



BOARD MEETING
December 15, 2015

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ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Agenda
Tuesday, December 15, 2015 – 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 – J. Day
2. Roll Call – Carol J. Tinkham
3. John Day Recognition
4. Motion to approve Agenda.
5. Reading of Mission Statement.
6. Motion to approve November 24, 2015 Regular Meeting Minutes. (Exhibit 1, Pages 1-4).
7. New Business:
 - a. Motion to approve the renewal of the ACBDD contract with Comprehensive Counseling, pending approval from the Prosecuting Attorney. (Exhibit available at meeting).
 - b. Motion to approve FSS allocations.
 - c. Motion to approve the 2016 Operating Budget. (Exhibit available at meeting).
 - d. Motion to approve the ABEA contract. (Electronic exhibit).
 - e. Motion to approve the amended ATCO Program Calendar. (Exhibit 2, Page 5).
 - f. Motion to approve the amended 260-day calendar. (Exhibit 3, Page 6).
8. Old Business:
 - a. Motion for a resolution to accept the agreed-upon amount to invest into the reserve account.
 - b. Motion for a resolution to accept the agreed-upon amount to invest into the capital account.
 - c. Update on carryover expenditures (Exhibit available at meeting).
 - d. Progress report on strategic planning.
 - e. Progress report on Conflict-Free Case Management (Benchmark update).
9. Managers' Reports:
 - a. Kevin Davis, Superintendent. (Exhibit 4, Page 7).
 - b. Dr. Turner, Assistant Superintendent/Director of Ed. Services. (Exhibit 5, Page 8).
 - c. Steve Kramer, Director of Finance & Operations. (Exhibit 6, Page 9-19).
 - d. Mark Cullison, Director of Adult Services (Exhibit 7, Page 20).
 - e. Dennis Lehman, Director of Service and Support. (Exhibit 8, Page 21).
 - f. Butch Withem, Director of Facilities and Transportation (Exhibit 9, Page 22).
10. Comments from Visitors Relative to the Agenda
11. Comments from Unions Relative to the Agenda
12. Comments from the Board
13. Adjournment

EXHIBIT 1

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
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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. Meeting called to order at 6:05pm by John Day, Board President.
2. Roll call by S. Howell.

BOARD MEMBERS IN ATTENDANCE

ALLEN	Present
BOND	Present
DAY	Present
DEFOREST	Absent
DEMKO	Present
HUTZEL	Absent
JACKSON	Absent

STAFF MEMBERS IN ATTENDANCE

Kevin Davis, Superintendent
Dr. Turner, Assistant Superintendent & Director of Educational Services
Steve Kramer, Director of Finance/Operations
Mark Cullison, Director of Adult Services
Butch Withem, Director of Facilities/Transportation
Stephanie Howell, Executive Assistant
Carol J. Tinkham, Business Clerk

3. Motion to approve Agenda.

MOTION 11-15-1: DEMKO
SECOND: BOND
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

4. Pam Bond read the Mission Statement.
5. Motion to approve October 27, 2015 Regular Meeting Minutes. (Exhibit 1, Pages 1-6).

MOTION 11-15-2: DEMKO
SECOND: ALLEN
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

6. (Consent Agenda): Motion to approve five (5) policy revisions. Leonard Allen requested clarification of language on Exhibit 5; 5(a) of the Board Packet. Kevin Davis stated “generally” is used to give administration leeway in the situation additional reviews were necessary. Leonard Allen requested clarification on Exhibit 5; 6(e) of the Board Packet. Dr. Turner clarified that the evaluation process is no longer grievable is verbiage from the union contract and that if an employee disagrees, he or she can file a rebuttal with the superintendent.

MOTION 11-15-3: ALLEN
SECOND: DEMKO
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

7. Motion to approve raising the pay rate for Substitute Vehicle Operator 3 (School Bus Drivers) from \$12.00 per hour to \$14.00 per hour. Butch Withem stated we currently pay subs approximately \$11,000 per year and this will increase it by about \$2,000 per year, totaling \$13,000 annually. Butch said he hopes this will give people the incentive to apply for the vacant positions.

MOTION 11-15-4: DEMKO
SECOND: DAY
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

8. Motion to approve raising the pay rate for Substitute Instructors from \$12.50/hr. to \$15.00/hr., and the rate for Substitute Instructor Assistants and Adult Program Substitutes from \$8.50/hr. to \$10.00/hr. Dr. Turner stated that Beacon School has needed a substitute 39 times this year and have found subs 33 times. She said this will increase pay per school year approximately \$2340 based on average use. Mark Cullison said ATCO has needed subs on 70 days this year and could not find a sub on 18 of those days. Leonard Allen asked Steve Kramer if the budget allowed for this and Steve said yes.

MOTION 11-15-5: DEMKO
SECOND: ALLEN
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

9. Motion to approve ATCO Parking Lot Agreement. (Exhibit 7, Pages 19-25). Butch stated it was the same contract as before, except it was for three years rather than five. It is \$1 per year.

MOTION 11-15-6: BOND
SECOND: DEMKO
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

10. Steve Kramer reviewed a list of expenses (Exhibit 8, Pages 26-29) from the carryover dollars and explained plans for using additional dollars. Steve said they are shopping for a copier and planning to visit a sensory playground in an effort to move forward on the plans to update Beacon's playgrounds.

11. Updates from Kevin Davis, Superintendent:
a) Kevin formally thanked the Board for the opportunity to lead ACBDD. Kevin said he was humbled and honored to be chosen for this role. He thanked Dr. Turner for keeping ACBDD headed in the right direction during her long-term interim status. He thanked staff for being welcoming and supportive and said he was very impressed with the quality of the staff, specifically their knowledge and professionalism, and is excited about the positive changes ahead.

