

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTES
September 18, 2019

Board Members Present

Laura Janson
Dennis Schmidt
Kristin Dailey
Mark Sarna
Martin Miller
Mark Jackson

Administration

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

Board Members Absent

Richard Suttell

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. Training: Budget and 5yr Projection

III. 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. There being a quorum present, Mark Jackson, President of the Board, called the meeting to order.

b. Approval of August Minutes:

Mrs. Tvergyak-Oznowich introduced Resolution 19-71(A) approving the minutes for August 21, 2019 meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

c. Approval of Donations:

Mrs. Tvergyak-Oznowich introduced Resolution 19-08(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:

Mrs. Tvergyak-Oznowich introduced Resolution 19-08(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.

IV. 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:

Mrs. Tvergyak-Oznowich introduced Resolutions 19-15(B) detailing financial transactions and Resolution 19-16(B) approving voucher schedules for the period. Accordingly, these Resolutions were approved, are attached, and made part of the official minutes of this meeting.

V. 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.

VI. 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.

VII. New Business:

a. Approvals:

- i. Appropriation Change
Mrs. Tvergyak-Oznowich introduced Resolution 19-72(A) approving appropriation changes. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ii. Reserve Balance Account
Mrs. Tvergyak-Oznowich introduced Resolution 19-73(A) approving to establish a fund with the county Commissioners. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iii. Roofing
Mrs. Tvergyak-Oznowich introduced Resolution 19-74 (A) approving to use a nontraditional roofing product. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iv. Respite Night
Mrs. Tvergyak-Oznowich introduced Resolution 19-75(A) approving to take responsibility over Respite Night. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- v. Policy and Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 19-76(A) approving the policy 9.4.4 Addressing Major Unusual Incidents and Unusual Incidents to Ensure Health, Welfare, and Continuous Quality Improvement Procedures. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vi. Policy and Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 19-77(A) approving the policy 10.2.3 Board Policy Drug-Free Workplace: Drug and Alcohol Testing, and 10.2.3 Procedure Drug Free Work Place and Drug Testing. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vii. Policy and Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 19-78(A) approving the policy 10.4.3 Expense Reimbursement. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- viii. Policy and Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 19-79(A) approving the policy 10.9.3 Personal Leave with Pay. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ix. Policy and Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 19-80(A) approving the policy 10.3.1 Deferred Compensation Policy. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

- x. Policy and Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 19-81(A) approving the policy 2.16 Expenditure of Public Funds. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
 - xi. Job Description Changes
Mrs. Tvergyak-Oznowich introduced Resolution 19-82(A) approving the job description changes to Administration Assistant – Business Office. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
 - xii. Disposal of Assets
Mrs. Tvergyak-Oznowich introduced Resolution 19-83(A) approving the disposal of an upright piano. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting
 - xiii. 2020 Operating Budget
Mrs. Tvergyak-Oznowich introduced Resolution 19-85(A) approving the motion to approve the 2020 budget. 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. ICF Wells
Mr. Rice shared with the Board the issue of needing wells for the ICF houses and the progress on decisions made. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
 - iii. Board Planning Meeting
Mrs. Tvergyak-Oznowich reminded the Board of 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.
 - iv. Fair
Mrs. 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.
 - v. Kayak Fundraiser
Mrs. Tvergyak-Oznowich reviewed with the Board the results of the Kayak Fundraiser. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VIII. 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.

IX. Other Business – comments from the floor

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

X. Executive Session

Mrs. Tvergyak-Oznowich introduced Resolution 19-84(A) approving to adjourn into Executive Session, ORC 121.22(G)(1)“To consider the appointment, employment, ..., of a public employee or official, ...”. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

XI. Adjournment:

There being no further business, Mr. Jackson adjourned the meeting.

The Next Board meeting will be October 16, 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.