

FAYETTE COUNTY BOARD OF DD
DECEMBER 9, 2015
5:30 PM BOARD MEETING
LOCATION: Fayette County Board of DD

The Fayette County Board of Developmental Disabilities met in regular session at 5:30 pm Wednesday, December 9, 2015 at Fayette County Board of Developmental Disabilities. Board Members present: Suzi McCracken, Larry Mayer, Mark Heiny, Mitchell Kirby, and Janelle Mead (5:45 pm). Absent: Caryl Bookman and Cody Kirkpatrick

Others present were Debra Buccilla, Superintendent, Sherry Burns, Ex. Administrative Assistant, Lori Moore, Business Director, Liz Brennfleck, HR Director, Mark Schwartz, Adult Director, Suzie Janasov, EI Coordinator, Jan Cobb, Nurse, and Renee Guess, SSA Director

ROLL CALL: Suzi McCracken, present; Larry Mayer, present; Mark Heiny, present; Mitchell Kirby, present; Janelle Mead, present.

ADDITIONS TO AGENDA: None

The minutes of the November 4, 2015 Regular Board Meeting were reviewed and approved in a motion by Mark Heiny, seconded by Larry Meyer Roll Call. All yea, motion carried

New Vendors: Allen County Family and Children First Council

Mark Heiny made a motion to approve the new vendor, seconded by Larry Mayer. Roll Call. All yea, motion carried

Transfers: An appropriation modification of \$57,000 from our Health Insurance Line item, Fund #1006-2032-0135 to the following line items:

#1006-2032-0070 – STRS - \$1,000.00
#1006-2032-0050 – PERS - \$500.00
#1006-2032-0055 – Med Tax - \$500.00
#1006-2032-0002 – Salaries - \$35,000.00
#1006-2032-0031 – Contingency - \$20,000.00

Suzi McCracken made a motion to approve the Transfers/Advances as presented, seconded by Mark Heiny. Roll Call. All yea, motion carried

Monthly expenditures for December were reviewed and approved in a motion by Larry Mayer, seconded Mark Heiny. Roll Call. All yea, motion carried.

Superintendent Updates:

Since our last meeting the following meetings have been attended:

- Served as a mentor for Adams County Executive Development candidate. This has brought a total of 4 thru the doors of one or the other county (Champaign, Clinton, Adams, Shelby)
- Attended a Privatization Training hosted by Blugrund and Postalakis group

- Attended the Leadership Fayette graduation ceremony to watch Lori get her certificate.
- Participated in the Thanksgiving luncheon hosted by FPI
- Visited the Pre School/Day Care Program in Shelby County
- Attended the OACB Conference from December 1 – December 4.

OLD BUSINESS:

Sandy Kelley, Operations Manager informed the board of project updates.

Computer Project:

Phone system –all phones have been installed and set up

Email server – scheduled to be completed over the Christmas break

Bathroom Project:

Marquee – completed before November 30th

Painting – in house (maintenance) completed

Summit flooring – epoxy flooring is scheduled for December 15th, 16th and 17th. (low to no odor)

EI Remodel Project:

Mark Heiny – submitted a plan for remodel of Early Intervention. Everything is in the plan that was requested and he is moving on to the next step in process.

Debra Buccilla, Superintendent gave an update on the on the FCBDD board vacancy. David Sanders has been appointed by the commissioners and will fill this position starting January 1, 2016. Deb has contacted David to welcome him and explain the Board meeting schedule and the training schedule for him.

Mark Schwartz, Adult Service Director, presented the updates on the 2015 Operating Plan.

- Operating plan has been updated to include activities from August to December
- Activities before August were presented at the August meeting
- Plan is almost complete; We are determining if the remaining activities are financial feasible and/or need to be carried over into the 2016 plan

Debra Buccilla, Superintendent , informed the board of the FPI separation updates. This topic will be included on each monthly agenda.

- Reviewed the map of the State of Ohio as to where each county is in the process of separation
- Schedule the first Ad Hoc meeting in January (Members: Janelle Mead, Caryl Bookman, David Sanders)

NEW BUSINESS:

Liz Brennfleck, Human Resource Director informed the FCBDD that there were no personnel changes or new hires for the month.

Renee Guess, SSA Director informed the FCBDD of the Administrative Resolution of Complaints Policy.

- This policy has been updated to reflect required processes that the county board must follow to ensure people and families who we serve understand their rights to make a complaint of county board services and their appeal rights for proposed adverse actions made by the board for services.
- The policy identifies the requirements on how and when we are to notify and
- The informal and formal process along with timelines.

Larry Mayer made a motion to accept the Administrative Resolution of Complaints Policy as presented, seconded by Janelle Mead. Roll Call. All yea. Motion carried

Debra Buccilla, Superintendent, presented the 2016 Fayette Board Meeting Calendar for review. Note the two meetings in June (regular board meeting and training) and NO meeting in July.

Janelle Mead made a motion to accept the 2016 Fayette Board Meeting Calendar, seconded by Suzi McCracken. Roll Call. All yea. Motion carried.

Debra Buccilla, Superintendent, asked for annual review and renewal of the Shared Service Agreements with Highland for Superintendent, Business Director, Human Resource Director, Early Childhood Director, Executive Administrative Assistant, and Occupational Therapist for the calendar year of 2016. There continues to be five and they are at a 50/50 split,

Mark Heiny made a motion to approve the 2016 Shared Service Agreements as presented, seconded by Janelle Mead. Roll Call. All yea. Motion carried.

Mitchel Kirby, FCBDD President adjourned the Fayette County Board of DD Board Meeting at 6:15 pm.

Prepared by: Sherry Burns, Ex. Administrative Assistant

Mitchell Kirby, President

Janelle Mead, Secretary