

June 28, 2006

80-06 Approval of the Agenda

81-06 Approval of Minutes of the May 17, 2006 Regular Board Meeting
Concur with Payment of Bills, pages 1-35, 37-45
Approval of Transfer of Vivian Fisher from Workshop Assistant/Bus Aide to
Workshop Assistant
Approval of Transfer of Lori Kohler from Custodial Worker to Workshop Assistant/Bus Aide
Approval of Transfer of Jennifer Timmerman from Workshop Assistant/Bus Aide to 9-month
Bus Driver
Approval of Transfer of Kurt Bishop from Workshop Assistant to Production Specialist
Approval of Resignation of Tina Rayl as 9-month Bus Driver

82-06 Concur with Payment of Bills, page 36

83-06 Approve Direct Service Contracts

84-06 Approval of Intra Fund Transfers, Inter Fund Transfers and Inter Fund Advance

85-05 Approval of the Adoption of the following Policy:
8.1.7 Service and Support Administration

Approval of the Second Reading of the following Policies:

8.1.3 Adult Services
8.5 Waiting Lists, Service Substitution Lists and Long-Term Service Planning
Registries

Approval of the Emergency Adoption of the following Policy:
7.10 Title XX Eligibility and Reimbursement

86-06 Approval of the following Agreements:
Lori A. Stanza
United Way of Greater Lima, Inc.
Board of County Commissioners

87-06 Approve Tax Budget for 2007

88-06 Appoint Member to the Board of Directors of LODDI, Inc.

ALLEN COUNTY BOARD OF MENTAL RETARDATION
AND DEVELOPMENTAL DISABILITIES

SUPPORTING THE CHOICES OF PEOPLE THROUGH COMMUNITY PARTNERSHIPS AND QUALITY SERVICES

**MINUTES
June 28, 2006**

**4:45 p.m. Special Meeting
Administration Building
Location - 2500 Ada Road
Lima, OH 45801**

I. Roll Call

The Allen County Board of Mental Retardation and Developmental Disabilities met in special session on Wednesday, June 28, 2006 in the Administration Building. President Rockhold called the meeting to order at 4:45 p.m. with the following roll call response:

Mr. Charles Fuller, present	Mrs. Gina Goodin, present	Mr. Edward Healey, absent
Mr. Robert Honigford, present	Mr. Gregory Miller, present	Mrs. Kathryn Williams, present
Dr. Jon Rockhold, present		

II. Acceptance of the Agenda

RESOLUTION 80-06:

Mrs. Goodin moved to approve the agenda.

Mr. Miller seconded the motion to approve the agenda.

Mrs. Goodin, yes	Mr. Honigford, yes	Mr. Miller, yes
Mrs. Williams, yes	Mr. Fuller, yes	Dr. Rockhold, yes

III. Correspondence

Thank you from Ryan Boerger

IV. Hearing of the Public

V. Reports

VI. Consent Agenda

SUPERINTENDENT’S RECOMMENDATION 81-06: Superintendent Baldrige recommended the Board consent to the following items:

- A. Approval of the minutes of the May 17, 2006 regular meeting of the Allen County Board of MR/DD.
- B. Concurrence with the payment of bills for programs operated by the Allen County Board of MR/DD, pages 1 – 35 and 37 – 45.
- C. Personnel Report
 - 1. Transfers
 - a. Vivian Fisher transferred from Workshop Assistant/Bus Aide to Workshop Assistant effective May 22, 2006 at the same AFSCME salary step.
 - b. Lori Kohler transferred from Custodial Worker to Workshop Assistant/Bus Aide effective June 8, 2006 at the same AFSCME salary step.
 - c. Jennifer Timmerman transferred from Workshop Assistant/Bus Aide to 9-Month Bus Driver effective June 12, 2006 at the same AFSCME salary step.
 - d. Kurt Bishop transferred from Workshop Assistant to Production Specialist effective June 12, 2006 at the same AFSCME salary step.
 - 2. Terminations
 - a. Tina Rayl resigned as a 9-month Bus Driver effective May 19, 2006.

Mr. Miller moved to accept the recommendation of the Superintendent.

Mr. Honigford seconded the motion to accept the recommendation of the Superintendent.

Mr. Honigford, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Dr. Rockhold, yes

VII. Exception Agenda

SUPERINTENDENT’S RECOMMENDATION 82-06: Superintendent Baldrige recommended the Board consent to the following items:

- A. Concur with the Payment of Bills for programs operated by the Allen County Board of MR/DD, page 36.

Mr. Honigford moved to accept the recommendation of the Superintendent.

Mr. Fuller seconded the motion to accept the recommendation of the Superintendent.

