

**November 19, 2019  
Board Meeting Minutes**

**CALL TO ORDER**

Colon called the November 19, 2019 meeting of the Fulton County Board of Developmental Disabilities to order at 4:00 pm.

**ROLL CALL**

Shirley Colon, Sam Denn, Lynlee Reinking and Britney Ward. Excused: Adam Cook and Mike Oricko. Guest: Robin Shepherd and Beth Friess.

**APPROVAL OF AGENDA**

ADD: VII.A.7. Brittco Contract and Business Agreement

ADD: VII.A.1. 2020 Addendum to Linfoot Street Lease with Triangular Processing

***Ward made a motion to approve the Agenda as amended. Denn seconded the motion. Approval by unanimous voice vote.***

**PUBLIC COMMENT**

No public comment.

**APPROVAL OF OCTOBER 15, 2019 BOARD MEETING MINUTES**

***Denn made a motion to approve the October 15, 2019 Board Meeting Minutes as presented. Ward seconded the motion. Approval by unanimous voice vote.***

**APPROVAL OF OCTOBER, 2019 EXPENDITURES**

***Reinking made a motion to approve the October, 2019 Expenditures as presented. Ward seconded the motion. Approval by unanimous voice vote.***

**FINANCE, FACILITIES & PERSONNEL**

**2020 TRIANGULAR PROCESSING CONTRACTS: CLEANING, NON-MEDICAID ADULT SERVICES, RECYCLING, SPECIAL OLYMPICS, RECREATION AND 2020 ADDENDUM TO LINFOOT STREET LEASE WITH TRIANGULAR PROCESSING**

***Denn made a motion to approve the following 2020 contracts with Triangular Processing: Special Olympics for a total contract amount of \$61,500, Recreation for a contract amount of \$6000; Cleaning for \$1800 per month; Non-Medicaid Adult Services; the Recycling Contract and the amendment to the TP lease eliminating their requirement to pay utility costs for 2020. Reinking seconded the motion. Approval by unanimous voice vote.***

**LINFOOT STREET COMMISSIONERS LEASE ADDENDUM**

***The Facilities, Finance and Personnel Committee made a motion to approve the addendum to the Linfoot Street lease with the Commissioners for 2020. Denn seconded the motion. Approval by unanimous voice vote.***

**2020 SUNSHINE CONTRACTS: ROOM AND BOARD, SUPPORTED LIVING AND NON-MEDICAID ADULT SERVICES**

Friess reviewed the contract rates for 2020.

***Denn made a motion to approve the following 2020 contracts with Sunshine: Supported Living and Non-Medicaid Adult Services as presented and the Room and Board Contract with a 3% increase. Reinking seconded the motion. Approval by unanimous voice vote.***

**VNA COMPREHENSIVE SERVICES CONTRACT NON-MEDICAID ADULT SERVICES**

***The Facilities, Finance and Personnel Committee made a motion to approve the 2020 Non-Medicaid Adult Services Contract with VNA Comprehensive Services. Ward seconded the motion. Approval by unanimous voice vote.***

## **NORTHWEST OHIO WAIVER ADMINISTRATIVE COUNCIL (NOWAC) CONTRACT**

*The Facilities, Finance and Personnel Committee made a motion to approve the NOWAC contract for 2020. Denn seconded the motion. Approval by unanimous voice vote.*

## **INFAL CONTRACT**

*The Facilities Finance and Personnel Committee made a motion to approve the 2020 contract with Primary Solutions for Infal software for \$5,536. Ward seconded the motion. Approval by unanimous voice vote.*

## **BRITTCO CONTRACT AND BUSINESS ASSOCIATE AGREEMENT**

Friess reviewed information regarding this software.

*Reinking made a motion to approve the BrittcO contract and Business Associate Agreement as presented. Ward seconded the motion. Approval by unanimous voice vote.*

## **END OF YEAR APPROPRIATION TRANSFERS**

Friess discussed that at the end of the year, funds may need to be transferred to balance at the year end.

*Reinking made a motion to authorize the Personnel Manager/Fiscal Coordinator or Business Manager to make End of the Year Appropriation Transfers as necessary with Superintendent approval. Ward seconded the motion. Approval by unanimous voice vote.*

## **PROGRAM & PUBLICITY**

### **PROGRAM POLICIES: BEHAVIOR SUPPORT**

*The Program and Publicity Committee made a motion to approve Program Policy: Behavior Support Strategies and the Human Rights Committee as presented. Colon seconded the motion. Approval by unanimous voice vote.*

## **ANNUAL REPORT**

*The committee recommends approval of the printing for \$6091.95 and estimated mailing costs of \$1,526.28 for the 2019 Annual Report. Reinking made a motion to approve the printing for \$6091.95 and estimated mailing costs of \$1,526.28 for the 2019 Annual Report as presented. Denn seconded the motion. Approval by unanimous voice vote.*

## **NEW BUSINESS**

### **NIGHT TO SHINE SPONSORSHIP**

Friess shared a video from last year's event in Defiance. Friess also provided more information about the event. Discussion about sponsorship.

*Reinking made a motion to approve sponsorship of the Kaitlyn's Cottage 2020 Night to Shine for \$250.00. Denn seconded the motion. Approval by unanimous voice vote.*

## **2019 ANNUAL SURVEY RESULTS**

Friess shared the surveys with the Board. Friess reviewed that names associated with a negative comments have been removed. Staff surveys were completed via SurveyMonkey anonymously.

## **DRAFT 2020-2022 STRATEGIC PLAN**

Friess shared the 'draft' 2020-2022 Strategic Plan with the Board. Discussion on the goals.

## **STATE & ADVOCACY UPDATES**

No updates to report.

## **BALL VS. DEWINE**

Friess stated that a court date has been set for December 17, 2019.

**DIRECTOR'S REPORTS**

No questions or comments.

**SUPERINTENDENT'S REPORT**

No questions or comments.

**EXECUTIVE SESSION TO DISCUSS THE COMPENSATION OF PUBLIC EMPLOYEES**

*Ward made a motion to enter into Executive Session to discuss the compensation of public employees at 5:02 pm. Colon seconded the motion. Approval by unanimous Roll Call Vote: Colon-yes, Denn-yes, Reinking-yes and Ward-yes.*

*Reinking made a motion to exit Executive Session at 5:27 pm. Ward seconded the motion. Approval by unanimous Roll Call Vote: Colon-yes, Denn-yes, Reinking-yes and Ward-yes.*

*Reinking made a motion to give the Community Services Director a 3% raise for year two of her current management contract. Ward seconded the motion. Approval by unanimous voice vote.*

**STAFF COMPENSATION**

*Reinking made a motion to approve all non-contract staff compensation for 2020 as follows: 3% increase and the continuation of longevity pay and clothing allowance as per current procedures. Ward seconded the motion. Approval by unanimous voice vote.*

**ADJOURNMENT**

*Reinking made a motion to adjourn the Board Meeting at 5:29 pm. Colon seconded the motion. Approval by unanimous voice vote.*

  
Secretary

12-17-19  
Date

  
President

12-17-19  
Date