

November 24, 2008

- 130-08 Approval of Agenda
- 131-08 Approval of the minutes of the October 20, 2008 regular Board Meeting
Concurrence with the payment of bills for October, pages 1-2, 4-8, 10-22, 24-25, 27-28, 30-31, 33-34, and 36-42
Accept Personnel Report
 - Resignation of Lori Monhollen as Habilitation Specialist I
 - Resignation of Carrie Modica as Habilitation Specialist I
 - Termination of Brent Plummer as Shipping/Receiving
 - Resignation of Shondra Hoover as Employment Specialist
 - Transfer of Tammy Price-Hayes from Workshop Assistant/Bus Aide to Workshop Assistant, 7 – hours per day
 - Transfer of Lori Sullivan from Workshop Assistant to Habilitation Specialist I
 - Transfer of Morgan Kirk from Bus Aide – 9 month to Workshop Assistant/Bus Aide
- 132-08 Concurrence with the payment of bills for October, pages 2, 23, 26, and 35
- 133-08 Concurrence with the payment of bills for October, page 9
- 134-08 Concurrence with the payment of bills for October, page 29
- 135-08 Concurrence with the payment of bills for October, page 32
- 136-08 Approve Direct Service Providers
- 137-08 Approve Fund Transfers and Supplemental Appropriations
- 138-08 Approve the following Policy Actions
 - Accept Policy 7.07 - Routine Travel and Expense Reimbursement for First Reading
 - Accept Policy 8.4.3 – Communicable Diseases for Second Reading
- 139-08 Accept Annual Action Plan and Submit it for Public Hearing
- 140-08 Approve Agreements and Contracts
 - Lease Agreement with Wannemacher Enterprises, Inc. for storage space
 - Agreement of Services with Crime Victim Services to decrease crimes committed against People with disabilities
- 141-08 Accept Inspection Reports
 - Public Employment Risk Reduction Program, Dept. of Safety and Hygiene
 - Ohio Department of Health
 - Wagner Overhead Door, Inc.
- 142-08 Modify One Shipping and Receiving Position and Create a Substitute Bus Aide Position

143-08 Renew the following Memberships
Allen County Family and Children First
Lima Allen County Chamber of Commerce
Ohio Association of County Boards of MRDD

144-08 Approve Funds for Wellness Program

145-08 Approve Purchase of Two 12 Passenger Vans

ALLEN COUNTY BOARD OF MENTAL RETARDATION
AND DEVELOPMENTAL DISABILITIES

MINUTES
November 24, 2008

4:50 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, November 24, 2008. President Goodin called the meeting to order with the following roll call response:

Mr. David Bowers, present	Mr. Charles Fuller, excused	Mr. Edward Healey, present
Mr. Gregory Miller, excused	Dr. Jon Rockhold, present	Mrs. Kathryn Williams, 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 Tom Boyle 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>
Adjourn into Executive Session to discuss Union Negotiations	Superintendent Baldrige
Create Substitute Bus Aide Position	Superintendent Baldrige
Purchase two 12 Passenger Vans	Superintendent Baldrige
Renew Membership with the Ohio Association of County Boards of MRDD	Superintendent Baldrige

RESOLUTION 130-08:

Mr. Healey moved to approve the agenda.

Dr. Rockhold seconded the motion to approve the agenda.

Mr. Healey, yes
Mr. Bowers, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mrs. Williams, yes

IV. Correspondence

- Letter of appreciation from Karen Martin, Allen County Health Partners

V. Hearing of the Public

VI. Reports

- A. Staff Report – Mike Steiger reported on the results from the employee health screening held in May. He talked about this as the basis for a wellness program.
- B. Best Practice – Jeannie Stahl talked about the monitoring process our Service and Support Administration Department utilizes to assure health and safety of the people we serve.

