

ALLEN COUNTY BOARD OF MENTAL RETARDATION
AND DEVELOPMENTAL DISABILITIES

SUPPORTING THE CHOICES OF PEOPLE THROUGH COMMUNITY PARTNERSHIPS AND QUALITY SERVICES

MINUTES
October 26, 2005

4:45 p.m. Regular Meeting
Marimor School Gym
Location - 2550 Ada Road
Lima, OH 45801

I. Roll Call

The Allen County Board of Mental Retardation and Developmental Disabilities met in regular session on Wednesday, October 26, 2005 in the Marimor School Gym. Vice-President Goodin called the meeting to order at 4:50 p.m. with the following roll call response:

Mr. Charles Fuller, present	Mrs. Gina Goodin, present	Mr. Edward Healey, present
Mr. Gregory Miller, present	Dr. Jon Rockhold, present	Mrs. Kathryn Williams, excused
Mr. Robert Honigford, excused		

II. Revision and Acceptance of the Agenda

<u>Item(s) Added</u>	<u>Requested By</u>
Correspondence	Superintendent Baldrige
TANF Contract Amendment	Superintendent Baldrige

RESOLUTION 166-05:

Mr. Miller moved to approve the agenda.

Mr. Healey seconded the motion to approve the agenda.

Mr. Healey, yes	Mr. Miller, yes	Dr. Rockhold, yes
Mr. Fuller, yes	Mrs. Goodin, yes	

III. Approval of the minutes of the September 21, 2005 regular meeting of the Allen County Board of MR/DD.

RESOLUTION 167-05:

Dr. Rockhold moved to approve the minutes of the September 21, 2005 regular meeting of the Allen County Board of MR/DD.

Mr. Fuller seconded the motion to approve the minutes.

Mr. Healey, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

IV. Concurrence with Bills Paid

- A. Concur with the Payment of Bills for programs operated by the Allen County Board of MR/DD, pages 1 – 9, 11 – 33, 35, 37 – 47 of the September bills.

RESOLUTION 168-05:

Mr. Miller moved to concur with the payment of the bills for programs operated by the Allen County Board of MR/DD, pages 1 – 9, 11 – 33, 35, 37 – 47 of the September bills.

Mr. Fuller seconded the motion.

Mr. Miller, yes
Mr. Healey, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mr. Fuller, yes

- B. Concur with the Payment of Bills for programs operated by the Allen County Board of MR/DD, pages 10 and 34 of the September bills.

RESOLUTION 169-05:

Dr. Rockhold moved to concur with the payment of the bills for programs operated by the Allen County Board of MR/DD, pages 10 and 34 of the September bills.

Mr. Miller seconded the motion.

Dr. Rockhold, yes
Mr. Miller, yes

Mr. Fuller, abstain
Mrs. Goodin, yes

Mr. Healey, yes

- C. Concur with the Payment of Bills for programs operated by the Allen County Board of MR/DD, page 36 of the September bills.

RESOLUTION 170-05:

Mr. Healey moved to concur with the payment of the bills for programs operated by the Allen County Board of MR/DD, page 36 of the September bills.

Mr. Miller seconded the motion.

Mr. Fuller, yes
Dr. Rockhold, yes

Mr. Healey, yes
Mrs. Goodin, abstain

Mr. Miller, yes

V. Correspondence

A Thank You Card was received from the staff in the Transportation and the Maintenance Department for their Employee Appreciation Luncheon.

VI. Hearing of the Public

VII. Reports

A. Staff Report

Carrie Kruse, Habilitation Manager and Angie Herzog, Adult Services Director discussed Behavior Support. The Board has looked at revisions to the Behavior Management Policy. Carrie and Angie also demonstrated some physical management techniques.

