
AGENDA

DEFIANCE COUNTY BOARD OF DD

May 22, 2018

5:00 pm

I. Call to order

II. Roll Call

_____ Ms. Beck _____ Ms. Cameron _____ Ms. Helser _____ Ms. Meyer
_____ Ms. Phlipot _____ Ms. Schindler _____ Ms. Steece

III. Approval of April 24, 2018 Board minutes.

_____ First _____ Second

IV. Expenditures

A. Approval of the April 2018 expenditures.

_____ First _____ Second

B.

_____ First _____ Second

V. Additions/Revisions to the agenda

VI. Petitioners

VII. Agency/Department Reports

VIII. Old Business

A.

_____ First _____ Second

IX. New Business

A. Personnel

1. Motion to accept the resignation of Samantha Downey as Instructor effective August 15, 2018.

_____ First _____ Second

2. Motion to approve the hiring of Mary Roof as Service Coordinator effective June 4, 2018.

_____ First _____ Second

B. Motion to approve the Emergency Operations Plan for 2018-2019 school year.

_____ First _____ Second

C. Motion to approve the 2018-2019 school calendar and FY19 twelve month calendar.

_____ First _____ Second

D. Motion to approve the lunch and milk prices for the 2018-2019 school year. Preschool \$2.40, School Age \$2.90, Milk \$.50, Adult \$3.00.

_____ First _____ Second

E.

_____ First _____ Second

F.

_____ First _____ Second

X. Motion to adjourn

_____ First _____ Second

MINUTES

April 24, 2018

5:00 pm

- The regular April meeting of the Defiance County Board of Developmental Disabilities was held April 24, 2018 in the Cafeteria at Good Samaritan School.
- The meeting was called to order at 5:00 PM. Board members present were Ms. Sue Beck, Ms. Jamie Cameron, Ms. Christiana Helser, Ms. Roberta Philipot, Ms. Ruby Schindler, and Ms. Erika Steece. Ms. Stephanie Meyer was absent. Others present were Mr. Timothy Bower, Superintendent, Ms. Tara Shumaker, Principal, Mr. Bret Mack, Business Manager and approximately 5 others consisting of Board employees and members of the public.
- Motion was made by Ms. Cameron and seconded by Ms. Philipot to approve the March 20, 2018 Board Minutes.
Motion approved unanimously.
- Motion was made by Ms. Cameron and seconded by Ms. Schindler to approve the March 2018 expenditures.
Motion approved unanimously.
- Motion was made by Ms. Steece and seconded by Ms. Schindler to accept the retirement of Deb Weisenburger as Developmental Specialist effective May 31, 2018.
Motion approved unanimously.
- Motion was made by Ms. Helser and seconded by Ms. Philipot to approve the contract with Primary Solutions for annual Gatekeeper License in the amount of \$3,563.00
Motion approved unanimously.
- Motion was made by Ms. Helser and seconded by Ms. Cameron to approve the contract with Partner's in Employment, Inc. for Summer Youth program in the amount of \$6,795.20.
Motion approved unanimously.
- Motion was made by Ms. Cameron and seconded by Ms. Schindler to approve the contract with P.T. Services Rehabilitation Inc. for Speech Language Pathology Services (Early Intervention Department) effective August 1, 2018 to July 31, 2020.
Motion approved unanimously.
- Motion was made by Ms. Philipot and seconded by Ms. Steece to approve the preschool tuition fee of \$1,300.00 for typical students for the 2018-2019 school year.
Motion approved unanimously.
- Motion was made by Ms. Cameron and seconded by Ms. Helser to approve the excess cost fee of \$3,000.00 per qualifying student for the 2018-2019 school year and to approve the contract agreement with the participating school districts.
Motion approved unanimously.
- Motion was made by Ms. Helser and seconded by Ms. Schindler to approve the position of Service Coordinator position.
Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Cameron to approve the Wellness Policy.
Motion approved unanimously.
- General discussion of Board Member Training Hours.

- Motion was made by Ms. Cameron and seconded by Ms. Steece to approve the contract with Renewed Mind Behavior Health.

Motion approved unanimously.

- General discussion regarding the tax levies.

- Motion was made by Ms. Phlipot and seconded by Ms. Cameron to adjourn.

Motion approved unanimously.