VII. Consent Agenda

SUPERINTENDENT’S RECOMMENDATION 131-08: Superintendent Baldrige recommended the Board consent to the following items:

- A. Approval of the minutes of the October 20, 2008, regular meeting of the Allen County Board of MR/DD.
- B. Concurrence with the payment of bills for programs operated by the Allen County Board of MR/DD pages 1 – 2, 4 – 8, 10 – 22, 24 – 25, 27 – 28, 30 – 31, 33 – 34, and 36 - 42.
- C. Accept the Personnel Report
 - 1. New Hires
 - 2. Terminations
 - a. Lori Monhollen resigned as a Habilitation Specialist I effective October 8, 2008.
 - b. Carrie Modica resigned as a Habilitation Specialist I effective October 22, 2008.
 - c. Brent Plummer was terminated as Shipping / Receiving effective October 30, 2008.
 - d. Shondra Hoover resigned as an Employment Specialist effective November 14, 2008.
 - 3. Transfers
 - a. Tammy Price-Hayes transferred from a Workshop Assistant / Bus Aide to a Workshop Assistant, 7 – hours per day, effective November 12, 2008 at the same AFSCME Salary Step.
 - b. Lori Sullivan transferred from a Workshop Assistant to a Habilitation Specialist I effective November 12, 2008 at the same AFSCME Salary Step.

- c. Morgan Kirk transferred from a Bus Aide – 9 Month to a Workshop Assistant / Bus Aide effective November 20, 2008 at the same AFSCME Salary Step.

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

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

Mr. Healey, yes	Dr. Rockhold, yes	Mrs. Williams, yes
Mr. Bowers, yes	Mrs. Goodin, yes	

VIII. Exception Agenda

SUPERINTENDENT’S RECOMMENDATION 132-08: Superintendent Baldrige recommended the Board concur with the payment of bills for programs operated by the Allen County Board of MR/DD, pages 2, 23, 26, and 35.

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

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

Dr. Rockhold, abstain	Mrs. Williams, yes	Mr. Bowers, yes
Mr. Healey, yes	Mrs. Goodin, yes	

SUPERINTENDENT’S RECOMMENDATION 133-08: Superintendent Baldrige recommended the Board concur with the payment of bills for programs operated by the Allen County Board of MR/DD, page 9.

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	Mrs. Williams, yes	Mr. Bowers, yes
Mr. Healey, yes	Mrs. Goodin, yes	

SUPERINTENDENT’S RECOMMENDATION 134-08: Superintendent Baldrige recommended the Board concur with the payment of bills for programs operated by the Allen County Board of MR/DD, page 29.

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

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

Mrs. Williams, yes	Mr. Bowers, yes	Mr. Healey, yes
Dr. Rockhold, yes	Mrs. Goodin, abstain	

SUPERINTENDENT’S RECOMMENDATION 135-08: Superintendent Baldrige recommended the Board concur with the payment of bills for programs operated by the Allen County Board of MR/DD, page 32.

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

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

Mr. Bowers, abstain
Mrs. Williams, yes

Mr. Healey, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

IX. Superintendent's Report

A. Fiscal

Fund 2018, General Fund

1.	Local Tax Revenue	
a.	Mobile Home Tax	7,626.36
2.	Fees for Service/Local	
a.	Services - Other	63,913.36
b.	Transportation Fees	3,836.52
c.	Sales - Cafeteria	4,027.60
d.	Services – Transportation	148.24
e.	Service – Supported	2,861.25
3.	State and Federal Revenue	
a.	Homestead / Rollback	287,443.45
b.	Tax Equity	103,143.75
c.	HMG General	4,689.12
d.	HMG TANF	38,903.42
e.	Special Ed Units – School	67,554.70
f.	Special Ed Units – Preschool	11,249.17
g.	HMG Grants / Other	6.75
h.	Other – MRDD	3,928.26
i.	Transportation – DOE	6,640.48
j.	Operating Subsidy	53,062.16
k.	Part C - Local Federal	11,734.59
l.	Title XIX – Medical	191,352.96
m.	Case Management	16,018.00
4.	Other Revenue	
a.	Other Receipts	64,766.33
b.	P/R Transfer Option	1,765.73
c.	P/R Transfer – Hospital	28,476.81
d.	Refunds	354.74
e.	Sundry Revenue	248.69

