

**LICKING COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES
116 N. 22nd STREET
NEWARK, OHIO 43055**

BOARD MEETING MINUTES

August 17, 2011

The Licking County Board of Developmental Disabilities met for its monthly meeting at Eleanor S. Weiant/Administrative Services Center, 116 N. 22nd Street, Newark, Ohio on August 17, 2011. Mr. Wigginton called the meeting to order at 4:55 p.m.

I. ROLL CALL

Members Present: Mr. Wigginton, Mr. Baker, Ms. Dumbauld, Ms. Blasczyk, Mr. Hoover, and Ms. Wright

Members Excused: Ms. Franks

II. APPROVAL OF AGENDA

A Motion to approve the Agenda Motion
was made by Ms. Dumbauld and seconded by
Ms. Wright. Motion carried. (See Exhibit A)

III. MINUTES OF PREVIOUS MEETING

Motion to approve the June 15, 2011 Motion
board meeting minutes as presented was made by
Ms. Blasczyk and seconded by Ms. Dumbauld.
Motion carried. (See Exhibit B)

IV. APPROVAL OF BILLS

A Motion was made by Mr. Baker and Motion
seconded by Ms. Wright to approve the
June and July 2011 bills as contained in the board
packet. Motion carried. (See Exhibit C)

Ms. Neely said the annual payment for 565 Industrial Parkway was made in June.
Six payments are left on that building.

V. HEARING OF VISITORS

Mr. Miller reported the Community Block grant for funding restroom renovations has
been approved and the work will begin shortly. Claggett and Sons, Inc. are the
general contractors. This same funding has been secured for 2012 and will be used to
renovate the front restrooms.

VI. COMMITTEE REPORTS

A. Personnel Committee

Ms. Dumbauld reported the Personnel Committee met before the Board meeting and reviewed the Personnel Actions Reports for June and July 2011 and the proposed board calendar for 2012.

1. Personnel Actions Reports for June and July 2011

A Motion was made by Ms. Dumbauld to approve the Personnel Actions Reports for June and July 2011 as presented in the Board packet. Ms. Wright seconded the Motion. Motion carried. (See Exhibit D) Motion

2. Proposed board calendar for 2012

A Motion was made by Ms. Dumbauld to approve the proposed board calendar for 2012 as presented in the Board packet. Ms. Blasczyk seconded the Motion. Motion carried. (See Exhibit E) Motion

B. Ethics Council

There were no items on the agenda for the Ethics Council.

C. Finance Committee

Ms. Blasczyk reported the Finance Committee met before the Board meeting and reviewed the Financial Reports for June and July.

1. Financial Reports for the months of June and July 2011

A Motion was made by Ms. Blasczyk to accept the financial reports for June and July 2011 as contained in the Board packet. Motion was seconded by Mr. Baker. Motion carried. (See Exhibit F) Motion

VII. Leadership Report

Ms. Neely said the increase in the targeted case management (TCM) reimbursement rate was approved effective July 1, 2011. The reimbursement increased from \$10.13 to \$15.48 per fifteen minute unit. The additional funds will increase Medicaid revenue approximately \$225,000 annually. Mr. Smith is revising income projections in the current year budget to reflect this increase and will bring the proposed revisions to the budget to the Board in September.

Ms. Arletta Hinger, contract administrator recently resigned. Her job duties are being reviewed and key functions assessed. As a result, Ms. Neely will be bringing some recommendations to the Board in the future on alternative ways of handling some of the functions of this position.

Garry McAnally, with Wachtel & McAnally Architects Planners Inc., delivered a revised floor plan based on input collected from staff. The revised plan incorporates the input. Mr. McAnally will soon deliver an analysis on renovation costs.

Ms. Neely said sealed bids for 675 W. Church Street will be opened on September 8th at 11:00 a.m. in the commissioners' office. Three open houses are planned and two bid packets have been picked up from the commissioners' office to date.

Ms. Neely, Mr. Smith, and Ms. Decker recently met with representatives from CORSA to review our insurance coverages. Coverage was more than adequate and the agency is well protected.

Mr. Wigginton briefly discussed a legal opinion received from OACB attorney, Frank Hickman, regarding the practice of Councils of Governments investing local county board funds. Mr. Wigginton will be part of a committee to review this procedure. Ms. Neely said this topic would be discussed at the summer superintendent conference held later tonight. MEORC does invest funds for 14 of the 18 member counties.

