

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, September 26, 2022

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 Administrative Director

	<u>Present</u>	<u>Absent</u>
Kathleen Arthurs	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

1.2 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.

1.3 ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

I. APPROVAL OF MINUTES

1. Recommendation to adopt a motion to approve the minutes of the August 22, 2022 Board meeting.

Motion: _____ Second: _____

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve the minutes of the August 22, 2022 Ethics Committee meeting.

Motion: _____ Second: _____

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
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>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve salaries in the amount of \$218,788.57 and expenditures in the amount of \$1,722,623.91 for the month of August.

Motion: _____ Second: _____

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

III. COMMITTEE REPORTS
ETHICS COMMITTEE:

1. Presentation of Items Approved by the Ethics Committee

Recommendation to adopt a motion to approve the respite care provider contract with Kyla Shoup and the list of direct service payments as presented in accordance with standards in ORC §5126.033 as reviewed and approved by the Ethics Committee.

Motion: _____ Second: _____

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. Position Description Revisions

Recommendation to adopt a motion to approve the revision to the following position descriptions as presented :

- Administrative Assistant Business Office
- Behavior Support Assistant
- Classroom Assistant

Motion: _____ Second: _____

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Supplemental Appropriations

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

- **\$7,500 from U25-U05 Unappropriated Balance to U25-U01 Special Activities**
- **\$20,000 from S50-S40 Unappropriated Balance to S50-S27 Travel & Staff**

Development

Motion: _____

Second: _____

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

The President declares the motion _____.

3. Board Policy Revision

Recommendation to adopt a motion to approve the revision to the following Board policy as presented:

- **4.4 Starlight Preschool Program (formerly titled: Starlight School and Preschool Policies)**

Motion: _____

Second: _____

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

The President declares the motion _____.

4. Personnel Policy Revisions

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

- **5.2 Vacation**
- **6.10 Employee Driver Abstracts and Insurability Requirements**

Motion: _____

Second: _____

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____

Donna Wayt _____
 Stephanie Wilson _____
 Ryan Yoss _____ The President declares the motion _____.

5. Active Day, Inc. Memorandum of Understanding (MOU)

Recommendation to adopt a motion to approve the MOU between the Tuscarawas County Board of DD and Active Day, Inc. per the terms and conditions of the MOU as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: _____ Second: _____

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

6. Memberships and Contract Services (discussion only)

VI. PERSONNEL

1. Personnel Actions:

- a. Tyler Smith – new hire – Business Operations Director, effective September 12, 2022
- b. Elizabeth Thomas – new hire – FCFC Service Coordinator, effective September 26, 2022
- c. Carie Kline – new hire – Early Intervention Developmental Specialist-Part Time, effective September 26, 2022
- d. David Bolz – new hire – Classroom Assistant, effective October 11, 2022

VII. 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. State Issues
- 3. Local Issues

VIII. MISCELLANEOUS

- 1. Major Unusual Incident (MUI) Report
- 2. Newspaper Articles

IX. PUBLIC PARTICIPATION

X. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: _____

Second: _____

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

The President declares the motion _____.

Time: _____ p.m.