

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**BOARD MINUTES**

*April 18, 2018*

**Board Members Present**

Mark Jackson  
Laura Janson  
Mark Sarna  
Kristin Dailey  
Martin Miller  
Richard Suttell

**Administration**

Donald Rice  
John Bonko  
Tami Setlock  
Michelle Hawthorne  
Megan Thirion  
Connie Scanlon

**Board Members Absent**

Dennis Schmidt

***I. ETHICS COUNCIL: 5:55 P.M.***

The Board reviewed the attached listing of direct payments to affected persons in the financial transactions for March 2018.

***II. WORKING SESSION:***

Terri Rice, Cuyahoga County Bd of DD, led the board through the new Provider Guide Plus website from OACB, ODoDD and OPRA. Donald Rice led a webinar/discussion on the changes to the waiting list which is a mandatory training.

***III. CALL TO ORDER: 6:00 P.M.:***

a. Roll Call: 2018 Board

A call of the roll indicated that all Board Members were present with the exception of Dr. Schmidt. There being a quorum present, Mark Jackson, President of the Board, called the meeting to order.

b. Approval of the Minutes:

Ms. Scanlon introduced Resolution 18-30(A) approving the minutes for the March 21, 2018 meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

c. Acceptance of Donations:

Ms. Scanlon introduced Resolution 18-04(D) accepting donations to the program for the dates indicated. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

d. Personnel Actions:

Ms. Scanlon introduced Resolution 18-04(P) confirming personnel actions during the past month. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

e. Resolution of Appreciation:

Ms. Scanlon introduced Resolutions of Appreciation 18-15(P) commending Dawn Dean on her years of service. Accordingly, these Resolutions were approved, are attached, and made part of the official minutes of this meeting.

***IV. FINANCIAL ACTIONS:***

a. Financial Statement Review (All Funds):

Mr. Bonko provided a review of financial statements for all funds.

b. Ethics Council Recommendations:

The Board found that these payments do not present a conflict of interest nor result from any preferential treatment or unfair advantage over other affected persons and recommended their approval.

c. Financial Transactions and Voucher Approvals:

Ms. Scanlon introduced Resolution 18-05(B) detailing financial transactions for the period. Ms. Scanlon introduced Resolution 18-06(B) approving voucher schedules for the period. Accordingly, these Resolutions were approved, are attached, and made part of the official minutes of this meeting.

**V. BOARD STATUS REPORTS**

Mr. Rice reviewed the Board status reports: Population Served, Employment and Habilitation Services, Human Resources, Waiting List, and Abuse, Neglect and other Major Unusual Incidents. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

**VI. PROGRAM REPORTS**

Mr. Rice introduced status reports from the agencies programs. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

**VII. NEW BUSINESS:**

a. Approvals:

i. Calendar of Operations

Ms. Scanlon introduced Resolution 18-31(A) approving the Board Calendar of Operations for 2018-19. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

ii. Board Policies and Procedures

Ms. Scanlon introduced Resolution 18-32(A) approving changes to the following board policies and procedures: 10.4.1 Compensation, Overtime and Deductions, 10.9.2 Calamity Days/Closure of Facilities, and 10.9.3 Personal Leave with Pay. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

iii. Contract – LifeCONNECT Services

Ms. Scanlon introduced Resolution 18-33(A) approving a contract with LifeCONNECT Services. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

b. Issues:

i. On-going support of SIBS

A discussion was had on the level of support that the Board will be providing the SIBS organization. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

ii. Review of Annual Goals

Mr. Rice reviewed progress on the 2018 Annual Goals This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

iii. Strategy of Effective Communications

Mr. Rice provided additional information from Impact on ways to increase communications. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

iv. Golf Outing June 23, 2018

The Board was updated on the 2018 golf outing This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

v. Geauga County Fair and Golf Outing giveaways

Mr. Rice asked for input on the type of giveaways for the fair and golf outing. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

vi. Release of Funds – Sunshine Training Center

Mr. Rice informed the Board of the request for release of the final \$75,000 pledge for the Sunshine Training Center as approved in 2017. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

**VIII. GENERAL ANNOUNCEMENTS:**

Mr. Rice shared the recent correspondence. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

**IX. OTHER BUSINESS:**

Mr. Jackson called for any other business from the Board or the public.

**X. EXECUTIVE SESSION:**

Ms. Scanlon introduced Resolution 18-27(A) adjourning into Executive Session pursuant to ORC 121.22(G)(1) ) “To consider the appointment, employment, ..., or compensation of a public employee or official, ...” Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

**XI. NEW BUSINESS:**

a. Approvals:

i. Superintendents Contract

Mr. Rice introduced Resolution 18-29(A) approving changes to the Superintendent’s employment contract. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

**XII. ADJOURMENT:**

There being no further business, Mr. Jackson adjourned the meeting.

***The Next Board meeting will be May 16, 2018.***

Submitted:

Approval:

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Donald L. Rice II, Superintendent

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Mark Jackson, Board President

cc: *Bd. of Geauga Co. Commissioners*  
*Gauga Co. Probate Court*  
*Gauga Co. Prosecutor*

*In compliance with O.R.C. 121.22; an audio copy of these minutes are kept on file at the Geauga County Board of Developmental Disabilities Administrative Offices. Further information contact the Superintendent.*