Fund 2075, Family Resource Services

1.	Grant Revenue	15,157.87
2.	Reimbursement	2,142.93

Fund 2077, Residential Services

1.	ODMRDD Allocation	105,918.50
2.	Other Receipts	5,022.18

Fund 2460, Early Childhood Special Education Idea

1. Grant Revenue 6,291.30

Fund 2464, Child Outcomes Support

1. Grant - State 3,000.00

Fund 2469, Special Education, Part B, Idea

1. Grant Revenue 16,576.89

Fund 2930, Unspecified

1. Interest
327.06
2. Donations 185.00

Fund 4018, Permanent Improvement

1. Local Tax Revenue
a. Mobile Home Tax 663.20
b. Homestead / Rollbacks 24,995.11
c. Sundry Revenue 2,057.55

Fund 9893, Flexible Savings Account

1. Employee Contribution 3,261.27

B. Administrative

1. Children's Services Report
2. Adult Services Report
3. Community Support Services Report
4. Help Me Grow Report
5. Human Resource Report and the HR Newsletter

X. Old Business

XI. Board Discussion

Appoint Nominating Committee – Dr. Rockhold, Mr. Healey and Mrs. Williams will serve on the Nominating Committee. Mr. Bowers will serve as the Recording Secretary in 2009.

Superintendent Baldrige and Gina Goodin are still meeting with potential Board Members.

The results of the six proposed resolutions that went before the Delegate Assembly on October 27 are as follows:

- 2008-01 Realignment of OACB Regions – Passed with a vote of 76 - 2
- 2008-02 Legislative changes to permit a County Board of MR/DD to purchase and own property – Failed with a vote of 39 - 39
- 2008-03 OACB Board of Trustee meeting attendance requirements – Passed with a vote of 76 - 2
- 2008-04 OACB customer satisfaction survey – Failed with a vote of 13 - 65
- 2008-05 Legislative changes to permit a County Board of MR/DD to use public funds to promote a levy – Failed with a vote of 35 – 41 with 2 counties abstaining
- 2008-06 Removal of “MR” from the name County Boards of MR/DD – Passed with a vote of 59 – 14 with 5 counties abstaining

XII. Committee Reports

A. Ethics Council – Met November 24, 2008

ETHICS COUNCIL RECOMMENDATION 136-08: 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>
Angela Patterson	1 Year	\$12.00 per hour
RMS of Ohio	1 Year	\$18.00 per hour \$ 0.38 per mile
Barb Teodosio	1 Year	\$12.00 per hour \$ 0.38 per mile
Derry Glenn	11 Months	\$12.00 per hour
IHS Services, Inc.	11 Months	\$18.00 per hour
Anthony Wayne Services, Inc.	10 Months	\$18.00 per hour \$ 0.38 per mile

Dr. Rockhold moved.

Mr. Healey seconded the motion of the Ethics Council.

Mr. Healey, yes
Mr. Bowers, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mrs. Williams, yes

B. Finance Committee – Met November 20, 2008

FINANCE COMMITTEE’S RECOMMENDATIONS 137-08: The Finance Committee recommended and so moved the following actions:

Approve Intra-Fund Transfers

From 10010117 173001, General Fund, Administration, Workers Comp
To 10010117 171001, General Fund, Administration, PERS
\$4,000 to cover higher than anticipated costs when originally budgeted

From 10010117 173001, General Fund, Administration, Workers Comp
To 10010131 320004, General Fund, Administration, Optional Life
\$600 to cover higher than anticipated costs when originally budgeted

From 20020117 170005, General Fund, Plant Maintenance, Salary-Employees
To 20020117 170043, General Fund, Plant Maintenance, Salary-Temporary Employees
\$4,000 to cover higher than anticipated costs when originally budgeted

From 20020117 170005, General Fund, Plant Maintenance, Salary-Employees
To 20020117 171001, General Fund, Plant Maintenance, PERS
\$2,000 to cover higher than anticipated costs when originally budgeted

