

The Mercer County Board of Developmental Disabilities held its regular meeting on 11-25-19 at the Administration Building Board Room at 7:30 pm with **President Phil Fullenkamp presiding.**

The meeting was called to order and a roll call revealed that a quorum was present.

Members Present: Mona Berning
Phil Fullenkamp
Beth Guggenbiller
Deb Hecht
Mike Linton
Jim Maurer
Teri Spoltman

Others Present: Tonya Clark
Kathy Coon
Beth Gehret
Melissa Kaup
Claire Loughrige
Joan Steinbrunner
Shawn Thieman

Board Member Absent:

CONSENT AGENDA (ATTACHMENT):

The Consent Agenda was accepted by a **motion from Jim Maurer and a second by Mona Berning. Motion was carried.**

OLD BUSINESS:

SUPERINTENDENT EVALUATION – Will be discussed in Executive Session.

BUDGET / FINANCE COMMITTEE – Tonya Clark talked about the 10 year Projection. General Fund revenue stayed the same except for rental income of CA Group – no longer leasing. Discussed 2016 cost settlement. Capital housing reimbursements were added.

- **Discussion of Raises** Looked at salaries for all positions and will be implementing a tiered raise structure. Employees in the low side of their range would receive a 4% increase, 3% middle and 2% high. New employees would get half of their raise depending where they fell in their range. A \$350 1x bonus for those already at the high end of their range. Shawn’s pay increase will be talked about later in Executive Session.

There was a motion to approve raises for 2020 by **Deb Hecht** and seconded by **Teri Spoltman**. **Motion was carried.**

- **APPROVAL OF 2020 Budget** Mercer County DD will have 27 pay periods in the 2020. In 2021 we will have 26 pay periods. Capital funds will be looking at upgrades to the

gymnasium and front entrance area and removing mounds around the building. At this time no cost on potential upgrades but allowed for \$1,000,000.00. Additional appropriations were allowed for a lawn mower (instead of contracting out for service will be brought back in house) and handicap accessible vehicle. Expenses for 2020 will be \$6,092,000.00. Put \$25,000.00 in the Severance Fund. There will be a 0.5% decrease of health care premiums for 2020.

A motion was made to approve the 2020 Budget by Jim Maurer and seconded by Mike Linton. **Motion was carried.**

BOARD MEMBER VACANCY – Shawn reported that “Jenny Armstrong” from Rockford will be filling the spot of Deb Hecht. Shawn will meet with the County Commissioners to make sure there are no conflicts.

NEW BUSINESS

CAPITAL IMPROVEMENTS –

- **Front Entrance Drawings** – Shawn shared drawings with the Board of a more accessible front entrance for the people we serve. The proposed drawings include a vestibule area where visitors would be inside (out of the weather) before gaining access inside the building. Currently, when both doors open it cools down the building especially in the wintertime. The new design also proposes changes to the appearance of the front entrance structure and removal of the mounds around the building giving it a new look.
- **Engagement Letter** The process of a building project can very complex, therefore Shawn reached out to Amy Ikerd, prosecutor. She advised us to consult with Bricker/Eckler legal firm. Fanning Howey also recommended that we seek legal counsel. There are three ways to go about this and Bricker/Eckler recommend that we initiate an architect procurement process, and that we then use competitive bidding for the general contractor. There were a few questions from Board members regarding the need for legal guidance. Shawn will follow up with discussions involving Amy Ikerd and others prior to signing the agreement.
- **Motion was made for a resolution that approves legal services for architect procurement of \$5,000.00 by Beth Guggenbiller and seconded by Teri Spoltman. Motion was carried.**

LOGO EXAMPLES / ORGANIZATIONAL NAME CONVERSATION – Shawn presented three initial choices of new Logos for the Mercer County DD. It was noted that Cheryl Ann Programs will not be on our Logo anymore, it will just be Mercer DD. There is still a lot of confusion as to “Who” we are. Cheryl Ann Programs, CA Industries, Mercer County Board of DD. One of the Logos presented has a lighthouse on it, which brought to mind the lake that is a big draw to Mercer County. The county also shares a lighthouse symbol, that might make sense since we are Mercer County Board of DD. Though it is similar it is different. On another drawing it was mentioned to take off the swish symbol because it could get confused with Mercer Health. The drawing with the tree looked too much like Family Care Options logo. The Arc Board would like to see a human component maybe a circle of people holding hands on one drawing. Discussion will be continued.

SUPERINTENDENT DISCUSSION – We normally do an annual contract with WestCON. Our membership fee for WestCON is \$12,500.00. Other expenses are: Major Unusual Incidents “MUI” Investigations will cost \$19,498, Provider Support Coordinator and free choice of provider is \$17,000, Provider Business Support 5,600, P.L.A.Y Therapy \$30,000, Financial Services \$6,500, Community Relations Coordinator is \$13,000, Behavior Support (to write Behavior Support Plans) is \$3,000. Total Cost for services is \$108,600.00. There are currently 12 Counties involved with the COG, WestCON. This is about \$10,000.00 higher than last year contract with WestCON. **Motion was made to approve the WestCON contract thru 2020 by Mona Berning and seconded by Jim Maurer. Motion was carried.**

Shawn discussed the Locally Funded/Self Determination Budgets. We will need to increase these budgets. The only changes to the 3.90 Locally Funded/Self Determination budgets were that individuals residing in a nursing facility on 12/31/2017 are eligible for \$5,500, up from \$5,000.00 annually. Also, Individuals entering a nursing facility after 1/1/2018 are eligible for \$2,500, up from \$2,000.00 annually. **A motion was made to approve these amendments to the 3.90 Policy of Determination Budgets by Deb Hecht and seconded by Beth Guggenbiller. Motion was carried.**

Shawn reported that a letter was received by The Ohio Department of DD stating that the analysis of SFY19 45-day baseline for El Mercer County compliance percentage was 100%.

The Board went into Executive Session at **8:40** p.m. to consider matters related to compensation and or termination of public employees on a motion by **Teri Spoltman** and a second by **Jim Maurer** and a roll call vote as follows: Mona Berning, yea; Phil Fullenkamp, yea; Beth Guggenbiller, yea; Deb Hecht, yea; Mike Linton, yea; Jim Maurer, yea; and Teri Spoltman, yea.

EXECUTIVE SESSION

The Board returned from Executive Session at **8:53** p.m. on a motion by **Mike Linton** and a second by **Jim Maurer** and a roll call vote as follows: Mona Berning, yea; Phil Fullenkamp, yea; Beth Guggenbiller, yea; Deb Hecht, yea; Mike Linton, yea; Jim Maurer, yea; and Teri Spoltman, yea.

A motion was made to approve Addendum A of the Superintendent’s contract by **Teri Spoltman** and seconded by **Mona Berning**. **Motion was carried.**

Motion was made to adjourn by **Teri Spoltman** and a second by **Deb Hecht**. Motion was carried. Meeting adjourned.

The next meeting will be held in the Board Room in the Administration Building at **7:30pm** on **January 27, 2020.**