




BCBDD February 8, 2024

Butler County Board of Developmental Disabilities
Feb 8, 2024 at 6:00 PM EST
@ 282 N. Fair Ave., Hamilton, OH 45011

1. CALL TO ORDER
2. ROLL CALL
 - 2.1. Pledge of Allegiance
 - 2.2. Reading of Mission Statement: Actively partnering with people to access the world.
 - 2.3. Moment of silence in memory of:

Individuals served by the Board; and to remember individuals, families and staff who have experienced serious illness since the last Board meeting.
3. ADOPTION OF AGENDA
4. AUDIENCE TO VISITORS (Presenters: Lisa Guliano)

Introduction of John Trunk, Ohio Association of County Boards
5. BOARD EDUCATION/COMMUNITY LINKAGE (Presenters: Dena Barrett, Mandy Marcum, Jenny Vogelgesang)

Early Intervention Updates
6. COMMITTEE REPORTS
 - 6.1. Finance Committee
 - 6.1.1. Review January Financial Reports
2024 January Revenue & Expenditures
 - 6.1.2. Review January Invoice Report
2024 January Monthly Invoice Report
 [January 2024 Invoice Report.pdf](#)
 - 6.2. Personnel Committee
 - 6.2.1. Review of January Personnel Actions & Staff Vacancies
 [PA Lists January 2024.pdf](#)
 [Vacancy list January 2024.pdf](#)
 - 6.2.2. Review of Personnel Policies

 [policy 2.21-Overtime hours of work and breaks 2024.pdf](#)

 [policy 2.36-Holidays 2024.pdf](#)

6.3. Ethics Committee

6.3.1. Employee Conflict of Interest Roster

6.4. Nominating & By-Laws Committee

6.4.1. Draft Revisions to Board Governing Policies

6.5. Program Committee

6.5.1. Policy 1.04 - Public Awareness

Minor wording change.

 [1.04 Public Awareness POLICY edited \(review and approve\).pdf](#)

6.5.2. Policy 2.08 - Technology First

Extensive makeover.

 [2.08 Technology First POLICY edits\(review only\).pdf](#)

6.5.3. Policy 2.11 - PASRR

Policy number change from 3.06 to 2.11.

 [2.11 PASRR POLICY \(review and approve\).pdf](#)

6.5.4. Policy 2.12 - Eligibility for Board Services

Policy number change from 3.07 to 2.12.

 [2.12 Eligibility for Board Services POLICY \(review and approve\).pdf](#)

7. CONSENT AGENDA - Motion

7.1. Minutes of January 11, 2024 meeting

7.2. Ratification of current expenditures, as reviewed and approved by the Superintendent, pending review and endorsement by the Finance Committee.








7.3. Operations


7.4. Contracts > \$50,000

7.4.1. Butler County Family & Children First Council

Master Contract (#240081) with Butler County Family & Children First Council; effective 4/1/24-3/31/25; cost not to exceed \$90,000 for Wrap Around Service Facilitation. No change in contract amount from previous year.

7.5. Personnel Policy for Approval

- 7.6. Ethics Committee
 - 7.6.1. Approve Employee Conflict of Interest Roster
 -  [Conflict of Interest Employees 2024.pdf](#)
 -  [Conflict of Interest Employees with Family members at contracted agency Feb 2024.pdf](#)
- 7.7. Program Committee - Review and Approve
 - 7.7.1. Policy 1.04 - Public Awareness Policy
 - Minor wording change.
 -  [1.04 Public Awareness POLICY edited \(review and approve\).pdf](#)
 - 7.7.2. Policy 2.11 - PASRR
 - Policy number change from 3.06 to 2.11.
 -  [2.11 PASRR POLICY \(review and approve\).pdf](#)
 - 7.7.3. Policy 2.12 - Eligibility for Board Services
 - Policy number change from 3.07 to 2.12.
 -  [2.12 Eligibility for Board Services POLICY \(review and approve\).pdf](#)
- 8. OLD BUSINESS
- 9. NEW BUSINESS
 - 9.1. State Accreditation Review - April 9 & 10 (Presenters: Kara Frederick)
 - 9.2. Information Technology and Network Administration Services (Presenters: Hailey Quinn)
 - 9.3. Planning for Total Solar Eclipse - April 8th (Presenters: Kara Frederick)
- 10. BOARD POLICY DISCUSSION
 - 10.1. Board Governing Policy 4.4 - Monitoring Superintendent Performance
 -  [Policy 4.4.docx](#)
- 11. ASSURANCE OF SUCCESSFUL SUPERINTENDENT PERFORMANCE
 - 11.1. Monitoring Report - Focus of Grants or Contracts
 -  [Monitoring Report 2.6 Focus of Grants or Contracts Feb 2024.docx](#)

- 11.2. 2023 Annual Statistics
 -  [2023 Year End Report.pdf](#)
- 11.3. Board Member Training to be offered by our Council of Governments (Presenters: Lisa Guliano)
- 11.4. New Operational Worries/Updates (if any).

- 12. ANNOUNCEMENTS
- 13. ITEMS FOR NEXT AGENDA
- 14. Executive Session
 - 14.1. Consideration of motion to enter Executive Session to discuss the employment of a public employee.

- 15. ADJOURNMENT
 - Calendar of Upcoming Events.

Date for next regular meeting: Thursday, March 14, 2024 at 6:00 p.m. at Janet Clemmons Center, 282 N. Fair Avenue, Hamilton.
Scheduled dates for Committee Meetings:
Finance Committee meeting: Thursday, March 14 at 5:00 p.m. at JCC.
Personnel Committee meeting: Thursday, March 14 at 5:15 p.m. at JCC.
Program Committee meeting: Thursday, March 14 at 5:30 p.m. at JCC.

- 16. REFERENCE: BOARD TRAINING SCHEDULE FOR 2023
 - *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 - 2023 Year End Financials and Cash Projections**
 - February – Early Intervention Updates**
 - March – Ohio ISP Presentation**
 - May – Financial Scoreboard**
 - June -**
 - August - OnBoard New Features**
 - September - 2025 Budget Presentation - Hailey Quinn**
 - October -**
 - November -**
 - December -**