- b) Kevin explained that the new layout of the meeting room is intended to feel more inclusive for those in attendance and the tent cards will enable new members and visitors to know who each person is and their role.
 - c) Kevin updated the Board on the strategic planning process. Cathy Allen of Creative Option C is currently putting together her deliverables. Kevin does not know what her report(s) will look like and advised the Board that her model does not have to be accepted as is, but can be molded as deemed necessary. Pam Bond stated she would like to see more stakeholder input, specifically another steering committee meeting.
 - d) Kevin informed the Board that he is looking to create a new image for ACBDD, which includes a new logo design. There is currently a contest underway encouraging staff and members of the community to enter design ideas. In conjunction with this, ACBDD is looking to update social media/websites, as well as mission and vision statements. Kevin will bring top choices to the Board for a vote in January.
 - e) Steve Kramer is working on a job description for the Medicaid Manager position that was previously approved by the Board. The position will be posted by the first of the year. Steve Kramer will be the supervisor for this position.
 - f) The Human Resources position that was previously approved by the Board will also be posting. This position is contracted through SOCOG. Steve Kramer will be the supervisor for this position.
 - g) Kevin provided a "Privatization Map" as a handout to all in attendance. This map is for informational purposes only and shows which counties have already privatized, which counties are in process, which counties are still operated by county boards, and which counties did not respond to the survey. The map doesn't indicate specifics.
 - h) Kevin met with Jill Thompson, County Auditor today. The visit was very positive and there is a great desire by both parties to work together. Kevin said he and Steve Kramer will have training at the auditor's office, meet with Jill's staff, work together on a plan, and use all available resources to the best of our ability.
 - i) Kevin reminded the Board that December will be John Day's last meeting. January will be an organizational meeting, so Board members should start thinking about officers.
12. Dr. Turner, Assistant Superintendent and Director of Educational Services:
- a) Report stands.
 - b) Thanks to the Board for allowing administration to purchase continental breakfast for the annual in-service. It made a tremendous impact on staff and set the tone for an outstanding day of training.
 - c) Union contracts are being signed and there were positive changes during negotiations.
13. Steve Kramer, Director of Finance/Operations:
- a) Report stands.
 - b) Auditor was fine with putting more than \$1.5 million in reserve account. The Board discussed the amounts to be deposited in the capital and reserve accounts and asked Steve to bring a motion with dollar amounts to the December meeting for a vote.
 - c) ACBDD is still exploring the possibility of purchasing the Connett Road property in The Plains, as transportation and Service and Support Administration cannot be located at the same address per Conflict-Free Case Management.
14. Mark Cullison, Director of Adult Services
- a) Report stands.

- b) Mark shared a craft made as a Community Integration Partnership with The Laurels of Athens.
- 15. Butch Withem, Director of Facilities/Transportation
 - a) Report stands.
- 16. Kevin Davis stated that Dennis Lehman's report is there for review; however, Dennis is currently on vacation.
- 17. Motion to adjourn

MOTION 11-15-7: BOND
SECOND: DEMKO
AYES: ALLEN/BOND/DAY/DEMKO
MOTION: CARRIES

ATCO Program Calendar 2015-2016

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Early Dismissal, Staff In-service
 Program Closing
 Staff In-service program closed
 Holiday/Break

EARLY INTERVENTION | 2015-2016 CALENDAR

19 EI Start Date

AUGUST 2015						
S	M	T	W	Th	F	S
			19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH 2016						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

28-31 Spring Break - Closed

7 Labor Day - closed

SEPTEMBER 2015						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APRIL 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1 Spring Break - Closed

12 Columbus Day - Closed

OCTOBER 2015						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY 2016						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

30 Memorial Day

3 Professional Development

26 Thanksgiving Day – Closed

27 Observing Veteran’s Day – Closed

NOVEMBER 2015						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JUNE 2016						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 23- January 1 – Winter Break - Closed

DECEMBER 2015						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 – July 4th Holiday - Closed

1 New Year’s Day - Closed

18 M.L. King Day - Closed

JANUARY 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2016						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18		

15 President’s Day - Closed

FEBRUARY 2016						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					



ACBDD – Beacon School

801 West Union Street • Athens, Ohio 45701

Phone: 740-594-3539 • Fax: 740-593-3189

athenscbdd.org

**December 2015 Board Report
Kevin Davis, Superintendent**

- Medicaid Services Manager
- Human Resources Manager (part-time through the SOCOG)
- Plaque in the front entrance of Beacon School
- Public relations (social media) campaign
- Meetings with county commissioners
- Training with county auditor
- Meetings with local school district superintendents
- Benchmark Plan submitted to ODODD
- Goals/objectives with each manager for their performance and programs
- Board Member trainings and requirements

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

ACBDD is an equal opportunity employer and provider of services

EXHIBIT 5

Athens County Board of Developmental Disabilities
Board Submission by: Dr. Turner, Assistant Superintendent
Area of Supervision: Educational Services
December 8, 2015

Highlights:

- Beacon School is working with Dee Dee Dransfield, of the Ohio Department of Education School Support Team, to improve our academic attainment and engagement in our classrooms, through the Building Improvement Team Process.
- We are working with “*Live Healthy Appalachia*,” a nutrition and cooking curriculum, based upon, “*Food is Elementary*,” a national evidenced-based program of the Food Studies Institute, will be working with three of our classrooms. The students will learn about healthy eating and have cooking lessons that teach them how to cook healthy foods.
- The OACB Conference was held on December 2-4. I attended conferences on Early Intervention Program Updates, Human Resources- sunshine law, unemployment insurance, personnel records, layoff process, independent contractors, Early Retirement Incentive Process, The Impact of Obergefell vs Hodges; Innovative Strategies for Social Opportunities; Autism Spectrum Disorder; Naturalistic teaching strategies; the Ohio Department of Education, Office of Exceptional Children- Compliance Review Process; and School Age Updates.
- On December 5, the Beacon School staff hosted a fundraiser, Breakfast with Santa. Over 125 people attended and our profit was \$1056. There were so many ways to have fun and be with friends, family and Santa. Many hours of planning, organization, asking for items or help, staffing a variety of areas, decorating, set up and clean up were given by our staff. The Staff Lounge looked like Santa's workshop. The crafts for kids were a huge hit, as was the band! Ruth's husband and his team from the Athens Masonic Lodge did a great job with freshly made pancakes and keeping the crowd fed, while Aramark supplied the sausages and drinks. The raffle was well organized and had a nice variety of items. The bake sale gave everyone a chance to buy some extra sweets. Over 25 people donated to the raffle:
 - Ashby's Ice Cream
 - Bob Evans
 - Margaret Hutzel
 - Many Beacon staff members
 - Monro Tire
 - Athens Masonic Lodge
 - Premiere Video
 - Jeanie Burchfield
 - Shade on State Street
 - Aramark
 - Emie's Naturals
 - Maccombs Family
 - Kevin Davis
 - AutoZone
 - Holiday Inn and Suites, Athens, OH
 - Debbie and Gary Dixon
 - Rocky Shoes and Boots
 - Kathy Radcliff
 - Cool Digs
 - Debbi Dunlap (Kris' mom)
 - The Rarely Herd
 - Catfish from the Lennon Orchestra
 - Several anonymous donors
- Supporting the Athens Commission on Disabilities Board by creating ADA-friendly Designation Program for the city.
- Preparing for a Breakfast for the Athens County Board of Developmental Disabilities Staff on December 17. It will be served by the Leadership Team.

