

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, February 28 2017 – 6:00 P.M.  
801 W. Union Street, Athens, OH 45701

**The Mission of the Athens County Board of Developmental Disabilities is to enhance the quality of life for individuals by encouraging integration and independence, fostering partnerships, and advocating for individual rights.**

1. Margaret Demko called meeting to order at 6:06 p.m.
2. Ruth Robertson did roll call.

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

Staff in Attendance:

Kevin Davis	Superintendent
Becky Martin	Director of Education
Steve Kramer	Director of Finance
Doug Mitchell	Director of Employment Options
Autumn Brown	ATCO Transition Manager
Mark Cullison	Adult Service Director
Dick Suehrstedt	Director of Service and Support
Butch Withem	Facilities and Transportation Manager
Ruth Robertson	Executive Assistant to Superintendent
Katie Evans	Medicaid Manager
Carol Janes-Tinkham	Business Clerk/Administrative Assistant

\*See sign-in sheet for full list of attendees.

3. Mission Statement read by: Rebecca Miller
4. Motion to approve Agenda.

MOTION# 02-28-01  
MOTION: ALLEN  
SECOND: HUTZEL  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

5. Motion to approve January 24, 2017 Organizational Board Meeting Minutes. (Exhibit 1, Pages 1-3).

MOTION#: 02-28-02  
MOTION: HUTZEL  
SECOND: MILLER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

6. Motion to approve January 24, 2017 Regular Board Meeting Minutes. (Exhibit 2, Pages 4-10).

MOTION#: 02-28-03  
MOTION: MILLER  
SECOND: ALLEN  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

7. Motion to approve Administrative Policy 89 EI Services Policy. (Exhibit 3, Page11).  
Becky Martin stated the changes made were we added ATCO/Beacon and we added ODODD as rules promulgated by instead of Ohio Department of Health.

MOTION#: 02-28-04  
MOTION: JOLLEY  
SECOND: MILLER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

8. Motion to approve Administrative Policy 74 Usage Policy and Procedures pending making correction to item 17 change time from 7:30p.m. to 7:00 p.m. (Exhibit 4, Pages 12-16).

Butch stated that the changes being made are item 7 section D that any group using special equipment will be responsible for setting up, taking down and putting equipment in designated storage space. If responsible person needs trained on how to use the equipment they will need to arrange a time to be trained. The second change is to Item 17. The time that individual groups can use the gym is now from 3:00 p.m. – 7:00 p.m. unless we need time to clean the area and we will ask groups to leave by 6:30 p.m.

MOTION#: 02-28-05  
MOTION: MILLER  
SECOND: ALLEN  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

9. Motion to approve Personnel Policy 7.10 Weapons Policy (Exhibit 5, Pages 17-19).

Kevin stated that Senate bill 199 will be taking effect on March 20, 2017. The Senate Bill states that individuals may carry a weapon in a school zone. We had our legal counsel Steve Postalaski review our policy to amend that if you have a permit to carry a concealed weapon that you must lock it in your car in your glove box or a locked box.

MOTION#: 02-28-06  
MOTION: MILLER  
SECOND: HUTZEL  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

10. Motion to authorize posting of and accepting bids to purchase a 2017 54-Passenger Conventional School Bus with awarding contract of said bus to the best low bid. (No Exhibit).

Butch stated that we only had one extra bus and the last new bus purchased was in 2012. The estimated cost of this bus would be around \$100,000.00. The last bus purchased cost around \$92,000.

MOTION#: 02-28-07  
MOTION: JOLLEY  
SECOND: MILLER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

11. Motion to approve contract with Steve Koch/Employment Advocacy Consultant pending Prosecuting Attorney approval. (Exhibit 6 Pages 20-24).

Doug Mitchell stated that Steve Koch helped create the PersonnelPlus Advocacy Advisory Council back in 1992. The focus of the council is to advocate for employment for individuals with disabilities. It also focuses on developing individual's skills on how to go out and speak to various groups in the community. This group also goes to the Day Hab programs to speak with peers to share their stories of working in the community and to encourage other peers to possibly try out community employment. Steve's roll would be to help train staff and the PersonnelPlus Advocacy Advisory Council. The focus would be to reestablish advocacy goals and leave the group with written documentation to help staff and the council now and in the future.

MOTION#: 02-28-08  
MOTION: HUTZEL  
SECOND: BOND  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

12. Motion to approve purchasing two Height Adjustable Changing tables for Beacon School at an estimated cost of \$5,000.00 each. (Exhibit 7, Page 25).

