PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

March 24, 2022

Pickaway County Board of Developmental Disabilities

200 East High Street, Circleville, OH 43113

CALL TO ORDER: Jeff Rawlins, President, called the regular meeting of the Pickaway County Board of Developmental Disabilities to order at 6:05 PM with a roll call.

LaDonna Edwards:	Present	Jeff Rawlins:	Present
Beth Kim:	Absent - Excused	Jeannett Rhoads:	Present
Cara Layne:	Absent - Excused	Matthew Tootle:	Present
Jennifer Rainey-Agresti:	Absent - Excused		

INTRODUCE GUESTS: Christa Armentrout, Shawn Armentrout, Travis Dresbach, Bryston McKnight, Amanda Knotts, Aimee Roberts, Amanda Hall, Marie Wilbanks, and Michael Pelcic.

POINT OF IMPACT: Christa Armentrout was recognized for outstanding service (See Provider Spotlight – March 2022).

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular February 24, 2022 Meeting.

Board Action #22-12 Approve Minutes of the Regular February 24, 2022 Meeting

Motion by:	**LaDonna Edwards**	**Second by:**	**Jeannett Rhoads**
Discussion:		**Vote:**	**Passed Unanimously**

FINANCIAL REPORTS

Approval to File Financial Report: Financial Report.

Board Action #22-13 Approval to File Financial Report.

Motion by:	**Jeannett Rhoads**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

Board Action #22-14 Approval to File Voucher List for Vouchers since last Board Meeting

Motion by:	**Matthew Tootle**	**Second by:**	**Jeannett Rhoads**
Discussion:		**Vote:**	**Passed Unanimously**

COMMITTEE REPORTS

Ethics Committee: None

UNFINISHED BUSINESS: None

NEW BUSINESS

Adopt the 2022-2023 School-Age Services Calendar:

Board Action #22-15 Adopt the School-Age Services Calendar 2022-2023.

Motion by:	**Matthew Tootle**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

Purchase and install prefabricated walls in the Early Intervention office area. I request the approval to enter into an agreement with Office Revolution to purchase and install reconfigurable wall systems in the Early Intervention office area. The proposed redesigned space is to be used for virtual meetings and flexible office space for the Early Intervention employees and therapists (see drawing 20220302_Pickaway – Tek Vue + Altos Drawing.pdf). The total amount for the purchase and installation is $31,712.54.

Board Action #22-16 Authorize the Superintendent to enter into an agreement to purchase and install a prefabricated wall system from Office Revolution in the amount of $31,712.54.

Motion by:	**Jeannett Rhoads**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

Approve the Ohio Public Employees Annual Conversion Plan: I am requesting the Board adopt a plan for the conversion of sick leave and vacation leave to cash for leave that is accrued, but not used during the calendar year, and to be considered earnable salary (see OPERS Annual Conversion Plan). These earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS. This plan would be another benefit and support employee retention.

Board Action #22-17 Approve the Ohio Public Employees Annual Conversion Plan.

Motion by:	**Matthew Tootle**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

Description of Services and Supports: Approve revisions to the section on the Community Connection Funds (see Description of Services and Supports 2022_Revised).

Board Action #22-18 Approve revisions to the Description of Services and Supports, Community Connection Funds.

Motion by:	**Matthew Tootle**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

SUPERINTENDENT'S REPORT

- Documents included in the Board Packet and reviewed:
  - The Superintendent's Report to the Board (included in the Board Packet)
  - Community Monthly Report – February 2022
  - Enrollment Status Report March 2022
  - Circleville Herald February 26, 2022
  - Circleville Herald March 1, 2022

OTHER BUSINESS

- The 2021 Annual Major Unusual Incident Analysis was reviewed. Answering the questions that were raised,
  - An asterisk appears for Physical Abuse because one investigation was not closed.
  - Incidents that are not substantiated/unsubstantiated were not noted as NA (Not Applicable). The missing entries were for the following incidents: Missing Persons, Death, Law Enforcement,

Significant Injury, Attempted Suicide, Unanticipated Hospitalization, and Rights Code Violation.

- No reason was provided for the increase in sexual abuse other than in one situation, multiple incidents were reported in a single residence.

- Strategic Planning Update Goals 5 through 8 were reviewed.

- DSP Recruiting and Retention Payments proposal (see 220223_Recruiting and Retention Proposal) was reviewed by the Board with a general consensus to support the 6.5% increase. Additionally, the Board would support a 10% increase in payments.

- Proposed Board Member Training on July 28, 2022. The tentative agenda includes:
  1. Statewide updates
  2. Technology First initiative
  3. County Board's role in eligibility and the Medicaid appeals process
  4. Financial Forecasting
  5. Major Unusual Incidents
  6. Ohio Association of County Boards of Developmental Disabilities

- Three-year Strategic Plan – the administration team recommends hiring a consultant that is familiar with county boards.
- The Ohio Department of Developmental Disabilities Director Kim Hauck will visit PCBDD on Thursday, May 5, 2022, from 2:30 to 4:00 PM. Board Members were invited to meet with Director Hauck.

ADJOURNMENT

The meeting adjourned at 7:08 PM.

Minutes approved by Board Action #22-19 on April 28, 2022.

Board President or Presiding Officer	4/28/2022 Date
Board Secretary	5/26/22 Date
Michael Pelaic Superintendent	4/28/22 Date