

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTES

August 21, 2019

Board Members Present

Laura Janson
Dennis Schmidt
Kristin Dailey
Mark Sarna

Administration

Donald Rice
Michelle Hawthorne
Kellie Tvergyak-Oznowich
Richelle Mills
Megan Thirion

Board Members Absent

Richard Suttell
Mark Jackson
Martin Miller

I. Ethics Council: 5:55 P.M.

The board reviewed the attached Listing of direct payments to affected persons in the financial transactions for June and July 2019.

II. Call to Order and Roll Call:

a. Roll Call 2019 Board:

A call of the roll indicated that all Board Members were present except Richard Suttell, Mark Jackson, and Martin Miller. There being a quorum present, Laura Janson, Vice President of the Board, called the meeting to order.

b. Approval of June Minutes:

Ms. Tvergyak-Oznowich introduced Resolution 19-55(A) approving the minutes for June 19, 2019 meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

c. Approval of Donations:

Ms. Tvergyak-Oznowich introduced Resolution 19-07(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. Confirmation of Personnel Actions:

Ms. Tvergyak-Oznowich introduced Resolution 19-07(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.

e. Resolution of Appreciation:

Ms. Tvergyak-Oznowich introduced Resolutions 19-56(A) approving a Resolution of Appreciation to be presented to Doctor Michael J. Miller. Accordingly, this Resolution was approved, attached, and made part of the official minutes of this meeting.

III. Financial

a. Financial Statement Review (All Funds):

Mr. Rice 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. Tvergyak-Oznowich introduced Resolutions 19-11(B) and 19-13(B) detailing financial transactions and Resolution 19-12(B) and 19-14(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, Recreation, 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 reviewed 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. Appropriation Change
Ms. Tvergyak-Oznowich introduced Resolution 19-57(A) approving appropriation changes. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ii. Reserve Balance Fund
Ms. Tvergyak-Oznowich introduced Resolution 19-58(A) approving to establish a fund with the county auditor. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iii. Supplemental Appropriation, Transfer
Ms. Tvergyak-Oznowich introduced Resolution 19-59(A) approving a supplemental appropriation and cash transfer. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iv. Cash Transfers
Ms. Tvergyak-Oznowich introduced Resolution 19-60(A) approving cash transfers. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- v. 3% Salary Increase
Ms. Tvergyak-Oznowich introduced Resolution 19-61(A) approving a 3% salary increase for all eligible staff. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vi. Level 4 Salary Cap
Ms. Tvergyak-Oznowich introduced Resolution 19-62(A) approving the increase of the salary cap for Level 4 employees. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vii. Then and Now JFSA
Ms. Tvergyak-Oznowich introduced Resolution 19-63(A) approving the Then and Now with JFSA. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- viii. Then and Now McDonald Hopkins
Ms. Tvergyak-Oznowich introduced Resolution 19-64(A) approving the Then and Now with McDonald Hopkins. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ix. Transit Van Purchase
Ms. Tvergyak-Oznowich introduced Resolution 19-65(A) approving the purchase of a 3 passenger, 2 wheelchair transit van. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- x. Policy and Procedure
Ms. Tvergyak-Oznowich introduced Resolution 19-66(A) approving the policy 9.2 Procedures For Service And Support Administration. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

- xi. Job Description Changes
Ms. Tvergyak-Oznowich introduced Resolution 19-65(A) approving the job description changes to HR and Music Therapist. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
 - xii. Signature Authorization
Ms. Tvergyak-Oznowich introduced Resolution 19-68(A) approving the signature authorization of Janice Chesnes. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
 - xiii. Transit Van Purchase
Ms. Tvergyak-Oznowich introduced Resolution 19-65(A) approving the purchase of a transit van. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- b. Issues
- i. Levy
Mr. Rice discussed with the Board the strategy of passing the levy that will be in November. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
 - ii. Roof Update
Mr. Rice shared with the Board the issue of needing a new roof and the options to replace it. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
 - iii. ICF Wells
Mr. Rice shared with the Board the issue of needing wells for the ICF houses. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
 - iv. Board Planning Meeting
Ms. Tvergyak-Oznowich reviewed with the Board the date and place of the Board Planning meeting. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
 - v. Golf Outing
Ms. Tvergyak-Oznowich reviewed with the Board the results of the Golf Outing. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
 - vi. Fair
Ms. Tvergyak-Oznowich shared with the Board information regarding community outreach at the Geauga County Fair. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VII. General Announcements:

Mr. Rice shared recent correspondence. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VIII. Other Business – comments from the floor

Mr. Jackson called for any other business from the Board or public.

IX. Executive Session

Ms. Tvergyak-Oznowich introduced Resolution 19-69(A) approving to adjourn into Executive Session, ORC 121.22(G)(1)“To consider the appointment, employment, ..., or compensation of a public employee or official, ...”, ORC 121.22(G)(4) “Preparing for, conducting, or reviewing negotiations or bargaining sessions ...”, and ORC 121.22(G)(5) “Matters required to be kept confidential...”. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

X. New Business

- a. Don Rice introduced Resolution 19-70(A) approving changes to the Superintendent salary. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

XI. Adjournment:

There being no further business, Mrs. Janson adjourned the meeting.

The Next Board meeting will be September 18, 2019.

Submitted:

Approval:

Donald L. Rice II, Superintendent

Mark Jackson, 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. For further information, contact the Superintendent.