EXHIBIT 6

Athens County Board of Developmental Disabilities Business Manager's Report

December 15, 2015

Notice to the Board and Stakeholders:

Month-To-Date and Year-To-Date Revenue, Expenditure, and Fund Balances through November 30, 2015 have been reconciled and balanced to statements issued by the County Auditor's Office. That reconciliation is as follows:

Revenue

For the month of November 2015

Account		Per Books	Per County	Variance
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	\$328,693.97	\$328,693.97	\$0.00
401.0085.413110	S37 - Lunch Sales	\$189.00	\$189.00	\$0.00
401.0085.413120	S38 - Contract Services			\$0.00
401.0085.417100	S39 - Other Receipts	\$104.69	\$104.69	\$0.00
401.0085.417110	Martin Match Receipts			\$0.00
401.0085.417120	Supported Living Subsidy			\$0.00
401.0085.417130	DODD TCM Match Transfer			\$0.00
401.0085.417140	S40 - Refunds			\$0.00
401.0085.417150	S41 - Reimbursements	\$171.82	\$171.82	\$0.00
401.0085.417500	S35 - Gifts & Donations			\$0.00
401.0085.417800	S43 - Other Non-Revenue (Misc Rec)	\$2,352.58	\$2,352.58	\$0.00
401.0085.422100	S44 - Transfers In			\$0.00
	Fund Total:	\$331,512.06	\$331,512.06	\$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	\$0.22	\$0.22	\$0.00
305-4005.00	Other Receipts			\$0.00
305-4007.00	Transfers In			\$0.00
	Fund Total:	\$0.22	\$0.22	\$0.00
Grand Totals:		\$331,512.28	\$331,512.28	\$0.00

Athens County Board of Developmental Disabilities Business Manager's Report

Expenditures

For the month of November 2015

Account		Per Books	Per County	Variance
General - CAC				
401.4356.510200	Salaries	\$243,870.87	\$243,870.87	\$0.00
401.4356.520150	Health Insurance	\$3,285.25	\$3,285.25	\$0.00
401.4356.522100	Medicare	\$3,267.18	\$3,267.18	\$0.00
401.4356.524100	Workers Compensation			\$0.00
401.4356.525100	PERS / STRS	\$47,265.48	\$47,265.48	\$0.00
401.4356.530100	Contract Services	\$82,568.21	\$82,568.21	\$0.00
401.4356.530101	Rentals	\$4,806.10	\$4,806.10	\$0.00
401.4356.530102	Non waiver Supported Living	\$23,469.89	\$23,469.89	\$0.00
401.4356.530200	Repairs / Maintenance	\$4,235.54	\$4,235.54	\$0.00
401.4356.540100	Supplies	\$16,499.16	\$16,499.16	\$0.00
401.4356.550100	Equipment	\$12,024.43	\$12,024.43	\$0.00
401.4356.560100	Other Expense	\$10,051.50	\$10,051.50	\$0.00
401.4356.560101	Medicaid Match - TCM			\$0.00
401.4356.560102	Family Resource Services	\$2,912.92	\$2,912.92	\$0.00
401.4356.560103	Medicaid Waiver Match			\$0.00
401.4356.560107	Utilities	\$14,344.21	\$14,344.21	\$0.00
401.4356.560110	Fees-Settlement			\$0.00
401.4356.560200	Advertising-Printing	\$7,384.01	\$7,384.01	\$0.00
401.4356.560300	Travel / Reimbursement	\$3,313.06	\$3,313.06	\$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:		\$479,297.81	\$479,297.81	\$0.00
Capital Improvement				
7809-550100	Capital Improvements			\$0.00
Fund Total:		\$0.00	\$0.00	\$0.00
Grand Totals:		\$479,297.81	\$479,297.81	\$0.00

Fund Balance Report for November 2015

Fund		Per Books	Per County	Variance
15	Beacon Bond	2,632.44	2,632.44	0.00
401	Beacon School	\$4,638,444.92	\$4,638,444.92	0.00
403	Supported Living Fund	\$14,078.96	\$14,078.96	0.00
404	Capital Improvements	\$859,136.28	\$859,136.28	0.00
Fund Totals:		5,514,292.60	5,514,292.60	0.00

Athens County Board of Developmental Disabilities Business Manager's Report

Revenue by Month - 2015

Line#	401 General	Jan.	Feb.	Mar.	Apr	May	June	July	August	Sept	Oct	Nov	Total
1	General Tax Beacon				3,497,647					2,567,961			6,065,608
2	Trailer Tax					56,335				24,954			81,288
3	Homestead & Rollback					299,774				295,955	16,186	0	611,916
4	Grants	342,845	45,344	134,361	454,094	119,652	134,608	244,811	80,935	203,761	370,642	328,694	2,459,748
5	Lunch Sales	706	929	290	524	548	902	100	560	530	403	189	5,680
6	Contract Services		6,058	4,810	239		286						11,393
7	Other Receipts		33,726	584						1,516	2,120	105	38,051
8	Martin Match Receipts			842	19,880	307				1,014	645	0	22,688
9	Supported Living Subsidy	165,819			167,355			163,094			164,616	0	660,883
10	DODD TCM Match Transfer	20,785			18,373	12,313	2,354			21,682			75,506
11	Refunds		1,068			4,420			697	6,513	120	0	12,818
12	Reimbursements	2,011	6,913	285,293	45	687	5,973	6,141	6,742	48	248	172	314,271
13	Gifts & Donations			300	995	40,204		200	150	10			41,859
14	Other Non-Rev (Misc Rec)	1,287	3,187	1,438	1,209	2,128	30,460	809	1,738	1,226	5,940	2,353	51,774
15	Transfers In												0
16	Fund Totals:	533,452	97,224	427,919	4,160,361	536,366	174,584	415,155	90,822	3,125,170	560,920	331,512	10,453,484
17	Revenue - Beac Cap Impr												0
18	Fund Totals:												0
19	Grand Total:	533,452	97,224	427,919	4,160,361	536,366	174,584	415,155	90,822	3,125,170	560,920	331,512	10,453,484

