PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

**2023 Annual Organizational Meeting Minutes**

January 19, 2023

Pickaway County Board of Developmental Disabilities

200 East High Street, Circleville, OH 43113

CALL TO ORDER: Jeff Rawlins, President, called the Organizational meeting of the Pickaway County Board of Developmental Disabilities to order at 6:07 PM with a roll call.

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

INTRODUCE GUESTS: Landon Krouse, Tyler Cook, Drew Catlos, Isaac Herron, Bradley Neff, Thomas Scribner, Allison Catlos, Leighan Cok, Eric Cook, Shelley Cook, Steven Herron, Mike Bernhard, Phil Landon, Michael Rich, Cathy Ackerman, Patrick Boysel, Tracey Bernhard, Sam August, Heather Foll, Michael Rodgers, Amanda Fay, Amanda Knotts, Marie Wilbanks, and Mike Pelcic.

POINT of IMPACT:

Special Recognition: New Hope Students Landon Krouse, Tyler Cook, Drew Catlos, Isaac Herron, Bradley Neff, and Thomas Scribner were recognized and thanked for their outpouring of help and kindness to Gary K.

Outstanding Direct Support Professionals recognized: Cathy Ackerman, Patrick Boysel, and Tracey Bernhard.

PRESENTATION: Sam August, The Hedron Hub, shared many crafts made from recycled materials. She described her community engagement with people we serve to make craft items.

ELECTION OF OFFICERS

Nominations

**President: Jeff Rawlins**

**Vice-President: Matthew Tootle**

**Secretary: Jeanett Rhoads**

Nomination of slate by: Cara Layne

Seconded by: Jennifer Rainey-Agresti

Motion to close nominations by: Matthew Tootle

Seconded by: Cara Layne

**BOARD ACTION ORG 23-01**

Vote: **Passed Unanimously**

ESTABLISH THE DATE, TIME, AND PLACE OF THE 2023 REGULAR BOARD MEETINGS:

**Thursday, February 23, 2023 - PCBDD Administration Offices**
**Thursday, March 23, 2023 - PCBDD Administration Offices**
**Thursday, April 27, 2023 - PCBDD Administration Offices**
**Thursday, May 25, 2023 - PCBDD Administration Offices**
**Thursday, June 15, 2023 - PCBDD Administration Offices**
**Thursday, July 27, 2023 - PCBDD Administration Offices**
**Thursday, August 24, 2023 - PCBDD Administration Offices**
**Thursday, September 28, 2023 - PCBDD Administration Offices**
**Thursday, October 26, 2023 - PCBDD Administration Offices**
**Thursday, December 14, 2023 - 5:00 PM, to be determined**

**BOARD ACTION ORG 23-02 Approve the meeting schedule. All meetings will commence at 6:00 PM, with the Ethics Committee meeting at 5:55 PM. A canceled board meeting may be rescheduled by the authority of the Board president or a special meeting called by the Board president. Board meeting locations or times may be changed contingent upon proper public notification.**

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

ADOPTION OF THE MISSION, VISION, and 4 KEYS OF SERVICE.

Heather Foll and Mike Rodgers explained the 4 Keys of Service to replace the Core Value Statement.

**BOARD ACTION ORG 23-03 Adopt the Mission, Vision, and 4 Keys of Service for 2023.**

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

ADOPTION OF BOARD POLICIES

This action is to adopt all existing policies for the 2023 calendar year with the understanding that any policy may be amended by board action at any regularly scheduled or special board meeting during the calendar year.