Defiance County DD Revenue Report for April 2018

May 3, 2018
8:24:31AM

Report Period: 04/01/2018 to 04/30/2018

| Account | Budget | April | YTD Total | % Received | To Be Received |
|----------------------------------|-----------------------|---------------------|-----------------------|---------------|-----------------------|
| General | | | | | |
| 0010.400304.0001 | \$2,560,000.00 | \$141,726.35 | \$1,559,622.51 | 60.92% | \$1,000,377.49 |
| 0010.400304.0002 | \$25,000.00 | \$91,342.75 | \$368,233.63 | 70.14% | \$156,766.37 |
| 0010.400304.0003 | \$20,000.00 | \$6,515.00 | \$25,520.81 | 127.60% | -\$5,520.81 |
| 0010.400304.0004 | \$225,000.00 | \$56,474.00 | \$322,364.26 | 143.27% | -\$97,364.26 |
| 0010.400304.0005 | \$85,000.00 | \$0.00 | \$24,664.84 | 29.02% | \$60,335.16 |
| 0010.400304.0006 | \$500.00 | \$131.82 | \$330.42 | 66.08% | \$169.58 |
| 0010.400304.0008 | \$0.00 | \$1,646.91 | \$3,293.68 | 100.00% | -\$3,293.68 |
| 0010.400304.0010 | \$70,000.00 | \$24,702.31 | \$45,485.23 | 64.98% | \$24,514.77 |
| 0010.400304.0012 | \$20,000.00 | \$0.00 | \$3,932.00 | 19.66% | \$16,068.00 |
| 0010.400304.0014 | \$47,091.00 | \$0.00 | \$0.00 | 0.00% | \$47,091.00 |
| 0010.400304.0015 | \$5,359.00 | \$0.00 | \$0.00 | 0.00% | \$5,359.00 |
| 0010.400304.00165 | \$65,000.00 | \$6,216.83 | \$24,867.32 | 38.26% | \$40,132.68 |
| 0010.400304.0018 | \$7,000.00 | \$1,136.00 | \$5,624.13 | 80.34% | \$1,375.87 |
| 0010.400309.0001 | \$135,000.00 | \$64,000.00 | \$64,000.00 | 47.41% | \$71,000.00 |
| 0010.400505.0001 | \$6,000.00 | \$1,360.02 | \$13,190.02 | 219.83% | -\$7,190.02 |
| 0010.400506.0001 | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| 0010.400702.0001 | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| 0011.400301.0019 | \$10,000.00 | \$1,354.45 | \$5,062.45 | 50.62% | \$4,937.55 |
| 0011.400301.0020 | \$3,500.00 | \$63.00 | \$1,671.65 | 47.76% | \$1,828.35 |
| 0011.400301.0022 | \$2,000.00 | \$200.00 | \$800.00 | 40.00% | \$1,200.00 |
| 0011.400301.0023 | \$11,000.00 | \$1,562.50 | \$3,750.00 | 34.09% | \$7,250.00 |
| 0011.400301.0024 | \$1,482.00 | \$0.00 | \$0.00 | 0.00% | \$1,482.00 |
| 0012.400300.0026 | \$1,068.00 | \$287.36 | \$1,424.21 | 133.35% | -\$356.21 |
| 0012.400300.0027 | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | \$3,800,000.00 | \$398,719.30 | \$2,473,837.16 | 65.10% | \$1,326,162.84 |
| Capital Housing | | | | | |
| 034.400100.0000 | \$250,000.00 | \$0.00 | \$0.00 | 0.00% | \$250,000.00 |
| | \$250,000.00 | \$0.00 | \$0.00 | 0.00% | \$250,000.00 |
| IDEA Pre-school Spec. Ed. | | | | | |
| 044.400100.0000 | \$5,359.00 | \$535.86 | \$5,358.58 | 99.99% | \$0.42 |
| | \$5,359.00 | \$535.86 | \$5,358.58 | 99.99% | \$0.42 |

