

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

April 25, 2024

Pickaway County Board of Developmental Disabilities
200 East High Street, Circleville, OH 43113

CALL TO ORDER: Jeff Rawlins, President, called the regular April meeting of the Pickaway County Board of Developmental Disabilities to order at 6:02 PM with a roll call.

LaDonna Edwards:	Present	Jeff Rawlins:	Present
Beth Kim:	Present	Jeannett Rhoads:	Present
Cara Layne:	Present	Matthew Tootle:	Present (6:33)
Jennifer Rainey-Agresti:	Present		

INTRODUCE GUESTS: Julie Rodriguez, Amber Wickstrom, Bryston McKnight, Amanda Knotts, Amanda Fay, Aimee Roberts, Michelle Gifford, Travis Dresbach, Heather Foll, Naomie Chervil, Marie Wilbanks

POINT OF IMPACT: The Board recognized Julie Rodriguez (Community Assisted Living) and Naomi Chervil (911 Staffing Solutions) for their outstanding services.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular Meeting March 21, 2024.

Board Action #24-24 Approve Minutes of the Regular Meeting March 21, 2024

Motion by:	Cara Layne	Second by:	Jennifer Rainey-Agresti
Discussion:		Vote:	Passed Unanimously

FINANCIAL REPORTS

Approval to File Financial Report: Financial Report.

Board Action #24-25 Approval to File Financial Report.

Motion by:	Jennifer Rainey-Agresti	Second by:	Cara Layne
Discussion:		Vote:	Passed Unanimously

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

Board Action #24-26 Approval to File Voucher List for Vouchers since the last Board Meeting

Motion by:	Beth Kim	Second by:	LaDonna Edwards
Discussion:		Vote:	Passed Unanimously

COMMITTEE REPORTS

Reaching Beyond Grant Committee: Approved grant request for JW. Approved grant for GH.

Program and Personnel Committee will meet before May meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

Board Policy Chapter Three: First reading of Policy Chapter Three. Edits received. No Board action required.

PCBDD Continuity of Operations Plan (COOP) 2024: First reading of PCBDD Continuity of Operations Plan.

Requested statement to indicate Board will be notified if plan implemented. No Board action required.

Revised Position Description for Intake, Assessment and MUI Coordination:

With Amber Wickstrom hired as SSA Supervisor and vacating the position of Eligibility and Compliance Specialist, I would like to restructure the vacated position based on projected needs. As intake responsibilities continue to grow and MUI coordination is not practical for the Superintendent position, and as best practice indicates that various assessments should be completed by a staff member not providing case management services, I would like to create a position for an Intake, Assessment and MUI Coordinator.

Board Action #24-27 Approve a revised position description for an Intake, Assessment and MUI Coordinator.

Motion by:	Beth Kim	Second by:	Cara Layne
Discussion:		Vote:	Passed Unanimously

Cover cost of COBRA or other supplemental health insurance, up to \$1,000 per month, until new staff are eligible for County health insurance:

County policy states that staff are not eligible for insurance until 60-days post-employment, and this coverage is effective at the beginning of the month after the initial 60 days has expired. Feedback from county boards across Ohio indicates that standard health insurance eligibility begins on the first day of employment. I am asking the Board to approve covering the cost of supplemental health insurance for new staff, up to \$1,000 per month, until new staff are eligible for coverage in County health insurance.

Board Action #24-28 Approve PCBDD to cover the cost of supplemental health insurance, up to \$1,000 per month, until new staff are covered by County health insurance.

Motion by:	Cara Layne	Second by:	Jennifer Rainey-Agresti
Discussion:		Vote:	Passed Unanimously

SUPERINTENDENT'S REPORT

- The Department Reports to the Board
- EI Compliance information and letter
- Community Monthly Report – March 2024
- Enrollment Status Report April 2024
- Strategic Plan update
- BYOB logo
- Fall/Winter 2023 Newsletter

- Inclusive Sports Assessment report
- Provider Spotlight - April

OTHER BUSINESS

- Transportation update
- HIPAA Compliance update

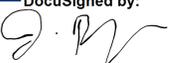
ADJOURNMENT

The meeting adjourned at 6:58 PM.

Minutes approved by Board Action #24-29 on May 23, 2024.

DocuSigned by:

5/24/2024
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Board President or Presiding Officer Date

DocuSigned by:

5/24/2024
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Board Secretary Date

DocuSigned by:

5/24/2024
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Superintendent Date