Athens County Board of Developmental Disabilities Business Manager's Report

Expenses by Month - 2015

Line	401 General	Jan.	Feb.	Mar.	Apr.	May	June	July	August	Sept	Oct	Nov	Total
1	Salaries	271,651	257,445	275,895	254,201	258,889	283,384	368,502	246,160	244,917	306,605	243,871	3,011,521
2	Health Insurance	76,336	98,333	89,196	17,026	147,609	92,914	92,142	90,558	7,337	181,274	3,285	896,010
3	Medicare	3,470	3,350	3,344	3,346	3,410	3,609	5,054	3,300	3,279	4,169	3,267	39,599
4	Workers Compensation	0	59,661	54,850									114,512
5	PERS / STRS	36,312	37,791	36,114	35,836	35,568	54,416	36,742	34,551	34,406	33,984	47,265	422,984
6	Contract Services	106,377	51,273	66,594	66,975	36,457	44,332	35,601	99,193	32,401	70,839	82,568	692,610
7	Rentals	4,340	5,052	4,495	4,952	4,500	4,540	4,952	4,495	4,295	5,097	4,806	51,525
8	Non waiver Supported Living	26,208	27,945	24,918	83,525	24,272	11,141	40,880	62,839	20,576	51,281	23,470	397,057
9	Repairs / Maintenance	6,654	3,892	4,597	7,236	4,826	8,844	3,251	2,599	2,288	5,563	4,236	53,988
10	Supplies	13,598	12,291	14,368	11,243	15,385	11,830	9,673	14,742	8,676	15,642	16,499	143,947
11	Equipment	0	849	7,552	610		2,500		1,995	20,479	40,931	12,024	86,941
12	Other Expenses	10,216	1,194	5,294	280	267	526	33,347	129	5,305	27,615	10,052	94,225
13	Medicaid Match - TCM	0											
14	Family Support Services	0		1,996	4,923	2,031	4,157	1,248	2,958	854	2,438	2,913	23,518
15	Medicaid Waiver Match	593,873			593,873			634,220	132,644		634,220	0	2,588,830
16	Utilities	4,019	13,315	11,416	10,788	8,405	9,399	8,054	9,203	7,954	10,696	14,344	107,593
17	Fees-Settlement	0			79,356	11,120				64,054	4,590		159,121
18	Advertising-Printing	791		946	3,540	721	408			1,295	13,743	7,384	28,828
19	Travel / Reimbursement	1,795	971	1,544	4,512	2,887	3,125	1,919	1,913	1,842	3,143	3,313	26,964
20	Election Expense	0			1,011								1,011
	Fund Totals:	1,155,639	573,362	603,121	1,183,235	556,344	535,126	1,275,587	707,279	459,958	1,411,831	479,298	8,940,781
	Capital Improvements	12,481											12,481
	Grand Total:	1,168,120	573,362	603,121	1,183,235	556,344	535,126	1,275,587	707,279	459,958	1,411,831	479,298	8,953,262

Athens County Board of Developmental Disabilities Business Manager's Report

Revenue Levels Year-to-Date at 11/30/2015 (92% of the year)

Line	Account	Budget	Actual 2014 YTD	YTD	Percentage Collected
General					
1	0085.410100 S31 - General Tax Beacon	5,854,293	4,461,563	6,065,608	104%
2	0085.410400 S32A - Trailer Tax	66,824	60,400	81,288	122%
3	0085.412100 S31A - Homestead & Rollback	565,767	547,544	611,916	108%
4	0085.412500 S33 - Grants	2,860,901	2,196,078	2,459,748	86%
5	0085.413110 S37 - Lunch Sales	10,500	8,502	5,680	54%
6	0085.413120 S38 - Contract Services	56,663	49,255	11,393	20%
7	0085.417100 S39 - Other Receipts	55,000	881	38,051	69%
8	0085.417110 Martin Match Receipts	15,152	8,321	22,688	150%
9	0085.417120 Supported Living Subsidy	612,662	649,137	660,883	108%
10	0085.417130 DODD TCM Match Transfer	154,359	39,542	75,506	49%
11	0085.417140 S40 - Refunds	1,100	468,449	12,818	1165%
12	0085.417150 S41 - Reimbursements	38,000	35,244	314,271	827%
13	0085.417500 S35 - Gifts & Donations	5,000	9,172	41,859	837%
14	0085.417800 S43 - Other Non-Revenue (Misc Rec)	18,000	16,151	51,774	288%
15	0085.422100 S44 - Transfers In	0	467,308	0	0%
Grand Totals:		10,314,221	9,017,549	10,453,484	

401.0085.410100 – General Tax Beacon – the additional revenue is attributed to an increase in collection of delinquent taxes and adjustment of estimated collection.

Athens County Board of Developmental Disabilities Business Manager's Report

Expenditure Levels Year-to-Date at 11/30/2015 (92% of the year)

Line	Account	Budget	Actual		Percentage
			2014 YTD	YTD	Spent
General					
1	4356.510200 Salaries	3,576,656	3,313,464	3,011,521	84%
2	4356.520150 Health Insurance	1,082,463	1,027,645	896,010	83%
3	4356.522100 Medicare	49,440	42,468	39,599	80%
4	4356.524100 Workers Compensation	82,503	89,259	114,512	139%
5	4356.525100 PERS / STRS	477,352	453,740	422,984	89%
6	4356.530100 Contract Services	874,002	832,096	692,610	79%
7	4356.530101 Rentals	60,500	54,535	51,525	85%
8	4356.530102 Non-Waiver Supported Living	590,000	589,091	397,057	67%
9	4356.530200 Repairs / Maintenance	60,000	56,289	53,988	90%
10	4356.540100 Supplies	185,000	164,183	143,947	78%
11	4356.550100 Equipment	14,000	14,201	86,941	621%
12	4356.560100 Other Expenses	75,340	97,740	94,225	125%
13	4356.560101 Medicaid Match - TCM	285,805	190,226	0	0%
14	4356.560102 Family Support Services	28,220	28,196	23,518	83%
15	4356.560103 Medicaid Waiver Match	2,572,484	2,534,999	2,588,830	101%
16	4356.560107 Utilities	133,326	103,941	107,593	81%
17	4356.560110 Fees-Settlement	129,130	123,077	159,121	123%
18	4356.560200 Advertising-Printing	10,000	8,603	28,828	288%
19	4356.560300 Travel / Reimbursement	28,000	20,702	26,964	96%
20	4356.560500 Election Expenses	0		1,011	
Fund Total:		10,314,221	9,744,455	8,940,781	

Athens County Board of Developmental Disabilities Business Manager's Report

2015	January	February	March	April	May	June	July	August	Sept	Oct	Nov
Beg. Fund Balance	3,125,742	2,503,556	2,027,418	1,852,216	4,829,341	4,809,363	4,448,820	3,588,388	2,971,931	5,637,143	4,556,824
Revenues	533,452	97,224	427,919	4,160,361	536,366	174,584	415,155	90,822	3,125,170	331,512	331,512
Expenditures	(1,155,639)	(573,362)	(603,121)	(1,183,235)	(556,344)	(535,126)	(1,275,587)	(707,279)	(459,958)	(1,411,831)	(479,298)
Ending Fund Balance	2,503,556	2,027,418	1,852,216	4,829,341	4,809,363	4,448,820	3,588,388	2,971,931	5,637,143	4,556,824	4,409,038
*Funds Transferred to Reserve											1,500,000
* Funds Transferred to Capital Fund											500,000
Adjusted Ending Balance											2,409,038
Min Fund Bal. (@ 25%)	2,578,555	2,578,555	2,578,555	2,578,555	2,578,555	2,578,555	2,578,555	2,578,555	2,578,555		
Min Fund Bal. (@ 12%)										1,237,707	1,237,707
Variance from Min Fd Bal	(74,999)	(551,137)	(726,340)	2,250,785	2,230,807	1,870,265	1,009,833	393,375	3,058,588	4,556,824	1,171,331

*These transfers have not been approved by the Board and are included in this report for decision-making purposes.

