

July 27, 2009

70-09 Approval of the Agenda

71-09 Approval of the Minutes of the June 1, 2009 Regular Board Meeting and the July 8, 2009 Special Board Meeting

Concurrence with the payment of bills in May, pages 1-21, 23-29, 31-39 and pages 1-20, 22-32 and 34-37 in June

Accept Personnel Report

Hire of Erin Koenig as Student Services Coordinator

Hire of Tyler Snearly as Bus Aide – 12 Month

Transfer of LaVonnda Palin from Workshop Assistant/Bus Aide to Workshop Assistant

Transfer of Christina Asher from Bus Aide – 12 Month to Workshop Assistant/Bus Aide

Resignation of Jennifer Schoewe as Workshop Assistant

Resignation of Tiffany Holt as Workshop Assistant/Bus Aide

Resignation of Steve Guyton as Early Childhood Education Coordinator

Resignation of Joy Ellen Troyer as Service and Support Associate (Community Services)

72-09 Concurrence with the payment of bills in May, page 22 and page 21 in June

73-09 Concurrence with the payment of bills in May, page 30 and page 33 in June

74-09 Approve Direct Service Contracts

75-09 Approve the following Finance Actions:

Intra Fund Transfers

Inter Fund Transfers

76-09 Approval to Abolish One SSA (Community Services) Position and Create One SSA (Waiver/Residential Services) Position, Create One Pathways Administrative Assistant Position and Create One Pathways Vocational Rehabilitation Counselor Position.

77-09 Approve Salary Range Freeze for Non-Union Personnel

78-09 Approve Salaries for Non-Union Employees

79-09 Policy Actions

Adopt Policy 5.2.20 – On-Call Pay

Accept Policy 8.1.1 – Preschool for second reading

Accept Policy 8.1.2 – School-Age for second reading

Approve Changes to Handbooks

a. Marimor School Handbook

b. Preschool Handbook

c. Early Intervention Transition Class Handbook

d. Early Intervention Handbook

Accept Policy 8.43 – Communicable Disease for first reading

80-09 Request County Commissioners Declare Cabinets Obsolete and Authorize Private Sale and Revise

Prior Authorization Regarding One Vehicle

81-09 Enter into the following Agreements and or/Contracts

Invo Healthcare Associates, Inc. for speech therapy

The Arc of Allen County, Inc for a bus lease

Board of County Commissioners, Allen County to provide Help Me Grow Services for Children First Council

Joe Vance for APPLE presentations

Children's Developmental Center of Lima, Inc for transportation

Lutheran Social Services; Auglaize County Board of MR/DD; Hardin County Board of MR/DD; Mental Health and Recovery Services Board of Allen, Auglaize and Hardin Counties; Putnam County Board of MR/DD; and Mental Health, Alcohol and Drug Addiction Recovery Board of Putnam County for cost sharing for the Dual Diagnosis Intervention Team

Lima Memorial Hospital to permit Help Me Grow staff to have an office and work at hospital

Virginia Maldonado for interpreter services

82-09 Accept the following Inspection Report:

Lima Fire Equipment Company

83-09 Approval to Apply for We Go To Work Grant

ALLEN COUNTY BOARD OF MENTAL RETARDATION  
AND DEVELOPMENTAL DISABILITIES

MINUTES  
July 27, 2009

4:45 p.m. Regular Board Meeting  
2500 Ada Road, Lima OH

I. Roll Call

The Allen County Board of Mental Retardation and Developmental Disabilities met in regular session on Monday, July 27, 2009. President Goodin called the meeting to order at 4:45 p.m. with the following roll call response:

Mr. David Bowers, present	Mrs. Lana Hoops, excused	Mrs. Veronica McLaurine, present
Mr. Gregory Miller, present	Dr. John Snyder, present	Mrs. Gina Goodin, present

II. Focus

Mission The mission of the Allen County Board of MR/DD is to partner with eligible individuals and their families to assure the availability of the services and supports needed to participate within their community as they choose.

Vision Tunecka Haywood read the vision statement for the Board.