From 20020117 175001, General Fund, Plant Maintenance, Medical Premiums
To 20020131 310002, General Fund, Plant Maintenance, Utilities-Electricity
\$3,000 to cover higher than anticipated costs when originally budgeted

From 20020131 330660, General Fund, Plant Maintenance, Repairs-Equipment
To 20020131 310002, General Fund, Plant Maintenance, Utilities-Electricity
\$3,000 to cover higher than anticipated costs when originally budgeted

From 20020131 310004, General Fund, Plant Maintenance, Utilities-Telephone
To 20020131 310002, General Fund, Plant Maintenance, Utilities-Electricity
\$5,000 to cover higher than anticipated costs when originally budgeted

From 30030217 170005, General Fund, Children's Service, Early Intervention, Salary-Employees
To 30030231 340232, General Fund, Children's Service, Early Intervention, Services-OT
\$2,905 to cover increased cost of therapies identified on IFSP

From 30030317 175001, General Fund, Children's Service, Pre-School, Medical Premiums
To 30030331 340232, General Fund, Children's Service, Pre-School, Services-OT
\$1,400 to cover increased cost of therapies identified on IEP

From 30030417 1750005, General Fund, Children's Service, School Age, Salary-Employees
To 30030431 340232, General Fund, Children's Service, School Age, Services-OT
\$800 to cover increased cost of therapies identified on IEP

From 30030417 171001, General Fund, Children's Service, School Age, PERS
To 30030417 171002, General Fund, Children's Service, School Age, STRS
\$296 to cover cost of STRS contributions

From 40040131 360499, General Fund, Adult Services, Travel Sundry
To 40040121 219099, General Fund, Adult Services, Sundry
\$1,000 funds needed for supplies & copier

From 40040217 1750005, General Fund, Adult Services, Pre-Voc/Transitional, Salary-Employees
To 40040217 171001, General Fund, Adult Services, Pre-Voc/Transitional, PERS
\$150 funds needed for PERS

From 40040517 170005, General Fund, Adult Services, Industrial Systems, Salary-Employees
To 40040517 171001, General Fund, Adult Services, Industrial Systems, PERS
\$6,800 funds needed for PERS

From 40040631 360499, General Fund, Adult Services, Supported Employment, Travel Sundry
To 40040617 219099, General Fund, Adult Services, Supported Employment, Sundry
\$500 funds needed for supplies & copier

From 40040631 360210, General Fund, Adult Services, Supported Employment, ACDJFS Lease
To 40040631 370715, General Fund, Adult Services, Supported Employment, Comm. Based Serv.
\$300 funds needed for community based services

From 50050117 175001, General Fund, Transportation, Medical Premiums
To 50050117 170005, General Fund, Transportation, Salary-Employees
\$810 salary costs higher than anticipated

From 50050117 175001, General Fund, Transportation, Medical Premiums
To 50050117 170047, General Fund, Transportation, Salary-Employees-CP
\$14,000 salary costs higher than anticipated

From 70070117 175001, General Fund, Community Support Services, Medical Premiums
To 70070117 171001, General Fund, Community Support Services, PERS
\$10,600 additional funds needed in account to complete year

From 90090121 216060, General Fund, Help Me Grow, Family Fun Time Expense
To 90090141 410450, General Fund, Help Me Grow, Equipment under \$500
\$400 unencumbered funds transferred to equipment to purchase palm pilots

From 20751621 212002, Family Resources Service Fund, Expenditures, Special Diets
To 20751693 930001, Family Resources Service Fund, Expenditures, Transfer Out
\$200 provider screenings exceeded budget

From 10010117 179001, General Fund, Administration, Reserve Funds
To 20020131 330616, General Fund, Plant Maintenance, Repairs-Heating/Cooling
\$7,000 to cover higher than anticipated costs when originally budgeted

From 10010117 179001, General Fund, Administration, Reserve Funds
To 60060121 212001, General Fund, Cafeteria, Food & Beverage
\$5,000 funds needed for remainder of year due to increased costs and food loss due to power outage

