

**FAYETTE COUNTY BOARD OF DD
NOVEMBER 13, 2013
BOARD MEETING MINUTES**

Present: Suzi McCracken, Mitchell Kirby, Larry Mayer, Caryl Bookman and Janelle Mead, arrived at 6:44. Cody Kirkpatrick and Jim Miteff were absent. Others present; Fred Williams, Dawn Stallard, Lori Moore, Sandy Kelley, Mark Schwartz, Debbie Yoho, Suellen Radabaugh, Claudia Coe and Sharon Gibbs from Rock-a- Bye and Crystal Sims, CCS Intern.

Meeting was called to order by President Mitchell Kirby at 5:38 pm and roll call was taken.

A revised agenda was distributed. Added (F) "Letter to Police Chief" under new business.

The minutes of the October 13, 2013 meeting were approved as read in a motion by Caryl Bookman. Larry Mayer seconded the motion. Roll call was given all ayes.

The minutes of the September 26th Special Board meeting were approved as read in a motion by Larry Mayer and seconded by Jim Miteff. Roll call was given 6 ayes and Janelle Mead abstained.

Lori Moore, Business Director advised the Board that \$25,000 from the Transfer fund was moved to Contract Services. This was due to Bridges to Transition Program cost.

There were no additions to the vendors list.

Approval to pay the monthly expenditures was made by Larry Mayer and seconded by Caryl Bookman. Roll call was given all ayes.

Administrative report: Mark Schwartz reviewed the Annual plan with the Board. Mark explained the new format and advised that all goals should be met within the next few weeks.

Announcements were made by Mark Schwartz:

- THANKSGIVING HOLIDAY BREAK - NOV. 28TH & 29TH
- FPI THANKSGIVING DINNER NOVEMBER 20TH @ 11:30AM
- FPI CHRISTMAS PARTY DECEMBER 6TH -6:30 TO 9PM
- SIMPLY HOME FUNDRAISER EVERY SATURDAY IN NOVEMBER 10% OF SALES IS DONATED.
- OACB WINTER CONFERENCE-DEC 4TH, 5TH AND 6TH
- DAWN ANNOUNCED PRSCHOOL RECEIVED CERTIFICATION FROM ODE.

OLD BUSINESS

Sharon Gibbs presented to the Board, Rock-a-Bye Daycare goals for 2014. She asked the Board to consider lowering the \$1000 arrearage payment starting January 2014

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to \$500.00 and they will pay more when they can. They will continue to pay the monthly rent and will have the balance of the arrearage paid as promise by June 30, 2014. Suzi McCracken made a motion to amend the rent arrearage amount to \$500.00 with the balance paid in full by June. Suzi amended her motion to add "additional amount of money to the \$500.00 payment when they can". Caryl Bookman seconded the motion and amendment. Roll call was given all ayes.

Fred Williams gave an update on the Superintendent Search plans. Fayette Board will travel to Highland County Board for a meeting with Consultant, Randy Beach to discuss the process for the search, interviews and hiring of a new Shared Service Superintendent. Committee members are: Sam Snyder, Karen Adams and Cheryl Lyle from Highland and Mitchell Kirby, Suzi McCracken, Caryl Bookman from Fayette County. Future meeting locations will be coordinated by Sherry Burns.

Sandy Kelley gave an update on the safety plan. The Chief of Police and Fire Department did a walk through the Starting Gate. They were very pleased with the security measures that have been put in place. Lori Moore reported that the building insurance amount would not change with the upgrades. The next step is developing procedures and practice to be complete by January. Mitchell Kirby asked that updates be included in future meetings.

Fred Williams shared that Fayette County received a 96.4% accreditation rating and received a 4 year certificate. He is very pleased with the outcome. We can apply for the 5 year accreditation, Fred will keep the Board updated.

NEW BUSINESS:

Fred Williams announced the Fayette County Commissioners reappointed Larry Mayer and Cody Kirkpatrick to a second term on the Fayette County Board of DD.

Dawn Stallard presented an Early Intervention Resolution 2013.11.13 to the Board for approval. This resolution defines the scope of what services we offer. Larry Mayer made a motion to adopt Resolution 2013.11.13. The motion was second by Caryl Bookman. Roll call was given all ayes.

This is the second year for the staff merit pay. Fred Williams explained the Merit Pay policy. Employees are evaluated twice a year; May and November. Merit pay is based on the final results from the evaluations. A percentage range for sick time to encourage staff to come to work was added. There was \$40,000 in the budget for merit pay. Larry Mayer made a motion to accept the Merit Pay policy. Suzi McCracken seconded the motion. Roll call was given all ayes.

Mark Schwartz presented an overview of the Annual Assessment results. This assessment provides things to think about for a 3 to 5 year plan.

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Fred Williams gave an overview on the meeting with Johnson Control. They met with Sandy Kelley, Lori Moore, Mark Schwartz and Fred Williams to give a proposal on “an energy savings get smart about heating and cooling system” for both buildings. Key elements of this approval would go through the Fayette County Commissioners. We could check references with other County Boards that has done this. Talk with Jay Meyers to see if grant monies can be re-appropriated for this project versus FPI bathrooms as planned. Johnson Control would prepare a business cost for us. Fred would like the Boards approval to meet with the County Commissioners to discuss this project. The Board has agreed to move forward with this project.

Fred Williams shared with the Board a situation about a school bus incident that took place on an afternoon route which involved a Washington Court House City Police Officer. Fred explained to the Board how frustrated he was and that he sent a letter to the Police Chief asking for a meeting. After the meeting with the Chief of Police a decision has been made, that our staff will make every effort to educate our Police & Sherriff departments on developmental disabilities. The Board has asked they be given updates.

At 7:26pm Janelle Mead made a motion to go into Executive Session for personnel reasons. Larry Mayer seconded the motion.

At 8:08 the Board returned from executive session with no decision being made.

Janelle Mead made a motion to offer Renee Guess a five (5) year contract with a 4% increase in wages. Caryl Bookman seconded the motion. Roll call was given all ayes.

OTHER DISCUSSION:

With no other business to come before the Board, President Mitchell Kirby adjourned the meeting at 8:10 pm.