

The Mercer County Board of Developmental Disabilities held its regular meeting on 9-27-21 in the gymnasium in the Administration Building at 7:30 p.m. with **Vice President Mike Linton presiding.**

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

**Members Present:** Mona Berning, Karla Butler, Beth Guggenbiller, Mike Linton, Jim Maurer, John Werling

**Board Members Absent:** Teri Spoltman

**Others Present:** Sarah Flenar, Beth Gehret, Rajean Hedrick, Claire Loughrige, Shawn Thieman

Consent Agenda (Attachment):

The Consent Agenda was accepted by a motion from Karla Butler and a second by Mona Berning. Motion was carried.

#### **OLD BUSINESS:**

**Recreation Support Program**—We have extended this program. We have hired a local college student. She is attending college for disability studies. She is very happy to get this opportunity. Will be starting in early October. Hopefully she will become a DSP with an agency or an independent provider.

**October 4<sup>th</sup> Board Inservice**—Discussed the Agenda, possibly having Lynn from Westcon as a speaker. The Inservice will be here from 5:00 pm to 9:00 pm.

**November 4<sup>th</sup> Staff Awards Banquet**—Will be held at Romer's in Celina. Please let Rajean know if you will be attending.

#### **NEW BUSINESS:**

**Administrative Policies (2.10, 2.11, 2.14, 2.22, 2.24, 2.26, 2.37, 2.40, 2.42, 2.44, 2.50)**— These policies all needed updated. The print in red will be added, red with a line through will be deleted, black was already there. The Board discussed each policy. Jim Maurer mentioned when they are all finished, the alpha and numerical paragraphs and sub paragraphs will need renumbered. Claire will take care of that. Shawn handed out some other policy changes. The board will look over these and will go over them at next month's board meeting.

**Admin Policy 2.10— Motion to approve policy changes. Motion made by John Werling, Seconded by Mona Berning. Motion Carried.**

**Admin Policy 2.11---Motion to approve policy changes. Motion made by Karla Butler, Seconded by John Werling. Motion Carried.**

**Admin Policy 2.14—Motion to approve policy changes. Motion made by Jim Maurer, Seconded by Mona Berning. Motion Carried.**

**Admin Policy 2.22—2.22.8—Motion to approve policy changes. Motion made by Karla Butler, Seconded by Mona Berning. Motion Carried.**

**Admin Policy 2.24—2.24.3—Motion to approve policy changes. Motion made by John Werling, Seconded by Jim Maurer. Motion Carried.**

**Admin Policy 2.26—2.26.2—Motion to rescind policy. Motion made by Karla Butler, Seconded by Beth Guggenbiller. Motion Carried.**

**Admin Policy 2.37—Motion to rescind policy. Motion made by Mona Berning, Seconded by Beth Guggenbiller. Motion Carried.**

**Admin Policy 2.40—Motion to rescind policy. Motion made by Jim Maurer, Seconded by Mike Linton. Motion Carried.**

**Admin Policy 2.42—Motion to approve policy changes. Motion made by Karla Butler, Seconded by Mona Berning. Motion Carried.**

**Admin Policy 2.44—Motion to approve policy changes. Motion made by Jim Maurer, Seconded by Mike Linton. Motion Carried.**

**Admin Policy 2.50—Motion to approve policy changes. Motion made by Mona Berning, Seconded by Beth Guggenbiller. Motion Carried.**

**Electronic Timesheets**—Discussed the current paysheets and request for leave. Everything is done on paper and by hand. This is a very outdated process. Our sick and vacation time is tracked on Excel. We are going to an electronic timesheet software. This is a program that you can go to, and you will be able to electronically fill out your timesheet and request any leave needed. This will also keep track of the accrual of sick/vacation time. This will save a lot of time doing payroll.

**September 30<sup>th</sup> DSP Luncheon**—We will be having a cookout on September 30. Will be grilling hamburgers and hot dogs. There will be a tent set up in the back with tables and chairs. We have invited all staff, the ESC school (in the building), Direct Service Providers, (Independent and Agencies), Day Programs. If any board members would like to stop out, please do so. It is from 11:30—1:30. The board thought this was a great idea.

**Superintendent Evaluation**—The board will be doing this electronically. It will be sent to you in an email in the next week or two. It is a fillable form. When you complete it, email it to Teri Spoltman. She will compile the results and will discuss this at a board meeting (possibly in November).

**Superintendent Discussion**—OACB—Shawn handed out a flyer from them, what County Boards can do to help DSP Crisis. Shawn felt we were already doing most of the suggestions.

**Education Reimbursement Cards**—Shawn handed those out to the board. Will be meeting with guidance counselors to hand these out. Beth and Shawn will be going to Tri Star to meet with a CBI class there. Also discussed the possibility of 16- or 17-year old's being able to become a DSP.

**MRSI**—is up and running again.

Motion was made to adjourn by     Karla Butler     and a second by     Mona Berning    . Motion was carried. Meeting adjourned. The next meeting will be held in the Board Room in the Administration Building at 7:30 pm on October 25, 2021