Kitchen/Cafeteria Assistants	03/01/2016	\$252.98
Atco, Inc. 02/2016 - Litch	03/01/2016	\$22.20
Atco, Inc. 02/2016 - Consumer VRP3 Transition wages - 24 hrs @	03/01/2016	\$213.84
Atco, Inc. February, 2016 - Medicaid Job Trainers 14.25 hrs \$220.	03/01/2016	\$3,386.76
Atco, Inc. February, 2016 - Consumer Scanning - 101 hrs @ \$10.:	03/10/2016	\$1,064.54
Atco, Inc. February, 2016 - Atco front office support - 92.25 hrs @	03/10/2016	\$972.32
Atco, Inc. January, 2016 - Beacon Kitchen/Cafeteria Assistants	02/19/2016	\$142.02
Atco, Inc. January, 2016 - Payroll Clerk - 60 hours @ \$15.02/hr	02/19/2016	\$1,009.34
Atco, Inc. January, 2016 - Production Aides - 182.75 hrs rates ran	02/19/2016	\$1,891.20
Atco, Inc. 01/2016 -Litch	02/19/2016	\$13.32
Atco, Inc. 01/2016 - Consumer wages - transition - 16.25 hrs @ \$	02/19/2016	\$144.79
Atco, Inc. January, 2016 - Medicaid Job Trainers 3 hrs; Non Fund	02/19/2016	\$2,340.52
Balch, Freda February 1-26, 2016 - 18 days of transporting Atco cons	03/02/2016	\$100.80
BCI February, 2016 - BCI & FBI webchecks	03/02/2016	\$406.00
Biancone, Sally Administrative duties for February 16 to 18, 2016	02/19/2016	\$362.50
Biancone, Sally February 22-25, 2016 - 32.75 hrs @ \$25/hr - Admininstral	03/01/2016	\$818.75
Biancone, Sally February 29 to March 3, 2016 - 31.25 hours @ \$25/hr a	03/04/2016	\$781.25
Biancone, Sally March 7-10, 2016 - 31.00 hrs @ \$25/hr - Administrative	03/11/2016	\$775.00
Blaugrund Kessler Myers & Postalakis Professional Services Febuary 1 & 3, 2016	03/08/2016	\$160.00
Holzer Clinic, LLC Employee Physicals - Cremeans \$69 and Hagen \$97	02/22/2016	\$166.00
Magruder, Nicholas S. Security Officer for February 23, 2016 board meeting - :	02/25/2016	\$135.00
Medicaid Billing Solutions, Inc. Medicaid billing for waiver services (FEB16B) 2/10/15 to	03/02/2016	\$1,677.20
Nagy PT, Adrienne January,2016 - PT servcies - EI 15.75 hrs; School Aage	03/02/2016	\$1,037.50
Passion Works Studio 2016 First Quarter Art Programming	03/01/2016	\$11,250.00
Southern Ohio Council of Govertment: 129.5 hrs of MUI Investigative Agent Sevices for Januar	03/04/2016	\$5,439.00
Southern Ohio Council of Govertment: February, 2016 - Provider Compliance Reviews	03/10/2016	\$650.00
The Healthy Edge, LLC 2/29/2016 - Drug Screen - Rudolf	03/03/2016	\$38.00
Time Warner March, 2016 - Internet	03/08/2016	\$3,348.00
Time Warner March, 2016 - Atco cable	03/11/2016	\$69.43
Willan, Marsha January 29, 2015 - co-sign PTA notes and consult/supe	03/10/2016	\$165.00
Contract Services Total: 55,679.85		

4356.530101 Rentals

Atco, Inc. March, 2016 -Passion Work Rent	03/02/2016	\$4,084.10
B & C Communications March, 2016	02/22/2016	\$100.00
Pitney Bowes ADM postage meter rental from 1/31/16 to 2/28/16	02/17/2016	\$211.00
Rentals Total: 4,395.10		

