

FAYETTE COUNTY BOARD OF DD
October 8, 2014
BOARD MEETING MINUTES

Present: Caryl Bookman, Cody Kirkpatrick, Suzi McCracken, Jim Miteff and Mitchell Kirby. Janelle Mead and Larry Mayer were excused. Also present: Debra Buccilla, Sandy Kelley, Lori Moore, Renee Guess, Mark Schwartz, Aaron Morrison 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 Jim Miteff. Roll call was given 4 ayes and Mitchell Kirby abstained.

There was three additions to the Vendor list: Global Med, Gordon Plumbing, and Electro Medical Equipment. Cody Kirkpatrick made a motion to add the vendors to the 2014 vendor list. Jim Miteff seconded the motion. Roll call was given all ayes.

There were no transfers or advances.

Approval to pay all monthly expenditures was made by Jim Miteff and seconded by Caryl Bookman. Roll call was given all ayes.

Administration Reports: Superintendent Debra Buccilla shared with the Board that she would be attending 2 fundraisers in October. Mark Schwartz will be speaking at the Autism Awareness on the Fayette County Court House lawn October 15th. She has been working on the 2015 budget.

Mark Schwartz presented the 2013 Annual Report and the 2014 Annual Assessment. The 2014 Annual Report will be presented in the first Quarter of 2015.

ANNOUNCEMENTS:

- **CONCESSION STAND HELP AT WCH FOOTBALL GAME – OCT. 24 ARRIVE AT 7. FREE ADMISSION PLUS HOTDOG AND DRINK.**
- **FPI HALLOWEEN PARTY OCTOBER 23RD @ 6:30PM AT FAYETTE PROGRESSIVE INDUSTRIES. ADMISSION IS \$2.00.**
- **OCTOBER 21ST PROVIDER FAIR, 4:30 – 6:30PM AT FPI. THE PROVIDER FAIR SHOWCASES SERVICES FOR ADULTS AND CHILDREN WITH DEVELOPMENTAL DISABILITIES AND THEIR FAMILIES.**
- **MARKET DAY LIFESTYLE FUNDRAISER, OCTOBER 1-16' 2014 BY THE PTO. SEE BRENDA WHITMER OR CHECK OUT MARKETDAY WEBSITE.**
- **OHIO SIBS ADULT CONFERENCE NOVEMBER 7-8, 2014 AT THE AIRPORT MARRIOTT IN COLUMBUS.**

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OLD BUSINESS:

Mark Schwartz updated the Board on the Community Grant. Jay Myers has not received information from the Grant Committee as of today (Wednesday 10/8). The grant money will be used in 2015 if received.

Debra Buccilla presented the Sick Leave and Bereavement Policies to the Board for discussion. A spreadsheet was shared with the Board various information regarding the definition of "immediate family". Jim Miteff made a motion to adopt the definition from the Ohio Administrative Code (OAC) 123:1-47-01(A)(39). Cody Kirkpatrick seconded the motion. Roll call was given all ayes.

NEW BUSINESS: None

A motion was made by Caryl Bookman to go into executive session to discuss a personnel matter. This motion was seconded by Jim Miteff. Roll call was given all ayes. The Board went into Executive session at 5:57 pm.

The Board returned at 6:19 pm with no action being taken.

Debra Buccilla asked the Board to consider changing the contract for the Business Director from 2/3 Fayette and 1/3 Highland to 50/50 for both counties for 2015. Debra would like to replace the F/T Administrative Assistant/HR Coordinator position with the following: One Admin Assistant (to share 50/50 with HCBDD) and one Human Resource Manager (50/50 with HCBDD). She would like to forego the Education Service Director position and replace with the following: One Education Coordinator (share 20/20 with Highland) and one Early Intervention Coordinator (share 30/10 with Highland). She will present contracts after the October Highland County Board of DD meeting. 1st Quarter IT needs will be coming to the Board for shared service with Highland County Board of DD. Board asked for a time study to see if shared services are needed.

Cody Kirkpatrick made a motion to change the contract for the Business Director from 2/3 Fayette and 1/3 Highland to 50/50 for both counties for 2015. To fill the positions of an Administrative Assistant to Superintendent and Human Resource Manager based on a 50/50 shared service agreement with Highland County Board of DD. An Education Coordinator based on 50/50 and an Early Intervention Coordinator based on a 30/10 hours per week shared service agreement with Highland County Board of DD. Jim Miteff seconded the motion. Roll call was given all ayes.

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With no other business to come before the Board; the meeting was adjourned by President Mitchell Kirby at 6:25 pm.

Mitchell Kirby, President

Janelle Mead, Secretary