

The Highland County Board of Mental Retardation and Developmental Disabilities met in a regular session, Tuesday, January 22, 2008, 5:00 p.m., at Hills and Dales Training Center. Board Members present were James Adkins (arrived at 5:20 p.m.), Linda Allen, Dennis Butler, Susan Emery, Christina Ross, Deborah Tissot and Shane Wilkin.

Others present were Scott Amen, Superintendent, Sherry Morrison, Administrative Assistant, Andrea Stanley, Board Account Clerk, and Keith Pohly, Adult Workshop Director. Sandy Kelien, Management Consultant, was unable to attend the meeting.

Richard Graves, President of the Highland County Commissioner, was present to swear in the Board Members for 2008.

President Butler opened the floor for nominations for the 2008 annual re-organizational meeting to elect officers.

Linda Allen nominated **Dennis Butler, as President**, of the Highland County Board of MRDD for 2008. Deborah Tissot seconded. Linda Allen moved nominations be closed. Deborah Tissot seconded. ROLL CALL: Linda Allen, yea; Dennis Butler, abstained; Susan Emery, yea; Christina Ross, yea; Deborah Tissot, yea; and Shane Wilkin, yea. MOTION CARRIED.

Linda Allen nominated **Deborah Tissot, as Vice-President**, of the Highland County Board of MRDD for 2008. Christina Ross seconded. Shane Wilkin moved nominations be closed. Linda Allen seconded. ROLL CALL: Linda Allen, yea; Dennis Butler, yea; Susan Emery, yea; Christina Ross, yea; Deborah Tissot, abstained; and Shane Wilkin, yea. MOTION CARRIED.

Deborah Tissot nominated **Linda Allen, as Recording Secretary**, of the Highland County Board of MRDD for 2008. Christina Ross seconded. Deborah Tissot moved nominations be closed. Shane Wilkin seconded. ROLL CALL: Linda Allen, yea; Dennis Butler, yea; Susan Emery, yea; Christina Ross, yea; Deborah Tissot, yea; and Shane Wilkin, yea. MOTION CARRIED.

President Butler appointed the 2008 Committees, as follows:

Ethics Committee: Linda Allen, Chairman
James Adkins
Christina Ross

Financial Committee: Shane Wilkin, Chairman
Deborah Tissot
Susan Emery

Linda Allen moved to approve the Highland County Board of Mental Retardation and Developmental Disabilities for 2008 be held the 3rd Tuesday of each month, 5:00 p.m., at Hills and Dales Training Center. Shane Wilkin seconded. All yes, motion carried.

Board Members were asked whether he or she wanted mileage reimbursement for board meetings or board business for calendar year 2008. Board Members responded, as follows: Linda Allen, declined; Dennis Butler, declined; Susan Emery, declined; Christina Ross, declined; Deborah Tissot, declined; and Shane Wilkin, declined.

Linda Allen moved to approve Sherry Lynn Morrison as Board Clerk/Co-Appointing Authority designee to the Ohio Department of Administrative Services for 2008. Shane Wilkin seconded. All yes, motion carried.

Christina Ross moved to approve Scott Amen, Superintendent, the authority to pay bills, within the budgeted amounts, hire staff as needed for the operation of the organization, and approve attendance at conferences/in-service training workshops for staff. Deborah Tissot seconded. All yes, motion carried.

Richard Graves, President of the Highland County Commissioners, gave an oath of office to the Board Members, as follows:

"Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties, as a Board Member, of the Highland County Board of Mental Retardation and Developmental Disabilities, to the best of your ability, and in accordance with the laws and the rules and regulations of the Board now in effect and hereafter to be enacted, during your continuance in said office, and until your successor is appointed? If so, the answer is: "I do."

Mr. Graves stated that the Board was recognized as official Board Members for 2008.

President Butler welcomed new Board Members, Shane Wilkin, appointed by the Probate Judge, Term 1/01/06 - 12/31/09, replacing Bob Grant and Christina Ross, appointed by Commissioners, Term 1/01/06 - 12/31/09, replacing Charles Guarino,

The Board received the following communications:

- Services and Support Services Quarterly Report
- Early Intervention Services Quarterly Report
- Help Me Grow Program Quarterly Report
- Description of various state funding to counties
- Listing of Potential Expenses/Revenue changes affecting County Boards

Christina Ross moved to approve the December 18, 2007 Board Meeting Minutes, as presented. Linda Allen seconded. All yes, motion carried.

Linda Allen moved to approve the following **Transfers/Modifications**, as presented:

FROM:	TO:	AMOUNT:
MRDD Fund Employee Salaries 0310-S000-S01.006	Help Me Grow Fund Advance-Out 0310-S000-S33.085	\$13,000.
MRDD Fund Other Expense 0310-S000-S15.090	Help Me Grow PERS 0310-S000-S12.010	\$ 48.21
Travel 0490-S028-S10.50	PERS 0310-S000-S12.010	\$.30
Additional Expenditures Lines/Transfers Other Expenses 0310-S000-S15.090	Transportation	\$ 95,000.