4356.530102 Non-Waiver Supported Living

Athens Metropolitan Housing	March, 2016 - Rent	03/01/2016	\$302.00
Athens Metropolitan Housing	March, 2016 - Rent	03/01/2016	\$309.00
Budget Pest Control %Thomas Bailey	First treatment for bedbugs - Haines Dollson	03/11/2016	\$125.00
Echoing Meadows Residential Center	May 25 & 26, 2015 - Duncan	03/01/2016	\$616.95
GoalsAnew, LLC / Mark W. Groll	October 6, 2015 to November 19, 2015	02/17/2016	\$885.37
Inclusions LLC	February 4-15, 2016 - Hubbard	02/17/2016	\$365.12
Ripple, Thomas E.	January 31, February 14 & 28, 2016 - three one hour m:	03/03/2016	\$180.00
Sech-Kar Company	December, 2015 - January, 2016 - Nicholson	02/17/2016	\$222.64
Sinclair, Karen	July, 2015 to February, 2016 - transportation 661 miles	03/02/2016	\$297.45
Treasurer of State, %OH Dept of MR/I	February 1-29, 2015 - GDC Direct bill - Kieft	03/09/2016	\$6,945.50

Non-Waiver Supported Living Total: 10,249.03**4356.530200 Repairs / Maintenance**

Atco, Inc.	February, 2016 - Consumer Janitorial for 1/17/16 to 2/1:	02/29/2016	\$3,184.65
National Background Check, Inc.	Annual Business Support and Maintenance for SafePrir	02/18/2016	\$740.00
NOE Office Equipment	School copier from 2/4/16 to 3/3/16	03/04/2016	\$25.83
Ohio Pest Control	02/24/2016 - Atco	03/01/2016	\$43.00
Ohio Pest Control	02/24/2016 - Beacon	03/01/2016	\$49.00

Repairs / Maintenance Total: 4,042.48**4356.540100 Supplies**

American National Red Cross	Adult & Pediatric First Aid/CPR/AED with Anaphylaxis a	03/08/2016	\$19.00
American National Red Cross	adult and pediatric first aid/cpr/aed with anaphylaxis anc	03/09/2016	\$19.00
Atco, Inc.	reimbursement for purchases from Lowes, Sam's Club,	02/25/2016	\$682.97
Athens Paint and Decorating Inc.	paint & supplies - Beacon	03/02/2016	\$71.19
Beacon School Job Fund	February, 2016 - payroll for classroom jobs	03/08/2016	\$110.25
Brown, Autumn	reimbursement for purchases from Walmart of shredder	03/08/2016	\$55.14
C & E Stores	building supplies - Atco	03/09/2016	\$5.59
C & E Stores	building supplies - Passion Works	02/24/2016	\$44.97
Classic Solutions	building supplies - Beacon	02/16/2016	\$172.34
Classic Solutions	building supplies - Atco	03/02/2016	\$90.10
Classic Solutions	building supplies - Atco	03/08/2016	\$319.76
Classic Solutions	building supplies - Atco	03/11/2016	\$257.89
Discount School Supply	jumbo fingerpaint paper kits and butterflies; silver mirror	02/22/2016	\$257.74
Dixon, Deborah F.	reimbursement for purchase from JoAnn Fabrics for art	03/08/2016	\$8.53
Dixon, Deborah F.	reimbursement for purchase from Walmart for art suppl	03/08/2016	\$10.33
Dixon, Deborah F.	reimbursement for purchase from JoAnn Fabrics for art	03/08/2016	\$22.48
Dunlap, Kristopher	reimbursement for purchase from Amazon for 3 Schwinn	03/04/2016	\$747.00
Dunlap, Kristopher	reimbursement for purchase from Amazon for musical i	03/02/2016	\$160.78
Dunlap, Kristopher	reimbursement for purchase from Amazon for two Midla	02/24/2016	\$64.42
Dunlap, Kristopher	reimbursement for purchase from Amazon for two ultir	02/24/2016	\$37.42
Dunlap, Kristopher	Reimbursement for purchase from ebay for 85W Macbc	03/08/2016	\$13.99
Economy Supply	building supplies - Beacon	03/08/2016	\$6.48
Economy Supply	building supplies - Beacon	02/22/2016	\$40.50
Economy Supply	building supplies - Atco	02/22/2016	\$24.99
Energy Partners LLC	80 W & 100W LED paddel bulbs and 4'TLED bulbs - Bi	03/08/2016	\$2,767.50
Environments, Inc.	low book display, set of 4-4" tactile glow balls, pop up di	03/04/2016	\$313.76
Fun & Function, LLC	cubbies with colored trays, bite bands, jumbo eyedropper	03/09/2016	\$438.39
Interstate Batteries	batteries - bus garage	02/24/2016	\$9.00
Kaplan Early Learning Company	car 5 comp stg w/magpanel, caterpillar tunnel, real proj	02/22/2016	\$660.95
Lehrman, Kendall	reimbursement for purchase from Amazon for necessar	03/01/2016	\$175.77
Lehrman, Kendall	reimbursement for purchase from Amazon for zones of	02/22/2016	\$47.99
Minuteman Press	1000 #10 regular envelopes for Personnel Plus	02/16/2016	\$139.00
Nasco	weather station II optix, blanket weighted, slipcover wei	02/22/2016	\$146.82
Poynter's Business Products	shipping charges for toner for copier at Personnel Plus	03/10/2016	\$13.50
Randy V. Moore Petroleum Distributio	201 gals of unleaded delivered on 2/9/16 @ \$1.415/gal	02/16/2016	\$284.42
Randy V. Moore Petroleum Distributio	162 gals of diesel delivered on 2/9/16 @ \$1.63/gal	02/16/2016	\$264.06
Randy V. Moore Petroleum Distributio	149 gals of unleaded delivered on 2/23/16 @ \$1.515/ga	03/01/2016	\$225.74
Randy V. Moore Petroleum Distributio	309 gals of diesel delivered on 2/23/16 @ \$1.63/gal	03/01/2016	\$503.67
Randy V. Moore Petroleum Distributio	297 gals of diesel delivered on 3/1/16 @ \$1.69/gal	03/08/2016	\$501.93
Randy V. Moore Petroleum Distributio	337 gals of diesel delivered on 3/8/16 @ \$1.75/gal	03/14/2016	\$589.75
Randy V. Moore Petroleum Distributio	180 gals of unleaded delivered on 3/8/16 @ \$1.675/gal	03/14/2016	\$301.50