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

Transactions 11/16/2015 through 12/08/2015

T&C Associates d/b/a CBA Benefits S Share account funding		11/16/2015	\$414.65
T&C Associates d/b/a CBA Benefits S Administrative Services for the period of November 1 to 30, 2		12/07/2015	\$164.50
T&C Associates d/b/a CBA Benefits S Health reimbursement arrangement		12/01/2015	\$746.93
Athens County Auditor	November, 2015 - Medicare Contributions	11/23/2015	\$3,267.18
Athens County Auditor	November, 2015 - OPERS and STRS Contributions	11/19/2015	\$47,265.48
Atco, Inc.	11/2015 - Atco front office support - 92.50 hrs @ \$10.54/hr	12/03/2015	\$974.95
Atco, Inc.	12/2015 - Consumer scanning - 104.50 hrs @ \$10.54/hr	12/03/2015	\$1,101.43
Atco, Inc.	November, 2015 - Production Aides - Balch & Joyce 200 hou	12/07/2015	\$3,073.04
Atco, Inc.	November, 2015 - Licht	12/07/2015	\$26.64
Atco, Inc.	November, 2015 - Beacon Kitchen Workers	12/07/2015	\$275.16
Atco, Inc.	November, 2015 - Consumer Wages of 25 hours @ \$8.91/hr	12/07/2015	\$222.75
Atco, Inc.	November, 2015 - Job Trainers - Medicaid & Admin 26.75 hr	12/07/2015	\$4,057.14
Balch, Freda	November 2 to 30, 2015 - 18 days of providing transportaiton	12/07/2015	\$100.80
BCI	November, 2015 - BCI & FBI webchecks	12/02/2015	\$530.00
Beyond Our Boundaries	August 2015 - cerfiication of new Personnel Plus Job Trainer	11/19/2015	\$240.00
Blaugrund Kessler Myers & Postalakis	November 2-18, 2015 - professional services	12/07/2015	\$820.00
Cross Management	November, 2015 - Human Resource Contracta	12/07/2015	\$302.50
Holzer Clinic, LLC	DOT physical on Johnson, White & Withem	11/23/2015	\$141.00
Magruder, Nicholas S.	November 24, 2015 - 3 hours of security detail at board meet	12/01/2015	\$135.00
Passion Works Studio	Fourth Quarter art programming	12/03/2015	\$10,000.00
Primary Solutions	2016 Agreement: Infal Maintenance Agreement	11/20/2015	\$2,640.00
Southern Ohio Reg. Council of Govt.	UI-MUI Compliance Coordination 2015 - Tristin Lawrence	11/23/2015	\$12,760.62
The Healthy Edge, LLC	11/13/15 - DOT drug test on T. Gillum	11/16/2015	\$38.00
The Healthy Edge, LLC	11/30/15 - NON DOT drug test on Brackley and Carlson	12/03/2015	\$76.00
The Healthy Edge, LLC	11/16/15 - random drug screenings for DOT for Dolman and	11/19/2015	\$241.00
Atco, Inc.	December, 2015 - Passion Works Rent	12/03/2015	\$4,084.10
B & C Communications	December, 2015 and January, 2016	11/23/2015	\$200.00
Bedrock Rentals	rental of 42" boom lift	12/07/2015	\$135.00
Bedrock Rentals	rental of lift 44" boom straight	12/01/2015	\$430.00
Pitney Bowes	ADM postage meter rental from 10/31/15to 12/30/15	11/16/2015	\$422.00
Budget Pest Control %Thomas Bailey	Extermination for Roaches - Aiden G	11/18/2015	\$100.00
Budget Pest Control %Thomas Bailey	Second treatment for roaches - Aiden	12/08/2015	\$75.00
Echoing Hills Village, Inc.	November, 2015 - [REDACTED]	12/07/2015	\$182.36
Havar, Inc.	October & November, 2015 - Rent - [REDACTED]	11/19/2015	\$212.50
Havar, Inc.	Supported Living & Transportation October, 2015 [REDACTED] \$49	11/19/2015	\$5,558.84
Inclusions LLC	November 9, 10, 17, 19, 23, 24, & 25, 2015 - [REDACTED]	12/01/2015	\$712.08
R.H.D.D., Inc.	Supported Living - [REDACTED] \$1086.92, [REDACTED] \$32.85 & [REDACTED]	11/23/2015	\$2,756.58
R.H.D.D., Inc.	September & October, 2015 [REDACTED] \$1,046.19; [REDACTED] \$146.2	12/01/2015	\$3,819.09
Sech-Kar Company	November, 2015 - [REDACTED]	12/01/2015	\$2,681.52
Sech-Kar Company	November, 2015 - transportation for [REDACTED]	12/07/2015	\$157.05
Sinclair, Karen	December 4 & 6, 2015 - [REDACTED]	12/08/2015	\$79.00
Sinclair, Karen	November 7-28, 2015 [REDACTED]	12/07/2015	\$363.40
Treasurer, State of Ohio	November, 2015 - [REDACTED] @ GDC	12/07/2015	\$7,185.00
Treasurer, State of Ohio	Credit on overpayment for [REDACTED] for September, 2015 - ch	12/07/2015	-\$5,269.00
Atco, Inc.	10/25/15 to 11/2/15 - Janitorial Contracts - Atco 91 hrs \$797.	12/03/2015	\$3,081.10
Dowler, Robert Jr.	capacitor - service at Passion Works	12/01/2015	\$135.00