Pledge of Allegiance

III. Revision and Acceptance of the Agenda

<u>Item(s) Added</u>	<u>Requested By</u>
Executive Session to Discuss Personnel Issues	Superintendent Baldrige
We Go To Work Grant	Superintendent Baldrige

RESOLUTION 70-09:

Mr. Miller moved to approve the agenda.

Mr. Bowers seconded the motion to approve the agenda.

Mrs. McLaurine, yes	Mr. Miller, yes	Dr. Snyder, yes
Mr. Bowers, yes	Mrs. Goodin, yes	

IV. Correspondence

- The family of Charles D. Fuller expressed appreciation for the planter that was sent on behalf of the Board.
- Certificate of Appreciation from the Adult Parole Authority and Allen County DJFS.

V. Hearing of the Public

VI. Reports

- A. Staff Report – Leah Rankin and Andrew Wilker discussed the progress we are making on Secure Scan.
- B. Best Practice – Theresa Schnipke and Karen McCullough discussed the issues surrounding dignity of risk, consumer choice, and health and safety. These concepts can appear to be in conflict and require a great deal of discernment to find the right balance.

VII. Consent Agenda

SUPERINTENDENT’S RECOMMENDATION 71-09: Superintendent Baldrige recommended the Board consent to the following items:

- A. Approval of the minutes of the regular meeting of the Allen County Board of MR/DD held on June 1, 2009 and the Special Board meeting held on July 8, 2009.
- B. Concurrence with the payment of bills for programs operated by the Allen County Board of MR/DD during May, pages 1 – 21, 23 – 29, and 31 – 39, and during June, pages 1 – 20, 22 – 32, and 34 – 37.
- C. Accept Personnel Report
  - 1. New Hires
    - a. Erin Koenig was hired as the Student Services Coordinator effective June 18, 2009 at an annual salary of \$30,286.
    - b. Tyler Sneary was hired in the position of Bus Aide effective July 21, 2009, at Step 0 on the AFSCME salary schedule.
  - 2. Transfers
    - a. LaVonnda Palin transferred from Workshop Assistant/Bus Aide to Workshop Assistant effective June 22, 2009 at the same AFSCME Salary Step.
    - b. Christina Asher transferred from Bus Aide – 12 Month to Workshop Assistant/Bus Aide effective July 2, 2009 AFSCME Salary Step 1.
  - 3. Terminations
    - a. Jennifer Schoewe resigned from her position as a Workshop Assistant effective June 17, 2009.
    - b. Tiffany Holt Resigned from her position as a Workshop Assistant/Bus Aide effective July 17, 2009.
    - c. Steve Guyton resigned from his position as Early Childhood Education Coordinator effective July 24, 2009 to take a Principal position at the Hancock County Board of MR/DD.

- d. Joy Ellen Troyer resigned from her position as Service and Support Associate (Community Services) effective July 27, 2009.

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

Mrs. McLaurine seconded the motion to accept the recommendation of the Superintendent.

Mrs. McLaurine, yes	Mr. Miller, yes	Dr. Snyder, yes
Mr. Bowers, yes	Mrs. Goodin, yes	

VIII. Exception Agenda

A. Bills Paid

SUPERINTENDENT’S RECOMMENDATION 72-09: Superintendent Baldrige recommended the Board concur with the payment of bills for programs operated by the Allen County Board of MR/DD, page 22 in May and page 21 in June.

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

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

Mr. Miller, yes	Dr. Snyder, abstain	Mr. Bowers, yes
Mrs. McLaurine, yes	Mrs. Goodin, yes	

B. Bills Paid

SUPERINTENDENT’S RECOMMENDATION 73-09: Superintendent Baldrige recommended the Board concur with the payment of bills for programs operated by the Allen County Board of MR/DD, page 30 in May and page 33 in June.

