FAYETTE COUNTY BOARD OF DD

DECEMBER 11, 2019

5:30 PM BOARD MEETING

LOCATION: Starting Gate Preschool

The Fayette County Board of Developmental Disabilities met in regular session at 5:30 pm on Wednesday, December 11, 2019 at the Starting Gate Preschool. Members Present: Larry Mayer, Alice Craig, David Sanders, Mark Heiny, and Cody Kirkpatrick

Absent: Michell, Kirby and Janelle Mead

Others present were Debra Buccilla, Superintendent, Sherry Burns, Ex. Admin. Assistant, Lori Moore, Business Director, Larry Gray, Operations Director, Suzie Janasov, Early Childhood Services Director, Jan Cobb, Nurse, Elizabeth Brennfleck, Human Resources Director, Stacy Hazelton, Education, Renee Guess, SSA Director

**ROLL CALL**: Larry Mayer, present; Alice Craig, present; David Sanders, present, Mark Heiny, present, Cody Kirkpatrick, present.

**ADDITIONS TO AGENDA:** 2020 Board Calendar and 2016 Cost Settlement

**The minutes of the November 13, 2019** Regular Board Meeting were reviewed and approved in a motion by Cody Kirkpatrick, seconded by Mark Heiny. Roll Call. Motion carried.

**ROLL CALL:** Cody Kirkpatrick, yea, Alice Craig, yea. David Sanders, yea,

Mark Heiny, yea, Larry Mayer, yea.

**New Vendors: The Play Project, Buckeye Training Solutions, Advanced Communications, Inc.**

Mark Heiny made a motion to approve the new vendors, seconded by Cody Kirkpatrick. All yea. Motion carried.

**ROLL CALL:** Cody Kirkpatrick, yea, Alice Craig, yea. David Sanders, yea,

Mark Heiny, yea, Larry Mayer, yea.

**Transfers and Advances: NA**

**Monthly expenditures for December 2019** were reviewed and approved in a motion by Cody Kirkpatrick, seconded by Alice Craig. Roll Call. All yea, motion carried.

**ROLL CALL:** Cody Kirkpatrick, yea, Alice Craig, yea. David Sanders, yea,

Mark Heiny, yea, Larry Mayer, yea.

**SUPERINTENDENT REPORT:**

* Received confirmation that David Sanders has been re-appointed by the Commissioners to begin his 2nd term in 2020.
* A group of staff toured Keihin in Mt. Sterling for potential future employment opportunities. We were very pleased that the management of the company seemed eager to work with us to develop an employee pool.
* Lori and I met with the Commissioners to review the 2020 Budget submission. It was a very productive meeting and the Commissioners relayed their support for our program

**OLD BUSINESS:**

**Housing/Project Updates**

* We have received the bus from Clark County Board of DD (2011 Ford F-550 Paratransit Bus). The bus will be used to transport adults, transitioning youth and preschool.
* Our old bus was sold on [www.gov.org](http://www.gov.org) for $8,020
* We are currently getting bids to replace the cooling tower at Starting Gate after the first of the year.

**Monies for 363 Ely Street,.**

We have purchased the house at 363 Ely Street for $84,757. The FCBDD is the pass through for the money to Metropolitan Housing. We will need approval from the board.

Mark Heiny made a motion to approve the pass through of monies for $84,757 to Metropolitan House, seconded by David Sanders. All yea. Motion carried.

**ROLL CALL:** Cody Kirkpatrick, yea, Alice Craig, yea. David Sanders, yea,

Mark Heiny, yea, Larry Mayer, yea.

**Memorial for Caryl Bookman**

After talking with both Roger Bookman and Pat Parsons, we have tentatively slated May of 2020 for the dedication of the building. Will bring a “mock up” for Board approval in early 2020. We have several ideas.

**NEW BUSINESS:**

**Human Resources Update**

* Tim Stewart has resigned his position as Special Olympics Coordinator. We added IT duties to his position, and Tim has really thrived in the IT department. We have experienced an increased need for IT services and he is spending more and more time on IT as a result. It has become overwhelming for him to continue to do both the Special Olympics and IT. Tim will work primarily in Fayette 80% of his time and will work 20% of the time in Highland. Likewise, we have Brady Scott mostly in Highland and shared with Fayette to create IT back up at both agencies.
* We have a need for additional employment services in our county. Special Olympics by itself is not completely a full time position, we are adding job coaching duties to the position. We will be posting a FT position for Special Olympics & Job Coach.
* Erin Pemberton, is going to be our Preschool Supervisor. She has been a great resource for our staff and will be expanding her supervisory duties at the beginning of the year.
* We did not fill the second Administrative Assistant position at the school (Brenda Whitmer). Heather Buyer, Preschool Administrative Assistant has been doing a great job in the front office. Her work hours and job responsibilities will increase during the school year to provide the coverage needed. We will be posting a part time receptionist position that can cover the front office during summer and holiday breaks as Early Intervention services will need this coverage.

**Medical Insurance Update**

Our group qualified to join a Multiple Employer Welfare Arrangement (MEWA) with United Health Care for 2020. This resulted with us being able to offer a richer plan with less out of pocket expense for our employees at a 19% savings. This will equate to an approximate $52,000 savings for our 2020 budget.

**Overtime Rule Raises Salaries to $35,568**

The new federal overtime rule raised the salary threshold to $35,568 to be considered an exempt employee. Teachers are the exceptions. This potentially affected two staff (teachers) however with the 3% salary increase for 2020 it negated the issue anyway

**2020 Board Calendar-January and November**

There are two months which might be problematic. January 8th falls so early we would have few bills in to produce financials. November 11th falls on Veterans Day.

Cody Kirkpatrick made a motion to keep the January 8th date and to change November to November 18th, seconded by Alice Craig. All yea. Motion carried.

**ROLL CALL:** Cody Kirkpatrick, yea, Alice Craig, yea. David Sanders, yea,

Mark Heiny, yea, Larry Mayer, yea.

**2016 Cost Report Settlement**We were pleasantly surprised on Monday afternoon to learn that we will receive $230,456 in settlement money from 2016. We would like to deposit this money in our Medicaid Reserve Fund for future use for the DSP wage increase and/or excess residential costs.

David Sanders made a motion to deposit the $230,456 from the 2016 Cost Report Settlement in the Medicaid Reserve Fund, seconded Mark Heiny. All yea. Motion carried

**ROLL CALL:** Cody Kirkpatrick, yea, Alice Craig, yea. David Sanders, yea,

Mark Heiny, yea, Larry Mayer, yea.

Larry Mayer, President adjourned the Fayette County Board of DD Board Meeting at 6:12 pm.

Prepared by: Sherry Burns, Ex. Administrative Assistant

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Larry Mayer, President Alice Craig, Secretary