Ohio Pest Control	11/25/15 - Beacon	12/01/2015	\$49.00
Ohio Pest Control	11/25/15 - Atco	12/01/2015	\$43.00
Astorg Motor Company	vehicle parts	12/07/2015	\$104.00
Atco Employee Council	pizza for bowling league party	12/01/2015	\$123.95
Atco, Inc.	reimbursement for purchase from Walmart for transportation	11/16/2015	\$89.73
Atco, Inc.	3 rolls of postage stamps for Personnel Plus	11/16/2015	\$147.00
Atco, Inc.	Reimbursements - Yoga Blankets \$77.46; Red Cross \$95; Yo	11/16/2015	\$897.87
Athens County Community Singers	payment for 2014-2015 contract not paid previously	11/19/2015	\$1,000.00
Athens County Community Singers	payment for first installment of 2015-2016 contract	11/19/2015	\$500.00
Carr Supply Athens	building supplies - Beacon	12/01/2015	\$114.00
CDW Government	2 BAT tech 6 cell batteries	12/01/2015	\$171.47
CDW Government	Xerox maintenance kit	12/01/2015	\$117.47
Classic Solutions	building supplies - Atco	11/23/2015	\$70.83
Classic Solutions	building supplies - Atco	11/17/2015	\$100.54
Classic Solutions	building supplies - Beacon	11/16/2015	\$230.98
Classic Solutions	building supplies - Personnel Plus	11/19/2015	\$146.18
Classic Solutions	building supplies - Beacon	11/19/2015	\$51.31
DASH Medical Gloves, Inc.	9 cases of Dash Vinyl Powdered Exam Gloves - Atco	11/16/2015	\$332.10
Diamond Stone	stone - Bus Garage	11/23/2015	\$273.73
Diamond Stone	stone - Bus Garage	12/01/2015	\$142.45
Dunlap, Kristopher	reimbursement for purchase from Amazon for 2 replacement	12/01/2015	\$19.98
Dunlap, Kristopher	reimbursement for purchase from Amazon for two SAS HDD	12/01/2015	\$29.98
Dunlap, Kristopher	Reimbursement for purchase from Amazon for Xerox ink	12/01/2015	\$500.48
Dunlap, Kristopher	reimbursement for purchase from Amazon for supplies for aq	12/01/2015	\$288.47
Dunlap, Kristopher	reimbursement for purchase from Amazon for backup battery	11/20/2015	\$47.95
Economy Supply	building supplies - Beacon	11/23/2015	\$24.82
Economy Supply	building supplies - Beacon	11/23/2015	\$43.46
Economy Supply	building supplies - Beacon	11/23/2015	\$4.80
Economy Supply	building supplies - Atco	11/23/2015	\$66.64
Economy Supply	building supplies - Beacon	11/23/2015	\$2.70
Economy Supply	building supplies - Beacon	11/23/2015	\$5.99
Economy Supply	building supplies - Beacon	11/23/2015	\$13.95
Fitzpatrick Enterprises, Inc.	vehicle part	12/07/2015	\$32.20
Glockner Oil Company	vehicle supplies - oil, etc.	12/01/2015	\$1,527.96
Handwriting Without Tears	my first school book, keys for me; keyboarding/handwriting b	11/19/2015	\$32.50
Hynes, Karen	Reimbursement for purchase of Subway for food for BAC lun	11/23/2015	\$21.00
Hynes, Karen	reimbursement for purchase from Walmart for door chime - P	11/19/2015	\$11.97
Matheny Motor Truck Sales	vehicle parts	12/01/2015	\$646.25
Matheny Motor Truck Sales	vehicle parts	12/01/2015	\$132.74
Matheny Motor Truck Sales	vehicle parts	12/01/2015	\$159.57
Moore Medical Supply	medical supplies - Beacon	12/01/2015	\$152.55
Oriental Trading Company	wonderland preprint backdrop, winter retreat door cover, sno	11/23/2015	\$86.94
Oriental Trading Company	program supplies - Breakfast with Santa	12/07/2015	\$99.42
Oriental Trading Company	traditional Christmas backdrop banner	12/07/2015	\$15.48
Passion Works Studio	Bow Wow Artwork	11/16/2015	\$100.00
Pepper, Jordan	reimbursement for purchases from Walmart for supplies and	11/19/2015	\$32.56
PPSS North America, Inc.	bit pro long fully lined gloves - Atco	12/07/2015	\$251.00
Randy V. Moore Petroleum Distributio	197 gals of unleaded delivered on 11/16/15 @ \$1.715/gal	12/01/2015	\$337.86
Randy V. Moore Petroleum Distributio	319 gals of diesel delivered on 11/16/15 @ \$2.09/gal	12/01/2015	\$666.71
Randy V. Moore Petroleum Distributio	178 gals of unleaded delivered on 12/1/15 @ \$1.615/gal	12/07/2015	\$287.47
Randy V. Moore Petroleum Distributio	132 gals of diesel delivered on 12/1/15 @ \$1.92/gal	12/07/2015	\$253.44
Randy V. Moore Petroleum Distributio	249 gals of unleaded delivered on 11/23/15 @ \$1.715/gal	12/03/2015	\$427.04
Randy V. Moore Petroleum Distributio	470 gals of diesel delivered on 11/23/15 @ \$2.00/gal	12/03/2015	\$940.00
Randy V. Moore Petroleum Distributio	one drum of 76 super syn blend SW20-drum (0114119)	12/03/2015	\$385.00
Randy V. Moore Petroleum Distributio	288 gals of diesel delivered on 11/3/15 @ \$2.33/gal	11/16/2015	\$671.04
Randy V. Moore Petroleum Distributio	198 gals of unleaded delivered on 11/3/15 @ \$2.115/gal	11/16/2015	\$418.77
Randy V. Moore Petroleum Distributio	290 gals of diesel delivered on 11/10/15 @ \$2.14/gal	11/17/2015	\$620.60
Randy V. Moore Petroleum Distributio	179 gals of unleaded delivered on 11/10/15 @ \$1.885/gal	11/17/2015	\$337.42
Reserve Account	postage - ADM & School	12/07/2015	\$1,000.00