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

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

Dr. Snyder, yes	Mr. Bowers, abstain	Mrs. McLaurine, yes
Mr. Miller, yes	Mrs. Goodin, yes	

IX. Superintendent's Report

A. Fiscal - May

Fund 2018, General Fund

1.	Fees for Service/Local	
a.	Services – Tuition	9,961.40
b.	Services – Other	32,053.50
c.	Transportation Fees	3,291.45
d.	Sales - Cafeteria	3,333.30

e.	Other Enrollee Fees	1,440.00
f.	Services – Transportation	173.24
g.	Service – Supported Employment	6,092.98
2.	State and Federal Revenue	
a.	Special Ed Units – School	86,887.26
b.	Special Ed Units – Preschool	10,344.41
c.	Transportation – DOE	10,118.72
d.	Other – DOE	1,575.00
e.	Federal School Breakfast Program	1,770.13
f.	Federal School Lunch Program	2,667.54
g.	HMG – TANF	65,828.72
h.	HMG – Part C	12,565.56
i.	HMG – General Revenue	10,660.48
j.	Title XIX – Medicaid	254,640.09
k.	Title XX	22,588.00
l.	Other Receipts	430.00
3.	Other Revenue	
a.	P/R Transfer Option Life	1,895.08
b.	P/R Transfer – Hospital	28,830.30
c.	Refunds	18.94
d.	Sundry Revenue	6,721.29

Fund 2075, Family Resource Services

1.	Reimbursement	1,516.06
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Fund 2077, Residential Services

1.	Other Receipts	2,119.34
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Fund 2469, Special Education Part B

1.	Grant	11,760.67
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Fund 2930, Unspecified

1.	Donations	2,861.32
2.	Interest	142.69

Fund 9893, Flexible Savings Account

1.	Employee Contribution	2,342.30
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B. Fiscal – June

Fund 2018, General Fund

1.	Local Tax Revenue	
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	a.	Personal Property Tax	178,902.00
	b.	Homestead Rollback	286,186.05
2.		Fees for Service/Local	
	a.	Services – Tuition	6,950.79
	b.	Services – Other	33,121.95
	c.	Transportation Fees	2,826.77
	d.	Sales - Cafeteria	92.60
	e.	Other Enrollee Fees	1,060.00
	f.	Services – Transportation	352.66
	g.	Service – Supported Employment	4,586.35
3.		State and Federal Revenue	
	a.	Special Ed Units – School	86,894.96
	b.	Special Ed Units – Preschool	10,344.41
	c.	Transportation – DOE	10,118.71
	d.	Federal School Breakfast Program	1,677.10
	e.	Federal School Lunch Program	2,643.49
	f.	HMG – General Revenue	5,118.34
	g.	HMG – TANF	70,959.36
	h.	Title XIX – Medicaid	462,526.75
	i.	Other Receipts	1,466.47
4.		Other Revenue	
	a.	P/R Transfer Option Life	1,857.19
	b.	P/R Transfer – Hospital	27,546.77
	c.	Refunds	2,080.96
	d.	Sundry Revenue	380.42

Fund 2075, Family Resource Services

1.	Reimbursement	1,792.28
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Fund 2077, Residential Services

1.	Other Receipts	3,007.30
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Fund 2460, Early Childhood Special Education

1.	Grant Revenue	2.52
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Fund 2930, Unspecified

1.	Donations	970.00
2.	Interest	40.29

Fund 4018, Permanent Improvement

1.	Local Tax Revenue		
	a.	Personal Property Tax	15,556.74
	b.	Homestead Rollback	24,885.75

2. Sundry Revenue 195.98

Fund 9893, Flexible Savings Account

1. Employee Contribution 2,265.38

C. Administrative

1. Children's Services Report for May and June
2. Adult Services Report for May and June
  - Marimor Industries Financial Report included for Finance Committee only
3. Community Support Services for May and June
  - LODDI, Inc. Minutes of June 4, 2009 Meeting
  - LODDI, Inc. Financial Report included for Finance Committee only
4. Human Resource Report for May and June and the HR Newsletter for June and July

X. Old Business

XI. Board Discussion

- Board Member Replacement – Superintendent Baldrige is in the process of contacting individuals who may be interested in a position on the Board.

ADJOURN INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES

Dr. Snyder moved to adjourn into executive session to discuss personnel issues at 5:29 p.m.

