

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

March 21, 2024

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

CALL TO ORDER: Jeff Rawlins, President, called the regular March meeting of the Pickaway County Board of Developmental Disabilities to order at 6:06 PM with a roll call.

LaDonna Edwards:	Present	Jeff Rawlins:	Present
Beth Kim:	Excused	Jeannett Rhoads:	Present
Cara Layne:	Present	Matthew Tootle:	Excused
Jennifer Rainey-Agresti:	Present		

INTRODUCE GUESTS: Kathleen Carlson, Michelle Gifford, Amanda Fay, Amanda Knotts, Bryston McKnight, Aimee Roberts, Marie Wilbanks

POINT of IMPACT: Joyce Argeroplos and Octavia Barrett, Independent Providers (not present)

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular Meeting February 22, 2024.

Board Action #24-15 Approve Minutes of the Regular Meeting February 22, 2024

Motion by:	Cara Layne	Second by:	LaDonna Edwards
Discussion:		Vote:	Passed Unanimously

FINANCIAL REPORTS

Approval to File Financial Report: Financial Report.

Board Action #24-16 Approval to File Financial Report.

Motion by:	Jeannett Rhoads	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 #24-17 Approval to File Voucher List for Vouchers since the last Board Meeting

Motion by:	Cara Layne	Second by:	LaDonna Edwards
Discussion:		Vote:	Passed Unanimously

COMMITTEE REPORTS

Ethics Committee: pending approval for review

Building, Grounds and Transportation Committee: meeting held 3/11/2024, recommendations presented within the Board packet

Reaching Beyond: two grants approved for training and adaptive equipment

UNFINISHED BUSINESS

Approval to Board Policy 5.7.17 Coursework Reimbursement:

The first reading of 5.7.17 Coursework Reimbursement Policy occurred on February 22, 2024. Recommendations were incorporated into the policy.

Board Action #24-18 Approve 5.7.17 Coursework Reimbursement Policy.

Motion by:	Cara Layne	Second by:	LaDonna Edwards
Discussion:		Vote:	Passed Unanimously

NEW BUSINESS

2023 Annual Major Unusual Incident Analysis (PCBDD Annual Review March 2024) and 2023 Restrictive Measures Analysis presented to Board

Approve School-Age Services Calendar: Calendar for the school year 2024-2025.

Board Action #24-19 Approval of the School-Age Services Calendar for 2024-2025.

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

Approve quote for services with Continental Furniture:

The carpet in the SSA wing needs replaced, which should occur prior to replacing office furniture. Continental Furniture has submitted a quote for replacing the carpet with the same product already installed in the school services area. I am requesting the approval of a quote for services up to \$15,000 (current quote attached) for this purpose.

Board Action #24-20 Authorize the Superintendent to approve a quote from Continental Furniture to replace carpet, up to \$15,000.

Motion by:	Cara Layne	Second by:	Jeannett Rhoads
Discussion:		Vote:	Passed Unanimously

Approve quote for services with Juniper Office:

As previously discussed, the Service and Support Administration department no longer fits within their designated space using the current office furniture. After exploring options with several vendors, I am requesting approval for a quote with Juniper Office not to exceed \$75,000 for new office furniture in this area.

Board Action #24-21 Authorize the Superintendent to approve a quote from Juniper Office, to replace office furniture, up to \$75,000.

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

Approve the Superintendent to enter into an agreement with FMX for facilities management software:

In order to effectively track building repair needs and work orders, as well as streamline internal operations, I would like to enter into a one-year agreement with FMX for facilities management software with a set-up fee of \$2,000 and a yearly fee of \$4,000.

Board Action #24-22 Authorize the Superintendent to enter into an agreement with FMX for facilities management software.

Motion by:	Cara Layne	Second by:	Jeannett Rhoads
Discussion:		Vote:	Passed Unanimously

Approve the Superintendent to enter into a contract with Summit Housing Development Corporation:
 With significant ongoing need for adaptive housing for people with disabilities, along with a shortage in affordable housing options within the county, I would like to enter into an agreement with Summit Housing Corporation to develop adaptive residences. This housing corporation is eligible for grants to purchase and renovate properties specifically for people with disabilities.

Board Action #24-23 Authorize the Superintendent to enter into a contract with Summit Housing Development Corporation.

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

SUPERINTENDENT'S REPORT

- The Department Reports to the Board
 - New SSA Supervisor hired
 - 1st grade book project going well
 - Bluegrass Festival added to Momentum Refresh events calendar
- Community Monthly Report – February 2024
 - Great participation with March events – a thank-you will appear in The Herald to show the community appreciation
- Enrollment Status Report March 2024

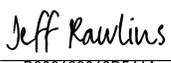
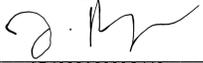
OTHER BUSINESS

- Intake and MUI position – position description to the Board in April
- Board members should submit ideas for desired training
- Conversation about transportation options and impact on services

ADJOURNMENT

The meeting adjourned at 7:23 PM.

Minutes approved by Board Action #24-24 on April 25, 2024

<p><small>DocuSigned by:</small>  <small>B088129013B541A...</small> Board President or Presiding Officer</p>	<p>4/26/2024 _____ Date</p>
<p><small>DocuSigned by:</small>  <small>AB4932A2080C419...</small> Board Secretary</p>	<p>4/26/2024 _____ Date</p>
<p><small>DocuSigned by:</small>  <small>6D603CAF0A94E1...</small> Superintendent</p>	<p>4/26/2024 _____ Date</p>