

BOARD MEETING AGENDA

JANET CLEMMONS CENTER
282 NORTH FAIR AVENUE
HAMILTON, OH 45011

February 10, 2022
6:00 PM

I. CALL TO ORDER

The meeting was called to order by Dale French, Board President.

II. ROLL CALL

Dale French	Present
Jacqueline Rioja Velarde	Absent
Elisha Hill	Present
Laddie Henninger	Present
Jackie Phillips Carter	Present
Nohelia Rojas-Miesse	Present
Damon Knoche	Present

The group participated in the Pledge of Allegiance led by Nohelia Rojas-Miesse.

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

Moment of silence in memory of S. Vaughn, S. Estridge, K. Stricklin, and M. Heffner, individuals served by the Board; Paul Schwan, brother-in-law of SSA Shirley Radomski; Lorenzo Sneed, father of SSA Darrell Sneed; and to remember individuals, families and staff who have experienced serious illness since the last Board meeting.

III. BOARD RECOGNITION

Candace Swan, Speech Language Pathologist – Retiring with 28 ½ years of Service (Jenny Vogelgesang, Community Services Manager)

Jenny Vogelgesang – “What an impact you have made. I met Candy 15 years ago and I got to go on home visits and learn from her. She is the most patient, caring and kind person.”

Lisa responded to Mr. Knauer saying, "I'm glad you tested that, this is really good information to have."

V. BOARD EDUCATION/COMMUNITY LINKAGE

Community Recognition Event – Patricia Dawson

Patricia wants everyone to mark their calendars! The Community Recognition Event will take place, Tuesday, June 14, 2022 at The Joe Nuxhall Miracle League. We have this event every year to thank all the community for their support. Patricia will send out an email tomorrow with the videos of everyone who received an award last year. We are still looking for a keynote speaker. We also could use your help with nominating anyone you feel is doing a fantastic job, if you know anyone who would want to sponsor and volunteers for the day of. We would love if you could attend. Patricia also wants to extend a thank you to all those involved in the planning and production of this event. Please also mark your calendars for our All Staff on Friday May 13, 2022.

VI. COMMITTEE REPORTS

1. **Ethics Council:** Thursday, February 11 at 5:45 p.m. at Janet Clemmons Center. Elisha Hill reported that all items on the agenda were reviewed and recommended for approval.
 - Review direct service contracts and family members of Board employees employed by providers under contract with the Board [\(Attachment\)](#).
2. **Finance Committee:** Thursday, February 10 at 5:00 p.m. at Janet Clemmons Center. Nohelia Rojas-Miesse reported that all items on the agenda were reviewed and recommended for approval.
 - Review of January Invoice Report [\(Attachment\)](#).
 - Review of January Revenue and Expenditure Reports [\(Attachment\)](#).
3. **Personnel Committee:** Thursday, February 10 at 5:15 p.m. at Janet Clemmons Center. Elisha Hill reported that all items on the agenda were reviewed and recommended for approval.
 - Review of January Personnel actions [\(Attachment\)](#) and current staff vacancies [\(Attachment\)](#).
4. **Program Committee:** Thursday, February 10 @ 5:30 p.m. at Janet Clemmons Center. Jackie Phillips Carter reported that all items on the agenda were reviewed and recommended for approval.

- Review of Policy 6.19 Ethics Council Revision [\(Attachment\)](#)
- Review of Policy 6.21 Family Support Services Revision [\(Attachment\)](#)

VII. CONSENT AGENDA – MOTION

Laddie Henninger made a motion to approve the Consent Agenda. Nohelia Rojas-Miesse seconded the motion. The motion passed unanimously.

1. Board

- A. Minutes of January 13, 2022 meeting [\(Attachment\)](#).
- B. Ratification of current expenditures, as reviewed and approved by the Superintendent, pending review and endorsement by the Finance Committee. [\(Attachment\)](#).
- C. Authorization of employment of Board employees with family members employed by agencies the Board contracts with pending review and endorsement by the Ethics Council and pursuant to consultation with the Prosecuting Attorney that such employment is consistent with chapter 102 of Ohio Revised Code and sections 5126.0221, 2921.42 and 2921.43. [\(Attachment\)](#).
- D. Personnel Policy Revisions
 - Policy #2.18, Employee Compensation [\(Attachment\)](#)
 - Policy #2.51, Health, Safety, and Workers' Compensation [\(Attachment\)](#)
- E. Program Policy Revisions
 - Policy #6.19 Ethics Council [\(Attachment\)](#)

2. Operations

3. Contracts > \$25,000

- A. Amend Master Contract (#0720-03) with GO Concepts, Inc. effective 08/07/20 through 08/31/2022; increase of \$8,316.00 to include decommissioning the remaining on-site server. Total Contract is not to exceed \$340,000.