Mr. Miller seconded the motion.

Mrs. McLaurine  
Mr. Bowers, yes

Mr. Miller  
Mrs. Goodin, yes

Dr. Snyder, yes

RECONVENE INTO REGULAR SESSION

Mrs. Miller moved to reconvene into regular session at 5:55 p.m.

Mrs. McLaurine seconded the motion.

Mrs. McLaurine  
Mr. Bowers, yes

Mr. Miller  
Mrs. Goodin, yes

Dr. Snyder, yes

XII. Committee Reports

A. Ethics Council – Met July 27, 2009

1. Approve Direct Service Contracts

ETHICS COUNCIL RECOMMENDATIONS 74-09: The Ethics Council recommended and so moved the following direct service contracts be approved as presented:

<u>Provider</u>	<u>Contract Period</u>	<u>Contract Rate</u>
Champaign Residential Services, Inc.	One Year	\$22.00 per day per resident For Room and Board
Ottawa Valley Center, Inc.	One Year	\$21.47 per day per resident For Room and Board
Carol Patrick	One Year	\$75.00 per hour For Psychological Services

Dr. Snyder moved.

Mrs. McLaurine seconded the motion of the Finance Committee.

Mr. Bowers, yes  
Dr. Snyder, yes

Mrs. McLaurine, yes  
Mrs. Goodin, yes

Mr. Miller, yes

B. Finance Committee – Met June 25 and July 23, 2009

1. Approve Fund Transfers

FINANCE COMMITTEE’S RECOMMENDATIONS 75-09: The Finance Committee recommended and so moved the following actions:

Approve Intra-Fund Transfer

From 90090131 340005, General Fund, Help Me Grow, Contract Services Consulting  
To 90090121 219099, General Fund, Help Me Grow, Materials and Supplies Sundry  
\$7,000 to utilize funds needed to meet the TANF budget.

From 20751621 212002, Family Resource Services, Special Diets  
To 20751641 410470, Family Resource Services, Adaptive Equipment  
\$1,000 to meet family requests for services.

From 20751621 219099, Family Resource Services, Sundry  
To 20751641 410470, Family Resource Services, Adaptive Equipment  
\$1,000 to meet family requests for services.

From 10010117 173001, General Fund, Administration, Workmen’s Compensation  
To 10010194 940001, General Fund, Administration, Advance Out  
\$50,000 to cover advance for LODDI, Inc.

From 20020131 330613, General Fund, Plant Maintenance, Repairs - Plumbing  
To 20020131 330614, General Fund, Plant Maintenance, Repairs - Heating and Cooling  
\$4,000 to cover higher costs than anticipated.

From 20020131 310004, General Fund, Plant Maintenance, Utilities – Telephone

To 20020131 330614, General Fund, Plant Maintenance, Repairs – Heating and Cooling  
\$3,000 to cover higher costs than anticipated.

From 70070117 170005, General Fund, Service and Support, Salary – Employee  
To 70070117 170043, General Fund, Service and Support, Salary – Temporary Employee  
\$2,500 to cover unexpected medical leave.

From 90090131 340005, General Fund, Help Me Grow, Services Consulting  
To 90090121 211001, General Fund, Help Me Grow, Supplies – Postage  
\$1,500 purchase required to meet TANF budget.

From 90090131 340005, General Fund, Help Me Grow, Services Consulting  
To 90090121 211001, General Fund, Help Me Grow, Supplies Sundry Cell Phones  
\$1,400 to meet TANF budget requirements.

From 20751631 340215, Family Resource Services, Services In-Home Care  
To 20751621 212002, Family Resource Services, Special Diets  
\$1,000 to meet family requests for services.

From 20751631 340405, Family Resource Services, Home Modifications  
To 20751621 212002, Family Resource Services, Special Diets  
\$250 to meet family requests for services.

From 20751631 370720, Family Resource Services, Counseling-Training-Education  
To 20751621 212002, Family Resource Services, Special Diets  
\$250 to meet family requests for services.