The Zeune and Cole families hosted a golf outing at Clover Valley Golf Club in Johnstown on August 13 with proceeds supporting family support services. Heather Odendahl, Public Information and Outreach Manager, is meeting with the Zeune family tonight.

OACB dues will remain the same for 2012. There has not been an increase in dues since 2007.

VIII. Old Business

None

IX. New Business

A. Proposed Agreement of Cooperation between Licking County Board of DD and Licking County Board of Commissioners

The Board will be responsible for \$2,500 in costs to renovate the rear restrooms at Licco. The remaining costs will be paid from Federal Community Block grant funds.

A Motion was made by Ms. Dumbauld to accept the proposed Agreement of Cooperation between the Licking County Board of DD and Licking County Board of Commissioners as contained in the Board packet. Motion was seconded by Ms. Wright. Motion carried. (See Exhibit G) Motion

B. Proposed Resolution 2011-10 to add a second category for enrollment on the Level One Waiver

One of the goals on the 2011 Annual action Plan was to add a second priority category for enrollment on the level one waiver. The Board is now ready to enroll up to twenty eligible children and has set aside the needed match money to do this. The Board is responsible for the \$2,000 match to enroll children on level one waivers. Waiver enrollment for children is not "re-financing".

A Motion was made by Mr. Baker to accept the proposed Resolution 2011-10 to add a second category for enrollment on the Level One Waiver as contained in the Board packet. Motion was seconded by Ms. Wright. Motion carried. (See Exhibit H) Motion

C. Proposed revisions to Policy 1.21, Corporate Compliance, Ethics and Whistleblower Protection

Ms. Neely said the proposed revisions add needed detail to this policy. Ethics Council Grievance Procedures and Appeal Procedures for Vendors/Contractors were inserted in the policy rather than standing alone.

A Motion was made by Ms. Wright to accept the proposed revisions to Policy 1.21, Corporate Compliance, Ethics and Whistleblower Protection as contained in the Board packet. Motion was seconded by Ms. Blasczyk. Motion carried. (See Exhibit I) Motion

X. Hearing of Visitors

Ms. Neely briefly discussed her recommendation to hire a consultant to lead strategic planning efforts for the board. After considering several potential consultants, she contacted Patrick Lanahan, former deputy director of the Department of Developmental Disabilities. He is now a private consultant but very familiar with the regulatory and funding environment in which we operate. He understands county board dynamics and Medicaid. Ms. Neely will schedule a meeting with Mr. Lanahan and leadership team members and bring information to the board next month on the potential scope of services needed and projected cost.

Mr. Smith said another home is being acquired in the Horns Hills area for four ladies. The Licking County Coalition of Housing will purchase the home with Community Capital assistance money from DoDD.

XI. Executive Session

A Motion was made by Mr. Baker at 5:35 pm to go into executive session to discuss personnel matters and the sale of Board property. Motion seconded by Ms. Wright. Motion

Roll call:

Mr. Baker – Yes	Mr. Hoover–Yes
Ms. Blasczyk –Yes	Ms. Wright- Yes
Ms. Dumbauld– Yes	Mr. Wigginton- Yes
Ms. Franks– Excused	

Motion carried. The Board entered into Executive Session at 5:35 pm

Ms. Dumbauld made a motion at 5:49 pm to come out of Executive Session. Motion was seconded by Ms. Blasczyk. Motion

Roll call:

Mr. Baker – Yes	Mr. Hoover–Yes
Ms. Blasczyk –Yes	Ms. Wright- Yes
Ms. Dumbauld– Yes	Mr. Wigginton- Yes
Ms. Franks– Excused	

Motion carried. Board came out of Executive Session at 5:50 pm.

A Motion was made by Ms. Blasczyk and seconded by Ms. Dumbauld to enter into a two-year management contract with Jennifer Denney, Fiscal Service Supervisor effective 6/23/11 to 6/22/13. Motion carried. (See Exhibit J)

Motion

A Motion was made by Mr. Baker and seconded by Mr. Hoover to authorize Board President David Wigginton to act on behalf of the Board on September 8, 2011 at 11:00 a.m. in the matter of accepting or rejecting sealed bids for the property at 675 W. Church Street. Motion carried. (See Exhibit K)

Motion

XII. Adjournment

At 5:55 p.m., Mrs. Dumbauld made a Motion to adjourn the meeting. Motion seconded by Mr. Hoover. Motion carried.

Motion

Respectfully submitted

Approved

David Wigginton, President

Jean Wright, Secretary