

The Mercer County Board of Developmental Disabilities held its annual meeting on 1-24-22 at the Administration Building at 7:30 pm

REORGANIZATION OF THE BOARD

OATH OF OFFICE – Sarah Flenar read the oath to Board members and Board members all signed the Oath of Office paper.

ELECTION OF OFFICERS

President – Teri Spoltman

Vice President – Mike Linton

Recording Secretary –Beth Guggenbiller

All in favor - Motion was carried.

DESIGNATION OF FUTURE MEETINGS – Shawn stated there was a copy of the Board meeting calendar dates in the Board packet.

BOARD MEMBERSHIP – ORIENTATION AND IN-SERVICE OBLIGATIONS – Shawn handed out a Board Member Reference Guide. This will help with knowing what is involved in being a board member. We have a new board member Dan Muhlenkamp, so we need to get the MUI training within 90 days for him. Discussed options. It was decided that the board members will meet at 7:00 pm on March 28th (1/2 hour before the regular board meeting) to have this training.

EXPLANATION OF COMMITTEE ASSIGNMENTS – The committee assignments were kept the same, except for adding Dan Muhlenkamp. The Finance and Budget Committee meets a couple times a year or as needed.

The meeting was called to order with **Vice President Mike Linton** presiding and a roll call revealed that a quorum was present.

Board Members Present: Mona Berning, Karla Butler, Beth Guggenbiller, Mike Linton, Dan Muhlenkamp, John Werling

Board Members Absent: Teri Spoltman

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

CONSENT AGENDA (ATTACHMENT) :

The Consent Agenda was accepted by a motion from **Mona Berning** and seconded by **Beth Guggenbiller**. **Motion was carried.**

OLD BUSINESS:

Coronavirus (COVID-19) and Staffing—Shawn thought 2020—2021 went relatively well (staff-wise) but this year has started off with more staff testing positive for COVID-19. SSA and EI staff have been hit pretty hard. They have been covering for each other. We have some test kits here and providers are welcome to come and get some if they need them. Also, day providers have been closing due to rising COVID-19 cases.

Parking Lot Bid Acceptance—Shawn included the bids by various contractors. Tom's Construction was the lowest bid. Shawn appreciated that the board was able to approve this by email. A motion was made to accept the bid from Tom's Construction. Motion made by **Karla Buter**, Second by **John Werling**. **Motion Carried.**

NEW BUSINESS

OACB Membership-- This is helpful to all board members and the County Board/Staff. Shawn feels it is money well spent. They will help with any Levy's (initial consultation fee). We have been members since the mid 1980's. Motion made to continue membership in OACB. Motion by **Dan Muhlenkamp**, Seconded by **Karla Butler**. **Motion Carried.**

5.04 HOLIDAY'S POLICY—Shawn went over that Juneteenth has been added as a holiday by the Federal Government. The rest of Mercer County Employees also get the Day after Thanksgiving as a holiday. It was felt that MCBB staff should get these 2 holidays. Motion to approved 5.04 Holiday Policy. Motion made by **Beth Guggenbiller**, Seconded by **Mona Berning**. **Motion Carried.**

4.07 OVERTIME POLICY – Discussed new timecard software—that is going very well. Shawn stated that SSA's shouldn't be exempt from overtime. They only staff that are exempt from overtime are Shawn, Sarah, Beth, and Melissa. Motion to approve 4.07 Overtime Policy. Motion made by **Karla Butler**, Seconded by **Mona Berning**. **Motion Carried.**

DEVELOPMENTAL CENTER PLACEMENTS – Shawn wanted the Board members to be aware of payments to the Developmental Centers. It is an expense but a needed one. We have 2 individuals placed there currently. We are continuing to try to place them elsewhere but so far are not able to find them a permanent placement. Beth asked if there are policies/general guidelines for living in ARC homes? Is there a Code of Conduct? Beth Gehret explained that the SSA's try to match people/personalities. A lot of thought goes into putting people in ARC homes.

SUPERINTENDENT DISCUSSION –Governor DeWine approved Provider relief payments. This will be an additional 10% of their annual billing. It isa one time payment of what the providers have billed. Hopefully this will help alleviate some of the staffing issues in the homes. This is for both Agency Providers and Independent Providers..

ARC Homes—last year the board approved a yearly payment for landscaping, snow removal, exterminating, and various other expenses for ARC homes. This takes the costs away from the residents. This was figured out to be roughly \$2500 a home. Motion to approve payment to ARC for \$32,500 for yearly expenses for upkeep on ARC homes. Motion made by **John Werling**, Seconded by **Mona Berning**. **Motion Carried.**

Motion was made to adjourn by Karla Butler and a second by Beth Guggenbiller. Motion was carried. Meeting adjourned.

The next meeting will be held in the Board Room in the Administration Building at **7:30 pm** on **February 28, 2022.**