

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

***BOARD MINUTES
November 18, 2020***

Board Members Present

Dennis Schmidt
Uschy Keiper
Kristin Dailey
Mark Jackson

Administration

Donald Rice
Dave Carlson
Kellie Tvergyak-Oznowich
Tami Setlock
Megan Thirion
Richelle Mills
Janice Chesnes
Michelle Hawthorne
Meredith Myers

Board Members Absent

Laura Janson
Martin Miller
Richard Suttell

I. Working Session: 6pm Annual Plan

II. Call to Order and Roll Call:

a. Roll Call 2020 Board:

A call of the roll indicated that all Board Members were present by live video conference or phone except Mrs. Janson, Mr. Suttell, and Mr. Miller. There being a quorum present, Mark Jackson, President of the Board, called the meeting to order.

b. Approval of Minutes:

Mrs. Tvergyak-Oznowich introduced Resolution 20-86(A) to approve the minutes for October 21, 2020 meeting. This resolution was approved.

c. Resolutions of Appreciation:

Mrs. Tvergyak-Oznowich introduced Resolution of Appreciation 20-87(A) Ed Rowan & The Knights of Columbus, Geauga Council #3304 and Resolution of Appreciation 20-88(A) Julie Collins-Babik. These resolutions were accepted and approved.

III. Financial

a. Financial Statement Review (All Funds):

Mr. Carlson provided a review of financial statements of all funds for the time period processed.

b. Ethics Recommendations:

Mrs. Tvergyak-Oznowich introduced Resolutions 20-89(A) to approve the ethics recommendation for the time period processed. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.

c. Financial Transactions and Voucher Approvals:

Mrs. Tvergyak-Oznowich introduced Resolutions 20-19(B) detailing financial transactions and Resolution 20-20(B) approving voucher schedules for the period indicated. These resolutions were approved.

IV. Board Status Reports:

Mr. Rice reviewed the Board Status Reports: Major Unusual Incidents, Waiver & Wait List, Population Served, Employment and Habilitation Services, Recreation, and Human Resources.

V. Program Reports:

Mr. Rice reviewed status reports from the agencies' programs.

a. Metzenbaum Foundation:

Mrs. Contizano reported on the Metzenbaum Foundation, it's status, goals, and discussed needs.

VI. New Business:

a. Approvals:

i. Budget Transactions and Cash Transfer:

Mrs. Tvergyak-Oznowich introduced Resolution 20-90(A) approving a cash transfer. This resolution was approved.

ii. Approval of 2021 Contracts:

Mrs. Tvergyak-Oznowich introduced Resolution 20-91(A) approving contracts for the year 2021. This resolution was approved.

iii. ADP Services Contract:

Mrs. Tvergyak-Oznowich introduced Resolution 20-92(A) approving to enter into a new agreement with ADP Services. This resolution was approved.

iv. Help Foundation Contract:

Mrs. Tvergyak-Oznowich introduced Resolution 20-93(A) approving to enter into a new agreement with the Help Foundation. This resolution was approved.

v. 2025 Vision

Mrs. Tvergyak-Oznowich introduced Resolution 20-94(A) approving the 2025 Vision for the Geauga County Board of Developmental Disabilities. This resolution was approved.

vi. MUI Board Policy and Procedures:

Mrs. Tvergyak-Oznowich introduced Resolution 20-95(A) approving Policy and Procedures for 3.6 Major unusual Incidents and Unusual Incident Reporting. This resolution was approved.

vii. Signature Approval:

Mrs. Tvergyak-Oznowich introduced Resolution 20-96(A) approving signature approval for department heads on all Accounting Forms. This resolution was approved.

viii. Disposal of Assets: Mrs. Tvergyak-Oznowich introduced Resolution 20-97(A) to approve the disposal of the list of assets due to being outdated, unusable or damaged. This resolution was approved.

b. Issues

i. DSP Holiday Gift:

Mrs. Setlock discussed with the Board ideas to send appreciation gifts to DSP's that GCBDD contracts with.

ii. Staff Appreciation Gift:

Mr. Rice discussed with the Board ideas for a holiday gift for the GCBDD staff.

iii. Composting Facility:

Mr. Rice discussed with the Board about a grant request from Berkshire Public School to build a composting facility for the composting program.

iv. Board Member Terms:

Rice conversed with the Board members regarding their member terms.

v. Building Transfers:

Mr. Rice discussed with the Board ideas of cost savings, downsizing the campus, and working with other entities of the transfer of buildings to other entities.

VII. General Announcements:

Mr. Jackson discussed with the Board the need to restart the Parent Advocacy Committee. Would like to get it started and going by the start of 2021.

VIII. Other Business – comments from the floor:

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

IX. Adjournment:

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

The Next Board meeting will be December 16, 2020.

Submitted:

Approval:

Donald L. Rice II, Superintendent

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. For further information, contact the Superintendent.