

**Paulding County Board of Developmental Disabilities
Meeting Minutes**

November 16, 2017 - 4:00 p.m.

The November 16, 2017, Regular Board meeting of the Paulding County Board of Developmental Disabilities was called to order at 4:03 p.m.

Roll call: Nicole Harris, Joe Cramer, Tim Sinn, Pam Miller, Marcia Hernandez, Cheryl Farley, and Kevin Albright.

Guests Present: None

Agenda

To approve the November 16, 2017 meeting agenda:

Motion: 81

Motion: Tim Sinn

Second: Cheryl Farley

Motion approved unanimously.

Minutes

To approve the October 19, 2017 meeting minutes:

Motion: 82

Motion: Joe Cramer

Second: Nicole Harris

Motion approved unanimously.

Financial Reports

To approve the October 2017 financial reports:

Motion: 83

Motion: Marcia Hernandez

Second: Kevin Albright

Motion approved unanimously.

Discussion: Waiver Match Management account at NOWAC now has a balance of \$233,801.00 resulting from a \$50,000.00 fund transfer. Budget will be discussed in more detail later in the meeting.

Reports

Superintendent: While the Election Board has not officially certified the votes, our renewal levy passed 60.6% to 39.4%. What a great margin that we can all be proud of. All of the staff, Board members and families worked together to ensure passage of this levy. The Levy fundraiser was very successful, although this is due to the lunches served and delivered. The evening dinner was not successful and I would suggest that we only serve lunches next year. Board member reappointments: Commissioners requested to meet with Nicole and Pam prior to reappointments. Judge Wehrkamp requested to meet with Marcia prior to reappointment, and is also requesting to attend a meeting and perform the swearing in of Marcia's new term. A reminder that all Board member in-service training must be completed by December 31, 2017. This includes the 2 hours DODD webinars.

New Business

Program Calendar

To approve the 2018 Program Calendar.

Motion: 84

Motion: Nicole Harris

Second: Marcia Hernandez

Motion approved unanimously.

Carries same format as last year with date changes noted.

Independent Provider Overtime Procedure

To approve the Independent Provider overtime procedure.

Motion: 85

Motion: Tim Sinn

Second: Cheryl Farley

Motion approved unanimously.

Department of Labor has been analyzing how independent providers are paid. Even though they may not be our employees, they are entitled overtime pay. DODD has been previously responsible for that payment, but effective January 1, 2018, the County Boards will now be responsible for the 41st hour of payment in the county which the provider worked. The procedure is in place for authorization over 60 hours.

2018 Contracts

To approve the following Contracts for 2018:

Williams County Shared Services Agreement

Williams County Board of DD Benefit Analysis Agreement

PC Workshop, Inc. Equipment Lease Agreement

PC Workshop, Inc. Non-Medicaid Services Agreement

PC Workshop, Inc. Janitorial Service Agreement

Interagency Agreement between PCBDD and WBESC for Help Me Grow Office Rent

Motion: 86

Motion: Nicole Harris

Second: Joe Cramer

Motion approved unanimously.

With the exception of the Superintendent's revised agreement, all contracts remain the same and are in good standing.

- **Discussion regarding PC Workshop, Inc. Lease Agreement**

Deb will meet with PC Workshop Board to discuss their thoughts, what is fair regarding maintenance and repairs, inspections, rent amount, etc. Will revisit in January. Holdover clause allows the lease to continue on a month to month basis after lease expires.

Executive Session

To adjourn in to Executive Session to discuss the evaluation and compensation of public employee(s).

Time: 4:47 p.m.

Motion: 87

Motion: Marcia Hernandez

Second: Tim Sinn

Motion approved unanimously.

Exit

To come out of Executive Session and declaring no action taken.

Time: 5:00 p.m.

Motion: 88

Motion: Cheryl Farley

Second: Nicole Harris

Motion approved unanimously.

Motion

To increase approve a 2% increase for James Gomez, Staci Haney, and Denise Kinder effective January 1, 2018, and to approve the salary of \$42,000.00 for both newly hired SSAs – Sara Gross and Jessica Reinhart.

Motion: 92

Motion: Marcia Hernandez

Second: Tim Sinn

Motion approved unanimously.

2018 Expenditures

To approve the 2018 Expenditures as recommended by the Finance Committee.

Motion: 89

Motion: Nicole Harris

Second: Tim Sinn

Motion approved unanimously.

The Finance Committee met on Tuesday. Amy Rohdy from NOWAC was also present. Deb discussed several line items. 'Other Expenses' was expanded from an amount from 'Utilities'. Expenses projected at \$2 million, Revenue anticipated at \$1,326,693.00.

New SSA Position

To approve the SSA/Community Connections Coordinator Position.

Motion: 90

Motion: Joe Cramer

Second: Kevin Albright

Motion approved unanimously.

This position was created to oversee the Self Advocacy program and develop relationships with community employers. Will still be SSA certified if the need to carry a caseload arises.

Adjournment

To adjourn the November 16, 2017 meeting.

Time: 5:17 p.m.

Motion: 91

Motion: Nicole Harris

Second: Marcia Hernandez

Motion approved unanimously.

Respectfully submitted,

Nicole Harris,
Recording Secretary