

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

January 17, 2019 - 4:00 p.m.

The January 17, 2019, Organizational Board meeting of the Paulding County Board of Developmental Disabilities was called to order at 4:02 p.m.

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

Guests Present: Doug Schlatter with Schlatter Plumbing and Heating

Election of Officers for 2019

Nominations: Cheryl Farley and Nicole Harris nominate Marcia Hernandez for President. Cheryl Farley nominates Pam Miller for Vice President. Pam Miller nominates Cheryl Farley for Secretary.

2019 President: Marcia Hernandez

2019 Vice President: Pam Miller

2019 Secretary: Cheryl Farley

To approve slate of Officers as presented.

Motion: 1

Motion: Kevin Albright

Second: Tim Sinn

Motion approved unanimously.

Finance Committee and Ethics Council Appointments

Finance Committee: Marcia Hernandez, Tim Sinn, Joe Cramer

Ethics Council: Cheryl Farley, Marcia Hernandez, Pam Miller

Board Meeting Time

To set the monthly Board Meeting time of 4:00 p.m. on the 3rd Thursday of each month unless otherwise noted:

Motion: 2

Motion: Pam Miller

Second: Cheryl Farley

Motion approved unanimously.

Resolution

To approve the Resolution authorizing the Superintendent to pay Board obligations for 2019:

Motion: 3

Motion: Tim Sinn

Second: Cheryl Farley

Motion approved unanimously.

Resolution

To approve the Resolution authorizing the Superintendent to transfer funds within the 2019 appropriations:

Motion: 4

Motion: Nicole Harris

Second: Pam Miller

Motion approved unanimously.

Adjournment

To adjourn the January 17, 2019 Organizational Meeting at 4:09 p.m.:

Motion: 5

Motion: Cheryl Farley

Second: Tim Sinn

Motion approved unanimously.

Regular January 2019 Board Meeting

Call to Order: 4:10 p.m.

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

Guests Present: Doug Schlatter with Schlatter Plumbing and Heating

Doug discussed building improvements with the Board.

Agenda

To approve the January 17, 2019 meeting agenda:

Motion: 6

Motion: Cheryl Farley

Second: Tim Sinn

Motion approved unanimously.

Open Bids for Water Line Replacement Project with no motion made.

Minutes

To approve the November 15, 2018 and December 20, 2018 meeting minutes:

Motion: 7

Motion: Pam Miller

Second: Nicole Harris

Motion approved unanimously.

Financial Reports

To approve the November and December 2018 financial reports:

Motion: 8

Motion: Cheryl Farley

Second: Kevin Albright

Motion approved unanimously.

Reports

Superintendent: Deb met with the County Commissioners on January 7th. Among items discussed was the Property Tax bill we received for the PC Workshop property at 900 Caroline St. The Commissioners had transferred the deed to PCBDD in January 2017. The tax exempt status does not transfer, therefore, PCBDD must apply for real estate property tax exemption. Deb is working with Matt Miller from the Prosecutor's Office to submit the application for exemption. In the meantime, we must pay the tax bill; however, we should receive a refund once we receive our exemption. Deb also informed the Commissioners that PC Workshop, Inc. was awarded the bid for the property located at 900 Caroline St. Deb noted that PCBDD anticipates providing one more year of transitional funding, as we did in 2017 and 2018. Aaron Timm, with the County Engineer's office has offered to assist us with listing unused items in the bus garage, on govdeals.com. Staci, Ryan Mapes, and Sam Smith (Ditch Maintenance) and Deb met with Aaron, to review the items that will be listed. We donated several 2 way radios to the Engineer's Office, as we have no use for them. We received Notice of Final Accounting and Petition for Discharge for the estate of Dorothy Snook. According to the documents, PCBDD will receive \$12,480.50 and the PC Workshop will receive the same amount. In addition, we have received a check for \$7,161.78 from Deloris Giannettini, in memory of Dorothy Snook, in honor of former ParLane student, Jasmine Snook. The transit van should be ready next week. We are currently making arrangements with Superior Van and Mobility for pick up in Fort Wayne.

Old Business

Real Estate Resolution

To approve the Resolution to convey real estate located at 900 Caroline Street, Paulding, Ohio 45879; parcel number 30-11B-001-00 and 30-52B-001-00 to P.C. Workshop, Inc. and have Superintendent Deb Guilford be authorized to execute all documents to complete the transfer.

Motion: 9

Motion: Pam Miller

Second: Tim Sinn

Motion approved unanimously.

New Business

Board Authorization Delegation

To approve the Resolution For Board Authorization Delegation; naming Debra Guilford, Superintendent, and Staci Haney, Executive Assistant/HR, as authorized signers for Purchase Orders, Vouchers, Payroll, Change of Appropriation Forms, and Change of Estimated Revenue Forms. This authorization stands for one year.

Motion: 10

Motion: Kevin Albright

Second: Nicole Harris

Motion approved unanimously.

Strategic Plan

To approve the revised Strategic Plan

Motion: 11

Motion: Cheryl Farley

Second: Tim Sinn

Motion approved unanimously.

Annual Action Plan Hearing

To approve the Preliminary 2019 Annual Action Plan and set the Public Hearing for Feb. 21, 2019 at 3:30 p.m. in the Board conference room.

Motion: 12

Motion: Pam Miller

Second: Tim Sinn

Motion approved unanimously.

Transitional Funds

To approve the PC Workshop's request for transitional funds for the final phase of privatization of adult services.

Motion: 13

Motion: Nicole Harris

Second: Cheryl Farley

Motion approved unanimously.

Resolution

To adopt a Resolution, as required by ORC 5126.0511, to commit \$347,922.08 as payment for the non-federal share of Medicaid expenditures for home and community based waiver services. This is based upon the current 36.99% required local match and current Payment Authorization for Waiver Services, in the amount of \$2,380,146.30. The Board will also pay associated fees as required by the State. It is fully understood the payment of the non-federal share represents an ongoing financial commitment by the Paulding County Board of Developmental Disabilities. This commitment assumes the continuation of \$ 462,008.00 in State allocation.

Motion: 14

Motion: Pam Miller

Second: Cheryl Farley

Motion approved unanimously.

Executive Session

To adjourn into Executive Session to discuss personnel.

Time: 5:22 p.m.

Motion: 15

Motion: Kevin Albright

Second: Nicole Harris

Motion approved unanimously.

Exit

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

Time: 5:47 p.m.

Motion: 16

Motion: Cheryl Farley

Second: Pam Miller

Motion approved unanimously.

To adjourn the January 17, 2019 regular Board meeting at 5:48 p.m.

Motion: 17

Motion: Tim Sinn

Second: Nicole Harris

Motion approved unanimously.

Respectfully submitted,

Cheryl Farley,
Recording Secretary