

FAYETTE COUNTY BOARD OF DD  
FEBRUARY 11, 2015  
5:30 BOARD MEETING  
LOCATION: FAYETTE PROGRESSIVE INDUSTRIES

The Fayette County Board of Developmental Disabilities met in regular session at 5:34 pm Wednesday, February 11, 2015 at Fayette Progressive Industries. Board Members present: Suzi McCracken, Janelle Mead, Caryl Bookman, Cody Kirkpatrick, Mark Heiny and Mitchell Kirby. Absent: Larry Mayer

Others present were Debra Buccilla, Superintendent, Sherry Burns, Ex. Administrative Assistant, Lori Moore, Business Director, Sandy Kelley, Transportation Director, Renee Guess, SSA Director, Liz Brennfleck, HR Director, and Erick Hiner, OACB

**ROLL CALL:** Suzi McCracken, present; Janelle Mead, present; Caryl Bookman, present ; Cody Kirkpatrick, present, Mark Heiny, present ; Mitchell Kirby, present.

**ADDITIONS TO AGENDA:** None

**Reports:**

**The minutes of the January 14, 2015** meeting were reviewed and approved in a motion by Cody Kirkpatrick, seconded by Suzi McCracken Roll Call. All yea, motion carried

**New Vendors:** None

**Transfers:** None

**Monthly expenditures for February** were reviewed and approved in a motion by Cody Kirkpatrick, seconded by Janelle Mead. Roll Call. All yea, motion carried.

**Superintendent Updates:**

- There has been no closure as of today with the change of management of the daycare center at Starting Gate. Community Action Commission (CAC) Head Start continues to wait for their approvals. (\*\*Suggested by the FCBDD to discuss the use of the space now occupied by Head Start for possible Early Intervention or Pre School. Current contract ends December 2015. FCBDD will revisit this in June)
- Fayette County Commissioners named Deb Buccilla as the 504 Coordinator and ADA Coordinator of Fayette County
- Attended staff meeting for the Adult Services last week to begin talking about Fayette Progressive Industries (FPI) and eventual independence.
- Presentation update on the DODD activities related to compliance with Medicaid Waiver Requirements. Notes of Presentation are attached.

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### OLD BUSINESS:

**Debra Buccilla, Superintendent** gave an update on the 2015 Strategic/Operations Plan. The Committee will be meeting to develop the 2015 Strategic Plan which will be in place by April/May. The FCBDD will review the plan in the March Board Meeting.

**Debra Buccilla, Superintendent** informed the FCBDD that the 2015 Budget will be a continual item on the agenda to keep the board informed of the impact of the Health Insurance, Employee benefits such as cost of living and merit increases and the FPI separation. The Finance Committee will start meeting in March and reports will be given to the board for review.

**Debra Buccilla, Superintendent** asked the board for clarification on the approval of Chapter 5 of the Policy Manual that was written by Steve Postalakis. The FCBDD asked for Chapter 5 and Index be sent to them for review.

### NEW BUSINESS:

**Debra Buccilla, Superintendent** explained the Pre School Calendar and the dates that were submitted for makeup days (March 27, April 17, May 22, and June 3) for Calamity Days. A motion was made by Suzi McCracken, seconded by Janelle Mead to accept the dates that were submitted for makeup days. Roll Call. All yea, motion carried.

**Sandy Kelley, Transportation Director**, explained the problems with the boiler system at Starting Gate. It has been cleaned twice in January with a cost of \$1,000 each time. ACCURATE has recommended the system be replaced: Option #1- 82% Boiler – Cost \$15,175. Option #2- 96% Boiler –Cost \$19,975. Cost for new boiler will be taken from Capital Funds and if funds need to be moved by the end of the year, permission will be given by board to do so. A motion was made by Cody Kirkpatrick, seconded by Caryl Bookman to purchase a high efficiency boiler not to exceed \$25,000. Roll Call. All yea, motion carried.

**Liz Brennfleck, Human Resource Director**, explained the Social Media Policy. There was discussion and suggestions for a couple changes. A motion was made by Caryl Bookman, seconded by Mark Heiny to accept the Social Media Policy with the corrections that were suggested. Roll Call. All yea, motion carried.

**Debra Buccilla, Superintendent** gave an update on the Community Block Grant. The grant is for \$37,300 and construction must be completed by December 2015. Construction specs have been sent to four potential contractors for bids. If bids come in over \$50,000 the Fayette County Commissioners will have to handle the bid process. If the bids are under \$50,000 the Fayette County Board of DD can complete the bid process.

With no other business to be discussed, the meeting was adjourned by President Mitchell Kirby at 7:10 pm.

Prepared by: Sherry Burns, Ex. Administrative Assistant

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Mitchell Kirby, President

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Janelle Mead, Secretary