

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

**BOARD MEETING MINUTES
June 15, 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 June 16, 2011. Mr. Wigginton called the meeting to order at 5:02 p.m.

I. ROLL CALL

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

Members Excused: Ms. Blasczyk

II. APPROVAL OF AGENDA

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

III. MINUTES OF PREVIOUS MEETING

Motion to approve the May 18, 2011 Motion
board meeting minutes as presented was made by
Ms. Wright and seconded by Mr. Baker.
Motion carried. (See Exhibit B)

IV. APPROVAL OF BILLS

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

Ms. Dumbauld abstained from voting on this motion.

V. HEARING OF VISITORS

No comments made.

VI. COMMITTEE REPORTS

A. Personnel Committee

Ms. Dumbauld reported the Personnel Committee met before the Board meeting and reviewed the Personnel Actions Report for May 2011.

1. Personnel Actions Report for May 2011

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

B. Ethics Council

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

C. Finance Committee

Ms. Wright reported the Finance Committee met before the Board meeting and reviewed the Financial Report for May and proposed revisions to Administrative Policy 2.5 Title XX Eligibility & Reimbursement.

1. Financial Report for the month of May 2011

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

2. Proposed revisions to Administrative Policy 2.5 Title XX Eligibility & Reimbursement.

A Motion was made by Ms. Wright to accept the proposed revisions to Administrative Policy 2.5 Title XX Eligibility & Reimbursement as contained in the Board packet. Motion was seconded by Ms. Dumbauld. Motion carried. (See Exhibit F) Motion

VII. Leadership Report

Ms. Neely briefly discussed the proposed biennium budget and potential impact on the Board.

- Tangible personal property replacement tax phase out schedule is still being debated and negotiated. The Board generates \$527,000 annually in tangible personal property tax reimbursement.
- County Board subsidy money has been reduced by approximately 45%.
- The Help Me Grow budget will be cut significantly. Ms. Neely will be negotiating with the County Health Department on allocation locally of the State HMG money.

Garry McAnally, with Wachtel & McAnally Architects Planners Inc., completed phase one of the feasibility study. The E.S. Weiant Center has adequate space to house administrative, early intervention and service coordination staff. Mr. McAnally will begin work soon to determine whether renovating E.S. Weiant will be cost effective.

Ms. Neely said four individuals have voiced interest in the 675 West Church property. The Licking County Commissioners passed a resolution to proceed with sale of the building. Mr. Tony Stocco of the Licking County Prosecutor's office is finalizing the necessary paperwork and Ms. Neely plans to speak with him by the end of the week. Any proceeds from this auction will be deposited in the capital/repair fund. The parking lot at 565 will need to be repaved in the near future.

Mr. Wigginton asked if Ms. Neely received any phone calls resulting from the three Columbus Dispatch articles. Ms. Beth Beattie, former board member, was the only call received.

Ms. Neely announced the community survey was completed by MEORC in April. Selected results were included in the June board packet.

Ms. Odendahl is currently drafting the annual report. When finalized it will be distributed throughout Licking County. It is not certain how effective the ad bag is as a vehicle for distribution of the report. Dan Hoover suggested checking to see if the report could be distributed with the Sunday Advocate.

VIII. Old Business

None

IX. New Business

A. Review of Board Crisis Communication Plan

Heather Odendahl, Public Information and Outreach Manager, developed the plan two years ago. Training is periodically held regarding responding to the media.

B. Proposed revisions to Administrative Policy 6.2 Policies Governing the LCBDD

The Board policy on in-service training requirements was made a subsection of 6.2. This policy serves as the Board's by-laws. Some additional, but minor revisions, maybe ready to act on by the August meeting.

A Motion was made by Mr. Hoover to accept the proposed revisions to Administrative Policy 6.2 Policies Governing the LCBDD as contained in the Board packet. Motion was seconded by Ms. Dumbauld. Motion carried. (See Exhibit G) Motion

C. Review of 2011 Community Survey

Ms. Neely summarized the survey results. To reach a confidence level of 90%, 271 respondents were contacted.

X. Hearing of Visitors

Ms. Busse announced a \$1,500 grant for training was received. A flyer will be distributed shortly regarding July 22nd training.

People First representatives will be present at the August board meeting.

XI. Executive Session

A Motion was made by Ms. Dumbauld at 5:40 pm to go into executive session to discuss personnel matters. Motion seconded by Mr. Baker Motion

Roll call:

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

Motion carried. The Board entered into Executive Session at 5:40 pm

Ms. Wright made a motion at 5:56 pm to come out of Executive Session. Motion was seconded by Mr. Baker Motion

Roll call:

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

Motion carried. Board came out of Executive Session at 5:56 pm.

A Motion was made by Ms. Franks and seconded by Mr. Hoover to enter into a two-year management contract with Judy Buehler, Director of Early Intervention Services effective 7/1/11 to 6/30/13. Motion carried. (See Exhibit H) Motion

A Motion was made by Ms. Dumbauld and seconded by Ms. Wright to enter into a five-year management contract with Kyle Miller, Director of Adult Services effective 7/15/11 to 7/14/16. Motion carried. (See Exhibit I) Motion

XII. Adjournment

At 6:00 p.m., Mrs. Dumbauld made a Motion to adjourn the meeting. Motion seconded by Ms. Franks. Motion carried. Motion

Respectfully submitted

Approved

David Wigginton, President

Jean Wright, Secretary