Mr. Honigford, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, abstain

Mrs. Williams, yes
Dr. Rockhold, yes

VIII. Superintendent's Report

A. Fiscal – April Revenue

Fund 2018, General Fund

1.	Tax Revenue	
a.	Homestead Rollback	207,789.48
2.	Fees for Service/Local	
a.	Transportation Fees - Enrollee	2,908.62
b.	Other Enrollee Fees	430.00
c.	Services - Supported Employment	5,975.76
d.	Services - Transportation	150.00
e.	Services – Other (ICF/MR Active Treatment)	30,426.60
f.	Services – Tuition	2,708.56
g.	Sales - Cafeteria	2,791.55
3.	State and Federal Revenue	
a.	Dept. of Ed. Funding-School Age	24,154.76
b.	Dept. of Ed. Funding-Preschool	4,840.14
c.	Dept. of Ed. Transportation	4,080.31
d.	Federal School Breakfast Program	1,389.41
e.	Federal School Lunch Program	2,370.68
f.	Tax Equity	91,550.76
g.	Other – MR/DD	5,350.00
h.	Operating Subsidy – MR/DD	80,727.25
i.	Case Management – MR/DD	20,083.11
j.	HMG TANF	44,679.74
k.	HMG GRF	10,304.53
l.	HMG Part C	25,086.10
m.	Title XIX	293,190.56
4.	Other	
a.	Refunds	3,020.23
b.	Employee Portion of Hospitalization	21,060.75
c.	Employee Optional Life	1,600.38
d.	Other Receipts (Marimor Ind., Other)	64,519.93
e.	Sundry Revenue	299.12

Fund 2075, Family Resource Services

1.	Reimbursements	4,151.90
2.	Grant – MR/DD	16,347.50

Fund 2077, Residential Services

1.	Other Receipts	2,978.86
2.	Allocation – MR/DD	105,030.61

Fund 2460, Early Childhood Sp. Ed. IDEA FY 06

1.	Grant	6,998.19
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Fund 2469, Special Ed. Part B, IDEA, FY 06

1.	Grant	13,199.65
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Fund 2930, Unspecified

1.	Donations	5,458.44
2.	Interest	315.78

Fund 4018, Permanent Improvements

1.	Tax Revenues	
	a. Homestead Rollback	18,068.65
2.	Sundry Revenue	9,856.84

B. Administrative

1. Adult Services Report
2. HR Newsletter

IX. Old Business

A. Agenda Changes

The Board is happy with the new format of the agenda.

B. NOWAC Fee Schedule/Involvement in the COG

The Department has not given Superintendent Baldrige an answer yet as to whether or not we can contract with an outside agency such as the ARC to do our Quality Assurance Reviews. Superintendent Baldrige should have an answer in July.

NOWAC has discussed with Superintendent Baldrige the possibility of being our fiscal agent. Superintendent Baldrige will check with the Association and our attorney to see if we are able to consider this.

C. Strategic Planning

The Strategic Planning meeting will be on October 13, 2006. Superintendent Baldrige is selecting a facilitator for the meeting.

X. Board Discussion

Mr. Honigford will meet with Rhonda Eddy from the Allen County Treasurer's Office to discuss our tax revenue.

XI. Committee Reports

A. Ethics Council – Met June 28, 2006

ETHICS COUNCIL RECOMMENDATION 83-06: The Ethics Council recommended and so moved the Board approve the following direct service contracts:

<u>Agency</u>	<u>Duration</u>	<u>Amount</u>
RMS of Ohio	6 Months	\$4.14 per unit \$22.09 per diem
CRSI, Inc.	1 Year	Varies with IP

Mr. Fuller moved.

Mr. Honigford seconded the motion of the Ethics Council.

Mr. Miller, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Mr. Honigford, yes

Mr. Fuller, yes
Dr. Rockhold, yes

B. Finance Committee – Met June 27, 2006

FINANCE COMMITTEE'S RECOMMENDATION 84-06: The Finance Committee recommended and so moved the Board approve the following intra-fund transfers:

\$10,000.00	From 10010117 – 179001, General Fund Reserve To 90090141 - 410400, HMG Equipment to purchase computer equipment.
\$ 7,880.00	From 90090117 – 175001, HMG Medical Premiums To 90090121 – 219099, HMG Sundry to purchase child find materials.

and the following inter-fund transfers:

\$ 4,577.30	From Fund 0275, Family Resources, 20751693 – 930001, Transfers Out, To General Fund, 2018, 00180491 – 590901, Transfers In, To pay administrative costs.
\$93,203.04	From Fund 2077, Residential Services, 20771693 – 930001, Transfers Out,

To General Fund, 2018, 00180491 – 590901, Transfers In,
To pay administrative costs.

and the following inter-fund advance:

\$172.45 From Fund 2078, Innovative Ed. Fund, 20780491 – 590901, Advances Out,
To General Fund 2018, 10010117 – 179001, Advances In,
To return funds advanced in March.

Mr. Miller moved.

Mr. Honigford seconded the motion of the Finance Committee.

