

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, October 22 – 6:00 P.M.
801 W. Union Street, Athens, Ohio 45780

**The Mission of the Athens County Board of Developmental Disabilities is to serve our community
with compassion, innovation, and transparency**

1. Margaret Demko, Board President, called the meeting to order at 6:04 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Absent
DEMKO	Present
HUTZEL	Present
JOLLEY	Present
OLIVER	Absent

(No roll call necessary) Administrative Staff in Attendance:

Kevin Davis	Superintendent
Steve Kramer	Director of Finance
Becky Martin	Director of Education
Richard Suehrstedt	Director of Service & Support
Doug Mitchell	Director of Employment Options
Autumn Brown	Director of the Office of Integrate Athens
Arian Smedley	Assistant Superintendent

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

3. Hutzel read the Mission Statement.
4. Dr. Allen motioned to approve amended agenda, which added a new motion related to the need to purchase a new hot water heater for Beacon School.

MOTION#:	10-22-01
MOTION:	ALLEN
SECOND:	HUTZEL
AYES:	ALLEN, DEMKO, HUTZEL, JOLLEY
CARRIES:	YES

5. New Business:

Items for review and discussion:

- a. Board members discussed the board member training requirements (Exhibit 1, Pages 1-5). Arian Smedley reviewed the material in the packet and reminded the board members this is an item that is tracked for accreditation.
- b. Board members discussed the status of the parking situation at Beacon School (Exhibit 2, Page 6-11). Dr. Davis updated the board. We have enlisted the help of the Athens County Sheriff's Department to help enforce our policy. He also reminded the board this has been an ongoing challenge for the past several years. He said we are hopeful this collaboration will help us address our safety concerns.
- c. Board members discussed the proposed Personnel and Administrative Policies (Exhibit 3, Pages 12-25). Dr. Davis suggested the board take another month to review the proposed changes. The board agreed.
- d. Board members discussed the board's current and imminent board member vacancies and the formation of a Board Member Search Committee. Dr. Davis said we will soon have two vacancies, as Hutzel has elected to not finish her term. The Commissioners' appointment is expected to begin at the start of the New Year. For the probate judge's appointment, Dr. Davis said he would like to use this opportunity to bring on an individual served. This has been discussed by the board for many years, and it is considered best practice statewide. He would like to create a selection committee to find an ideal candidate. The board agreed. The board also discussed Dr. Jolley's re-appointment. Lastly, the board took a few minutes to recognize Hutzel for her five years of service. This was her last meeting.
- e. Board members discussed the dates and times of future regular meetings through the end of the year.
 - i. Next meeting – Nov. 12, 6 p.m. at Beacon
 - ii. Last meeting of the year: Dec. 3, 6 p.m. at Beacon (will include festive meal)

Motions for vote:

- f. Hutzel motioned to approve purchasing a 119-gallon stainless steel gas water heater for Beacon School, spending no more than \$15,000.00.

MOTION#: 10-22-02
 MOTION: HUTZEL
 SECOND: ALLEN
 AYES: ALLEN, DEMKO, HUTZEL, JOLLEY
 CARRIES: YES

- g. Board members postponed a vote on the September 2019 Regular Meeting Minutes (Exhibit 4, Pages 26-30), due to not having enough votes.
- h. Dr. Allen motioned to approve contract with Health Recovery Services (HRS) for psychological services, pending Prosecuting Attorney's approval (Exhibit 5, Page 31-38).

MOTION#: 10-22-03
MOTION: ALLEN
SECOND: JOLLEY
AYES: ALLEN, DEMKO, HUTZEL, JOLLEY
CARRIES: YES

- i. Dr. Jolley motioned to approve transportation contract with Green Cab, pending Prosecuting Attorney's approval (Exhibit 6, Pages 39-44). Dr. Davis said this contract would allow the agency to bill Medicaid for partial reimbursement for these services. He added this has been part of our ATCO transition.

MOTION#: 10-22-04
MOTION: JOLLEY
SECOND: ALLEN
AYES: ALLEN, DEMKO, HUTZEL, JOLLEY
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 7, Pages 45-54).
Report stands. He highlighted the recent strategic planning check-in with MEORC, who was extremely complementary of the management team's progress.
- b. Director of Education, Becky Martin (Exhibit 8, Pages 55-58).
Report stands. She highlighted a few dates: Beacon Singers on Oct. 25, Veterans Day Parade on Nov. 11, Parent Teach Conferences on Oct. 29, Trick or Treat on Oct. 31, and Thanksgiving break from Nov 27-Dec. 2.
- c. Director of Finance and Operations, Steve Kramer (Exhibit 9, Pages 59-69).
Report stands. He highlighted we received our second and final levy payment of the year. He projects we will do well against budget this year.
- d. Director of Service and Support, Richard Suehrstedt (Exhibit 10, Pages 70-71).
Report stands. He highlighted the off-year accreditation review with MEORC, which went well. They helped us identify a few areas for improvement. He has also created a preparatory committee for the official accreditation review next year. He also highlighted progress made on their wait list assessments. As of the evening of the meeting, 79 wait list assessments were completed. He said he is pleased with the team's progress.
- e. Director of Employment Options, Doug Mitchell (Exhibit 11, Pages 72-77).
Report stands. He said October is National Disability Employment Awareness Month. He shared the open house went well and the video clips on the PersonnelPlus Facebook page have been well received.
- f. Director of Integrate Athens, Autumn Brown (Exhibit 12, Pages 78-80).

Report stands. She invited the board to Leslie Perry's retirement gathering scheduled for October 24.

- g. MUI Coordinator, Scott Zielinski (Exhibit 13, Page 81).
Report stands.
 - h. Director of Human Resources, Gwen Brooks (Exhibit 14, Pages 82-85).
Report stands.
 - i. Director of Facilities and Transportation, Butch Withem (Exhibit 15, Page 86).
Report stands.
- 7. No comments from Visitors relative to the agenda.
 - 8. No comments from Unions relative to the agenda.
 - 9. No comments from the Board.
 - 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.

MOTION#: 10-22-05
MOTION: ALLEN
SECOND: JOLLEY
AYES: ALLEN, DEMKO, HUTZEL, JOLLEY
CARRIES: YES

- 11. Hutzel motioned to return from Executive Session.

MOTION#: 10-22-06
MOTION: HUTZEL
SECOND: ALLEN
AYES: ALLEN, DEMKO, HUTZEL, JOLLEY
CARRIES: YES

- 12. Motion to adjourn.

MOTION#: 10-22-07
MOTION: HUTZEL
SECOND: ALLEN
AYES: ALLEN, DEMKO, HUTZEL, JOLLEY
CARRIES: YES