Defiance County DD Revenue Report for April 2018

May 3, 2018
8:24:31 AM

Report Period: 04/01/2018 to 04/30/2018

| Account | Budget | April | YTD Total | % Received | To Be Received |
|---|-----------------------|---------------------|-----------------------|----------------|-----------------------|
| Family Support Services | | | | | |
| 046.400100.0000 Family Support Services Grant | \$21,168.00 | \$5,212.00 | \$10,424.00 | 49.24% | \$10,744.00 |
| | \$21,168.00 | \$5,212.00 | \$10,424.00 | 49.24% | \$10,744.00 |
| PART B-IDEA Special Ed. | | | | | |
| 205.400100.0000 Part B - IDEA Flow Thru | \$47,091.00 | \$4,709.12 | \$47,091.19 | 100.00% | -\$0.19 |
| | \$47,091.00 | \$4,709.12 | \$47,091.19 | 100.00% | -\$0.19 |
| Gifts and Donations | | | | | |
| 214.0214.400100 Gifts and Donations | \$0.00 | \$415.00 | \$2,431.05 | 100.00% | -\$2,431.05 |
| 214.0214.400200 Gifts & Don. Other Rec (Interest) | \$300.00 | \$49.04 | \$192.61 | 64.20% | \$107.39 |
| | \$300.00 | \$464.04 | \$2,623.66 | 874.55% | -\$2,323.66 |
| Grand Totals: | \$4,123,918.00 | \$409,640.32 | \$2,539,334.59 | 61.58% | \$1,584,583.41 |

Defiance County DD Expenditure Report April 2018

May 03, 2018
8:22:45AM

| Account | Allocation | Carry Over | Transfer | April | YTD | Encumbered | Unencumbered | % Spent | Unspent |
|---------------------------------------|-----------------------|--------------------|---------------|---------------------|-----------------------|-----------------------|-----------------------|---------------|-----------------------|
| General | | | | | | | | | |
| 010.3900.510200 Salaries | \$2,000,000.00 | \$0.00 | \$0.00 | \$122,137.65 | \$487,052.84 | \$0.00 | \$1,512,947.16 | 24.35% | \$1,512,947.16 |
| 010.3900.530300 Supplies | \$120,000.00 | \$3,882.75 | \$0.00 | \$7,110.66 | \$31,941.82 | \$76,944.09 | \$14,996.84 | 25.78% | \$91,940.93 |
| 010.3900.530400 Equipment | \$60,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,753.66 | \$48,246.34 | \$10,000.00 | 2.92% | \$8,246.34 |
| 010.3900.530600 Contract Services | \$1,000,000.00 | \$19,067.86 | \$0.00 | \$35,511.66 | \$140,879.66 | \$609,188.20 | \$269,000.00 | 13.82% | \$878,188.20 |
| 010.3900.530700 Contract Repairs | \$60,000.00 | \$0.00 | \$0.00 | \$1,642.89 | \$9,211.75 | \$48,788.25 | \$2,000.00 | 15.35% | \$50,788.25 |
| 010.3900.530800 Travel | \$25,000.00 | \$0.00 | \$0.00 | \$399.29 | \$2,759.72 | \$22,240.28 | \$0.00 | 11.04% | \$22,240.28 |
| 010.3900.531100 Other | \$40,000.00 | \$0.00 | \$0.00 | \$962.50 | \$10,165.29 | \$19,834.71 | \$10,000.00 | 25.41% | \$29,834.71 |
| 010.3900.533000 Medicaid Remittance | \$1,300,000.00 | \$0.00 | \$0.00 | \$244,020.00 | \$488,780.84 | \$811,219.16 | \$0.00 | 37.60% | \$811,219.16 |
| 010.3900.536200 Settlement Deduction | \$55,000.00 | \$0.00 | \$0.00 | \$0.00 | \$27,915.41 | \$27,084.59 | \$0.00 | 50.76% | \$27,084.59 |
| 010.3900.536600 Insurance | \$525,000.00 | \$0.00 | \$0.00 | \$42,654.14 | \$169,071.65 | \$347,661.08 | \$8,267.27 | 32.20% | \$355,928.35 |
| 010.3900.536800 PERS | \$180,000.00 | \$0.00 | \$0.00 | \$18,301.36 | \$53,437.22 | \$7,890.81 | \$118,671.97 | 29.69% | \$126,562.78 |
| 010.3900.536801 STRS | \$100,000.00 | \$0.00 | \$0.00 | \$6,128.53 | \$24,511.29 | \$73,522.14 | \$1,966.57 | 24.51% | \$75,488.71 |
| 010.3900.536900 Worker's Compensati | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 | \$23,103.64 | \$6,896.36 | \$0.00 | 77.01% | \$6,896.36 |
| 010.3900.539000 Unappropriated | \$200,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$200,000.00 | 0.00% | \$200,000.00 |
| Fund Total: | \$5,695,000.00 | \$22,950.61 | \$0.00 | \$478,868.68 | \$1,470,584.79 | \$2,099,516.01 | \$2,147,849.81 | 25.72% | \$4,247,365.82 |
| Capital Housing | | | | | | | | | |
| 034.3401.531100 Capital Housing Othe | \$250,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$250,000.00 | 0.00% | \$250,000.00 |
| Fund Total: | \$250,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$250,000.00 | 0.00% | \$250,000.00 |
| IDEA Pre-school Spec. Ed. | | | | | | | | | |
| 044.4800.510200 IDEA Salaries | \$5,359.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,359.00 | \$0.00 | 0.00% | \$5,359.00 |
| Fund Total: | \$5,359.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,359.00 | \$0.00 | 0.00% | \$5,359.00 |
| Family Support Services | | | | | | | | | |
| 046.5200.510200 Family Support Servi | \$1,482.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,482.00 | \$0.00 | 0.00% | \$1,482.00 |
| 046.5200.539000 Family Support - Una | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| 046.5200.550000 Family Support - Full | \$28,000.00 | \$0.00 | \$0.00 | \$1,459.86 | \$3,624.92 | \$24,375.08 | \$0.00 | 12.95% | \$24,375.08 |
| Fund Total: | \$29,482.00 | \$0.00 | \$0.00 | \$1,459.86 | \$3,624.92 | \$25,857.08 | \$0.00 | 12.30% | \$25,857.08 |
| PART B-IDEA Special Ed. | | | | | | | | | |
| 205.2050.510200 PART B-IDEA -Flow | \$47,091.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$47,091.00 | \$0.00 | 0.00% | \$47,091.00 |
| Fund Total: | \$47,091.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$47,091.00 | \$0.00 | 0.00% | \$47,091.00 |