#### Approve Inter-Fund Transfer

From 10010194 940001, General Fund, Administration, Advance Out  
To 20780492 590902, Grant Fund, Advance In  
\$128 to cover expenditures prior to receipt of grant funds.

From 10010194 940001, General Fund, Administration, Advance Out  
To 24600492 590902, Grant Fund, Advance In  
\$9,000 to cover expenditures prior to receipt of grant funds.

From 10010194 940001, General Fund, Administration, Advance Out  
To 24690492 590902, Grant Fund, Advance In  
\$12,025 to cover expenditures prior to receipt of grant funds.

From 10010194 940001, General Fund, Advances Out  
To 20770491 590902, Residential Services, Advance In  
\$50,000 to provide advance funds to LODDI, Inc. for cash flow needs until grant money is received.

Mr. Miller moved.

Mr. Bowers seconded the motion of the Finance Committee.

Mrs. McLaurine, yes  
Mr. Bowers, yes

Mr. Miller, yes  
Mrs. Goodin, yes

Dr. Snyder, yes

C. Personnel Committee – Met June 1, 2009 and July 23, 2009

It was our intention to move another SSA from Community Services to Waiver/Residential Services in the fall. However, we just had a resignation which is prompting us to make that move now. It is anticipated that in the fall we will add another 30 Individual Options Waivers.

We are fairly sure we will be awarded the Pathways Project from the Rehabilitation Services Commission. We will know by the end of July. If we are awarded this grant, we will need to hire two people. Superintendent Baldrige would like to create the positions this month contingent on being awarded the grant. By doing this, we can start recruiting as soon as we know for sure.

PERSONNEL COMMITTEE'S RECOMMENDATIONS 76-09: The Personnel Committee recommended and so moved to take the following actions:

1. Abolish one Service and Support Associate (Community Services) position
2. Create one Service and Support Associate (Waiver/Residential Services) position
3. Create one Pathways Administrative Assistant Position (Contingent upon Pathways being funded)
4. Create one Pathways Vocational Rehabilitation Counselor (Contingent upon Pathways being funded)

Dr. Snyder moved.

Mrs. McLaurine seconded the motion of the Personnel Committee.

Mrs. McLaurine, yes  
Mr. Bowers, yes

Mr. Miller, yes  
Mrs. Goodin, yes

Dr. Snyder, yes

2. Approve Salary Range Freeze for Non-Union Personnel

During the last year (December to December), the Consumer Price Index (CPI-U) fell 1.3%. In light of this, the Superintendent recommended a freeze on the Salary Ranges for Non-Union Personnel for the next year.

PERSONNEL COMMITTEE'S RECOMMENDATIONS 77-09: The Personnel Committee recommended and so moved to freeze the Salary Ranges for Non-Union Personnel at the rate that became effective August 1, 2008.

Dr. Snyder moved.

Mr. Bowers seconded the motion of the Personnel Committee.

Mr. Miller, yes  
Mrs. McLaurine, yes

Dr. Snyder, yes  
Mrs. Goodin, yes

Mr. Bowers, yes

3. Approve Salaries for Non-Union Employees

PERSONNEL COMMITTEE'S RECOMMENDATIONS 78-09: The Personnel Committee recommended and so moved to authorize the following salaries effective August 1, 2009:

