

**FAYETTE COUNTY BOARD OF DD**  
**November 12, 2014**  
**BOARD MEETING MINUTES**

**Present:** Caryl Bookman, Cody Kirkpatrick, Jim Miteff and Mitchell Kirby and Larry Mayer. Suzi McCracken and Janelle Mead were excused. Also present: Debra Buccilla, Sandy Kelley, Lori Moore, Renee Guess, Mark Schwartz, Cheryl Binegar and Debbie Yoho.

Ethics Council Meeting: None needed.

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

**Revision to the Board agenda;** None

**The minutes of the** October 8, 2014, meeting was approved as read with a motion from Cody Kirkpatrick and a second by Caryl Bookman. Roll call was given all ayes.

**There were two additions to the Vendor list:** Four Paw K-9 Inspection and Leesburg Lumber. Larry Mayer made a motion to add the vendors to the 2014 Vendor list. Jim Miteff seconded the motion. Roll call was given all ayes.

**Lori Moore asked the** Board to make an appropriation modification of \$6,800 from the PERS line item, Fund #1006-2032-0050 to the STRS line item, Fund #1006-2032-0070. Also, asked the Board to make an appropriation modification of \$20,000 from the Transer line item, Fund 1006-2032-0029 to line item, Fund #1006-3032-0008 Contract Services. Caryl Bookman made a motion to approve the transfers. The motion was seconded by Cody Kirkpatrick. Roll call was given all ayes.

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

**Administration Reports:** Superintendent Debra Buccilla introduced Sherry Burns Administrative Assistant/HR Coordinator from Highland County Board of DD. Sherry has accepted the Administrative Assistant, Shared Service contract between Fayette and Highland Counties. The Human Resources Shared Service position has not been filled at this time. Debra has represented Fayette County DD at several social events; My Sister's House, Life Pregnancy Center dinner, the Autism on the Courthouse lawn and FPI Halloween Dance. She met with Probate Judge David Bender and discussed the open 2015 Board member seat. Shared with the Board the various communication methods that is being done by various staff and committees with the public. Mark Schwartz updated the Board on the 2014 Operating Plan. The plan has 78 activities and at this time is 60% completed. The final version will be presented in January.

**Focus on Service** was presented by Cheryl Binegar. Cheryl and Tony Clay are attending the Good Life Academy. They will graduate on December 10<sup>th</sup> as a Good Life Facilitator. Teaching staff about the New Mental Model, Respect Band and Success Focus, this will improve quality of life and opportunities for people with developmental disabilities.

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**ANNOUNCEMENTS:**

- CLOSED TUESDAY, NOVEMBER 11<sup>TH</sup> VETERANS DAY OBSERVANCE.
- FPI THANKSGIVING DINNER FOR FOLKS WE SERVE ON NOVEMBER 20<sup>TH</sup>.
- FAYETTE PROGRESSIVE PRESCHOOL CLOSED NOVEMBER 26 THRU 28<sup>TH</sup>.
- FAYETTE PROGRESSIVE INDUSTRIES CLOSED FOR THANKSGIVING HOLIDAY NOVEMBER 26<sup>TH</sup> (IT IS A STAFF WORK DAY), 27<sup>TH</sup> & 28<sup>TH</sup>.
- GOOD LIFE FACILITATOR GRADUATION, DECEMBER 10, 2014, 10:00 AM – 2:00 PM. CHERYL BINEGAR AND TONY CLAY ARE GRADUATING.
- PRESCHOOL PTO MARKET DAY ORDERS FOR NOVEMBER DUE NOVEMBER 26<sup>TH</sup>.

**OLD BUSINESS:**

**Debra Buccilla presented** the Shared Service agreement for Mitchell Kirby, President to sign. Contracts for the Business Director, EI Coordinator and Preschool Coordinator are completed.

**Sandy Kelley updated the Board** on the door project in the hallway at the Preschool. This project will start on November 27, 2014. The door access will be controlled with keycode access used on both sides.

**NEW BUSINESS:**

**Debra Buccilla explained** the purpose and need for the County Board Member as an Advocacy chairman at the OACB Meetings. Caryl Bookman volunteered to be Fayette Counties' Advocate, Debra Buccilla will work with her on this.

**Mark Schwartz presented the** 2015 Fayette Progressive Industries Calendar for approval from the Board. Cody Kirkpatrick made a motion to approve the acceptance of the 2015 Calendar. Carol Bookman seconded the motion. Roll call was given all ayes.

With no other business to come before the Board; the meeting was adjourned by President Mitchell Kirby at 6:10 pm.

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Mitchell Kirby, President

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Janelle Mead, Secretary