

**FAYETTE COUNTY BOARD OF DD  
DECEMBER 11, 2013  
BOARD MEETING MINUTES**

**Present:** Suzi McCracken, Mitchell Kirby, Larry Mayer, Caryl Bookman, Cody Kirkpatrick and Jim Miteff, Janelle Mead, arrived at 5:47. Others present; Fred Williams, Dawn Stallard, Lori Moore, Mark Schwartz, Renee Guess and Debbie Yoho,

**Meeting was called to order** by President Mitchell Kirby at 5:35 pm and roll call was taken.

**A revised agenda** was distributed and added under old business (E) Highland County Incident.

**The minutes of the** November 13, 2013 meeting were approved as read in a motion by Larry Mayer. Caryl Bookman seconded the motion. Roll call was given 5 ayes and 1 abstained.

**There were no** transfers of funds.

**There were** no additions to the vendors list.

**Approval to pay the** monthly expenditures was made by Cody Kirkpatrick and seconded by Jim Miteff. Roll call was given all ayes.

**Administrative report:** Mark Schwartz reviewed the Annual plan with the Board. Mark advised most of goals have been reached and the rest should be completed by year end. Time Warner Cable has completed the changing of telephone lines at both buildings from ATT according to the contract.

**Announcements were made by Mark Schwartz:**

- FAYETTE PROGRESSIVE PRESCHOOL CLOSED DECEMBER 23 THROUGH JANUARY 5.
- FPI CLOSED DECEMBER 19<sup>TH</sup> THROUGH JANUARY 1, 2014.
- FCBDD CLOSING AT NOON ON DECEMBER 24<sup>TH</sup> CHRISTMAS EVE.
- FCBDD CLOSED DECEMBER 25<sup>TH</sup> CHRISTMAS DAY
- FCBDD CLOSED JANUARY 1<sup>ST</sup> NEW YEARS DAY
- SIMPLY HOME DONATED \$314.00 TO SPECIAL OLYMPICS FOR 2014 NATIONAL GAMES

**OLD BUSINESS**

**Fred Williams gave an** update on the Superintendent Search plans. Fayette Board and Highland County Board met with Consultant, Randy Beach. He will create the job description upon approval from each Board. The job description will be completed in January for Board approval for advertising. Future meetings and locations will be coordinated by Sherry Burns, HCBDD HR Coordinator. Caryl Bookman made a motion

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to go forth with the approval for Randy Beach to create the Superintendent Job Description. Cody Kirkpatrick seconded the motion. Roll call was taken with all ayes.

**Mark Schwartz gave an update** on the safety plan. Both buildings ran a threatening persons drill this month with our current procedures. Sandy Kelley provided the Health & Safety committee with information on this drill and they will begin the process of updating the current procedure for review. Brian Hottinger, Chief of Police for Washington CH and Vernon Stanforth, Fayette County Sheriff have been asked to attend a drill and provide a staff member to pose as a threatening person for the drill. The Board requests to be notified of the training date with the Sheriff, Police and Fire Departments when a drill is scheduled.

**Fred Williams updated** the Board on his meeting with the Fayette County Commissioners regarding the Energy Efficiency application to include other County buildings instead of just The Fayette County of DD buildings. The Commissioners felt we should go on our own. Fred will sign a contract with Johnson Control to do this.

**Renee Guess updated the Board** regarding plans to provide written educational materials to the local law enforcement officers regarding various types of developmental disabilities and who they should contact.

**Fred Williams updated** the Board regarding an incident at Highland County that was investigated and was found unsubstantiated.

**NEW BUSINESS:**

**Dawn Stallard presented** "Focus on Service" to the Board. Her presentation was regarding changes for the ODE expansion of services to 37,000 preschoolers. The new teaching method is called "Building Blocks Steps 1-3". She will be ordering the 2 sets of the screening tools to be shared by the teachers. Teachers will be doing online assessments next year using to Step Up to Quality Administrative & Leadership Practices. Instructor Assistant must have an Associates degree or an equivalent through CEU's or other means. The Teacher's degrees are ok.

**Dawn Stallard discussed** Preschool funding with the Board. She gave a handout regarding the ODE funding that will be received based on disabilities and needs of each preschooler individually.

**Dawn Stallard presented** the 2014 Early Intervention calendar for approval. Cody Kirkpatrick made a motion the calendar be approved as presented. Caryl Bookman seconded the motion. Roll call was given all ayes.

**Mark Schwartz presented** the Fayette Progressive Industries calendar for 2014. Larry Mayer made a motion to accept the calendar as presented. Cody Kirkpatrick seconded the motion. Roll call was given all ayes.

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**Fred Williams presented** the Fayette County Board of DD meeting calendar for 2014. A motion by Janelle Mead was made to accept the calendar as presented. Cody Kirkpatrick seconded the motion. Roll call was given all ayes.

**Janelle asked to be excused** from the meeting at 6:45pm.

**Lori Moore presented the final 2014 budget** for approval. She did explain to the Board areas could be affected by the adding of "Employment First/Bridges" and increase in waiver match due to individuals being admitted to Nursing Homes. Cody Kirkpatrick made a motion to accept the budget as presented. Larry Mayer seconded the motion. Roll call was given all ayes.

**Fred Williams gave an update** on the Winter OACB Conference.

**Fred Williams presented a** letter from SATH regarding membership for 2014. Suzi McCracken made a motion to purchase a \$100.00 membership . Caryl Bookman seconded the motion. Roll call was given all ayes.

At 6:50pm Suzi McCracken made a motion to go into Executive Session for personnel reasons. Caryl Bookman seconded the motion.

At 7:40 pm the Board returned from executive session with no decision being made.

**OTHER DISCUSSION: None**

With no other business to come before the Board, President Mitchell Kirby adjourned the meeting at 7:50 pm.

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President

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Secretary