VIII. Superintendent's Report

A. Fiscal – September Revenue

Fund 018, General Fund

1.	Local Tax Revenue	
a.	Personal Property Tax	33,242.00
2.	Fees for Service/Local	
a.	Transportation Fees - Enrollee	2,780.42
b.	Other Enrollee Fees	250.00
c.	Services - Supported Employment	326.25
d.	Services - Transportation	499.50
e.	Services – Other (ICF/MR Active Treatment)	31,744.00
f.	Sales - Cafeteria	2,144.37
g.	Other Operating Revenue (BCIs, UPS Line)	169.94
3.	State and Federal Revenue	
a.	Dept. of Ed. Funding-School Age	74,783.68
b.	Dept. of Ed. Funding-Preschool	10,745.86
c.	Dept. of Ed. Transportation	8,406.88
d.	MR/DD – Other	5,751.36
e.	HMG TANF	28,100.24
f.	HMG GRF	2,350.19
g.	HMG Part C	8,015.20
h.	HMG Grants	1,056.80
i.	Title XIX	159,070.54
j.	Title XX	20,975.00
4.	Other	

a.	Transfers - Life Insurance	1,585.40
b.	Transfers - Hospital Insurance	20,998.77
c.	Refunds	157.26
d.	Other Non-Revenue (HMG Transportation, Jury Fees)	248.86

Fund 075, Family Resource Services

1.	Reimbursements	2,563.42
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Fund 077, Residential Services

1.	Other Receipts	9.54
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Fund 118, Permanent Improvement

1.	Local Tax Revenue	
a.	Personal Property Tax	4,070.00

Fund 730, Unspecified

1.	Donations	140.00
2.	Interest	
		210.51

B. Personnel Report

1. Transfers
 - a. Donna Lawrence transferred from Secretary to Employment Specialist at the same salary step effective October 6, 2005.
 - b. Tara Kaverman transferred from her position as Bus Driver to Bus Driver - Community Placement Driver at the same salary step effective October 11, 2005.
2. Layoffs
 - a. Amy Anderson was laid off from her position of Shipping & Receiving effective October 6, 2005 due to lack of work.
3. Recalls from Layoff
 - a. Sherri Blackston was recalled from layoff as a Secretary/Receptionist to the position of Secretary at the same step salary effective October 7, 2005.

SUPERINTENDENT'S RECOMMENDATION 171-05: Superintendent Baldrige recommended the Board accept the Personnel Report as presented.

Mr. Fuller moved to accept the recommendation of the Superintendent.

Dr. Rockhold seconded the motion to accept the recommendation of the Superintendent.

Mr. Fuller, yes
Dr. Rockhold, yes

Mr. Healey, yes
Mrs. Goodin, yes

Mr. Miller, yes

C. Administrative

1. School Report
2. Adult Services Report
3. Community Support Services Report and Minutes of the October 13, 2005 meeting of LODDI, Inc.
4. Help Me Grow Report
5. Human Resource Report and Human Resource Newsletter

IX. Committee Reports

A. Ethics Council - Met – October 26, 2005

1. Approve Direct Service Contracts

ETHICS COUNCIL'S RECOMMENDATION 172-05: The Ethics Council recommended and so moved that the following direct service contracts be approved as presented:

<u>Agency</u>	<u>Duration</u>	<u>Amount</u>
RMS of Ohio	1 Year	\$16.56 per Hour
RMS of Ohio	1 Year	\$16.56 per Hour
RMS of Ohio	3 Months	Varies Based on Consumer Need
Champaign Residential Services, Inc.	3 Months	\$107.53/Day/Resident for HPC \$17.87/Day/Resident for R & B \$0.38/Mile for Transportation
Sunshine Inc. of Northwest Ohio	3 Months	\$99.99/Day/Resident for HPC \$23.70/Day/Resident for R & B \$0.38/Mile for Transportation
Jacqueline Sevier	1 Year	\$12.00 per Hour
MPA Service Inc.	226 days	\$16.00 per Hour \$0.38/Mile for Transportation
I.H.S. Services, Inc.	75 Days	\$16.00 per Hour
I.H.S. Services, Inc.	1 Year	\$16.00 per Hour

Mr. Fuller moved.

Mr. Healey seconded the motion of the Ethics Council.

Mr. Healey, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

B. Finance Committee - Met – October 25, 2005

1. Approve Intra-Fund Transfers

\$20,000 from Building Maintenance, Salaries – Regular Employees to Building Maintenance, Salaries – Temporary Employees to cover the need for substitutes due to the move and the need to have one employee working as a Bus Mechanic for the majority of the year.