From 10010117 179001, General Fund, Administration, Reserve Funds
To 90090131 360205, General Fund, Help Me Grow, Rental Building
\$620 to cover higher than anticipated costs when originally budgeted

From 10010117 179001, General Fund, Administration, Reserve Funds
To 90090131 370655, General Fund, Help Me Grow, In-Service Professional Growth
\$515 to cover higher than anticipated costs when originally budgeted

From 10010117 179001, General Fund, Administration, Reserve Funds
To 90090117 170005, General Fund, Help Me Grow, Salary-Employees
\$14,000 to cover higher than anticipated costs when originally budgeted

From 10010117 179001, General Fund, Administration, Reserve Funds
To 90090117 171001, General Fund, Help Me Grow, PERS
\$5,400 to cover higher than anticipated costs when originally budgeted

From 10010117 179001, General Fund, Administration, Reserve Funds
To 90090117 175004, General Fund, Help Me Grow, Dental Premiums
\$207 to cover higher than anticipated costs when originally budgeted

From 10010117 179001, General Fund, Administration, Reserve Funds
To 90090131 340005, General Fund, Help Me Grow, Services-Consulting
\$2,000 to cover higher than anticipated costs when originally budgeted

From 30030117 170005, General Fund, Children's Services, Early Intervention, Salary-Employees
To 30030231 340234, General Fund, Children's Services, Early Intervention, Physical Therapy
\$5,000 to cover cost of therapies identified on IFSP

From 30030117 171001, General Fund, Children's Services, PERS
To 30030231 340234, General Fund, Children's Services, Early Intervention, Physical Therapy
\$1,700 to cover cost of therapies identified on IFSP

From 30030417 175001, General Fund, Children's Services, School Age, Medical Premiums
To 30030117 170043, General Fund, Children's Services, Salary Temporary Employees
\$6,000 to cover cost of anticipated sub coverage for the balance of the year

From 30030317 170005, General Fund, Children's Services, Pre-School, Salary-Employees
To 30030117 171001, General Fund, Children's Services, PERS
\$6,000 to cover cost of PERS contributions

From 30030317 170005, General Fund, Children's Services, Pre-School, Salary-Employees
To 30030117 171002, General Fund, Children's Services, STRS
\$2,100 to cover cost of STRS contributions

From 30030317 170005, General Fund, Children's Services, Pre-School, Salary-Employees
To 30030117 172001, General Fund, Children's Services, Medicare
\$200 to cover cost of Medicare contributions

From 30030417 170005, General Fund, Children's Services, School Age, Salary-Employees
To 30030331 340234, General Fund, Children's Services, Early Intervention, Physical Therapy
\$3,100 to cover cost of therapies identified on IEP

From 40040131 370655, General Fund, Adult Services, In-Service Professional Growth
To 40040521 216030, General Fund, Adult Services, Industrial Systems, Supplies Programming
\$1,500 funds needed for habilitation supplies

From 40040217 170005, General Fund, Adult Services, Pre-Voc/Transitional, Salary-Employees
To 40040117 170005, General Fund, Adult Services, Salary-Employees
\$50 funds needed for employee salary

From 40040217 170005, General Fund, Adult Services, Pre-Voc/Transitional, Salary-Employees
To 40040117 170043, General Fund, Adult Services, Salary-Temporary Employees
\$16,000 funds needed for temporary employees

From 40040217 170005, General Fund, Adult Services, Pre-Voc/Transitional, Salary-Employees
To 40040117 171001, General Fund, Adult Services, PERS
\$7,900 funds needed for PERS

From 40040217 170005, General Fund, Adult Services, Pre-Voc/Transitional, Salary-Employees
To 40040117 172001, General Fund, Adult Services, Medicare
\$300 funds needed for Medicare

Approve Inter-Fund Transfers

From 10010194 940001, General Fund, Administration, Advance Out
To 20750492 590902, Family Resource Fund, Revenue, Advance In
\$8,015 increased usage in temp out of home care

Supplemental Appropriations

\$8,015 To 20751617 170044, Family Resource Fund, Expenditures, Salary Temp. Out Home Care
Needed in order to cover costs of respite care – costs higher than anticipated

Dr. Rockhold moved.

