

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, August 28, 2018 – 6:00 P.M.  
1002 E. State Street, 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, Board President, called the meeting to order at 6:04 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
DEMKO	Present
HUTZEL	Present
JOLLEY	Present
OESTRIKE	Present
OLIVER	Present

(No roll call necessary) Administrative Staff in Attendance:

Dr. Kevin Davis	Superintendent
Becky Martin	Director of Education
Steve Kramer	Director of Finance
Richard Suehrstedt	Director of Service & Support
Doug Mitchell	Director of Employment Options
Robert Withem	Director of Transportation & Facilities
Autumn Brown	ATCO Transition Manager
Gwen Brooks	Director of HR
Arian Smedley	Assistant Superintendent

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

3. Dr. Davis read the Mission Statement. He also took a moment to acknowledge the importance and significance of the August board meeting. For the first time, a board meeting was being hosted at the Employment Options/Personnel*Plus* office. Secondly, the agenda included a great presenter, Brian McCulloch. Thirdly, the board will be asked to approve the creation of the Office of Integrate Athens and the ATCO Legacy Fund. Lastly, the board will be asked to review a transportation-related project. These things are the culmination of years of hard work, and he wanted to take a moment to acknowledge that.
4. Dr. Allen motioned to approve the amended agenda.

MOTION#:	08-28-01
MOTION:	ALLEN
SECOND:	OLIVER
AYES:	ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES:	YES

5. New Business:

- a. Oestrike motioned to approve June 26, 2018, Regular Board Meeting Minutes (Exhibit 1, Pages 1-5).

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

- b. Dr. Davis invited Autumn Brown to introduce Brian McCulloch. Brown said that part of ATCO's transition has meant individuals have been exploring new opportunities they never considered before. McCulloch has identified his own desires to be a professional presenter to share his own experiences and to advocate for individuals with disabilities. She outlined the many presentations he has already completed, like with Personnel *Plus* staff, Boggie on the Bricks, and Team Heat & Sole. With that introduction, McCulloch then offered the board a presentation about his life and challenging them to see beyond any person's first impression.
- c. Dr. Allen motioned to approve creating ACBDD's Office of Integrate Athens, as outlined in the proposal (Exhibit 2, Page 6-7).

Discussion: Dr. Davis again took a moment to acknowledge the significance of the board's approval of this and the next item on the agenda, and the impact it will have on inclusion and integration in Athens County. The progress made thus far with the ATCO transition, he said, could not have happened without Autumn Brown. Both the Integrate Athens and the ATCO Legacy Fund proposals are culminations of three years of work. He said both initiatives will fulfill the agency's mission and will help ACBDD move forward as it prepares to implement its next three-year strategic plan.

MOTION#: 08-28-03  
MOTION: ALLEN  
SECOND: OLIVER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

- d. Dr. Jolley motioned to approve the creation of the ATCO Legacy Fund that will be managed by the Athens County Foundation, with an initial amount of \$100,000 (Exhibit 3, Page 8-9).

Discussion: Dr. Davis highlighted sections of the proposal, specifically about how the fund is intended for independent and agency providers to promote integration and inclusion. He also stated we have received approval from legal counsel, the state auditor, and the county auditor. There was brief discussion about whether or not this funding could be made available to individuals, which Dr. Davis said we can explore.

There was additional discussion about what amount would be appropriate to start it. The board agreed on \$100,000, which would be moved from the capital line item.

MOTION#: 08-28-04  
MOTION: JOLLEY  
SECOND: ALLEN  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

- e. Board members reviewed and discussed the latest semi-annual benchmark progress report (Exhibit 4, Page 10-16).

- f. Oestrike motioned to approve reimbursing Personnel*Plus* \$20.00 for every individual eligible for ACBDD services who attends the Personnel*Plus* Employer/Employee Gala on October 24, 2018.

MOTION#: 08-28-05  
MOTION: OESTRIKE  
SECOND: JOLLEY  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

- g. Dr. Jolley motioned to approve the revised Personnel Policy 5-7 and Administrative Policy 74 (Exhibit 5, Pages 17-32).

MOTION#: 08-28-06  
MOTION: JOLLEY  
SECOND: OLIVER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

- h. Board members discussed Athens Public Transit's expanded pilot program. Dr. Davis stated this has the potential to help 110 individuals served by ACBDD who live in either Nelsonville or Albany. APT is requesting financial support, but the board is not being asked to consider that at this time. Hutzel motioned to approve sending a letter from the board supporting this expanded pilot program (Exhibit 6, Pages 33-34).

