

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, Jan. 23<sup>rd</sup>, 2018 – 6:15 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 by encouraging integration and independence, fostering partnerships, and advocating for individual rights.**

1. Demko called the meeting to order at 6:20 p.m.
2. Smedley did Roll Call.

ALLEN	Absent
BOND	Present
DEMKO	Present
HUTZEL	Present
JOLLEY	Present

(No roll call necessary) Administrative Staff in Attendance:

Kevin Davis	Superintendent
Becky Martin	Director of Education
Steve Kramer	Director of Finance
Gwen Brooks	Director of Human Resources
Richard Suehrstedt	Director of Service & Support
Autumn Brown	ATCO Transition Manager
Katie Evens	Medicaid Manager
Arian Smedley	Executive Assistant to the Superintendent

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

3. Demko read the Mission Statement.
4. Dr. Jolley made motion to approve Agenda, once the meeting date is corrected.

MOTION#: 01-23-01  
MOTION: JOLLEY  
SECOND: HUTZEL  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

5. New Business:

- a. Dr. Jolley made motion to approve Nov. 28, 2017, Regular Board Meeting Minutes (Exhibit 1, Pages 1-10).

MOTION#: 01-23-02  
MOTION: JOLLEY  
SECOND: BOND  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- b. Hutzel made motion to approve Jan. 9, 2018, Special Board Meeting Minutes (Exhibit 2, Pages 11-13).

MOTION#: 01-23-03  
MOTION: HUTZEL  
SECOND: JOLLEY  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- c. Hutzel made motion to approve resolution expressing the appreciation of ACBDD to Jarod Soto and Noriko Kantake for their service to the board's levy committee, Vote Yes on Issue 4 (Exhibit 3, Pages 14-15).

MOTION#: 01-23-04  
MOTION: HUTZEL  
SECOND: JOLLEY  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- d. Dr. Jolley made motion to approve contract with Primary Solutions, pending Prosecuting Attorney approval (Exhibit 4, Pages 16-21).

MOTION#: 01-23-05  
MOTION: JOLLEY  
SECOND: HUTZEL  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- e. Dr. Jolley made motion to approve contract with Dr. Julie Kramer to provide Comprehensive Counseling services from February 23, 2018, until February 22, 2019, pending Prosecuting Attorney approval (Exhibit 5, Pages 22-25).

MOTION#: 01-23-06  
MOTION: JOLLEY  
SECOND: BOND  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- f. Dr. Jolley made motion to approve contract with Blaugrund Haynes Kessler Myers & Postalakis for legal services from January 1, 2018, until December 31, 2018, pending Prosecuting Attorney approval (Exhibit 6, Pages 26-28).

MOTION#: 01-23-07  
MOTION: JOLLEY  
SECOND: HUTZEL

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

- g. Hutzel made motion to approve providing \$3,000 as local match toward the 2019 Mobility Management Grant, managed by HAPCAP (Exhibit 7, Pages 29-177).

MOTION#: 01-23-08  
MOTION: HUTZEL  
SECOND: BOND  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- h. Dr. Jolley made motion to approve the 2018 Superintendent Professional Development Plan (Exhibit 8, Page 178).

MOTION#: 01-23-09  
MOTION: JOLLEY  
SECOND: BOND  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- i. Dr. Davis and Brown summarized the semi-annual benchmark report for DODD (Exhibit 9, Pages 179-188). Dr. Davis added the board will be hosting four community forums to provide updates on the transition.
- j. Dr. Jolley made motion to approve the board's annual Action Plan (Exhibit 10, Pages 189-219).

Discussion:

Dr. Davis reminded the board this is the final year of our current three-year strategic plan. The document highlights what has been completed and what is ongoing. The board also reviewed and discussed the internal Managers' List for 2018. Dr. Jolley commented the list was another indication of the positive progress that's been made recently.

MOTION#: 01-23-10  
MOTION: JOLLEY  
SECOND: HUTZEL  
AYES: BOND, DEMKO, HUTZEL, JOLLEY  
CARRIES: YES

- k. Dr. Jolley made motion to approve a 2.25% cost-of-living increase in annual salary for non-union employees (managers, administrative assistants), who were employed on or before January 1, 2018. This will exclude the superintendent. The raise will be effective on the first day of the next pay period. The cost to the board will be \$25,244 annually.

Discussion:

Dr. Davis proposed a 2% cost-of-living increase in annual salary for non-union employees. He also offered Option 2, which was to increase the percentage to 2.25 and exclude the superintendent.

Demko offered Option 3 – a 2.25% increase for all non-union employees, including the superintendent.

The board discussed several topics around this motion, including:

- salary increases over the past few years
- the three motion options
- the timing of the increase
- increases built into the board's union contracts
- the fact that Dr. Davis has not taken a raise since starting with the board
- the superintendent's recommendation, which was Option 2

The board agreed to amend the original motion.

Following the vote on this item, Hutzel had to leave meeting for personal reasons.

MOTION#: 01-23-11  
MOTION: JOLLEY  
SECOND: HUTZEL  
AYES: DEMKO, HUTZEL, JOLLEY  
NAYS: BOND  
CARRIES: YES

- i. Dr. Davis shared literature provided by Fix the List ([www.FixTheList.info](http://www.FixTheList.info)), which is a statewide effort to improve Ohio's waiting list for Home and Community-Based Services waivers (Exhibit 11, Pages 220-223).

