1. Regular Session was called to order by John Day, Board President, at 6:03pm.
2. Roll Call by Stephanie Howell, Executive Assistant.

**BOARD MEMBERS PRESENT:**

**Barnes: (Late)**

**Bond: Present**

**Day: Present**

**DeForest: (Late)**

**Demko: Present**

**Hutzel: Present**

**OTHERS IN ATTENDANCE**

**Dr. Maryalice Turner Assistant Superintendent ACBDD**

**Steve Kramer Director of Finance/Operations ACBDD**

**Mark Cullison Director of Adult Services ACBDD**

**Butch Withem Director of Facilities/Transportation ACBDD**

**Dennis Lehman Director of Service and Support ACBDD**

**Stephanie Howell Executive Assistant ACBDD**

**(See attached sign-in list of guests)**

1. Reading of the mission statement by Margaret Hutzel (Exhibit 1, Page 2).
2. John Day prefaced the meeting with an explanation of “Consent Agenda” and announced that Mr. Terry Conry resigned from the Board on August 20th, 2015.
3. Motion to approve the agenda.

**MOTION 8-15-1:**

**MOTION: HUTZEL SECOND: DEMKO**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

1. Approval of Board Minutes
	1. Motion to approve the July 28, 2015 Regular Session Meeting Minutes. (Exhibit 2).

Margaret Demko requested a correction to the spelling of “Pekar” and voted “Yes” with the agreement this correction would be made.

**MOTION 8-15-2:**

**MOTION: DEMKO SECOND: HUTZEL**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve the August 11, 2015 Special Session Meeting Minutes. (Exhibit 3).

Margaret Hutzel requested a correction to the response she received when she asked about the comparative cost of meals. She was told the comparable prices were unknown. Margaret voted “Yes” with the agreement this correction would be made.

**MOTION 8-15-3:**

**MOTION: HUTZEL SECOND: BOND**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

1. New Business:
	1. Motion to approve Consent Agenda.
		1. Board members had difficulty reading both the electronic and mailed versions of the position descriptions. It was decided to remove Job Descriptions from the Consent Agenda (for further review) and approve only the Personnel Policies.
		2. The following revised Personnel Policies were approved:
			1. Section 1.0 – Dissemination and Policy Amendments (Exhibit 4).
			2. Section 1.1 – Release of Public Information (Exhibit 5).
			3. Section 1.12 – Terrorist Organizations (Exhibit 6).
			4. Section 2.1 – Vacancies: Identification, Announcement and Application (Exhibit 7).
			5. Section 2.2 – Promotion (Exhibit 8).
			6. Section 2.4 – Restriction on Assignment of Related Employees/Consumers (Exhibit 9).
			7. Section 3.1 – Employee Status (Exhibit 10).
			8. Section 3.2 – Medical Examination (Exhibit 11).
			9. Section 3.4 – Certification, Licensure, and Registration/Reporting Adjustments for Education, Training and Experience (Exhibit 12).
			10. Section 3.5 – Immigration Reform & Control Act (Exhibit 13).
			11. Section 4.1 – Ethics (Exhibit 14).
			12. Section 4.4 – Training (Exhibit 15).
			13. Section 5.1 – Job Descriptions (Exhibit 16).
			14. Section 7.8 – Tobacco, E-Cigarettes and Vaping-Free Workplace (Exhibit 17).

**MOTION 8-15-4:**

**MOTION: HUTZEL SECOND: DEMKO**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve revised Habilitation Specialist Position Description for Personnel*Plus*. (Exhibit 18).

Margaret Hutzel asked for confirmation that the name of the description was all that was changed. Dr. Turner added that “community integration goals” was added to Job Duties and the office location was corrected.

**MOTION 8-15-5:**

**MOTION: HUTZEL SECOND: DEMKO**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve revised Habilitation Specialist Position Description for Atco. (Exhibit 19).

**MOTION 8-15-6:**

**MOTION: HUTZEL SECOND: BOND**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve 2015-2016 Beacon School bus routes, as required by O.R.C. 3301-83-13, and grant the Director of Transportation the authority to adjust routes as deemed necessary.

**MOTION 8-15-7:**

**MOTION: DEMKO SECOND: BOND**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve Title XX Grant agreement with Ohio Department of Developmental disabilities for the period of one year, beginning October 1, 2015.

**MOTION 8-15-8:**

**MOTION: DEMKO SECOND: HUTZEL**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to renew employment contract with Joanne Heinzman effective December 27, 2015 for the period of one year. (Exhibit 20).

Dr. Turner stated there are no changes to the previous contract and no increase in pay.