Staples	office supplies - School & ADM	12/07/2015	\$245.77
Staples Business Advantage	office supplies - Atco	12/07/2015	\$635.36
Staples Business Advantage	office supplies - Personnel Plus	11/19/2015	\$348.69
State Electric Supply	building supplies - Beacon	11/17/2015	\$9.25
Taylor Motors	vehicle parts	12/01/2015	\$28.20
Turner, Maryalice	reimbursement for module - School	12/07/2015	\$10.00
Uni-Select USA, Inc.	vehicle parts	12/01/2015	\$119.48
Uni-Select USA, Inc.	vehicle parts	12/01/2015	\$217.80
Uni-Select USA, Inc.	vehicle parts	12/02/2015	\$68.40
USI	6 rolls of USI Standard laminating film	11/16/2015	\$279.29
Warehouse Tire	customer tire dismount/mount/balance	12/01/2015	\$80.00
Warehouse Tire	8 tires	12/01/2015	\$1,539.64
Washington Auto Parts, Inc.	batteries	11/19/2015	\$260.23
Withem, Robert	reimbursement for hose adapter, hose vac kit and pentair po	12/04/2015	\$1,724.05
CDW Government	Anus Intel H97 ATX LGA1150 4XDDR3	12/01/2015	\$119.32
CDW Government	EVGA POW SUPPLY 750W 80Plus Bronze	11/16/2015	\$87.90
CDW Government	ACAD MS MBA WIN SRV STD and 75 licenses	11/19/2015	\$936.08
CDW Government	HP DL 160 GEN9 E5-2620VA SFF Server	11/19/2015	\$1,731.51
Dunlap, Kristopher	Reimbursement for purchase from Amazon for Microsoft Su	12/01/2015	\$1,104.92
Dunlap, Kristopher	two 600GB 6G SAS	11/23/2015	\$275.78
Dunlap, Kristopher	reimbursement for purchase from Amazon for Microsoft Sur	12/01/2015	\$1,139.48
Rutland Home Furnishing	3 chairs - Atco	12/01/2015	\$1,179.00
Athens County Auditor	Unemployment Payment	11/16/2015	\$768.56
Kroger - Columbus Customer Charge	food for A. Littler's last day	12/01/2015	\$56.16
Kroger - Columbus Customer Charge	food and items for all staff inservice on 11/3/15	11/17/2015	\$106.51
Kroger - Columbus Customer Charge	purchase on 11/3/15	11/17/2015	\$222.13
Beyond Play	tots first crayons	12/03/2015	\$5.69
Beyond Play	silicone feeder, textured grabbers, safety toothbrushes, teeth	12/01/2015	\$126.21
Beyond Play	sand blocks, 3 car garage, vehicles maze puzzle, parachute,	12/01/2015	\$264.50
Beyond Play	books, mat, ball, piggy bank, first pops, stacking cups, pop up	12/01/2015	\$204.65
Cascade DAFO, Inc.	hotdog shoe insert	12/02/2015	\$61.00
Dawoud, Hazem	reimbursement for purchase from Walmart of iPad - family su	12/01/2015	\$400.00
Duncan, Melissa	reimbursement for purchases from Target - family support se	12/01/2015	\$212.93
Dunlap, Kristopher	reimbursement for purchase from Amazon for wooden table	12/01/2015	\$133.02
Dunlap, Kristopher	reimbursement for purchase from Amazon for bigmack comm	12/01/2015	\$361.65
Dunlap, Kristopher	reimbursement for purchase from Amazon for Ipad and Ipad	11/17/2015	\$201.99
Dunlap, Kristopher	reimbursement for purchase from Amazon for kinesio tape - f	12/01/2015	\$12.10
Grant, Tiffany	Reimbursement for purchase of laptop computer from Walm	11/17/2015	\$400.00
Hart, Rhonda	reimbursement for purchase of new tennis shoes for work - fa	11/17/2015	\$120.00
Kaplan Early Learning Company	books, charts, cubes, puzzles, bingos, stamps, etc. - family s	12/01/2015	\$457.77
Riley, Roger	reimbursement for medical bill and prescriptions - family supp	11/17/2015	\$31.16
Stewart, Mark	reimbursement for dental bill- family support services	12/01/2015	\$120.00
American Electric Power	Passion Works - 20 E. State electric from 10/20/15 to 11/18/1	11/23/2015	\$482.00
American Electric Power	Passion Works - 22 E. State electric from 10/20/15 to 11/18/1	11/23/2015	\$190.90
American Electric Power	Atco light from 10/20/15 to 11/18/15 plus \$10 on next invoice	11/23/2015	\$19.96
American Electric Power	Atco electric from 10/19/15 to 11/17/15 plus \$650 on next inv	11/23/2015	\$1,137.59
American Electric Power	Beacon electric from 10/27/2015 to 11/24/15 plus \$1000 for D	12/03/2015	\$1,850.46
American Electric Power	Bus Garage electric from 10/13/15 to 11/9/15 plus \$250 on n	11/16/2015	\$350.10
AT & T Mobility	cell phone for Butch 10/23/15 to 11/22/15 and adding \$60 for	12/04/2015	\$113.18
City of Athens	Passion Works water from 10/13/15 to 11/10/15 - doubled for	11/23/2015	\$136.22
City of Athens	Atco water from 10/20/15 to 11/17/15 - 12,000 plus adding \$2	12/01/2015	\$344.72
Columbia Gas	Atco gas from 10/13/15 to 11/11/15 plus doubling for next inv	11/16/2015	\$694.00
Columbia Gas	Passion Works gas from 10/13/15 to 11/11/15 plus \$100 on n	11/16/2015	\$157.11

Columbia Gas	Beacon gas from 9/9/15 to 10/8/15	11/16/2015	\$760.34
Direct Energy Business, LLC	Atco light from 10/20/15 to 11/18/15	12/01/2015	\$7.98
Direct Energy Business, LLC	Passion Works - 20 E. State electric from 10/20/15 to 11/18/1	12/01/2015	\$288.20
Direct Energy Business, LLC	Passion Works - 22 E. State electric from 10/20/15 to 11/18/1	12/01/2015	\$243.37
Direct Energy Business, LLC	Atco electric from 10/19/15 to 11/17/15 plus \$900 on Decemb	12/01/2015	\$1,510.94
Direct Energy Business, LLC	8 Harper Street from 10/9/15 to 11/9/15 plus adding \$4.44 for	11/16/2015	\$6.66
Direct Energy Business, LLC	8 Harper Street electric from 10/12/15 to 11/9/15 plus \$250 o	11/16/2015	\$360.08
Direct Energy Business, LLC	9033 Lavelle Road electric from 10/13/15 to 11/9/15	11/16/2015	\$395.36
Interstate Gas Co (IGS)	October, 2015 - Beacon and \$1500 towards next invoice	11/23/2015	\$1,900.96
Le-Ax Water Dept.	Bus Garage water from 10/05/2015 to 11/04/2015 - 8,000 gal	12/01/2015	\$201.40
Waste Management	December, 2015 & January, 2016 - Bus Garage	12/01/2015	\$233.61
Waste Management	December, 2015 & January, 2016 - Beacon	12/01/2015	\$374.31
Waste Management	December, 2015 & January, 2016 Atco	12/01/2015	\$761.11
APG Media of Ohio	Advertising for Integration Outcomes Coordinator (HS at PP)	12/02/2015	\$124.90
APG Media of Ohio	Advertising for Integration Outcomes Coordinator (HS at PP)	12/02/2015	\$124.90
APG Media of Ohio	Advertising for Bus Drivers run date of 12/6/15 to 12/15/15	12/07/2015	\$115.30
Passion Works Studio	4 paper flowers - for promotional use advertisement - Person	11/23/2015	\$20.00
Dunlap, Samantha	Travel 11/17/15 to 11/20/15 - three day conference	12/01/2015	\$715.36
Harrison, Audra	Travel 10/6/15 to 11/30/15	12/02/2015	\$140.31
Jago, Lindsey	Travel 11/2/15 to 11/20/15	12/01/2015	\$69.50
Kramer, Stephen	Travel 11/05/15 to 11/11/15	12/01/2015	\$135.11
McNelly, David R.	Travel 9/3/15 to 10/20/15	11/16/2015	\$138.23
Mitchell, Jodi	Travel 11/02/2015 to 11/30/2015	12/01/2015	\$152.73
Ohio Association of Adult Services	April 24 & 25, 2015 - OAAS/APSE Conference registration fe	12/01/2015	\$625.00
Smathers, Mary Ann	Travel 11/2/15 to 11/30/15	12/01/2015	\$198.61
Smathers, Mary Ann	PER 5.13 Tuition/Professional Growth Reimbursement for N	11/20/2015	\$43.21
Swackhamer, Jerry W.	Travel 10/27/15 to 11/20/15	12/01/2015	\$98.61
The Center for AAC and Autism	Registration fees for Beth Maccombs for 11/30/2015 for Lang	11/20/2015	\$89.00
Turner, Maryalice	Travel 09/24/15 to 11/11/15	11/16/2015	\$299.68