MOTION#: 08-28-07  
MOTION: HUTZEL  
SECOND: OESTRIKE  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

- i. Board members discussed their use of board-issued email addresses when conducting ACBDD-related business.

- j. Board members set the date for the combined November/December board meeting. It will be on Tuesday, December 4, at 6 p.m. at Beacon School.
  - k. Dr. Davis shared reminders and updates regarding future Board Meetings, which are as follows:
    - September – Normal day and time (Sept. 25, 6 p.m.), 8 Harper Street, The Plains
    - October – Wednesday, Oct. 24, 4 p.m., Baker Center Room 235
6. Board Reports:
- a. Superintendent, Dr. Kevin Davis (Exhibit 7, Pages 35-51).  
Report stands. He highlighted his performance evaluation (which was last completed in early October) and the plans to have a conversation with Commissioner Lenny Eliason. He had one new item – the DRAFT three-year strategic plan. The board was asked to review, offer feedback, and consider approving at the next board meeting.
  - b. Director of Education, Becky Martin (Exhibit 8, Pages 52-55).  
Report stands. She highlighted the renewal of the PLAY project.
  - c. Director of Finance and Operations, Steve Kramer (Exhibit 9, Pages 56-76).  
Report stands. He also provided a handout, which included current transactions through August 15. He added the agency is breaking even. Dr. Davis took a moment to acknowledge the significance of that. He added many county boards are having to dip into their financial reserves. He said the ACBDD has been breaking even for the third year in a row, thanks to Kramer’s diligent work.
  - d. Director of Service and Support, Richard Suehrstedt (Exhibit 10, Pages 77-78).  
Report stands. He highlighted the sexuality training that was recently hosted for both families and DD staff members. The response from attendees and the trainer were very positive. He thanked the board for supporting that critical training.
  - e. Director of Employment Options, Doug Mitchell (Exhibit 11, Pages 79-83).  
Report stands. He reminded the board of the Gala on October 24. He also thanked the board for helping to defray the cost to attend for individuals eligible for ACBDD services. He also updated the board on the agency’s plans related to the OOD Pre-ETS program.
  - f. ATCO Transition Manager, Autumn Brown (Exhibit 12, Pages 84-87).  
Report stands. She highlighted the fact that four months remain in the ATCO transition. She and her staff are making every moment count by being active, taking trips, and finding ways to thank the community. October 26 will be an ATCO Fall Festival. The next ATCO Forum will be an Open House, scheduled for November 13. It will also celebrate the history of ATCO. Lastly, she shared the progress that is being made with Dan Schoonover’s new co-op shop, which is another unique transition story.
  - g. MUI Coordinator, Beth Atherton (Exhibit 13, Page 88-90).  
Report stands.

- h. Director of Human Resources, Gwen Brooks (Exhibit 14, Page 91-93).  
Report stands. She highlighted the fact that there are several positions she is helping to fill.
  - i. Director of Facilities and Transportation, Butch Withem (Exhibit 15, Pages 94-95).  
Report stands. He highlighted the work at Harper Street. He also shared data about the agency's fleet of vehicles to prepare them for the fact that the agency will need to purchase a new bus soon.
- 7. No comments from Visitors relative to the agenda.
  - 8. No comments from Unions relative to the agenda.
  - 9. Regarding comments from the board, Demko shared the fact that Passion Works Studio has opened up an art studio/shop in Albany. She said she was excited to see the programming expand into that area.
  - 10. Dr. Allen motioned 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; and (4) to prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

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

- 11. Hutzel motioned to return from Executive Session.

MOTION#: 08-28-09  
MOTION: HUTZEL  
SECOND: OLIVER  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

- 12. Dr. Jolley motioned to increase the salary of the newly appointed Assistant Superintendent to \$54,000 per year, effective June 26, 2018, in order to reflect the additional responsibilities of that position.

MOTION#: 08-28-10  
MOTION: JOLLEY  
SECOND: OESTRIKE  
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER  
CARRIES: YES

13. Dr. Jolley motioned to adjourn.

MOTION#: 08-28-11

MOTION: JOLLEY

SECOND: OLIVER

AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER

CARRIES: YES