\$3,000 from Help Me Grow, Family Fun Time to Help Me Grow, Transportation due to transportation costs being higher than expected.

FINANCE COMMITTEE’S RECOMMENDATION 173-05: The Finance Committee recommended and so moved that the Board approve the following intra-fund transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>
018-000-25-11-201-01-01005	018-000-25-11-201-01-01006	\$20,000
018-000-25-11-901-21-20200	018-000-25-11-901-31-24000	\$ 3,000

Mr. Miller moved.

Mr. Healey seconded the motion of the Finance Committee.

Mr. Healey, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

2. Approve Inter-Fund Transfers

\$1,292.91 from the General Fund to Fund 466-208 as an advance to cover cash flow issues on a grant fund.

FINANCE COMMITTEE’S RECOMMENDATION 174-05: The Finance Committee recommended and so moved that the Board approve the following inter-fund transfer:

<u>From</u>	<u>To</u>	<u>Amount</u>
018-000-25-11-101-92-99998	466-208-21-52-600-92-99998	\$1,292.91

Mr. Miller moved.

Mr. Healey seconded the motion of the Finance Committee.

Mr. Miller, yes
Mr. Healey, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mr. Fuller, yes

- C. Personnel Committee
- D. Planning Committee
- E. Building Committee
- F. Policy Committee – Met October 25, 2005
 - 1. Adopt Policies
 - 5.2.20 On-Call Pay
 - 8.1.4 Supported Living

POLICY COMMITTEE'S RECOMMENDATION 175-05: The Policy Committee recommended and so moved that the Board adopt the following policies:

- 5.2.20 On-Call Pay
- 8.1.4 Supported Living

Mr. Healey moved.

Mr. Fuller seconded the motion of the Policy Committee.

Dr. Rockhold, yes
Mr. Miller, yes

Mr. Fuller, yes
Mrs. Goodin, yes

Mr. Healey, yes

- 2. Accept Policies for Second Reading
 - 1.53 Input from Persons Served
 - 4.08 Transportation – Least Restrictive Environment
 - 7.10 Title XX Eligibility and Reimbursement
 - 8.1.3 Adult Services

Based on a request by a consumer, administration has looked at the Transportation Policy. It is the opinion of administration that we should open our community-based transportation up to include training programs which may lead to competitive employment. One of our clients is taking a course at Rhodes State College and needs transportation home. It is our opinion that such training has as much merit in increasing independence as volunteer work.

POLICY COMMITTEE'S RECOMMENDATION 176-05: The Policy Committee recommended and so moved that the Board accept the following policies for second reading:

- 1.53 Input from Persons Served

- 4.08 Transportation – Least Restrictive Environment
- 7.10 Title XX Eligibility and Reimbursement
- 8.1.3 Adult Services

Mr. Healey moved.

Dr. Rockhold seconded the motion of the Policy Committee.

Mr. Fuller, yes	Mr. Healey, yes	Mr. Miller, yes
Dr. Rockhold, yes	Mrs. Goodin, yes	

3. Accept Policy for First Reading

8.3 Behavior Support

As a result of the recent accreditation survey conducted by the Ohio Department of MR/DD, some changes need to be made to our Behavior Support policy. The issue surrounds what is called “time-out”. The State’s position is that any area is considered formal time-out if the individual is physically required to remain in that area.

POLICY COMMITTEE'S RECOMMENDATION 177-05: The Policy Committee recommended and so moved that the Board accept the following policy for first reading:

8.3 Behavior Support

Mr. Healey moved.

Dr. Rockhold seconded the motion of the Policy Committee.

Mr. Fuller, yes	Mr. Healey, yes	Mr. Miller, yes
Dr. Rockhold, yes	Mrs. Goodin, yes	

X. New Business

A. Approve Agreement for Services with Michael Flanagan

For a number of years, the Board has contracted with Michael Flanagan for programming communication devices. Mr. Flanagan is a recipient of services from the Board and is skilled in this area.

SUPERINTENDENT'S RECOMMENDATION 178-05: Superintendent Baldrige recommended the Board approve the Agreement for Services for programming Dynavoxes and DynaMyte communication devices with Michael Flanagan at a cost of \$5.15 per hour.