Randy V. Moore Petroleum Distributio	196 gals of diesel delivered on 3/1/16 @ \$1.615/gal	03/08/2016	\$316.54
Randy V. Moore Petroleum Distributio	171 gals of unleaded deliverd on 2/16/16 @ \$1.515/gal	02/24/2016	\$259.07
Randy V. Moore Petroleum Distributio	166 gals of diesel delivered on 2/16/16 @ \$1.63/gal	02/24/2016	\$270.58
Sanderson, Samantha	Reimbursement for purchase from Land of Nod for gam	03/08/2016	\$151.74
School Specialty Inc.	scissor student 6 blunt school smart, electric pencil sha	03/04/2016	\$126.38
School Specialty Inc.	fish sticks, game trouble and dewxterity boards - Schoo	02/25/2016	\$101.15
Staples	chairs and office supplies	03/04/2016	\$506.88
Staples	chairs, office and program supplies	03/04/2016	\$1,507.95
Staples Business Advantage	office supplies - Personnel Plus	03/01/2016	\$94.63
Staples Business Advantage	office supplies - Personnel Plus	03/08/2016	\$12.99
State Electric Supply	building supplies - Beacon	02/24/2016	\$49.25
Taylor Motors	filters	03/02/2016	\$50.32
Uni-Select USA, Inc.	vehicle parts	03/04/2016	\$4.61
Uni-Select USA, Inc.	vehicle parts	03/04/2016	\$46.14
Uni-Select USA, Inc.	vehicle parts	03/04/2016	\$6.45
Warehouse Tire	tires	03/04/2016	\$305.20
Withem, Robert	reimbursement for square point shovel, supplies for clin	02/25/2016	\$129.28
Supplies Total: 14,565.77			

4356.550100 Equipment

Poynter's Business Products	Canon copier - School	02/17/2016	\$5,120.00
Poynter's Business Products	Maintenance agreement for school copier - Beacon	02/17/2016	\$800.00
Rifton Equipment	XL Pacer - Atco	02/18/2016	\$2,471.00
Equipment Total: 8,391.00			