Athens County Board of Developmental Disabilities

Board Submission by: Mark CullisonArea of Supervision: Adult Services

12-15-15

PersonnelPlus: Hiring a qualified worker with a disability makes good business sense. Employers tell us that these attributes have sold them on employing a qualified worker with a disability:

1. Motivation: employees report to work every day ready, willing and able to perform.
 2. Dependability: employees with disabilities have lower rates of absenteeism; reports of perfect attendance are not uncommon.
 3. Flexibility: when asked, employees will often fill in for co-workers who have missed their shifts.
 4. Attitude: employee pride is demonstrated by coming to work with a positive, can-do attitude.
 5. Job Retention: employees are known for being loyal to their employers and often remain at their jobs for years, thereby reducing turnover.
 6. Pre-Screened: every effort is made to pre-screen candidates for employment to ensure that the applicant meets the minimum qualifications of the job.
 7. Training: if needed or desired by the employer, the person can be trained to the employer's specifications by skilled job coaches thereby reducing employer training time.
 8. Pre-Insured: workers are often (but not always) pre-insured with health benefits.
 9. Expand Market Share: employees with disabilities can relate better to customers with disabilities, who represent \$1 trillion in annual aggregate consumer spending.
 10. Employee Morale: many businesses report that employing people with disabilities increases the morale and productivity of every employee.
- **Changes in OOD Summer Youth Guidelines:** Summer Youth participants will be in most cases limited to one summer youth session unless sufficient rationale is provided otherwise. *PersonnelPlus* is planning for adjustments needed so that transition youth can get best services possible.
 - **Latest Job Placement:** [REDACTED] at State Farm Insurance

ATCO: Advocacy, Training, Careers, Opportunities

It's the Christmas season and the Athens County Community Singers are very busy with

Try to catch one if you can. Their holiday schedule is following:

Friday Dec11 @ 1pm - Beacon School

Saturday Dec 12 @1 pm - Athens Community Center

Wednesday Dec 16 @ 10am - Community Connections

Thursday Dec 17 @ 7pm - Arts West

Community Integration: New adult service definition for Integrated Community Supports call for integration into the community in groups with a staff/person ratio of no more than 1 to 4. ATCO Healthy Seniors Program is one activity that is already meeting this. Instead of learning to read a book at ATCO which is how it has been done for many years, A CIS (staff) accompanies one individual to the library to mingle with the patrons there and to learn reading skills. Also once a week another individual attends the senior program at the Athens Community Center for one of their senior lunch days. Receiving services in the community (in small groups) right alongside folks without disabilities, and each group enjoying the benefits of the interaction, is the true meaning of community integration.

ATCO Active "Unhealthy Christmas Pot Luck" - Wednesday Dec 16th

ATCO Christmas Party 12/23/15

Athens County Board of Developmental Disabilities

Board Submission by Dennis Lehman

Area of Supervision: Service and Support Administration

December 15, 2015

Highlights:

- The SSA Department will have a follow-up meeting with the Imagine IS trainers on December 17th to see what issues the SSSs may be experiencing thus far, as well as training regarding case noting on the Imagine platform. We coordinated Provider training on December 2nd and 4th that includes morning and afternoon session on both days. We had 38 individuals participate in this training including a few SSSs so they could hear what the providers were hearing, knowing that the SSSs would be who the providers came to first with questions. The Imagine IS will be providing MUI training after the first of the year in which our UI/MUI coordinator will attend as well as a couple of folks from our department.
- We are planning for the additional waivers we will be adding next year. We will continue our transition plan of converting the last five individuals on the TDD waiver to the IO waiver. In addition we will be adding 16 people from our waiting list to waivers this year and we have six state funded waivers to enroll this year as well.

Issues to be shared:

- The PGO did ratify their contract with the Board on November 10th but the final draft has not been completed as of this writing, so it is not ready for board approval.

Other:

- Kathleen Carlson our newest SSS started work on December 7th. We are glad to have her part of our department.

EXHIBIT 9

Athens County Board of Developmental Disabilities

Board Submission by Butch Withem
Area of Supervision: Facilities/Transportation
December 15, 2015

Highlights:

As previously reported, Ron Tinkham is planning to retire in May of 2016. We had initially planned to outsource the cleaning to a private contractor. We received two estimates for the work, which were both more than twice what were currently expending for the service. The plan now (with ACBDD approval) is to contract with Atco, Inc. to provide ACBDD janitorial services. If approved, Atco, Inc. will hire two typical workers, which will be hired before Ron retires to allow training time. In May 2016, Atco, Inc. will create a working supervisory position which will be filled by one of the trained workers. We will still utilize two individuals provided through Personnel*Plus*, which will be 100% workers receiving minimum wage. This arrangement would then meet ACBDD goals of a non-segregated work enclave.

Issues to Share:

On November 30, 2015, seven of eight voting members of OAPSE local 697 voted to no longer be represented by this union. This vote was certified by SERB and is effective as of that date.

I want to thank the ACBDD for raising the sub bus driver rate. We still need a FT bus driver and have advertised for that position as well as substitute drivers. We are optimistic that we will be able to suggest changes that will help supply the needed workforce necessary to transition into our future.

Other:

We have met with David Williams and Associates who supplied and installed the latest upgrade to the Beacon playground. We are expecting suggestions based on our meeting where we viewed each play area and expressed our goals. One enlightening bit of info received is that the new surfacing rubber costs between, \$12 to \$15 per square foot. If we were to resurface the total play areas the cost would be \$155,160.00 just for the rubber and installation not including any equipment. We never planned to resurface the complete areas but that shows examples of costs.

We are also in the process of completing an automatic gate opener at the Bus Garage. This improvement was initiated after we discovered the gate required more physical ability to operate than always available.

The new LED lighting at Beacon and Bus garage parking lots has been installed and is very illuminating. We now have more lumens of light at a much more efficient rate.

We are happy to report that we received our new recliners at Atco, I have personally sat in the units and can verify they are very comfortable. We are also planning to make some upgrades to the cafeteria at Atco as well.