EMPLOYEE		POSITION	August 1, 2009 - July 31, 2010	Bonus
Bailey	Julie	Administrative Asst. Superintendent & HR	\$35,505	
Bassitt	Heather	HMG-Administrative Assistant	\$32,932	
Bicknell	Kelley	HMG Receptionist/Secretary	\$12.27	
* Blass	Barb	HMG Project Director	\$64,143	
* Burklo	Matt	Habilitation Manager	\$54,367	
* Burnett	Katherine	Nursing Coordinator	\$67,840	\$600
Calvelage	Christine	Administrative Asst. - Fiscal/Technology	\$45,507	
Cartwright	Vickie	Behavior Support Specialist	\$50,248	
* Cockerell	Peggy	Director of Education	\$82,790	\$1,863
Coil	Amanda	HMG Service Coordinator	\$38,113	
* Conley	Melodie	Employment Services Manager	\$59,382	
Ducey	Jeff	Job Developer	\$34,474	
Dunbar	Anne	Intake Support Services Coordinator	\$52,545	
Endres	Lori	Family Support Specialist	\$14.52	
Ernest	Bethany	Service and Support Associate	\$37,944	
Evans	Shirley	MUI Investigator	\$55,215	
Felgar	Theresa	Admin Asst. - Industry	\$38,537	
* Fitzgerald	Michael	Maintenance Foreman	\$47,224	
Foster	Susan	Adult Services Nurse	\$50,814	\$751
Garland	Karen	Adm. Asst. Transportation	\$34,660	
* Hardesty	Joan	Cook	\$31,591	
Heminger	Terrence	Marketing Representative	\$35,180	
* Herzog	Angela	Adult Services Director	\$82,790	\$1,413
Hodosko	William	Information Systems Tech Coordinator	\$53,804	
Hoehn	Brandon	Service and Support Associate	\$35,437	
* Howell	Susan	Transportation Director	\$56,634	
Kirk	Lisa	Administrative Assistant-Business	\$36,584	
Klima	Alicia	Service and Support Associate	\$34,761	
Koenig	Erin	Student Services Coordinator	\$30,286	
Kreinbrink	Vickie	Service and Support Associate	\$48,504	
Lamb	Carmen	HMG-Service Coordinator	\$35,768	
Leigh	April	HMG-Service Coordinator	\$35,853	
Longsworth	Melissa	HMG -Child Find Service Coordinator	\$41,598	
McCullough	Karen	Service and Support Associate	\$38,724	

McVetta	Jana	Medicaid Services Specialist	\$57,987	
* Miller	Annette	Administrative Assistant	\$33,191	
Miller	Kristen	Quality Assurance Specialist	\$47,676	
Miller	Traci	HMG Service Coordinator	\$35,888	
Miller	Dawn	Service and Support Associate	\$35,872	
Mohr-Shank	Stephanie	Service and Support Associate	\$37,773	
Morris	Colleen	Service and Support Associate	\$47,134	
* Nance	Martha	Director of Business	\$73,871	
* Powell	Dennis	Industrial Systems Manager	\$67,840	\$1,526
Rankin	Leah	Secure Scan Coordinator	\$30,967	
* Ribley	Neil	Industrial Systems Assistant	\$46,778	
Robinson	Julie	HMG-Service Coordinator Associate	\$38,496	
Sarsalari	Alexandra	HMG-Service Coordinator	\$35,087	
* Schnipke	Theresa	SSA Manager - Waiver	\$71,879	
Schweingruber	Kristy	Service and Support Associate	\$43,950	
Sherrick	Mary Ann	Adult Services Nurse	\$42,753	
Smith	Joshua	Service and Support Associate	\$35,647	
Smith	Tammy	Job Developer	\$35,190	
Snyder	Michelle	MUI Investigator	\$55,358	
* Stahl	Jeannie	Director of Community Support Services	\$82,790	\$1,402
* Steele	Phyllis	SSA Manager - Community Service	\$74,414	
* Steiger	Mike	Human Resource Director	\$63,003	
Sturgill	Julie	Service and Support Associate	\$52,251	
Thompson	Katherine	Service and Support Associate	\$35,544	
Tomasi	Jennifer	Service and Support Associate	\$39,170	
Troyer	Sarah	Service and Support Associate	\$37,744	
vonderEmbse	Greg	Service and Support Associate	\$53,764	
Wenger	Angela	Service and Support Associate	\$50,247	
* Werling	Rebecca	Administrator Assistant	\$45,186	
Whetstone	Slone	Service and Support Associate	\$49,163	
* Wilker	Andrew	Industrial Accountant	\$45,292	
Wise-Sawmiller	Cynthia	HMG-Service Coordinator	\$35,311	
Wurth	Gina	Administrative Assistant	\$43,967	
Zimmerly	Cheryl	Medicaid Services Specialist	\$58,289	\$157

\* Denotes the renewal of a one year contract.

Dr. Snyder moved.

Mr. Miller seconded the motion of the Personnel Committee.