4356.560100 Other Expenses

American Red Cross	two tickets for Heroes Breakfast on Feb 23, 2016	02/17/2016	\$40.00
Athens Area Chamber of Commerce	Two Annual Meeting Dinners - AS Director and Job Dev	02/16/2016	\$80.00
Athens Area Chamber of Commerce	2016 Chamber Membership Dues for Personnel Plus	02/16/2016	\$236.25
Athens City-County Hlth. Dpt.	Hep B vaccine	03/02/2016	\$44.00
Athens City-County Hlth. Dpt.	Hep B vaccine	02/22/2016	\$44.00
Athens City-County Hlth. Dpt.	Hep B vaccine	02/17/2016	\$44.00
Athens County Auditor	December, 2015 - Unemployment	02/17/2016	\$384.28
Athens County Treasurer	2015 Margarets Creek special assessment	02/22/2016	\$519.42
Beyond Our Boundaries	12/8/15 - Renee Secoy training	02/16/2016	\$60.00
Nelsonville Area Chamber of Commer	2016 Chamber Membership Dues for Personnel Plus	02/16/2016	\$175.00
Ohio Association of Adult Services	2016 OAAS Membership Dues	02/25/2016	\$500.00
Pike Co. Joint Vocational School	2/24/16 - new driver J. White	02/24/2016	\$85.00
Positive Promotions, Inc.	40 TB 1326 Prime Zip Tote Bags	02/18/2016	\$237.55
Other Expenses Total: 2,449.50			

4356.560102 Family Support Services

Beyond Play	color f n talking fish bowls; flexi cut cups; fold and go; lit	03/09/2016	\$427.11
Beyond Play	folding trampoline - family support services	03/01/2016	\$132.19
Beyond Play	folding trampoline - family support services	03/02/2016	\$132.19
Cascade DAFO, Inc.	ff hot dog and foam arch fill - family support services	02/22/2016	\$61.00
Dunlap, Kristopher	reimbursement for purchase from Amazon for iPad and	03/02/2016	\$203.89
Dunlap, Kristopher	reimbursement for purchase from Amazon for Ipad and	03/02/2016	\$203.89
Dunlap, Kristopher	reimbursement for purchase from Amazon for playpen &	03/02/2016	\$147.38
Dunlap, Kristopher	reimbursement for purchase from Walmarat for a playai	02/24/2016	\$129.11
Jiang, Fan	reimbursement for purchase from Super Duper Publical	03/01/2016	\$179.15
Nationwide Children's Hospital (Colum	glasses - family support services	02/22/2016	\$229.00
Family Support Services Total: 1,844.91			

4356.560107 Utilities

American Electric Power	Beacon electric from 1/29/16 to 3/1/16	03/07/2016	\$858.98
American Electric Power	8 Harper Street electric from 1/14/16 to 2/11/16	02/17/2016	\$294.84
American Electric Power	Bus Garage electric from 1/13/16 to 2/15/16	02/22/2016	\$202.08
American Electric Power	Passion Works - 20 E State electric from 1/22/16 to 2/2/	03/01/2016	\$182.00
American Electric Power	Atco light from 1/22/16 to 12/22/16	03/01/2016	\$19.62
American Electric Power	Atco electric from 1/22/16 to 02/22/16	03/01/2016	\$428.35
AT & T Mobility	cell phone for Butch for 1/23/16 to 2/22/16	03/08/2016	\$53.33
City of Athens	Passion Works water from 1/12/16 to 2/9/16	02/22/2016	\$68.69
City of Athens	Atco water from 1/19/16 to 2/16/15 - 14,000 gals	03/01/2016	\$164.16
City of Athens	BEacon water from 2/2/16 to 3/1/16 - 35,000 gals	03/11/2016	\$350.79

Columbia Gas	Passion Works gas from 1/15/16 to 2/15/16	02/17/2016	\$256.46
Columbia Gas	Atco gas from 1/15/16 to 2/15/16	02/17/2016	\$347.00
Columbia Gas	Beacon gas from 12/10/15 to 1/12/16	02/17/2016	\$623.35
Direct Energy Business, LLC	Passion Works - 20 E. State electric from 1/22/16 to 2/2	03/01/2016	\$14.28
Direct Energy Business, LLC	Atco electric 1/22/16 to 2/22/16	03/01/2016	\$455.50
Direct Energy Business, LLC	8 Harper Street 1/13/16 to 2/11/16	02/22/2016	\$2.22
Direct Energy Business, LLC	8 Harper Street electric from 1/14/2016 to 2/11/2016	02/22/2016	\$292.52
Direct Energy Business, LLC	Beacon electric from 1/29/16 to 3/1/16	03/08/2016	\$1,534.69
Direct Energy Business, LLC	Bus Garage electric from 1/13/16 to 2/15/16	02/25/2016	\$246.25
Frontier	March, 2016 - Atco phones	03/08/2016	\$282.79
Frontier	March, 2016 - Passion Works	03/08/2016	\$85.88
Frontier	March, 2016 - Beacon	03/08/2016	\$208.25
Frontier	March, 2016 - Personnel Plus	03/08/2016	\$151.48
Frontier	January and February, 2016 - Bus Garage phones	02/17/2016	\$205.08
Information Destruction Services	SSA tote destroyed on 2/29/16	03/08/2016	\$50.00
Interstate Gas Co (IGS)	January, 2016 - Beacon	02/25/2016	\$1,146.51
Le-Ax Water Dept.	Bus Garage water from 1/7/16 to 2/3/16 - 4000 gals	03/01/2016	\$9.10
Waste Management	March, 2016 - Beacon	03/02/2016	\$180.38
Waste Management	March, 2016 - Atco	03/02/2016	\$357.61
Waste Management	March, 2016 - Bus Garage	03/02/2016	\$105.56
Utilities Total: 9,177.75			