**MOTION 8-15-9:**

**MOTION: BOND SECOND: HUTZEL**

**VOTE: AYES BOND, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to increase maximum expenditure of up to $16,000 (total) with Cross Management Consulting Services, Inc. during the current contract year.

Dr. Turner and Steve Kramer explained that union negotiations are still in process and this increase would enable the negotiations to continue without interruption in the event the costs were to exceed the current amount approved, which Steve said was $10-$11,000.

Robin Barnes arrived at 6:26pm.

Jen DeForest arrived at 6:30pm.

**MOTION 8-15-10:**

**MOTION: DEMKO SECOND: DeFOREST**

**VOTE: AYES BARNES, BOND, DAY, DeFOREST, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to renew the Cross Management contract, effective September 1, 2015 for the period of one year, pending approval from Prosecuting Attorney. (Exhibit 21).

Dr. Turner explained that Bob Cross assists with Human Resources management, as there is no HR officer within ACBDD. Board members discussed the option of having Mr. Cross on a retainer versus paying per service and it was noted that the rates would increase.

**MOTION 8-15-11:**

**MOTION: DEMKO SECOND: DeFOREST**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve the contract with SOCOG for a the full-time MUI Coordinator position, effective January 1, 2015 for the period of one year, pending approval from the Prosecuting Attorney. (Exhibit 22).

**MOTION 8-15-12:**

**MOTION: HUTZEL SECOND: DEMKO**

**VOTE: AYES BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

Robin Barnes Abstained.

* 1. Motion to approve contract with Marsha Willan for up to 90 hours of Physical Therapy Services effective August 1, 2015 through June 30, 2016.

Dr. Turner explained that current Physical Therapy Assistant notified her on the first day of school that she would be on a six-week leave of absence.

**MOTION 8-15-13:**

**MOTION: HUTZEL SECOND: BARNES**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Motion to approve the Director of Finance & Operations Revenue, Expenditures & Transaction Report.

Review of this report takes place at 5:30pm prior to each Board meeting. Pam Bond asked for a copy of the report.

**MOTION 8-15-14:**

**MOTION: DEMKO SECOND: DEFOREST**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

* 1. Reviewed Annual Action Plan 2nd Quarter Update. (Exhibit 24).
	2. Motion to schedule November and December Board meetings.

The November meeting is scheduled for November 24th. It was agreed upon that the December meeting would be scheduled for December 15th due to holidays.

**MOTION 8-15-15:**

**MOTION: HUTZEL SECOND: BARNES**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

1. Old Business:
	1. Motion to approve short-term admission for Gallipolis Developmental Center pending approval from Prosecuting Attorney. (Exhibit 25).

**MOTION 8-15-16:**

**MOTION: HUTZEL SECOND: BARNES**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

1. Submission:
	1. Dr. Turner provided each Board member with updated OACB Board Manuals.
2. Superintendent & Manager Reports:
	1. Dr. Turner, Acting Superintendent and Director of Education, submitted highlights of the OPRA Partnership Symposium that she attended on August 5, 2015, along with a news release regarding central Ohio school districts upgrading security. (Exhibit 26).
	2. Steve Kramer, Director of Operations & Finance, submitted the Business Manager’s Report. (Exhibit 27).
	3. Dennis Lehman, Director of Service & Supports, submitted the SSA Report. (Exhibit 28).
	4. Butch Withem, Director of Facilities & Transportation, submitted the Facility/Transportation Report. (Exhibit 29).
	5. Mark Cullison, Director of Adult Services, submitted the Adult Services Report. (Exhibit 30). Mark stated he was exploring the idea of not renewing the VRP3 Grant and instead working directly with BVR. He explained this would eliminate the need to match grant dollars.
3. Comments from Visitors Relative to the Agenda:
	1. Autumn Brown invited everyone to an Atco event.
	2. Mark Groll asked why the Board minutes were removed from the website.
		1. John Day and Dr. Turner explained that a correction was being made to the minutes and they were only down temporarily and would be back online once the correction was made.
4. No comments from Unions.
5. No comments from the Board.
6. Motion to enter into Executive Session per ORC Section 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, and (G)(4), preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and condition of their employment.

**MOTION 8-15-17:**

**MOTION: DeFOREST SECOND: BARNES**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

1. Motion to return from Executive Session without further motion(s). 7:35pm.

**MOTION 8-15-18:**

**MOTION: HUTZEL SECOND: BARNES**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**

1. Motion to Adjourn. 7:36pm.

**MOTION 8-15-18:**

**MOTION: BOND SECOND: BARNES**

**VOTE: AYES BARNES, BOND, DeFOREST, DAY, DEMKO, HUTZEL**

**MOTION: CARRIES**