

**FAYETTE COUNTY BOARD OF DD  
AUGUST 14, 2013  
BOARD MEETING MINUTES**

**Annual Plan** was presented by Mark Schwartz and Lori Moore reviewed the Annual Assessment. A discussion by the Board regarding the low return of responses from the community this year has lead to a decision that we should send reminders to community.

Ethics Council Meeting: None needed.

**Present:** Jim Miteff, Suzi McCracken, Mitchell Kirby, Cody Kirkpatrick, Larry Mayer. Caryl Bookman arrived at 5:38, Janelle Mead was excused. Others present; Edie Stewart from Metropolitan Housing, Fred Williams, Renee Guess, Lori Moore, Sandy Kelley, Mark Schwartz and Debbie Yoho.

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

**There were no** revisions to the agenda. However, an announcement was added to the list.

**The minutes of the July 10, 2013 meeting** were approved as read in a motion by Larry Mayer. Caryl Bookman seconded the motion. Roll call was given all ayes.

**Lori Moore, Business Director advised** that \$300,000 was transferred to Residential Service. This transfer was approved at the July Board meeting.

**There were no** additions to the vendor list.

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

**Administrative report;** Mark Schwartz reviewed the 2013 Strategic Plan updates with the Board.

**Announcements were made** by Mark Schwartz.

- **Fayette Progressive Preschool first day of school is August 21<sup>st</sup>.**
- **Market Day Sales will resume in September. (Date to be announced)**
- **Fayette County Dragons softball games are going on; schedules available.**
- **October 9<sup>th</sup> 2 Hr Board Training before the meeting.**
- **Business after hours on October 16<sup>th</sup> at the Preschool.**
- **2014 Budget Symposium – August 21, 2013**
- **Acknowledged Edie Stewart from Metropolitan Housing**
- **Acknowledged Suzie Janasov Interim ECFC Director**

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**OLD BUSINESS**

**Sandy Kelley gave an update** on the safety plan. The new doors should arrive in 2 weeks for FPI. 4 door Clickers will be delivered in a few days. The Preschool building security is ready for first day of school.

**NEW BUSINESS:**

**The Personnel Committee** has recommended to go ahead with sending copies of new policies to the Board for review and to vote on next meeting. Fred spoke with the Board regarding the updating of all Board policies. Administration would like to work with CORSA on this project and the Board will review the policies throughout process.

**Mark Schwartz updated** the Board on the accreditation progress. Accreditation with ODDD is scheduled for September 25 & 26, 2013.

**The FPI Expansion Project** was discussed as to either build on a bathroom now or build added rooms & bathroom in 2014 due to cost. The 2014 Community Block Grant would be a good resource for funding if available. A motion was made by Cody Kirkpatrick to wait until 2014 for the FPI Expansion. It was seconded by Caryl Bookman. Roll call was given all ayes.

**Lori Moore presented** a report on the 2<sup>nd</sup> Quarter Budget. The expenses are under budget and the revenue is higher for 2013 than in 2012.

**Fayette County Workers** Compensation costs for 2012 came in less than expected with a large refund back to the county. The County Commissioners voted to award a stipend to the various departments to be distributed to qualifying 2012 employees. Larry Mayer made a motion to approve a Workers Comp Refund of \$500.00 to all full-time Fayette County Board of DD Employees as of 12/31/2012 working more than 30 hours per week; and who is a current employee and not receiving Worker's Compensation. To approve a Workers Comp Refund of \$250.00 to one part-time permanent Fayette County Board of DD employee as of 12/31/12 working 24 hours per week; and who is a current employee and not receiving Worker's Compensation. It was seconded by Jim Miteff. Roll call was given all ayes. The stipend will be added to the 8/23/2013 pay period.

At 6:32 pm a motion was made by Caryl Bookman to convene to an Executive session. Jim Miteff seconded the motion.


At 7:18 pm Board returned from Executive session. Caryl Bookman made a motion to hire a part time Administrative Fiscal Assistant and renew Sandy Kelley's' contract that ends on December 31, 2013 with a 3 % wage increase. This motion was seconded by Jim Miteff. Roll call was given all ayes.

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**OTHER DISCUSSION:** None

With no other business to come before the Board, President Mitchell Kirby adjourned the meeting at 7:20 pm.

  
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Mitchell Kirby, President

  
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Janelle Mead, Secretary