**BOARD ACTION ORG 23-04 Adopt all existing policies and board procedures effective immediately. Any policy or board procedure may be amended during the year with proper board action at a regular or special board meeting.**

| | | | |
|---|---|---|---|
| **Motion by:** | **Matthew Tootle** | **Second by:** | **Cara Layne** |
| **Discussion:** | | **Vote:** | **Passed Unanimously** |

ADOPTION OF DESCRIPTION OF SERVICES AND SUPPORTS

**BOARD ACTION ORG 23-05 Adopt Description of Services and Supports 2023**

| | | | |
|---|---|---|---|
| **Motion by:** | **Jeff Rawlins** | **Second by:** | **Cara Layne** |
| **Discussion:** | **Procedures for Supported Living Funds, #5, d., iii, add "or for cause" at the** | **Vote:** | **Passed Unanimously** |

| | | | |
|---|---|---|---|
| | end of the sentence. | | |

APPROPRIATE THE NONFEDERAL SHARE OF THE MEDICAID EXPENDITURES

**BOARD ACTION ORG 23-06**

**Appropriate $1,500,000.00 for the nonfederal share of the Medicaid expenditures as required of the county board in sections 5126.059 and 5126.051 of the Ohio Revised Code. Furthermore, the payment of the nonfederal share represents an ongoing financial commitment of the county board.**

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

DIRECTOR OF EARLY INTERVENTION SERVICES

**BOARD ACTION ORG 23-07**

**Elevate the position of Early Intervention Program Manager to a Director of Early Intervention Services, and authorize the superintendent to increase the salary by 10 percent.**

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

ADOPTION OF TABLE OF ORGANIZATION AND APPROVAL OF POSITIONS

**BOARD ACTION ORG 23-08**

**Motion to adopt the current table of organization, approve current positions for employment for the 2023 calendar year, and authorize the superintendent to fill any vacated position. The superintendent may recommend abolishing any position, proposing a new position, or making significant changes to a position at any time if appropriate. Any recommendations require board action.**

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

ESTABLISHMENT OF BOARD COMMITTEES and/or COUNCILS

**BOARD COMMITTEES**

Program/Personnel: **Jeff Rawlins, Jennifer Rainey-Agresti, and Cara Layne**
Policy/Finance: **Beth Kim, Jeanett Rhoads, and Jeff Rawlins**
Buildings & Grounds/Transportation: **Matthew Tootle, LaDonna Edwards, and Jeannett Rhoads**
Ethics Council: **Beth Kim, Cara Layne, and Matthew Tootle**
Sports Committee: **LaDonna Edwards, Jennifer Rainey-Agresti, and Matthew Tootle**

**BOARD COUNCILS**

Behavior Support/Human Rights (Representatives on a shared-county committee): **Marie Wilbanks, Michelle Gifford, Morgan Ramey, and Anne Artise.**

Reaching Beyond Gift Committee **Board President Jenny Rainey-Agresti, Cara Layne, and Amanda Hall** (Board employee in a non-direct service position appointed by the superintendent)

**BOARD ACTION ORG 23-09 Approve board appointments to committees and councils.**

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

ONGOING FUNDRAISING AND SOLICITATION ACTIVITIES

The Pickaway County Board of Developmental Disabilities shall authorize ongoing fundraising and solicitation for Reaching Beyond accounts already established for 2023. Fundraising activity for additional categories shall require board approval. Specific fundraising events beyond established and ongoing activities require the superintendent or the superintendent-designated outreach committee approval.

**BOARD ACTION ORG 23-10 Approve Ongoing Fundraising and Solicitation for Reaching Beyond Funds (Residential, General Gift, FAME, and FANS Network Funds). The superintendent may approve a fundraising event sponsored by an outside agency without board action. The superintendent may accept donations on behalf of the Board but has the authority to defer the acceptance of any donation pending board approval.**

| | | | |
|---|---|---|---|
| **Motion by:** | **Jennifer Rainey-Agresti** | **Second by:** | **LaDonna Edwards** |
| **Discussion:** | | **Vote:** | **Passed Unanimously** |

ADJOURNMENT OF ORGANIZATIONAL MEETING

The meeting adjourned at 7:27 PM.

Minutes approved by Board Action #23-09 on February 23, 2023.

2/23/23

Board President or Presiding Officer — Date

2/23/23

Board Secretary — Date

2/23/2023

Superintendent — Date