

The Mercer County Board of Developmental Disabilities held its regular meeting on 2-26-2024 in the Board Room at 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, Dan Muhlenkamp, John Werling

Members Absent: Teri Spoltman

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

Consent Agenda (Attachment):

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

#### **OLD BUSINESS:**

**Home Visiting Positions**—One of our full time Help Me Grow Home Visitors will be going back to school for her Master's Degree. She will be going down to part time while she is doing this. We thought it would be best to start looking now to hire someone for a part time position as a Help Me Grow Home Visitor. This will give us plenty of time to find the right person. **Motion to Approve Hiring a Part Time Help Me Grow Home Visitor. Motion Made by Karla Butler. Seconded by Beth Guggenbiller. Motion Carried.**

#### **NEW BUSINESS**

**Ohio ISP Update**—The state has mandated that everyone that has a Waiver must use the new Ohio ISP. There is one ISP that is to be used statewide. This must be done by 6/30/24. Beth reported that we are 100% compliant. All of our ISP's are in the statewide database. It has been a lot of work for Claire (IT) Erica, Primary Solutions. Mike Linton feels this says a lot about the SSA group since this is all done. It was discussed that the SSA's and Beth should do something as a team in appreciation of all their hard work. Mike Linton thought this was an excellent idea.

**Custodian Contract**—Karan Moran has been cleaning for us and she is now cleaning for the Ag Center also. We did a salary survey, and she is very comparable for cleaning rates in our area. **Motion to Approve Cleaning Contract with Karen Moran. Motion by Karla Butler. Seconded by Mona Berning. Motion Carried.**

**Excavation Project**—This is for the Bocce Ball/putting green, Basketball court that will be in back of our building. This will be used by Special Olympics for practice and tournaments. We need to level the ground and to prepare for concrete. We had 3 bids—(Mike Linton recused himself due to the bid from Vantilburg Excavation where he is employed.) Stachler Construction could not guarantee it would be done by June. It needs to be finished by then. JD Dieringer's bid was higher than Vantilburg Excavation. **Motion to accept the bid from Vantilburg Excavation. Motion by John Werling. Seconded by Dan Muhlenkamp. Motion Carried.**

**Concrete Pad**—100 X 100 concrete pad needs to be done. Stachler Construction could not guarantee it would be done by June. Isacc Sudhoff bid but he is fairly new to construction, and we are not sure he has the necessary equipment and experience to get the job done on time. KLS Construction bid—he has worked on ARC houses and has the equipment and experience needed. **Motion to Accept KLS Construction bid. Motion by Mona Berning. Seconded by Karla Butler. Motion Carried.**

**Turf Installation**—Forever Lawn (a company out of Ft. Wayne) is the expert in putting down the turf we will need for this. Forever Lawn will come here and install it. They will do maintenance on it for 5 years. **Motion to have Forever Lawn install the turf. Motion made by Dan Muhlenkamp. Seconded by Beth Guggenbiller. Motion Carried.** The Board wanted to mention that they think Samantha Fledderjohann is doing great things with our Special Olympics. They have heard wonderful things about her and our program.

### **Policy Revisions**

**235 Accreditation**—This is just changing some language on the Accreditation review. **Motion to Approve Policy 235 Accreditation. Motion by Karla Butler. Seconded by John Werling. Motion carried.**

**245 Financial Management**—Just some language changes. **Motion to approve Policy 245 Financial Management made by Mona Berning. Seconded by Beth Guggenbiller. Motion Carried.**

**300 Eligibility**—Clarified the evaluation team members. **Motion to approve 300 Eligibility Policy. Motion made by Karla Butler. Seconded by Dan Muhlenkamp. Motion Carried.**

**415 Volunteers**—Just some verbiage, changing requirements for volunteers. **Motion to Approve Policy 415 Volunteers. Motion made by John Werling. Seconded by Karla Butler. Motion Carried.**

### **Superintendent Discussion**

**Board Packets**---The mail is less and less dependable. Some board members are not getting their board packets in a timely manner. Shawn asked the board how they felt about receiving the packet by email. The board was in favor of this. We can send it via email and/or text. It was decided to do both. Claire had sent out a test run, and the board members got it. Rajean will stop mailing hard copies. There will be 2 or 3 copies available at the board meeting.

**Office space**—There has been some movement. Couple of new office spaces in the SSA area. EI has a little more office space now. Mike Linton praised Jay Schwieterman for all the construction that has been done.

**Eclipse glasses**---Mercer County Library has donated 100 glasses to be given out. We are going to be open that day.

Motion was made to adjourn by Dan Muhlenkamp 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 March 25, 2024