

**FAYETTE COUNTY BOARD OF DD  
JANUARY 16, 2013  
BOARD MEETING MINUTES**

**Present:** Caryl Bookman, Cody Kirkpatrick, Larry Mayer, Suzi McCracken, Janelle Mead arrived 6:08pm Jim Miteff, and Mitchell Kirby. Also present: Fred Williams, Lori Moore, Mark Schwartz, Teresa Borden, Renee Guess, Sandy Simmons, Debbie Yoho and guest Fayette County Commissioners' Tony Anderson, Dan Dean and Honorable Judge David Bender.

Ethics Council Meeting: None needed.

**Meeting was called to order** by President Mitchell Kirby at 5:33 and roll call was taken.

New Board member Suzi McCracken was sworn in by Fayette County Commissioner (FCC) President Tony Anderson. Suzie's first term begins January 2013 and ends December 31, 2016. Janelle Mead was sworn in by FCC President Anderson for a second term beginning January 2013 and ending December 31, 2016.

Presentation of the "2013 Martha Wagner Award" to Fayette County Honorable Judge David Bender was given by Board Member Caryl Wagner.

**A revised Board agenda** was distributed to all members and guests.

**The minutes of the** December 12, 2012 meeting were approved as read with a motion from Caryl Bookman and seconded by Cody Kirkpatrick.

**There were no additions** to the vendor list. Business Director, Lori Moore submitted the vendors list for 2013 for approval. A motion to approve the vendors list as presented was made by Larry Mayer. It was seconded by Cody Kirkpatrick.

**Lori Moore advised there** were no transfers or advances.

**Approval to pay the** monthly expenditures and addition of bill from Matt Wilt snow removable invoice was made by Cody Kirkpatrick and seconded by Jim Miteff. Roll call was given all ayes.

**The Administrative reports/projects** were updated.

**OLD BUSINESS:**

Shared Service update was given by Fred Williams. Things are going well. The Board hired a new fiscal person to assist Lori as the previous person was promoted to SSA. Fred will be interviewing applicants for Transportation Manager Position. Highland was under budget for 2012. Renee has hired 4 new SSA's due to retirements and increased caseloads.

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Teresa Borden gave an update on the ODE "On Site Review" at the preschool. There were two citations given. A corrective procedure has been put in place to eliminate this in the future.

**NEW BUSINESS:**

**Declaration of Board members** was completed and will be filed with OACBDD for 2013.

**The Board elected the** following members to preside over the meetings for 2013; President-Mitchell Kirby nomination was made by Larry Mayer and seconded by Caryl Bookman. Roll call given all ayes, Vice President-Larry Mayer nomination was made by Caryl Bookman and seconded by Jim Miteff. Roll call was given all ayes. Secretary-Janelle Mead nomination made by Cody Kirkpatrick and seconded by Caryl Bookman. Roll call was given all ayes.

**The Board Committees areas follows:** Finance Committee- Cody Kirkpatrick, Chairperson, Layer Mayer and Jim Miteff, Program Committee –Janelle Mead, Chairperson, Mitchell Kirby and Jim Miteff, Personnel Committee-Caryl Bookman, Chairperson, Mitchell Kirby and Suzie McCracken, Operations Committee-Larry Mayer, Chairperson, Cody Kirkpatrick and Jim Miteff, Ethics Committee-Janelle Mead, Chairperson, Caryl Bookman and Suzie McCracken.

**Focus on Service** was presented by Mark Schwartz. Mark presented a story on an adult person that worked hard in a contract position with Lowes Distribution through Fayette Progressive Industries and was recently hired full time by Lowes.

**The 2013 Federal guideline for employee mileage reimbursement** was presented by Lori Moore for Board consideration. Cody Kirkpatrick made a motion to continue with the current amount of .551/2 cents per mile. It was seconded by Larry Mayer. Roll call was given all ayes.

**Lori Moore presented the** year end report. Current cash balance 2012- \$2,735,629.49, Expense under budget- \$341,026.45 and revenue received over budget was \$4,451.95.

**A motion was made** by Janelle Mead to go to Executive session to discuss a personnel issue. It was seconded by Larry Mayer. Roll call was given all ayes. Board went into executive session at 6:23 pm.

**The Board returned** to regular meeting at 6:41pm.

**Janelle Mead made a motion** to give Superintendent a merit raise equal to the highest amount that staff received. It was seconded by Caryl Bookman. Roll call was given all ayes. That merit amount will be \$1052.60 for 2012

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**OTHER DISCUSSION:** President Mitchell Kirby thanked all for a very successful year. He also thanked the staff for all they have done with the shared services arrangement between Fayette County and Highland County Boards of DD.

Board member Cody Kirkpatrick shared with the Board, a review of the Operations Committee meeting regarding School safety with intruders. They are looking at upgrading the current cameras in the building. A discussion by the Board regarding the best way to continue with this project is to add to the February Board agenda for a more comprehensive discussion. It is recommended that a professional review of each building be completed by the February meeting. The Superintendent has the authority move forward on the comprehensive review and should keep the Board aware if cost is close to \$10,000. They realize we have a camera problem.

With no other business to come before the Board; the meeting was adjourned by President Mitchell Kirby at 6:55 pm.

  
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Mitchell Kirby, President

  
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Janelle Mead, Secretary