MOTION#: 02-28-09  
MOTION: JOLLEY  
SECOND: ALLEN  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

13. Motion to approve Legal Services Agreement with Blaugrund Kessler Myers & Postalakis from January 1, 2017 through December 31, 2017 pending Prosecuting Attorney approval. (Exhibit, 8 Pages 26-28).

MOTION#: 02-28-10  
MOTION: MILLER  
SECOND: ALLEN  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

14. Motion to approve advancing \$701,000.00 per agreement with AMHA (which will be reimbursed to ACBDD) for construction/rehabilitation of 5 units. (No Exhibit).

MOTION#: 02-28-11  
MOTION: JOLLEY  
SECOND: HUTZEL  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

15. Motion to approve forming an exploratory levy committee. (Exhibits 9, Pages 29-30).

Steve Kramer gave an update on the different types of levy. Steve felt that if we are going to put a levy on the ballot that we should do a renewal levy instead of a replacement levy. The renewal levy would have less effect of what tax payers would pay. The focus of the committee would be to make sure the levy officially gets on the ballot and to make the community aware of why we still need this levy.

MOTION#: 02-28-12  
MOTION: HUTZEL  
SECOND: MILLER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
CARRIES: YES

16. Board Reports:

- a. Superintendent, Kevin Davis. (Exhibit 10, Pages 31-42).

Kevin stated that he and Becky Martin had met again with Kids on Campus. He would like the board to authorize him to enter into an agreement with KOC for a five week summer camp that would serve 50 students who are eligible for ACBDD services. Kevin stated that KOC would like to place 50 third graders as well as our 50 students here at Beacon over the five weeks. Kevin had stated last month that the cost would be \$1,000.00 per student who receives county board services. KOC would be in charge of the program and would be responsible for hiring all employees. They highly encouraged the teachers, teaching assistants and educational aides from Beacon School to apply.

Motion to authorize the superintendent to enter into agreement with Kids on Campus to provide a five week long summer camp at Beacon School (dates June 19-July 28, 2017) for students with and without developmental disabilities (this will include up to 50 slots for students eligible for ACBDD services).

MOTION#: 02-28-13  
MOTION: HUTZEL  
SECOND: ALLEN  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY  
ABSTAIN: MILLER  
CARRIES: YES

- b. Director of Education, Becky Martin. (Exhibit 11, Pages 43-47). Report Stands.
- c. Director of Finance and Operations, Steve Kramer. (Exhibit 12, Pages, 48-52), (Exhibit 13, Pages 53-56). Report Stands.

- d. Director of Service and Support, Richard Suehrstedt. (Exhibit 14, Pages 57-59). Report Stands.
- e. Director of Employment Options, Doug Mitchell. (Exhibit 15, Pages 60-63). Doug update that the CARF Review should take place in June.
- f. ATCO Transition Manager, Autumn Brown. (Exhibit 16, Pages 64-68). Report Stands.
- g. Gwen Brooks, Director of Human Resources. (Exhibit 17, Pages 69-71). Report Stand
- h. Director of Facilities and Transportation, Butch Withem. (Exhibit 18, Pages 72).Report Stands.

17. Comments from Visitors relative to the agenda.

Joshua Cook introduced himself as being new to the community. Josh is involved with the ARC of Ohio as well as the new minister of The Plains-Athens Community Church. He offered up to provide training on Waivers and the Assistant Technology Program. He stated his church has a gym and space to hold meetings and training for families.

18. Comments from Unions relative to the agenda.

19. Comments from the board.

20. Motion to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employee or official.

MOTION#: 02-28-14  
 MOTION: HUTZEL  
 SECOND: MILLER  
 AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
 CARRIES: YES

Entered into Executive Session at 7:13 p.m.

21. Motion to return from Executive Session.

MOTION#: 02-28-15  
 MOTION: HUTZEL  
 SECOND: MILLER  
 AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER  
 CARRIES: YES

Returned from Executive Session at 7:47 p.m.

22. Motion to approve paying Dennis Lehman retroactively the additional time he could have earned in November of 173 hours of his earned vacation accrual.

MOTION#: 02-28-16  
 MOTION: JOLLEY  
 SECOND: MILLER  
 AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, MILLER

CARRIES: YES

23. Motion to approve increasing the Director of Finance and Operations salary to \$77,000.00 annually, effective the next pay period.

MOTION#: 02-28-17

MOTION: ALLEN

SECOND: HUTZEL

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

CARRIES: YES

24. Motion to adjourn.

MOTION#: 02-28-18

MOTION: ALLEN

SECOND: MILLER

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

CARRIES: YES

Meeting adjourned at 7:49 P.M.