Mr. Healey seconded the motion of the Finance Committee.

Mr. Healey, yes
Mr. Bowers, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mrs. Williams, yes

- C. Personnel Committee
- D. Planning Committee
- E. Policy Committee

The Routine Travel and Expense Reimbursement Policy was emergency adopted in October.
We will now take it through the normal three reading process

POLICY COMMITTEE RECOMMENDATION 138-08: The Policy Committee recommended and so moved the following actions:

- Accept Policy 7.07 – Routine Travel and Expense Reimbursement for First Reading
- Accept Policy 8.4.3 – Communicable Diseases for Second Reading

Mr. Healey moved.

Mr. Bowers seconded the motion of the Policy Committee.

Dr. Rockhold, yes
Mr. Healey, yes

Mrs. Williams, yes
Mrs. Goodin, yes

Mr. Bowers, yes

XIII. New Business

A. Accept Annual Action Plan and Submit it for Public Hearing

Goals and action steps for 2009 have been proposed.

SUPERINTENDENT'S RECOMMENDATION 139-08: Superintendent Baldrige recommended the Board accept the goals and action steps as a preliminary draft to submit as part of the Annual Action Plan for public hearing. Superintendent Baldrige further recommended the public hearing on the Annual Action Plan for 2009 be held on December 3, at 4:30 p.m. It is understood the goals and action steps may be modified based on input received from the Planning Committee and from the public.

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

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

Dr. Rockhold, yes
Mr. Healey, yes

Mrs. Williams, yes
Mrs. Goodin, yes

Mr. Bowers, yes

B. Approve Agreements and Contracts

The Agreement with Crime Victims is a result of a grant they received to implement a model program to protect victims with disabilities. Only 3 grants were awarded nationally. The funding will come from the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. While the dollar amount we receive won't actually cover the number of hours we will invest, the activities for the most part are things we do anyway. The objective of the grant is significantly related to our mission and vision.

SUPERINTENDENT'S RECOMMENDATION 140-08: Superintendent Baldrige recommended the Board approve the following agreements:

Type: Lease Agreement
Party: Wannemacher Enterprises, Inc.
Term: January 1, 2009 through June 30, 2009
Purpose: Rental of storage space
Cost: \$600 per month

Type: Agreement for Services
Party: Crime Victim Services
Term: November 4, 2008 through September 30, 2010
Purpose: To decrease crimes committed against people with disabilities
Income: \$25,000

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

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

Mrs. Williams, yes
Dr. Rockhold, yes

Mr. Bowers, yes
Mrs. Goodin, yes

Mr. Healey, yes

C. Accept Inspection Reports

SUPERINTENDENT'S RECOMMENDATION 141-08: Superintendent Baldrige recommended the Board accept the following inspection reports:

Inspector: Public Employment Risk Reduction Program, Dept. of Safety and Hygiene
Type of Inspection: Occupational safety and health survey
Date of Inspection: May 6, 2008
Visit Number: 42065900 – Marimor Industries
45171200 – Marimor School
61946200 – Bus Garage
35137600 – Administration Building
Results: Findings and Corrective Actions are Indicated on the Quick Checklist

Inspector: Ohio Department of Health
Type of Inspection: Roof Inspection of all four buildings
Date of Inspection: October 28, 2008
Results: Findings and Corrective Actions noted

Inspector: Wagner Overhead Door Inc.
Type of Inspection: Overhead garage door inspection
Date of Inspection: October 3, 2008
Results: All in good working order.

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

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

Mr. Bowers, yes
Mrs. Williams, yes

Mr. Healey, yes
Mrs. Goodin, yes

Dr. Rockhold, yes

D. Modify Position Description and Create Substitute Bus Aide Position.

Angie Herzog, Adult Services Director recommended one Shipping and Receiving position be modified to 35 hours per week, down from 40. There is currently a vacancy due to the removal of an employee.

