

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

**February 15, 2018 - 4:00 p.m.**

**The February 15, 2018, Regular Board meeting of the Paulding County Board of Developmental Disabilities was called to order at 4:05 p.m.**

**Roll call:** Pam Miller, Nicole Harris, Joe Cramer, Tim Sinn, Marcia Hernandez (4:12p arrival), Cheryl Farley, and Kevin Albright.

**Guests Present:** Denise Kinder, PCBDD Intervention Specialist, and Megan Sierra, PCW Executive Director.

**Agenda**

To approve the February 15, 2018 meeting agenda:

**Motion: 13**

**Motion: Joe Cramer**

**Second: Cheryl Farley**

**Motion approved unanimously.**

**Minutes**

To approve the January 18, 2018 meeting minutes:

**Motion: 14**

**Motion: Nicole Harris**

**Second: Kevin Albright**

**Motion approved unanimously.**

**Financial Reports**

To approve the January 2018 financial reports:

**Motion: 15**

**Motion: Cheryl Farley**

**Second: Kevin Albright**

**Motion approved unanimously.**

**Discussion:** Year to date expenses listed in January are just over \$362,000.00. From contract services, \$150,000 has been paid to PC Workshop. \$50,000 was moved over to NOWAC for Waiver Sustainability and third quarter Waiver Payment was also taken out. There have been some appropriation changes –most notably the OPERS Carryover Appropriation increased by \$5,000. The payments should have been taken out prior to taxes, therefore causing the Board to pay employee and employer share back payments of \$614. Unemployment appropriation was also created for a former employee. Board share will be around \$400.

**Reports**

**Superintendent:**

- March is DD Awareness month with the theme “Celebrate Community”. We have several activities planned and items promoting DD Awareness, including 2 billboards, newspaper articles, table tents and FB video clips of interviews, as we ask individuals “How do you celebrate community?” We have also requested a Commissioner’s Proclamation recognizing DD Awareness Month.
- Fulton County Board of DD is hosting a Sexual Harassment Training for management and has extended an invitation to area county boards, at a cost of \$125 per county board. This will be held on March 15<sup>th</sup>, with Staci, Shannon and I attending this training.
- The Self Advocates are participating in Defiance College’s Empty Bowls event
- Deb has attended several local and regional meetings recently, including the Region 1 Supt. meeting in Bowling Green, the Paulding Co. Community Corrections Planning Board meeting held yesterday, and the Paulding Co. Family and Children First Council meeting that was held today.
- The new DODD draft Waiting List rule was released yesterday and can be viewed on <http://www.fixthelist.info/the-solution.html>.
- The next Supported Decision Making training event will be held March 15<sup>th</sup> in Bowling Green and March 16<sup>th</sup> in Defiance, from 8:00am-3:30pm

**Early Intervention:** Denise invited the Board to the Annual Easter Bunny Brunch. There will be new activities for all to enjoy that include “celebrities” in the community. March 10, 2018 9a-11a.

## **Old Business**

### **Discussion regarding maintenance issue and quotes for PC Workshop.**

A total of \$4,565 was quoted for various roof and maintenance issues. Discussions have been on going with PCBDD and PCW on how to best handle the repairs and which entity should pay for which issue. PCW just held their board meeting earlier today and does not prefer to release their financials at this time. PCW would like year-end financials to be finalized by their accountant and reception of funding to come through before they can share a true picture of their financial year. PCW Board has concerns for long term outlook of lease agreement and rent amount.

## **New Business**

### **New Hire**

To endorse the hiring of Ashlyn Laney for Administrative Secretary, effective March 1, 2018 at the rate of \$13.53 per hour.

**Motion: 16**

**Motion: Pam Miller**

**Second: Cheryl Farley**

**Motion approved unanimously.**

- **Discussion regarding the Phone System**

PCBDD is in need of an upgrade for the phone system. Phil Jackson gave us an initial quote of around \$3,000-\$5,000. Phil later informed us that the County as a whole will be upgrading their phone system and the Commissioner's approved us to come aboard this deal. This will reduce our cost and ease communication with the offices in the Courthouse. The project looks to be underway this spring.

- **Discussion regarding AV/Technology equipment for Conference/Board Room.**

Williams County Board of DD currently has a flat screen t.v. with computer hookup in their conference room. Deb suggested bringing this technology to PCBDD for webinars, telemed appointments, video conferences, etc. that will benefit all staff as well as our contracted therapists. This remedies the issue of viewing important sessions on a very small screen. Projected cost of around \$4,000.

## **Adjournment**

To adjourn the February 15, 2018 regular Board meeting at 4:53 p.m.

**Motion: 17**

**Motion: Kevin Albright**

**Second: Joe Cramer**

**Motion approved unanimously.**

Respectfully submitted,

Nicole Harris,  
Recording Secretary