Mrs. Williams, yes
Mr. Honigford, yes

Mr. Fuller, yes
Mr. Miller, yes

Mrs. Goodin, yes
Dr. Rockhold, yes

- C. Personnel Committee
- D. Planning Committee
- E. Policy Committee

No comments have been received during the last month on the policies scheduled for adoption and for second reading. Our current Title XX policy is very prescriptive in terms of what services will be provided under this program. The current policy has the wrong code. The Department has recommended a more generic statement which will not have to be updated as often. Because this is a simple, straight forward change, the Policy Committee did not meet.

POLICY COMMITTEE'S RECOMMENDATION 85-06: The Policy Committee recommended and so moved that the Board adopt the following policy:

8.1.7 Service and Support Administration

accept the following policies for second reading:

- 8.1.3 Adult Services
- 8.5 Waiting Lists, Service Substitution Lists and Long-Term Service Planning Registries

and adopt the following policy on an emergency basis:

7.10 Title XX Eligibility and Reimbursement

Mrs. Goodin moved.

Mrs. Williams seconded the motion of the Policy Committee.

Mr. Fuller, yes
Mr. Miller, yes

Mrs. Goodin, yes
Mrs. Williams, yes

Mr. Honigford, yes
Dr. Rockhold, yes

XII. New Business

A. Enter into Agreements

While we have not used Lori Stanfa as a consultant from January through June, there are issues coming up with Waiver transition that cause us concern. Therefore, we are requesting up to \$3,000 for consulting services between July 1 and the end of the year.

In the parenting classes at Help Me Grow, there was a need for additional childcare at the parenting classes due to the number of children and the behaviors of a few of the children. Therefore, we need to cover the additional cost.

Since 2000, our Board has contributed up to \$30,000 per year to the Intersystems Committee of the Family and Children First Council, to meet the needs of children eligible for our services, who are also receiving services from other human service systems. This money is used for children who have multiple problems and are typically the most difficult to serve.

SUPERINTENDENT'S RECOMMENDATION 86-06: Superintendent Baldrige recommended the Board approve the following agreements and/or amendments:

Lori A. Stanfa	07/01/06 – 12/31/06	\$ 3,000
United Way of Greater Lima, Inc.	09/21/05 – 06/30/06	\$ 70
Board of County Commissioners	07/01/06 – 06/30/07	\$30,000

Mr. Honigford moved to accept the recommendation of the Superintendent.

Mrs. Goodin seconded the motion to accept the recommendation of the Superintendent.

Mrs. Goodin, yes
Mrs. Williams, yes

Mr. Honigford, yes
Mr. Fuller, abstain

Mr. Miller, yes
Dr. Rockhold, yes

B. Approve Tax Budget for 2007

We are required annually to submit a “tax budget” to the county auditor by the end of June. This is for the purpose of the budget commission deciding if they want to put a levy on the ballot for us in the fall. Annually, we submit the estimate that was developed in the fall when the current year’s budget was developed.

SUPERINTENDENT'S RECOMMENDATION 87-06: Superintendent Baldrige recommended the Board approve the proposed tax budget for submission to the County Auditor.

Mr. Miller moved to accept the recommendation of the Superintendent.

Mr. Fuller seconded the motion to accept the recommendation of the Superintendent.

Mr. Honigford, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Dr. Rockhold, yes

C. Appoint Member to the Board of Directors of LODDI, Inc.

Shannon Bartels, a local attorney, is going off the LODDI Board due to term limits. The Board is recommending Julie M. Shaw, also an attorney, as the replacement. She is an attorney with Siferd and McCluskey. She is willing to serve the community through this Board.

SUPERINTENDENT'S RECOMMENDATION 88-06: Superintendent Baldrige recommended the Board appoint Julie M. Shaw to the Board of Directors of LODDI, Inc. for a term from July 1, 2006 through June 30, 2009.

Mr. Honigford moved to accept the recommendation of the Superintendent.

Mrs. Williams seconded the motion to accept the recommendation of the Superintendent.

Mr. Honigford, yes
Mr. Fuller, yes

Mr. Miller, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Dr. Rockhold, yes

XIII. Other Items to Come Before the Board

Superintendent Baldrige and Jeannie Stahl are looking at the possibility of another Board overseeing LODDI housing. It would cost approximately \$30,000 per year and they would take care of all of the maintenance and the cost of the maintenance for all the LODDI houses. We would not need the LODDI Board if we contracted with the other Board. Superintendent Baldrige will do more research on this possibility.

XIV. Adjournment

Mr. Fuller moved to adjourn the meeting at 5:14 p.m.

Mr. Honigford seconded the motion to adjourn.

Mr. Miller, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Mr. Honigford, yes

Mr. Fuller, yes
Dr. Rockhold, yes

Regular Board Meeting
July 26, 2006 at 4:45 p.m.
Allen County Board of MR/DD
Administration Building
2500 Ada Road, Lima, OH

Chris Calvelage, Clerk

Greg Miller, Recording Secretary