Dr. Jolley requested the wait-list/waiver updates be a training for the board members for some time in 2018.

- m. Kramer stated the board has no health care cost increases this year. Vision also did not increase. Dental increased by 4%. This is compared to years ago, when costs would increase between 20%-25% annually. Dr. Davis added this has saved the board a substantial amount of money. He added we are exploring other options that may save even more. He stated he'll present those to the board, once they've been thoroughly researched.
- n. Dr. Davis stated 2018 is the last year of the current three-year strategic plan. A committee will be formed to start working on the next three-year strategic plan. Meetings will commence this summer. He added the board will likely hire a professional to help with that process, as has been done in the past. Once that person or organization is selected, he'll present the recommendation to the board.
- o. Bond made motion to approve exploring a second year of Kids on Campus at Beacon School with Ohio University.

Discussion:

Dr. Davis shared that he spoke with OU representatives about the possibility of doing KOC at Beacon School again this year. They are interested in doing a similar program, but they are uncertain of the details at this time.

MOTION#: 01-23-12  
MOTION: BOND  
SECOND: JOLLEY  
AYES: BOND, DEMKO, JOLLEY  
CARRIES: YES

- p. Dr. Jolley made motion to hire an architect and approved exploring the cost estimates for building a new structure on the Beacon School campus, intended to house the SSA department.

Discussion:

Dr. Davis reminded the board of their efforts to re-home the SSA department. The attempt a few years ago to purchase the Connett Road property was unsuccessful. Another option discussed was building a new structure on the Beacon School campus. He stated he would now like to explore that option more fully. He is recommending we hire an architect to start that process. He added it's important we fully explore all options so that we make an informed decision.

The board discussed several topics around this motion, including:

- finances
- benefits of being on the same campus as Beacon
- benefits of building new, designed specific to the needs of the department
- plans and options around Harper Street building

MOTION#: 01-23-13  
MOTION: JOLLEY  
SECOND: BOND  
AYES: BOND, DEMKO, JOLLEY  
CARRIES: YES

6. Board Reports:

- a. Superintendent, Kevin Davis (Exhibit 12, Pages 224-235).

Report stands. He added we will host a 15-minute public comment period on our annual Action Plan ahead of the February board meeting. A board member training is also scheduled just before the February board meeting.

- b. Director of Education, Becky Martin (Exhibit 13, Pages 236-239).

Report stands. Martin again extended her appreciation to the board for approving the flooring upgrades.

- c. Director of Finance and Operations, Steve Kramer (Exhibit 14, Pages 240-257).

Report stands. Kramer stated that due to improved management of various accounts, the board ended 2017 with a surplus. He stated this surplus will be helpful when it comes time to move on our facilities decision and also for when new waivers are fully processed. He added that he and Katie Evans are developing a way to regularly update the board on waiver costs and projections so there is better understanding of how those impact the budget.

Demko commended Kramer and the other staff members for their good work.

- d. Director of Service and Support, Richard Suehrstedt (Exhibit 15, Page 258-264).

Report stands. Suehrstedt highlighted Item 6 in his report. He also added a new item that he only learned about yesterday. New admissions to ResCare have been suspended. Also, a home ResCare manages in Gallipolis will close. Three of those individuals have indicated they want to move to Athens County. He expects this move will happen late June. Suehrstedt stated he is working with staff and community partners to make that transition as smooth as possible. There was brief discussion about state-funded waivers.

- e. Director of Employment Options, Doug Mitchell (Exhibit 16, Pages 260-264).

Report stands, however he did correct the total number of individuals employed. It is actually closer to 85, not 98. He explained the reporting did not take into account individuals who gained employment but then later lost employment. Dr. Davis also reminded the board the Personnel Plus Gala will happen this fall. The theme will focus on celebrating ATCO.

- f. ATCO Transition Manager, Autumn Brown (Exhibit 17, Pages 265-270).

Report stands. Brown highlighted the fact that ATCO is in its final year of its three-year transition. ATCO currently has 34 people remaining – some are full-time and others are part-time. Transition classes continue.

- g. Gwen Brooks, Director of Human Resources (Exhibit 14, Pages ).

Report stands.

- h. Director of Facilities and Transportation, Butch Withem (Exhibit 15, Page ).

Report stands.

7. No comments from visitors relative to the agenda.
8. Margaret Casey, representing PGO, thanked the board members for their service to ACBDD. She also thanked the board's approval of the cost-of-living increase to non-union personnel. Lastly, she thanked Dr. Davis for his advocating for Option 2.

9. Demko shared that March 7<sup>th</sup> is DD Advocacy Day at the Statehouse.

Dr. Davis shared that Tuesday, March 20, is the ACBDD Disability Awareness Festival at the Athens Community Center. He added we are discussing possible themes. We may focus our theme around the arts, because Passion Works will be celebrating its 20<sup>th</sup> anniversary. We will know more as the date nears.

10. Bond made motion to adjourn at 7:30 p.m.

MOTION#: 01-23-14  
MOTION: BOND  
SECOND: JOLLEY  
AYES: BOND, DEMKO, JOLLEY  
CARRIES: YES