4356.560200 Advertising-Printing

APG Media of Ohio	Advertising in the Athens News for PP Director 2/4 & 2/I	03/08/2016	\$894.00
APG Media of Ohio	Advertising in The Athens Messenger for Service & Sup	03/08/2016	\$331.28
Advertising-Printing Total: 1,225.28			

4356.560300 Travel / Reimbursement

Booth, Jennie	Travel 2/19/16	03/10/2016	\$14.99
Harrison, Audra	Travel 12/4/15 to 12/18/15	02/22/2016	\$45.65
Harrison, Audra	Travel 1/11/16 to 1/19/16	02/22/2016	\$38.88
Janes-Tinkham, Carol	Travel 12/11/15 to 2/26/156	03/09/2016	\$90.14
McNelly, David R.	Travel 01/04/16 to 2/29/2016	03/01/2016	\$217.29
Ohio ACTE	registration for "Ohio ACTE/SND & OASCES: The Emp	02/18/2016	\$199.00
Sincoff, David	Travel 01/5/16 to 3/2/16	03/09/2016	\$74.72
Smathers, Mary Ann	Travel 2/3/16 to 2/26/16	03/02/2016	\$170.95
Swackhamer, Jerry W.	Travel 1/12/16 to 2/22/16	02/23/2016	\$98.28
Tinkham, Ronald	Travel 1/4/16 to 2/19/16	02/22/2016	\$48.60
Travel / Reimbursement Total: 998.50			
Voucher Count: 190	General Total: 460,069.26		

7809.550100 Capital Improvements

Athens Metropolitan Housing	Funds to assist and effectuate said purchase of 24 Edel	03/02/2016	\$10,000.00
Athens Metropolitan Housing	Funds to assist and effectuate said purchase of 48 Cha	03/02/2016	\$10,000.00
Athens Metropolitan Housing	Funds to assist and effectuate said purchase of 32 Cha	03/02/2016	\$10,000.00
Capital Improvements Total: 30,000.00			

Grand Totals:

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\$490,069.26

Exhibit 11

Athens County Board of Developmental Disabilities
Board Submission by Dennis Lehman
Area of Supervision: Service and Support Administration
March 22, 2016

Intro of highlights:

- We have interviewed for the SSA Manager position and made an offer, which was accepted by Tristin Lawrence, our current UI/MUI coordinator. We will work with her to transition her into this new position until her current position is filled.
- We have worked with Athens Metropolitan Housing Authority to purchase five houses for 10 people who will move from Echoing Meadows Residential Center (EMRC) into the Community with state funded waivers. The next step will be to have any necessary modification to the houses completed for the eventual move in and downsizing of EMRC. It will take an additional several months for renovations and upgrades to the mechanical systems to be completed to be ready for the residents to move in.

Issues to be shared:

- We will be looking for additional space within the county board facilities or possibly in the community for the growing SSA Department.

Other:

- In January 2014, the federal Centers for Medicare and Medicaid Services (CMS) released new requirements for Home and Community Based Services (HCBS) waivers administered by states. The regulations require that HCBS waiver services must be delivered in an integrated, community-based setting; states were given until 2019 to come into compliance. Ohio had requested an extension until 2024 to come into compliance with the regulations.

After many discussions with CMS, the Ohio departments of Developmental Disabilities and Medicaid have learned that CMS is unlikely to grant an additional five years for Ohio to come into compliance with the requirement to deliver waiver services in integrated, community-based settings. However, if Ohio is unable to achieve compliance by 2019, CMS will work with Ohio to develop an alternative compliance plan and related timeline. All providers are encouraged to evaluate their service delivery models and to continue to make changes as soon as possible.