Dr. Snyder, yes

Mr. Bowers, yes

Mrs. McLaurine, yes

Mr. Miller, yes

Mrs. Goodin, yes

D. Planning Committee – Met June 25, 2009

The Planning Committee met on June 25, 2009 and reviewed the program evaluation progress reports and the Annual Action Plan progress reports. It was agreed to include action items in the executive summary that is prepared. There was also discussion regarding getting families needed information regarding special needs trusts and the need to monitor the nature of the information being presented.

E. Policy Committee

No comments have been received regarding the On-Call Pay Policy. The change in this policy eliminated the requirement for a back-up pager for Community Support Services and consequently eliminated the pay for non-supervisory staff that would have carried the back-up pager.

The Preschool and School Age policies were emergency adopted in April. They are now going through the three reading process for final adoption. In both policies, the primary change was adding a section regarding homelessness. The policies now assure that children will be served even if they are homeless.

The following changes are being proposed for the Early Intervention Handbooks:

1. Updated Directory on page 1 (e.g. Erin Koenig added, Lori Endres added)
2. Added current pictures
3. Updated Parent Involvement page (p.5-EI Handbook; p. 9 Transition Handbook)
  - Deleted Parenting Partners, Parent Support Phone Group & Parent Committee
  - Added Parent Network information and invitation to join Early Childhood Education Committee
  - Added Lori Endres vs. Melissa Brown
  - Deleted SERRC and YW Child Care lending library
  - Provided current information on Family P.L.A.Y.T.I.M.E.
4. The IFSP Page (p. 6 – EI Handbook and Transition Handbook) was reformatted – same information was included but ‘bulleted’.

The following changes to the Preschool and School Age Handbook are being proposed:

1. Deleted the references to Mr. Diller and added Ms. Koenig.
2. Added current pictures.
3. Reformatted the information about curriculum and technology - page 10 (School Age). No changes in this area for preschool.
4. Minor changes to verbiage about the Parent to Parent Network on page 11 (School Age) and page 10 (Preschool)
5. Removed Linda Kayser’s name as a parent resource on page 11(School Age) and page 10 (Preschool). (Uncertainty about funding for Parent Mentor positions) We can inform families of this resource in the School Newsletter.
6. Added the section on “Your Rights If You Become Homeless” to page 13 (School Age and Preschool).

In keeping with current issues, we are proposing to specifically address pandemic flu within our Communicable Disease Policy.

POLICY COMMITTEE RECOMMENDATION 79-09: The Policy Committee recommended and so moved the following actions:

1. Adopt Policy 5.2.20 – On-Call Pay
2. Accept Policy 8.1.1 – Preschool for second reading
3. Accept Policy 8.1.2 – School-Age for second reading
4. Approve Changes to Handbooks
  - a. Marimor School Handbook
  - b. Preschool Handbook
  - c. Early Intervention Transition Class Handbook
  - d. Early Intervention Handbook
5. Accept Policy 8.4.3 – Communicable Disease for first reading

Dr. Snyder moved.

Mr. Bowers seconded the motion of the Policy Committee.

Mr. Bowers, yes  
Dr. Snyder, yes

Mrs. McLaurine, yes  
Mrs. Goodin, yes

Mr. Miller, yes

### XIII. New Business

- A. Request County Commissioners Declare Cabinets Obsolete and Authorize Private Sale and Revise Prior Authorization Regarding One Vehicle

We have cabinets from classrooms that have been replaced. We need authorization to sell them in order to avoid storage costs.

SUPERINTENDENT'S RECOMMENDATION 80-09: Superintendent Baldrige recommended the Board recommend the Allen County Commissioners declare the following items to be not needed for public use, obsolete or unfit for use in accordance with §307.12(E) O.R.C. Upon receipt of approval from the County Commissioners, the Board authorizes administration to auction said items on GovDeals.net, following the procedures established by the County Commissioners.

