

**FAYETTE COUNTY BOARD OF DD**  
**FEBRUARY 14, 2017**  
**5:30 PM BOARD MEETING**  
**LOCATION: Fayette County Board of DD**

The Fayette County Board of Developmental Disabilities met in regular session at 5:45 pm on Wednesday, February 14, 2018 at Fayette County Board of Developmental Disabilities. Board Members present: Larry Mayer, Cody Kirkpatrick, Alice Craig, Janelle Mead (arrived 5:50 pm) and Mark Heiny. Absent: Caryl Bookman, David Sanders

Others present were Debra Buccilla, Superintendent, Sherry Burns, Ex. Admin. Assistant, Lori Moore, Business Director, Larry Gray, Operations Director, Suzie Janasov, Early Childhood Director, Elizabeth Brennfleck, HR Director, Renee Guess, SSA Director

**ROLL CALL:** Larry Mayer, present; Cody Kirkpatrick, present, Janelle Mead, present; Alice Craig, present, Mark Heiny, present

**ADDITIONS TO AGENDA:** None

**The minutes of the January 10, 2018 Organizational Board Meeting** were reviewed and approved in a motion by Alice Craig, seconded by Mark Heiny. Roll Call. Motion carried.

**ROLL CALL:**

Cody Kirkpatrick, yea, Larry Mayer, yea, Alice Craig, yea, Mark Heiny, yea.

**The minutes of the January 10, 2018 Regular Board Meeting** were reviewed and approved in a motion by Mark Heiny, seconded by Cody Kirkpatrick. Roll Call. Motion carried.

**ROLL CALL:**

Cody Kirkpatrick, yea, Larry Mayer, yea, Alice Craig, yea, Mark Heiny, yea.

**New Vendors: Especial Needs, NovoPrint USA, Tacony Corp, Viaquest**

Cody Kirkpatrick made a motion to approve the new vendors as presented, seconded by Mark Heiny.

**ROLL CALL:**

Cody Kirkpatrick, yea, Larry Mayer, yea, Alice Craig, yea, Mark Heiny, yea

**Transfers and Advances: None**

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

**ROLL CALL:**

Cody Kirkpatrick, yea, Larry Mayer, yea, Alice Craig, yea, Mark Heiny, yea.

**SUPERINTENDENT REPORT – DEBRA BUCCILLA**

- There is a front page article in the Record Herald highlighting the upcoming Special Olympic fundraisers. The dates for these are noted in the announcements.

- We hosted training at Southern State on **Trauma Informed Care** with over 100 participating. There was a waiting list to get in prompting us to host a second session in the near future.
- We had an issue with the water meter at the FPI building not calculating water usage for several years. There will be no back pay liability as the Water Department has assumed responsibility for the broken meter.
- Lori, Larry and I met with the Commissioners to review information regarding the 2018 budget and our operational priorities for the coming year.
- We are beginning our plans for the re-location of administrative offices. With the future potential service line expansion of FPI and the current space needs they have, Administrative offices will need to be re-located. When the building was initially built it was done for the purpose of serving individuals who attend or get direct services from FPI. We will begin presenting options for the Board to consider.
- Larry Mayer and I are participating on a small working committee to establish a 501C3 not for profit to benefit Fayette County Board of DD. There have been two meetings thus far and the committee will be pursuing the services of a local attorney to file the paperwork. There is further discussion needed regarding the scope and future purpose of the entity.

#### **OLD BUSINESS:**

##### **Year End Review 2017- Lori Moore, Business Manager**

We had budgeted to be \$373,630 in the red at the close of 2017, but ended the year at \$158,117 in the red.

##### **2017 Financial Correction – Lori Moore, Business Manager**

Audit's office has made the correction to the 2017 Financial reports.

#### **NEW BUSINESS:**

##### **Operation Initiatives – Larry Gray, Operations Director**

- Replacing lighting at the Starting Gate. The cost will be \$5,760 but will be saving \$419 per month on bill. Payback for the cost will be 1.1 years and life cycle savings over 10 years will be over \$50,000.
- House on Leslie Trace had extensive floor damage from water and we received funding from the state for \$7,630 to help with repairs.
- We will be looking at different options for the Administrative Office relocation. Lease, buy/renovate or build new.

##### **Updated Family Support Service Policy – Renee Guess, SSA Director**

Family Support Service Policy –The policy has been updated to align with the revised rule under OAC. The Family Support Program is for families who have a family member at home and need assistance which may include, adaptive equipment, special dietary supplies, respite and other approved needs. We receive around \$19,000 from DODD annually for this program.

Main Changes:

- We no longer need to base available funds on the family income
- The board can choose to use the funds for waiver match
- And the Board will develop their own procedures for implementation of the program

Cody Kirkpatrick made a motion to approve the Family Support Service Policy, seconded by Mark Heiny. All yes, motion carried.

**ROLL CALL:**

Cody Kirkpatrick, yea, Larry Mayer, yea, Alice Craig, yea, Mark Heiny, yea, Janelle Mead, yea

**2018 Strategic Plan Development – Debra Buccilla, Superintendent**

The FCBDD was asked if they would like to be a part of the Strategic Planning or if they wanted the Administrative Team to develop a draft and submit to the board for input and eventual approval.

Janelle Mead made a motion for the Superintendent and Staff to present the Strategic Plan to the board, seconded by Cody Kirkpatrick. All yea, motion carried.

**ROLL CALL:**

Cody Kirkpatrick, yea, Larry Mayer, yea, Alice Craig, yea, Mark Heiny, yea, Janelle Mead, yea

Larry Mayer FCBDD President adjourned the Fayette County Board of DD Board Meeting at 6:25 pm.

Prepared by: Sherry Burns, Ex. Administrative Assistant

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Larry Mayer, President

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Janelle Mead, Secretary

**February 2018**

**Family Support Services**

	<b># of Requests</b>	<b># Served</b>	<b>Monthly Cost</b>	<b>YTD # Served</b>	<b>YTD Cost</b>
<b>Respite Care</b>					
<b>Adaptive Equip.</b>					
<b>Home Modification</b>					
<b>Dietary</b>	<b>1</b>	<b>1</b>	<b>121.34</b>	<b>2</b>	<b>225.36</b>
<b>Other</b>	<b>9</b>	<b>9</b>	<b>1172.90</b>	<b>14</b>	<b>2588.03</b>
<b>Total</b>	<b>10</b>	<b>10</b>	<b>1294.24</b>	<b>16</b>	<b>2813.39</b>

*FSS assisted families with gasoline, diapers, Ensure, medical supplies, utilities, and a communication training registration for parents.*

*Submitted by: Robyn Runnels*