

**TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**DATE:** Regular Meeting, Monday, October 16, 2017  
**PLACE:** Service & Support Center, 610 Commercial Avenue SW, New Philadelphia, Ohio  
**TIME:** 5:30 p.m.

**CALL TO ORDER:** President

**1.1 ROLL CALL:** Executive Assistant Lisa Sidoti

	<u>Present</u>	<u>Absent</u>
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Robert Glasgow	_____	_____
Linda Patterson	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

**1.2 PLEDGE OF ALLEGIANCE**

**1.3 REVIEW OF TuscBDD MISSION AND VISION**

- **Mission Statement:** The Mission of the Tuscarawas County Board of Developmental Disabilities is to enhance the lives of individuals with disabilities through quality services and community partnerships.
- **Vision Statement:** The Vision of the Tuscarawas County Board of Developmental Disabilities is for a community that recognizes the importance and potential of all citizens.

**1.4 DISABILITY EMPLOYMENT AWARENESS MONTH - featuring Lou Paris and guests**

**1.5 ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA**

**I. APPROVAL OF MINUTES**

1. Recommendation to adopt a motion to approve the minutes of the September 18, 2017 Board meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve the minutes of the September 18, 2017 Ethics Committee meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

3. Recommendation to adopt a motion to approve the minutes of the October 3, 2017 Finance Committee meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

## II. FINANCIAL REPORT

### 1. Monthly Reconciliation

Recommendation to adopt a motion to approve the financial statement as presented.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve salaries in the amount of \$164,255.23 and expenditures in the amount of \$189,255.39 for the month of September.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	

Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**III. COMMITTEE REPORTS**

***FINANCE COMMITTEE:***  
**1. 2018 Proposed Budget**

*The Finance Committee met on Tuesday, October 3, 2017 to review the budget and make their official recommendation to the Board. A copy of the proposed 2018 budget is included in the Board book for review.*

Recommendation to adopt a motion to approve the proposed budget for 2018 as recommended by the Finance Committee.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

***ETHICS COMMITTEE:***  
**2. Presentation of Items Approved by the Ethics Committee**

Recommendation to adopt a motion to approve the continued use of Steve Litty as a waiver provider and recipient of supported living rent subsidies and the continued use of Wanda Paris as a recipient of supported living rent subsidies which will result in payment to immediate family members of TuscBDD employees as reviewed and approved by the Ethics Committee.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**IV. OLD BUSINESS BEFORE THE BOARD**

V. NEW BUSINESS BEFORE THE BOARD

1. Records Retention Schedule Revision

Recommendation to approve the following resolution:

Be it resolved, by the Tuscarawas County Board of Developmental Disabilities, that we hereby agree to adopt the revised Records Retention Schedule and to submit it to the Ohio Historical Society.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

**Roll Call:**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Robert Glasgow	_____	_____
Linda Patterson	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

The President declares the motion \_\_\_\_\_.

2. Personnel Policy Revision

Recommendation to adopt a motion to approve the revision to the following Personnel Policy as presented:

- **6.24 Cell Phone and Agency Phone Usage**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Robert Glasgow	_____	_____
Linda Patterson	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

The President declares the motion \_\_\_\_\_.

3. Transfer of Funds

Recommendation to adopt a motion to approve the following fund transfers:

- **\$52,045.50 from S52-S01 Title XX to S50 General Fund**
- **\$35,000.00 from S50-S32 Transfers to U30-U02 Transfer In From the General Fund**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Robert Glasgow	_____	_____

Linda Patterson \_\_\_\_\_  
 Donna Wayt \_\_\_\_\_  
 Stephanie Wilson \_\_\_\_\_  
 Ryan Yoss \_\_\_\_\_ The President declares the motion \_\_\_\_\_.

**4. Supplemental Appropriation**

Recommendation to adopt a motion to approve the following supplemental appropriation:

- \$20,000.00 from S50-S40 Unappropriated Balance to S50-S28 PERS & STRS

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**5. Advocates For Success, LLC (AFS) Memorandum of Understanding (MOU)**

Recommendation to approve the MOU between the Tuscarawas County Board of DD and AFS per the terms and conditions of the MOU as submitted and approved by Assistant Prosecuting Attorney, Bob Stephenson.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**6. Room and Board Contract for Home and Community-Based Services (HCBS) Waiver Recipients Living in a Licensed Facility**

Recommendation to adopt a motion to approve the Room and Board Contract between Consumer Support Services and TuscBDD per the terms and conditions of the contract as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____

Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**7. Ohio Association of County Boards (OACB) Delegate Assembly**

Recommendation to adopt a motion to approve the following nomination as the delegate from Tuscarawas County for the OACB Delegate Assembly on November 29, 2017 at 6:00 pm:

Delegate: \_\_\_\_\_

Alternate: \_\_\_\_\_

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**VI. PERSONNEL**

1. **New Hires/Resignations/Retirements:** None

**VII. PROGRAM REPORTS:**

**VIII. REPORTS OF THE SUPERINTENDENT**

1. Ohio Department of Developmental Disabilities Pipeline Newsletters - These can be accessed online at <http://dodd.ohio.gov/pipeline/Pages/Pipeline-Quarterly.aspx> (*Copies are also available upon request.*)
2. Additional Miscellaneous Information

**IX. MISCELLANEOUS**

1. Major Unusual Incident (MUI) Report

**X. PUBLIC PARTICIPATION**

**XI. EXECUTIVE SESSION**

1. Recommendation and motion to enter into and conduct an executive session in accordance with Revised Code 121.22(G) for the purpose of consideration of the following matters:  
The discipline of a public employee. A majority of the quorum of the Board determined by

roll call vote is required to hold an executive session. A roll call vote will be taken.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

<b>Roll Call:</b>	<b><u>Yea</u></b>	<b><u>Nay</u></b>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

Time in: \_\_\_\_\_ p.m.

2. Recommendation and motion to adjourn executive session and return to the open meeting.  
A roll call vote will be taken.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

<b>Roll Call:</b>	<b><u>Yea</u></b>	<b><u>Nay</u></b>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

Time out: \_\_\_\_\_ p.m.

## XII. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<b><u>Yea</u></b>	<b><u>Nay</u></b>	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Robert Glasgow	_____	_____	
Linda Patterson	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

Time: \_\_\_\_\_ p.m.