DODD will be conducting on-site visits in the coming months to see how providers are making community inclusion a reality for people served. The CMS regulations include an outcome-oriented definition of home and community-based settings, rather than one based solely on a setting's location, geography, or physical characteristics. The goal is to maximize opportunities for individuals receiving HCBS to have access to the benefits of community living and to receive services in the most integrated setting as an alternative to receiving services in an institution. During these visits DODD wants to have a conversation with providers to allow them to see where providers are and help them to understand where they need to be as it pertains to person-centered planning and community integration. DODD hosted a webinar on March 18, to help providers prepare for the on-site visits.

Exhibit 12

Athens County Board of Developmental Disabilities

Board Submission by: Mark Cullison

Area of Supervision: Adult Services

3-22-16

PersonnelPlus:

Opportunities for Ohio's with Disabilities and Job and Family Services have developed a new toolkit designed to aide employers in the hiring and training of employees with disabilities. Please take the time to take a look at it.
<http://www.odjfs.state.oh.us/forms/findform.asp?formnum=08036>

Latest Hire: Young lady at State Farm Insurance

Summer Youth Planning: 12 people so far eligible for summer youth program this coming summer. Slightly ahead of number eligible at this time last year. Goal is 25.

The Holiday Inn generously donated toiletries to PersonnelPlus to recycle and use for hygiene kits. Over 500 kits were put together. If anyone knows someone who could benefit from these kits please contact the PersonnelPlus Office. Thank you Holiday Inn staff and employees!

Welcome back returning job trainers Chris Alvis and Stacey Braley

Easter Season: PersonnelPlus workers producing Easter eggs for the Athens Messenger and OU Credit Union

Atco: Advocacy, Training, Careers, Opportunities

Transition News. The first transition committee meeting was held on March 15th. One important aspect of this process is that the individuals served are as involved as much as possible in this process. Autumn and the all the staff at ATCO have regularly been meeting with the individuals we serve to answer their questions and concerns.

Special Olympics Bowlers went to Marietta March 13th. The bowlers came back with 6 gold, 6 silver, and 5 bronze medals. Congratulations to all the bowlers.

Upcoming activities:

Equine Assisted Activities starts tomorrow.

Therapeutic Riding on April 22, 23 and 24th

Atco Dog Shelter Project dog walking weekly at the shelter, and an Adoption event will be held on May.

Kings Island in May

4-H mentoring program will begin in May/June

Atco Idol in June

The Disability Awareness Festival was held on March 15th at the Athens Community Center.

Thank You to all who participated in this event. You are invited to keep checking the ACBDD website for the remainder of March to read many amazing stories about the individuals we serve and the staff who serve them. And as always, take the time to meet someone with a disability and learn their story



Exhibit 13

Athens County Board of Developmental Disabilities

Board Submission by Butch Withem

Area of Supervision: Facility \ Transportation

March 14, 2016

Intro of highlights:

I want to thank the ACBDD for approving the wage restructuring proposal last month. The action was very proactive and has increased morale in our department very much. I am confident the action will allow us to retain and attract quality personnel in the future.

Issues to share:

As reported last month Bob Shinn went for knee surgery and shortly after the surgery he discovered he needed heart catheterization, which was successful. The list of available resources gets even shorter. I was informed this am that Greg Grimm is going for back surgery on 3-21-2016, and will be off for at least two weeks. One of the two weeks will be during our spring break, but we will still be very short staffed.

As you probably already know Beacon School is opening a Primary 2 classroom next school year. The classroom will have possibly seven new students, which translate into seven new bus stops. While this not a huge numbers of extra stops, the stops may be located anywhere within the 500 square miles within Athens County. Hopefully we can make these additional stops within our current route structure, but that remains to be seen. We have several remote areas in Athens County which would require another route to accommodate the new students.

Other:

We are refurbishing office space in the administrative wing at Beacon School. The space will allow for relocation of existing personnel and additional space for new personnel being added to the ACBDD. The refurbishing includes painting and new carpet.

We are also planning to remove existing carpet in several classrooms to be replaced with VCT.

We are planning a field trip to visit Guiding Hands playground in Gallipolis, OH. The trip will allow us to see what types of sensory equipment might be available for the Beacon playground for upcoming renovations.