VIII. OLD BUSINESS

1. Consideration of motion to allow Providers to subcontract services without Board approval for calendar year 2022 local funded contracts.
2. Consideration of motion to modify language in future local funded contracts to allow Providers to subcontract without Board approval.

Note: All subcontracts are subject to the same terms and conditions within the local funded contract. Provider is responsible for making direct payment to all subcontractors for any and all services provided by such contractor.

Hailey spoke about if any concerns were to come up that we have language in the contract that allows us to audit them.

Jackie Phillips Carter made a motion to approve modifying the language in current and future contracts to allow Providers to subcontract without Board approval. Damon Knoche seconded the motion. The motion passed unanimously.

IX. NEW BUSINESS

1. Consideration of motion to abolish (2) part-time Developmental Specialist Positions from the 2022 Table of Organization.

Note: One part-time position is currently vacant and the least senior incumbent in a part-time position has indicated the desire for a full-time position.

2. Consideration of motion to add (1) full-time Developmental Specialist Position to the 2022 Table of Organization.

Note: Two part-time abolished positions combined to add one full-time position.

Elisha Hill made a motion to abolish two part-time Developmental Specialists and add one full-time Developmental Specialist to the 2022 Table of Organization. Damon Knoche seconded the motion. The motion passed unanimously.

3. Discussion on Respite Program for Multi-System Youth through Southwestern Ohio Council of Governments (SWOCOG) – Lisa/Jennifer [\(Attachment\)](#)

Consideration of motion to authorize the Superintendent to expend up to \$414,000 of reserve funds held at SWOCOG to participate in a five-county agreement to fund twelve months of the youth respite program.

Lisa spoke about this program and that there will be two 4 bedrooms properties (one in Warren County and one in Hamilton County). While the youth is in respite care, the families will get education and training on how to best support them at home.

Damon Knoche made a motion to approve the Superintendent to expend up to \$414,000 of reserve funds held at SWOCOG. Nohelia Rojas-Miesse seconded the motion. The motion passed unanimously.

4. Discussion on partnership with Nuxhall Foundation on The Hope Center project – Sherry/Hailey ([Attachment](#))

Sherry Dillon spoke about this program: They are raising money to build a Rec. Center that would have workout equipment, conference rooms, a gym and etc. They would be able to have indoor sports in this facility. It would take about 6.5 million dollars to build. We have a fund called the Schul Fund which was set up so, we were able to use the interest not principal to help as many individuals as possible. We are asking to use the interest in the Schul Fund of \$50,000.00 to donate to the The Hope Center Project. We would like to put it on the agenda for Board approval next month.

X. BOARD POLICY DISCUSSION

1. Board Governing Policy #4.4 – Monitoring Superintendent Performance ([Attachment](#))

XI. ASSURANCE OF SUCCESSFUL SUPERINTENDENT PERFORMANCE

1. Monitoring Report: Focus of Grants or Contracts ([Attachment](#))
This report is provided by Allison Stapleton and it shows we are in compliance.
2. New Operational Worries/Updates
The house bill for virtual meetings has been approved. At this time, we are awaiting signature from the Governor. This should be in effect for the March Board meeting.

XII. ANNOUNCEMENTS

Samantha Ledford has joined the agency as Lisa's Administrative Assistant. She started on January 19.

XIII: ITEMS FOR NEXT AGENDA

XIV: ADJOURNMENT

Elisha Hill motioned to adjourn the meeting at 7:15 p.m.; seconded by Nohelia Rojas-Miesse; motion passed unanimously.

Calendar of Upcoming Events.

Date for next regular meeting: Thursday, March 10, 2022 at 6:00 p.m. at Janet Clemmons Center, 282 N. Fair Avenue, Hamilton.

Scheduled dates for January Committee Meetings:

Finance Committee meeting: Thursday, March 10 at 5:00 p.m. at JCC.
Personnel Committee meeting: Thursday, March 10 at 5:15 p.m. at JCC.
Program Committee meeting: Thursday, March 10 at 5:30 p.m. at JCC.


Dale French, Board President


Elisha Hill, Recording Secretary

REFERENCE:

Board Training Schedule for 2022

**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	✓ New Board Initiatives in 2022
February Board Meeting	✓ Community Recognition Event – Patricia Dawson
March Board Meeting	World Karate Championship – Jamie Druham
May Board Meeting	Succession Planning Update – Dwight Finch
June Board Meeting	Ohio ISP – Jen Rice
August Board Meeting	Year End Cash Flow Projections – Hailey Quinn
September Board Meeting	Inspiration Studios – Stephen Smith
October Board Meeting	Diversity Equity Inclusion Committee
November Board Meeting	
December Board Meeting	