Mr. Fuller moved to accept the recommendation of the Superintendent.

Mr. Healey seconded the motion to accept the recommendation of the Superintendent.

Mr. Healey, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

- B. Appoint a Delegate and an Alternate Delegate to the 2005 Fall Delegate Assembly of the Ohio Association of County Boards of MR/DD

SUPERINTENDENT'S RECOMMENDATION 179-05: Superintendent Baldrige recommended the Board appoint Gina Goodin as the Board's delegate to the 2005 Fall Delegate Assembly of the Ohio Association of County Boards of MR/DD and appoint Esther Baldrige as the alternate delegate. The Fall Assembly will be held on Tuesday, November 29, 2005.

Mr. Healey moved to accept the recommendation of the Superintendent.

Mr. Fuller seconded the motion to accept the recommendation of the Superintendent.

Mr. Healey, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

- C. Accept Annual Action Plan and Submit for Public Hearing

A requirement of the Ohio Department of MR/DD is to have an Annual Action Plan. We are looking at having the Public Hearing on December 7. The Board can then adopt the plan at the December Board meeting. The budget hopefully will be adopted at the November meeting and can be incorporated into the Plan prior to the Hearing.

SUPERINTENDENT'S RECOMMENDATION 180-05: Superintendent Baldrige recommended the Board accept the Annual Action Plan and submit it for Public Hearing on December 7 at 5:00 p.m. At that public hearing, input will be requested on the utilization of Innovative Programs, Title V; Special Education, Part B-IDEA; and Early Childhood Special Education IDEA monies.

Mr. Healey moved to accept the recommendation of the Superintendent.

Dr. Rockhold seconded the motion to accept the recommendation of the Superintendent.

Mr. Miller, yes
Mr. Healey, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mr. Fuller, yes

- D. Amend Temporary Assistance for Needy Families (TANF) Contract

The United Way Program offers the Imagination Library for children ages birth to 5, however they do not have adequate funding for all of the children who are eligible. TANF dollars can be used to support this program. If the Board agrees, DJFS will give the Board up to an additional \$9,350 in TANF dollars for the Imagination Library. The Board would bill quarterly for children who are eligible and the program would be opened to Help Me Grow children and Pre-Schoolers at MRDD who are eligible.

SUPERINTENDENT'S RECOMMENDATION 181-05: Superintendent Baldrige recommended the Board accept Amendment # 2 to the Ohio Purchase of Social Services Contract between the Department of Job and Family Services and the Board to increase the amount of the contract by \$9,350 for the purpose of funding the Imagination Library.

Dr. Rockhold moved to accept the recommendation of the Superintendent.

Mr. Healey seconded the motion to accept the recommendation of the Superintendent.

Dr. Rockhold, yes	Mr. Fuller, abstain	Mr. Healey, yes
Mr. Miller, yes	Mrs. Goodin, yes	

XI. Old Business

XII. Other Items to Come Before the Board

ADJOURN INTO EXECUTIVE SESSION

Dr. Rockhold moved to adjourn into executive session to discuss personnel issues at 5:35 p.m.

Mr. Fuller seconded the motion.

Dr. Rockhold, yes	Mr. Fuller, yes	Mr. Healey, yes
Mr. Miller, yes	Mrs. Goodin, yes	

RECONVENE INTO REGULAR SESSION

Mr. Healey moved to reconvene into regular session at 6:04 p.m.

Mr. Miller seconded the motion.

Mr. Fuller, yes	Mr. Healey, yes	Mr. Miller, yes
Dr. Rockhold, yes	Mrs. Goodin, yes	

XIII. Adjournment

Mr. Healey moved to adjourn the meeting at 6:05 p.m.

Mr. Miller seconded the motion to adjourn.

Dr. Rockhold, yes
Mr. Miller, yes

Mr. Fuller, yes
Mrs. Goodin, yes

Mr. Healey, yes

Regular Board Meeting
November 30, 2005 at 4:45 p.m.
Allen County Board of MR/DD
Administration Building
2500 Ada Road, Lima, OH

Chris Calvelage, Clerk

Greg Miller, Recording Secretary