Two Lots, Each Containing the Following:

- 1 Slim Cabinet 18”W x 22”D x 84”T with 15 wire dividers
  - 1 Two Door (Sliding) Cabinet 48”W x 22”D x 84”T with 5 shelves
  - 1 Stainless Steel Sink and Faucet 12”D Basin 63”W x 22”D x 36 ½”T
  - 1 Over Sink Cabinet with 2 Sliding Glass Doors 63”W x 12 ½”D x 30”H
  - 1 Two Door Cabinet 48”W x 22”D x 84”H with Coat Area, Hat Storage and 5 shelves
- All cabinets are made of steel.

Further, Superintendent Baldrige recommended the Board request the County Commissioners rescind their resolution to declare Bus #4, Serial Number 1FDXB80C8SVA32987 obsolete. This 1995 bus has a Ford chassis and a Wayne body. It is a 66 passenger bus and is still in use.

Mrs. McLaurine moved to accept the recommendation of the Superintendent.

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

Mrs. McLaurine, yes  
Mr. Bowers, yes

Mr. Miller, yes  
Mrs. Goodin, yes

Dr. Snyder, yes

B. Enter into Agreements and/or Contracts

SUPERINTENDENT'S RECOMMENDATION 81-09: Superintendent Baldrige recommended the Board enter into the following agreements for services and contract addendum:

Type: Agreement  
Party: Invo HealthCare Associates, Inc.  
Purpose: To purchase Speech Therapy services for approximately 37 hours per week for 10 months  
Term: August 11, 2009 through June 4, 2010  
Cost: \$56.00 per hour

Type: Bus Lease Agreement  
Party: The Arc of Allen County, Inc.  
Purpose: To provide one bus for the Arc to transport people to camp  
Term: June 22, 2009 through July 23, 2009  
Cost: \$1.00

Type: Agreement  
Party: Board of County Commissioners, Allen County  
Purpose: Board to provide Help Me Grow Services for Family and Children First Council  
Term: July 1, 2009 to June 30, 2010  
Cost: \$134,449 from Part C and \$457,841 in General Revenue Subsidy

Type: Addendum to Agreement Services  
Party: Joe Vance  
Purpose: To purchase services for the APPLE program  
Term: January 1, 2009 through December 31, 2009  
Cost: Increase the maximum from \$300 to \$600

Type: Transportation Agreement  
Party: Children's Developmental Center of Lima, Inc.  
Purpose: Provision of transportation to Early Intervention and Preschool for mutual clients  
Cost: No Charge

Type: Agreement – Revised  
Parties: Lutheran Social Services; Auglaize County Board of MR/DD; Hardin County Board of MR/DD; Mental Health and Recovery Services Board of Allen, Auglaize, and Hardin Counties; Putnam County Board of MR/DD; and Mental Health, Alcohol and Drug Addiction Recovery Board of Putnam County  
Purpose: Provide funds for cost sharing for the Dual Diagnosis Intervention Team  
Term: July 1, 2009 through June 30, 2010  
Cost: \$10,000

Type: Memorandum of Agreement



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

Mr. Miller, yes  
Mrs. McLaurine, yes

Dr. Snyder, yes  
Mrs. Goodin, yes

Mr. Bowers, yes

XIV. Other Items to Come Before the Board

Superintendent Baldrige reported that on July 21, 2009 she rescinded the layoff notices to the Help Me Grow staff. We will be receiving about \$14,000 less than we projected on April 14<sup>th</sup>. The hours for the secretary position for Help Me Grow were dropped from 40 hours per week to 19 hours per week with no benefits. With the TANF (Temporary Assistance for Needy Families) funding going away, the paperwork has dropped significantly.

XV. Adjournment

Dr. Snyder moved to adjourn the meeting at 6:16 p.m.

Mr. Miller seconded the motion to adjourn.

Dr. Snyder, yes  
Mr. Miller, yes

Mr. Bowers, yes  
Mrs. Goodin, yes

Mrs. McLaurine, yes

Regular Board Meeting  
August 24, 2009, 2009 at 4:45 p.m.  
Allen County Board of MR/DD  
Administration Building  
2500 Ada Road, Lima, OH

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Chris Calvelage, Clerk

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Gina Goodin, Recording Secretary