SUPERINTENDENT'S RECOMMENDATION 142-08: Superintendent Baldrige recommended the Board abolish one Shipping and Receiving position, Primary Job Code # AS-106 and replace it with one Shipping and Receiving position, Primary Job Code # AS-106b. This change reflects reducing the standard hours worked from 40 to 35 per week. Superintendent Baldrige also recommended the creation of a Substitute

Bus Aide Position.

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

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

Mr. Healey, yes	Dr. Rockhold, yes	Mrs. Williams, yes
Mr. Bowers, yes	Mrs. Goodin, yes	

E. Renew Memberships

SUPERINTENDENT'S RECOMMENDATION 143-08: Superintendent Baldrige recommended the Board renew membership and agree to pay the following membership dues:

Organization:	Allen County Family and Children First
Cost:	Voluntary Contribution of \$1,200
Organization:	Lima Allen County Chamber of Commerce
Cost:	\$185
Organization:	Ohio Association of County Boards of MRDD
Cost:	\$21,500

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

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

Mr. Healey, yes	Dr. Rockhold, yes	Mrs. Williams, yes
Mr. Bowers, yes	Mrs. Goodin, yes	

F. Approve Funds for Wellness Program

We now have a baseline for measuring the effects of wellness activities the Board supports for staff. Mike shared the results during the staff report. We intend to measure employee wellness again in the spring to see if we have made any improvements. The staff are currently engaged in an exercise program which focuses on walking. There are about 100 participants. The Wellness Committee is running the program in six week increments. Employees who achieve their six week goal will be eligible for a drawing at the end of the six weeks and a few will receive incentives. Staff have raised money for this effort, but spent most of it to give incentives to staff to participate in the health screening. They have also gotten some donations. A little help from the Board would be greatly appreciated.

SUPERINTENDENT'S RECOMMENDATION 144-08: Superintendent Baldrige recommended the Board approve using \$300 for incentives for staff to participate in wellness activities during the next six months.

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

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

Dr. Rockhold, yes	Mrs. Williams, yes	Mr. Bowers, yes
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Mr. Healey, yes

Mrs. Goodin, yes

G. Purchase Two 12 Passenger Vans

We are in need of 2 new vans. Currently through State Purchasing, two types of vans are available. One is a Ford Flex Fuel the other is a GMC 12 Passenger Van. The GMC12 passenger vans are gasoline only and are less expensive than the Ford Flex Fuel.

SUPERINTENDENT'S RECOMMENDATION 145-08: Superintendent Baldrige recommended the Board approve the purchase of two GMC 12 passenger vans through the State Purchasing Program for a total of \$41,436.20.

Mr. Healey moved.

Mrs. Williams seconded.

Mr. Healey, yes

Dr. Rockhold, yes

Mrs. Williams, yes

Mr. Bowers, yes

Mrs. Goodin, yes

XIV. Other Items to Come Before the Board

ADJOURN INTO EXECUTIVE SESSION TO DISCUSS NEGOTIATIONS

Mr. Bowers moved to adjourn into Executive Session to discuss union negotiations at 5:55 p.m.

Dr. Rockhold seconded the motion.

Mrs. Williams, yes

Mr. Bowers, yes

Mr. Healey, yes

Dr. Rockhold, yes

Mrs. Goodin, yes

RECONVENE INTO REGULAR SESSION

Dr. Rockhold moved to reconvene into Regular Session at 6:14 p.m.

Mrs. Williams seconded the motion.

Mr. Bowers, yes

Mr. Healey, yes

Dr. Rockhold, yes

Mrs. Williams, yes

Mrs. Goodin, yes

XV. Adjournment

Dr. Rockhold moved to adjourn the meeting at 6:15 p.m.

Mrs. Williams seconded the motion to adjourn.

Dr. Rockhold, yes

Mrs. Williams, yes

Mr. Bowers, yes

Mr. Healey, yes

Mrs. Goodin, yes

Regular Board Meeting
December 22, 2008 at 4:45 p.m.
Allen County Board of MR/DD
Administration Building
2500 Ada Road, Lima, OH

Chris Calvelage, Clerk

Kathryn Williams, Recording Secretary