Deborah Tissot seconded. All yes, motion carried.

The Board reviewed the monthly expenditures and reports.

Linda Allen moved to approve the **monthly expenditures**, as follows:

MRDD General Fund - \$180,498.50
Community MRDD Residential Services and Supported Living Fund - \$8,967.06
Help Me Grow Program Fund - \$3,9090.85
Permanent Improvement Fund - \$9,976.00
Debt Retirement Construction - \$696.41

Christina Ross seconded. All yes, motion carried.

Terry Moore, Transportation Supervisor, submitted a December 2007 Transportation Report and Summary Report for 2008.

Keith Pohly, Workshop Director, submitted a Highco, Inc. Report. Mr. Pohly informed the Board that he was working with the Highland County Recycling to submit a grant to the Ohio Department of Natural Resources to purchase a truck for Highco. The grant will pay for two-thirds of the cost and the Highco Trustees agreed to possibly requesting donations from businesses to pay the balance.

Shane Wilkin moved to approve the following In-Services to Attend, as presented:

Kimberly Snapp
"Traumatic Brain Injury" - Columbus, Ohio - March 20, 2008
Meal and Mileage Reimbursement
Registration = \$85.00/Person

Jordon Freeze - Linda Braley - Karen Hopkins
"Get Excited About Supporting People" - Columbus, Ohio - April 24, 2008
Meal and Mileage Reimbursement
Registration = \$85.00/Person = \$255.00

Jamie Garrison
"Arts Programming for Special Needs Populations"
January 22, 2008 - Columbus, Ohio
Mileage Reimbursement
Registration = \$150.00

Deborah Tissot seconded. All yes, motion carried.

Shane Wilkin moved to approve Resolution 2008-1 regarding the provision for educational services for children with disabilities ages six through twenty-one for 2008-2009 and sending a mandatory notification to school districts of intent to continue providing school-age services, as presented. James Adkins seconded. ROLL CALL: James Adkins, yea; Linda Allen, yea; Dennis Butler, yea; Susan Emery, yea; Christina Ross, yea; Deborah Tissot, yea; and Shane Wilkin, yea. MOTION CARRIED.

The annual approval of all current policies was tabled.

The Board was informed that the IRS rate as January 1, 2008 is **\$.505 cents per mile**. The 2007 IRS was \$.485.

Christina Ross moved to approve the mileage reimbursement at the IRS rate of \$.505 cents per mile for Calendar Year 2008. Linda Allen seconded. All yes, motion carried.

Superintendent Amen reviewed several objectives, goals and priorities of program areas within the 2008 Annual Action Plan.

Linda Allen moved to approve the 2008 Annual Action Plan, as presented. James Adkins seconded. All yes, motion carried.

Superintendent Amen discussed the in-home therapy services for infants and toddlers ages 0-3 who has an identified developmental delay or who are at risk of delay. The Board learned that services cannot be met due to the demand for therapy. Ann Pavey provides early intervention services, but most of her time is spent doing evaluations to determine eligibility for Help Me Grow - Part C Services.

Superintendent recommended utilizing the funds that are currently being spent on therapy services to hire another Early Intervention Specialist who can spend 100% of their time doing in-home training with parents and other providers who visit the homes on a regular basis. This would be a better return on the Board's investment of funds by providing more direct services to the child.

The Board learned that an individual who is currently contracting with the Board, as an Occupational Therapist Assistant, may be interested in full-time position with the Board, although the Board would still be required to post the position.

The Board agreed they needed a full-time position to meet the needs of the infants and toddlers. Superintendent Amen will submit a proposal at the February Board Meeting to hire an individual.

At approximately 5:49 p.m., Linda Allen moved to go into an executive session, which time no decision the Board would make no decisions for the purpose to discuss a personnel matters. James Adkins seconded. ROLL CALL: James Adkins, yea; Linda Allen, yea; Dennis Butler, yea; Susan Emery, yea; Christina Ross, yea; Deborah Tissot, yea; and Shane Wilkin, yea. MOTION CARRIED.

At approximately, 6:12 p.m., the Board re-entered into a public session. All yes, motion carried.

Linda Allen moved to adjourn the meeting at 6:13 p.m. James Adkins seconded. All yes, motion carried.

PREPARED BY: SHERRY LYNN MORRISON, ADMINISTRATIVE ASSISTANT/
BOARD CLERK

DENNIS BUTLER, PRESIDENT, HIGHLAND COUNTY BOARD OF MRDD

LINDA ALLEN, RECORDING SECRETARY, HIGHLAND COUNTY BOARD OF MRDD