FAYETTE COUNTY BOARD OF DD

August 9, 2023

5:30 PM BOARD MEETING

LOCATION: Economics Building

The Fayette County Board of Developmental Disabilities met in regular session at 5:35 pm on Wednesday, August 9, 2023, in the Economics Building.

Board Members present: Mitchell Kirby, David Sanders, Mark Heiny, Benjamin Snodgrass, Constance Enochs Absent: Betty Hoppes, Nicholas Miller

Others present were Debra Buccilla, Superintendent, Sherry Burns, Ex. Administrative Assistant, Lori Moore, Business Director, Renee Guess, SSA Director, Elizabeth Brennfleck, HR Director, Bret Malone, Assistant Superintendent, Clint Wharton, Operations Manager.

**ROLL CALL: Mitchell Kirby, present; Constance Enochs, present; Benjamin Snodgrass, present; Nicholas Miller, absent; Mark Heiny, present; Betty Hoppes, absent, David Sanders, present**.

**ADDITIONS TO AGENDA:** None

**The minutes of the May 10, 2023** Regular Board Minutes were reviewed and approved in a motion by Mark Heiny, seconded by Mitchell Kirby. All yea. Motion Carried.

**Roll Call: Mitchell Kirby, yea; Mark Heiny, yea, David Sanders, yea, Ben Snodgrass, abstain; Constance Enochs, abstain**

**The minutes of the June 14, 2023** Regular Board Minutes were reviewed and approved in a motion by Mitchell Kirby, seconded by Ben Snodgrass. All yea. Motion Carried.

**Roll Call: Mitchell Kirby, yea; Mark Heiny, abstain, David Sanders, yea, Ben Snodgrass, yea; Constance Enochs, yea**

**New Vendors:** None

**Transfers and Advances: None**

**Monthly expenditures for June 2023** were reviewed and approved in a motion by Mitchell Kirby seconded, Nicholas Miller. Roll Call. All yea, motion carried.

**Roll Call: Mitchell Kirby, yea; Mark Heiny, yea, Ben Snodgrass, yea; Constance Enochs, yea; David Sanders, yea**

**Monthly expenditures for July 2023** were reviewed and approved in a motion by Mark Heiny, seconded, Constance Enochs. Roll Call. All yea, motion carried.

**Roll Call: Mitchell Kirby, yea; Mark Heiny, yea, Ben Snodgrass, yea; Constance Enochs, yea; David Sanders, yea**

**Monthly expenditures for August 2023** were reviewed and approved in a motion by Mitchell Kirby, seconded, Mark Heiny. Roll Call. All yea, motion carried.

**Roll Call: Mitchell Kirby, yea; Mark Heiny, yea, Ben Snodgrass, yea; Constance Enochs, yea; David Sanders, yea**

**OLD BUSINESS:**

**Preschool Update- Bret Malone**

We currently have 64 students enrolled. Screening days are scheduled for all students on 8/17 & 8/18. We currently have 10 IEP spots available, and the districts are aware.

We are fully staffed at the preschool for the 23-24 school year. Staff begin tomorrow 8/10. Students begin on Monday 8/21.

**Completed Project Updates- Bret Malone**

**The Caryl Center**

* Paving and striping at the Caryl Center is complete. The property looks very good. Clint, Bill, and Judy have done an excellent job both inside and out
* 20 ton rooftop unit was installed yesterday at the Caryl Center. The work was completed today and is working
* The replacement fire system was installed this summer at the Caryl Center. Final inspection was completed July 24th and is working properly. Some wiring issues were also corrected to ensure units shut down properly.
* Clint and Bill corrected some water flow issues with the downspouts on the west side of the building (administrative side) and added landscaping to assist
* The county engineer’s employees filled in some holes and sewed grass seed in the vacant lot beside the Caryl Center. They also helped unload and stored the 20 ton unit on one of their trailers when it arrived. We also park our county vehicles in their lot. We appreciate their work and assistance. They are always willing to do what they can to help us.
* The SSA conference area and copy room were rearranged to assist in ergonomics for our intern and to provide more space for staff

**Starting Gate**

* 10 of the 11 remaining units have been installed. 17 total HVAC Units will be replaced in 2023. 4 were replaced new in 2020 so all 21 units in the building are new since 2020. So, we anticipate by the end of this month we will be at the end of the HVAC capital improvements for the Starting Gate building.
* The parking lot sealing project is being completed today. They were still there drying the lot to stripe it when I left at 5:15
* New flooring was installed in operations, therapy, and 3 offices
* Painting in much of the building is completed. The floors were waxed as well.
* Clint and Bill took down some trees and bushes and ground the stumps
* Bill also worked on the gates for the fences around both playgrounds, so they are easier to open in case of an emergency
* Clint and Bill have done a lot of work at both locations. Both sites look very nice. We appreciate all their work and efforts in preparing

**Review/Questions-July Board Training- Renee Guess**

A review of Based Services Waivers. Highlighted timelines, average number of annual waiver enrollments, and current number of enrollments were provided to the Board.

**NEW BUSINESS:**

**Approval to sell bus 09-03 -Bret Malone**

Larry Fisher, sales rep for Complete Bus and Specialty Vehicles, contacted Clint regarding a used bus they were receiving. It is a 2021 Minotour with about 5,720 miles on it. He said we were scheduled to receive the new bus we ordered in spring of 2022 around Christmas this year. Clint and I went to look at the used bus and drove it. We had a few things we asked them to do if we did buy it. They agreed on those things. We plan to purchase this bus for $49,500. The new bus price is now at $79,625. So, we are saving $30,000.

We are asking for permission to list one of our big buses (09-03) on GovDeals for sale. We will still keep 09-04 for a spare bus.

A motion was made by Mark Heiny, seconded by Mitchell Kirby to approve the sale of Bus 09-03 on GovDeals. All yea. Motion carried

**Roll Call: Mitchell Kirby, yea; Mark Heiny, yea, Ben Snodgrass, yea; Constance Enochs, yea; David Sanders, yea**

**Personnel Updates- Liz Brennfleck**

We have 6 new Hires for 2023

* Custodian (Judy Thomas)
* 2 - Educational Aide (Leann Rohrer, Tiffany Allen
* Preschool Intervention Specialist (Emily Tubbs – rehire)
* Preschool Teacher (Angel Carpenter)
* Preschool Administrative Assistant (Amy Davis)

We are currently recruiting for an SSA position (we had a recent resignation). We anticipate a bus driver retiring at the end of calendar year 2023 but plan to fill it with an existing staff member.

**Social Networking Media Policy- Liz Brennfleck**

The modifications to this policy emphasizes posting authority is only for the Superintendent and designee.

Mark Heiny made a motion to approve the Social Networking Media Policy, seconded by Constance Enochs. Motion carried

**Roll Call: Mitchell Kirby, abstain; Mark Heiny, yea, Ben Snodgrass, yea; Constance Enochs, yea; David Sanders, yea**

David Sanders, President adjourned the Fayette County Board Meeting at 6:09 pm.to go into Executive Session.

Fayette County Board returned to regular session at 6:23 pm.

David Sanders, President adjourned the Fayette County Board Meeting at 6:24 pm.

Prepared by: Sherry Burns, Ex. Administrative Assistant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

David Sanders, President Benjamin Snodgrass, Secretary