

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

***BOARD MINUTES***

*June 21, 2017*

**Board Members Present**

Dennis Schmidt  
Mark Jackson  
Laura Janson  
Martin Miller  
Richard Suttell

**Administration**

Don Rice  
John Bonko  
Connie Scanlon  
Megan Thirion  
Tami Setlock  
Michelle Hawthorne

**Board Members Absent**

Kristin Daily  
Mark Sarna

***I. ETHICS COUNCIL: 5:55 P.M.***

The Ethics Council reviewed the attached listing of direct payments to affected persons in the financial transactions for May 2017.

***II. CALL TO ORDER: 6:00 P.M.:***

a. Roll Call: 2017 Board

A call of the roll indicated that all Board Members were present with the exception of Ms. Daily and Mr. Sarna. There being a quorum present, Dr. Schmidt, called the meeting to order.

b. Approval of Minutes

Ms. Scanlon introduced Resolution 17-32(A) approving the board minutes for the May 17, 2017 Board Meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

c. Acceptance of Donations:

Ms. Scanlon introduced Resolution 17-06(D) accepting donations to the program for the dates indicated. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

d. Personnel Actions:

Ms. Scanlon introduced Resolution 17-06(P) confirming personnel actions during the past month. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

***III. FINANCIAL ACTIONS:***

a. Financial Statement Review (All Funds):

Mr. Bonko provided a review of financial statements for all funds.

b. Ethics Council Recommendations:

The Board found that these payments do not present a conflict of interest nor result from any preferential treatment or unfair advantage over other affected persons and recommended their approval.

c. Financial Transactions and Voucher Approvals:

Ms. Scanlon introduced Resolution 17-08(B) detailing financial transactions for the period. Ms. Scanlon introduced Resolution 17-09(B) approving voucher schedules for the period. Accordingly, these Resolutions were approved, are attached, and made part of the official minutes of this meeting.

***IV. BOARD STATUS REPORTS***

Mr. Rice reviewed the Board status reports: Population Served, Employment and Habilitation Services, Human Resources, Waiting List, and Abuse, Neglect and other Major Unusual Incidents. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

## **V. PROGRAM REPORTS**

Mr. Rice introduced status reports from the agencies programs. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

## **VI. NEW BUSINESS:**

### **a. Approvals:**

- i. Board Policies  
Ms. Scanlon introduced Resolution 17-33(A) approving revisions to Board Policies Expense Reimbursement, Vacation Buy Out, Personnel Records, Probation, Personal Leave with Pay, Early Intervention, and Service and Support Administration. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ii. Summer Camp Requests  
Ms. Scanlon introduced Resolution 17-34(A) approving an increase in the number of camperships paid by the board. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iii. Wage Approval  
Ms. Scanlon introduced Resolution 17-35(A) approving a 3% wage and changes to the Salary Schedule. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iv. Position Description  
Ms. Scanlon introduced Resolution 17-36(A) approving the combining of the EI and HMG Supervisor position description into EI Manager. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- v. MLCR Housing Purchase  
Ms. Scanlon introduced Resolution 17-37(A) approving grant for the match for a housing purchase through the state. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vi. DAS Cooperative Purchasing  
Ms. Scanlon introduced Resolution 17-38(A) approving a continuation of the membership in the DAS Cooperative Purchasing Plan. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vii. OSC Cooperative Purchasing  
Ms. Scanlon introduced Resolution 17-39(A) approving a continuation of the membership in the OSC Cooperative Purchasing Plan. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- viii. OSP Fleet and Liability Insurance  
Ms. Scanlon introduced Resolution 17-40(A) approving the annual Fleet and Liability Insurance. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

### **b. Issues:**

- i. Review of Annual Goals  
Mr. Rice reviewed the annual agency goals. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- ii. Cemetery Plot  
Mr. Rice informed the board of an issue with donated cemetery plot. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- iii. Meeting cancellation  
Mr. Rice reminded the Board that one meeting during the summer is usually set down. It was decided that August would be that meeting. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

## **VII. GENERAL ANNOUNCEMENTS:**

There were no general announcements.

**VIII. OTHER BUSINESS:**

Dr. Schmidt called for any other business from the Board or the public.

**X. EXECUTIVE SESSION:**

Ms. Scanlon introduced Resolution 17-41(A) adjourning to executive session pursuant to ORC 121.22(G)(1) "To consider the appointment, employment, ... or compensation of a public employee or official..."

**X. ADJOURMENT:**

There being no further business, Dr. Schmidt adjourned the meeting.

***The Next Board meeting will be July 19, 2017.***

Submitted:

Approval:

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Donald L. Rice II, Superintendent

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Dennis Schmidt, Board President

cc: *Bd. of Geauga Co. Commissioners  
Gauga Co. Probate Court  
Gauga Co. Prosecutor*

*In compliance with O.R.C. 121.22; an audio copy of these minutes are kept on file at the Geauga County Board of Developmental Disabilities Administrative Offices. Further information contact the Superintendent.*