

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

**BOARD MEETING MINUTES  
February 16, 2011**

The Licking County Board of Developmental Disabilities met for its monthly meeting at Eleanor S. Weiant/Administrative Services Center, 116 N. 22<sup>nd</sup> Street, Newark, Ohio on February 16, 2011. Mr. Wigginton called the meeting to order at 5:10 p.m.

I. ROLL CALL

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

Members Excused: Ms. Dumbauld and Ms. Franks

II. APPROVAL OF AGENDA

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

III. MINUTES OF PREVIOUS MEETING

Motion to approve the January 19, 2011 board meeting minutes as presented was made by Mr. Hoover and seconded by Ms. Blasczyk. Motion carried. (See Exhibit B) Motion

IV. APPROVAL OF BILLS

A Motion was made by Ms. Blasczyk and seconded by Mr. Hoover to approve the January 2011 bills as contained in the board packet. Motion carried. (See Exhibit C) Motion

Mr. Hoover asked why the OACB membership dues were \$25,000. Ms. Neely said the dues formula is based on enrollment. Licking County serves just short of 1,400 annually. The OACB has not increased membership dues since 2005.

V. HEARING OF VISITORS

Diana Shannon, Service Coordinator and Self-Advocacy Coordinator for People First of Licking County introduced Sara Burkett and Shawna Winterbotham. Both Sara and Shawna are members of People First and prepared a brief presentation for Board members. Sara and Shawna introduced themselves and their family members. They talked about themselves and what they liked most about their participation in Project STIR. The group hopes to expand membership by 25% this year. A Spring Fling

fundraiser is scheduled for April 8<sup>th</sup>. Sara and Shawna thanked the Board members for their support.

## VI. COMMITTEE REPORTS

### A. Personnel Committee

Mr. Baker reported the Personnel Committee met before the Board meeting and reviewed the Personnel Actions Report for January 2011, and proposal to request quotations for a review of compensation practices.

#### 1. Personnel Actions Report for January 2011

A Motion was made by Mr. Baker to approve the Personnel Actions Report for January 2011 as presented in the Board packet. Ms. Blasczyk seconded the Motion. Motion carried. (See Exhibit D) Motion

#### 2. Proposal to request quotations for a review of compensation practices

A Motion was made by Mr. Baker to approve the proposal to request two quotations for a review of compensation practices as presented in the Board packet. Ms. Wright seconded the Motion. Motion carried. (See Exhibit E) Motion

### B. Program Committee

Mr. Wigginton asked for a motion to remove the Program Committee from future Board agendas and he will appoint an ad hoc committee as needed.

A Motion was made by Ms. Wright to remove the Program Committee from future Board agendas. Motion was seconded by Ms. Blasczyk. Motion passed. Motion

Mr. Wigginton will appoint an ad hoc committee as needed.

### C. Ethics Council

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

### D. Finance Committee

Ms. Blasczyk reported the Finance Committee met before the Board meeting and reviewed the Financial Report for January, proposed Resolution 2011-04 to apply for a Park National Bank credit card and proposed Resolution 2011-05 to pay expenses related to attendance at the People First conference March 17-19, 2011.

#### 1. Financial Report for the month of January 2011

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

2. Proposed Resolution 2011-04 to apply for a Park National Bank credit card

A Motion was made by Ms. Blasczyk to approve the proposed Resolution 2011-04 to apply for a Park National Bank credit card as contained in the Board packet. Motion  
Motion was seconded by Mr. Hoover. Motion carried.  
(See Exhibit G)

3. Proposed Resolution 2011-05 to pay expenses related to attendance at the People First conference March 17-19, 2011.

A Motion was made by Ms. Blasczyk to approve the proposed Resolution 2011-05 to pay expenses related to attendance at the People First conference March 17-19, 2011 as contained in the Board packet. Motion  
Motion was seconded by Ms. Wright. Motion carried.  
(See Exhibit H)

VII. Leadership Report

Ms. Neely announced Mr. Wigginton was elected to a one-year term as Secretary of the OACB Board of Trustees. A news release should appear in the local newspaper soon.

Ms. Neely asked board members to complete the annual Declaration by Member of the Licking County Board. This is an annual statutory requirement.

Results of the annual board assessment and individual board member self-assessment were compiled and shared with Board members. Mr. Wigginton and Ms. Neely will use the information to identify target areas for board training.

VIII. Old Business

A. Committee Assignments

Mr. Wigginton made the following committee assignments for 2011:

Personnel – Ms. Dumbauld (Chairperson), Ms. Franks, and Mr. Baker

Ethics – Ms. Wright (Chairperson), Ms. Franks and Mr. Baker

Finance – Ms. Blasczyk (Chairperson), Ms. Wright and Mr. Baker

IX. New Business

A. Proposed Resolution 2011-03 to transfer board funds to the Licking County Board of Developmental Disabilities Endowment Fund.

A Motion was made by Mr. Hoover to approve the proposed Resolution 2011-03 to transfer funds to the Licking County Board of Developmental Disabilities Endowment Fund. Motion was seconded by Mr. Baker. Motion carried. (See Exhibit I) Motion

X. Hearing of Visitors

None

XI. Executive Session

A. Superintendent Annual Performance Evaluation

A Motion was made by Ms. Wright to go into executive session to discuss the Superintendent's annual performance evaluation. Motion was seconded by Mr. Baker. Motion carried. Motion

Roll call:

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

Motion carried. The Board entered into Executive Session at 5:48 pm

Mr. Baker made a motion to come out of Executive Session. Motion was seconded by Ms. Wright Motion

Roll call:

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

Motion carried. Board came out of Executive Session at 6:12 pm. after reviewing the Superintendent's performance evaluation.

XII. Adjournment

At 6:13 p.m., Mrs. Blasczyk made a Motion to adjourn the meeting. Motion seconded by Mr. Hoover. Motion carried. Motion

Respectfully submitted

Approved

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David Wigginton, President

Jean Wright, Secretary