

BUTLER COUNTY
Board of
**DEVELOPMENTAL
DISABILITIES**

**Janet Clemmons Center
282 N. Fair Avenue
Hamilton, OH**

**June 11, 2020
6:00 p.m.**

**BOARD MEETING
MINUTES**

I. CALL TO ORDER

The meeting was called to order by Tony Yocco, Board President.

II. ROLL CALL

Tony Yocco	Present
Dale French	Present
Richard Meier	Present
Laddie Henninger	Present by Zoom
Jackie Phillips	Present by Zoom
Jacqueline Rioja Velarde	Present
Connie Sullivan	Present

The group participated in the Pledge of Allegiance led by Dale French.

Tony Yocco read the Mission Statement: To support individuals so they can successfully live, work, and learn in the community.

The group participated in a moment of silent reflection in memory of J. Jacoby, an individual served by the Board; Kathleen Wolf, Grandmother of Support Coordinator Amy Wolf; J. Shepherd, an individual served by the Board; C. Johnson, an individual served by the Board; Lee O'Hair, Father-in-law of Investigative Agent Joan O'Hair; and to remember individuals, families and staff who have experienced serious illness since the last Board meeting.

III. ADOPTION OF AGENDA

Connie Sullivan made a motion to approve the Order of Business as distributed at the meeting. Jacqueline Rioja Velarde seconded the motion. The motion passed unanimously.

IV. AUDIENCE TO VISITORS

None Requested.

V. BOARD RECOGNITION

Recognition of Board Retiree, Chris Robinson for 26 years of service. Supervisor Jenny Vogelgesang spoke regarding Chris and some highlights include:

- Chris has served 446 children over her career.
- Chris is considered a specialist with children with Autism.
- She is a great support to Board staff members and to families of children served.

A video was shared with comments from fellow Early Intervention staff.

VI. COMMITTEE REPORTS

1. **Finance Committee:** met Thursday, June 11 at 5:00 p.m. at Janet Clemmons Center. Rick Meier reported that all items on the agenda were reviewed and recommended for approval.

- Review of May Invoice Report (**Attachment**).
- Review of May Revenue and Expenditure Report (**Attachment**).

2. **Personnel Committee:** met Thursday, June 11 at 5:15 p.m. at Janet Clemmons Center. Connie Sullivan reported that all items on the agenda were reviewed and recommended for approval.

- Review of May Personnel actions and current staff vacancies (**Attachment**).

VII. CONSENT AGENDA – MOTION

Rick Meier made a motion to approve the Consent Agenda. Jackie Phillips seconded the motion. The motion passed unanimously.

1. **Board**

- A. Minutes of May 14, 2020 meeting (**Attachment**).
- B. Ratification of current expenditures, as reviewed and approved by the Superintendent, pending review and endorsement by the Finance Committee. (**Attachment**)

2. **Operations**

Contracts > \$25,000

- A. Contract (**#0620-01**) with Hylant Administrative Services; effective 7/1/2020 through 6/30/21; for liability insurance (\$50,600.00); vehicle insurance (\$10,226.00); property insurance (\$3,570.00); cyber, pollution, violence (\$2,085.00); total cost not to exceed \$66,481.00 for the length of the agreement; pending review and endorsement by the Finance Committee.

NOTE: This is an increase of \$6,800.00 due to exposure increases (number of clients increase by 515 and property value increased by 2%).

VIII. OLD BUSINESS

1. Updates on COVID-19 (**Attachment**) – Lisa

- Updated report included in the Board packet:

- Working on the reopening timeline for Board offices.
- Strongly urging staff that have been working from home to continue working from home.
- Employees to start returning to work in early August on a staggered schedule to allow for social distancing.
- Input from Jackie Phillips, Middletown Health Commissioner:
 - How to conduct reopening of businesses safely and respectfully to decrease exposure.
 - Butler County statistics as of June 9th:
 - 123 reported cases in Middletown
 - 189 reported cases in Hamilton
 - 1300 reported cases in Butler County, with 33 deaths and 187 hospitalizations.

IX. NEW BUSINESS

1. Connie Sullivan made a motion to allow the Superintendent to represent the Board in 2020 negotiations with the bargaining unit and to sign any resulting contract on behalf of the Board, as reviewed and endorsed by the Finance and Personnel Committees. Jacqueline Rioja Velarde seconded the motion. The motion passed unanimously.

X. BOARD POLICY DISCUSSION

1. Board Governing Policy #3.4 – Agenda Planning (**Attachment**) – No revisions recommended.
2. OACB Board Updates – Jacque Rioja Velarde
 - Director Davis attended the last meeting:
 - DODD is working on making the DD system more flexible to allow families more room to navigate including user friendly technology.
 - DODD is trying to find ways to support Ohio counties through the COVID-19 Pandemic.
 - State Budget is out of balance due to the COVID-19 Pandemic.
 - Transportation concerns for individuals served continues to be a topic of conversation.

XI. ASSURANCE OF SUCCESSFUL SUPERINTENDENT PERFORMANCE

1. Monitoring Report #2.10 Communication and Support to the Board (**Attachment**) – report included in the Board packet.
2. Superintendent Performance Goals 2020 (**Attachment**) – report included in the Board packet.
3. New Operational Worries/Updates – None reported.

XII. ANNOUNCEMENTS

1. Reminder: DODD trainings – Lisa Guliano
 - Lisa will email the link for trainings to Board members.

XIII. ITEMS FOR NEXT AGENDA

XIV. EXECUTIVE SESSION

Dale French made a motion to go into Executive Session to consider the employment of a public employee. Rick Meier seconded the motion. The motion passed unanimously with a roll call vote as follows:

Tony Yocco	Yes
Dale French	Yes
Richard Meier	Yes
Laddie Henninger	Yes
Jackie Phillips	Yes
Jacqueline Rioja Velarde	Yes
Connie Sullivan	Yes

XV. ADJOURNMENT

There being no further business before the Board, Dale French made a motion to adjourn and Connie Sullivan seconded the motion. The motion passed unanimously.



Tony Yocco, Board President



Richard Meier, Recording Secretary

Calendar of Upcoming Events – see calendar on Board Facebook page.

Date for next regular meeting: Thursday, August 6, 2020 at 6:00 p.m. at Janet Clemmons Center, 282 N. Fair Avenue, Hamilton.

Scheduled dates for August Committee Meetings:

Finance Committee meeting: Thursday, August 6 at 5:00 p.m. at JCC.
 Personnel Committee meeting: Thursday, August 6 at 5:15 p.m. at JCC.
 Program Committee meeting: Thursday, August 6 at 5:30 p.m. at JCC.

REFERENCE:

Board Training Schedule for 2020

**Board members are required to participate in at least 4 hours of training annually. The Department of DD will provide webinars covering 2 hours of training. The Board and Superintendent shall jointly develop the annual training calendar which should also include perspectives from outside the county.*

January Board Meeting ✓ Satisfaction Surveys – Darren Corns

February Board Meeting	✓ 2019 Year End Statistics & 10 Year Cash Projections – Hailey Quinn
March Board Meeting	✓ Board Governance, Part I – Lisa Guliano
May Board Meeting	
June Board Meeting	
August Board Meeting	Board Governance, Part II – Lisa Guliano
September Board Meeting	Southwestern Ohio COG Report – Sharon Travis
October Board Meeting	
November Board Meeting	2021 Budget – Hailey Quinn
December Board Meeting	