Defiance County DD Expenditure Report April 2018

May 03, 2018
8:22:45AM

| Account | Allocation | Carry Over | Transfer | April | YTD | Encumbered | Unencumbered | % Spent | Unspent |
|---------------------------------------|--------------------|-------------------|---------------|-------------------|-------------------|--------------------|--------------------|--------------|--------------------|
| <i>Gifts and Donations</i> | | | | | | | | | |
| 214.2214.530400 Gifts & Donat. - Equi | \$25,000.00 | \$1,997.96 | \$0.00 | \$1,529.93 | \$5,307.89 | \$21,690.07 | \$0.00 | 19.66% | \$21,690.07 |
| 214.2214.531100 Gifts & Donat. - Othe | \$2,500.00 | \$0.00 | \$0.00 | \$20.49 | \$40.98 | \$2,459.02 | \$0.00 | 1.64% | \$2,459.02 |
| 214.2214.539000 Gifts & Donat. - Unaf | \$25,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$25,000.00 | 0.00% | \$25,000.00 |
| Fund Total: | \$52,500.00 | \$1,997.96 | \$0.00 | \$1,550.42 | \$5,348.87 | \$24,149.09 | \$25,000.00 | 9.81% | \$49,149.09 |

| | | | | | | | | | |
|---------------------|-----------------------|--------------------|---------------|---------------------|-----------------------|-----------------------|-----------------------|---------------|-----------------------|
| Grand Total: | \$6,079,432.00 | \$24,948.57 | \$0.00 | \$481,878.96 | \$1,479,558.58 | \$2,201,972.18 | \$2,422,849.81 | 24.24% | \$4,624,821.99 |
|---------------------|-----------------------|--------------------|---------------|---------------------|-----------------------|-----------------------|-----------------------|---------------|-----------------------|

Board Meeting Attendance Roster - 2018

| Board Member | January | February | March | April | May | June | July | August | September | October | November | December | Total Absences |
|---------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|----------------|
| Ms. Beck | X | X | X | X | | | | | | | | | |
| Ms. Cameron | X | E | X | X | | | | | | | | | |
| Ms. Heiser | X | E | X | X | | | | | | | | | |
| Ms. S. Meyer | X | X | X | E | | | | | | | | | |
| Ms. Philpot | X | X | X | X | | | | | | | | | |
| Ms. Schindler | X | X | X | X | | | | | | | | | |
| Ms. Steece | X | X | X | X | | | | | | | | | |

X = present

E = excused

A = unexcused absence

C = Meeting cancelled

ORC 5126.02.2

A board member shall be removed from the board by the appointing authority for neglect of duty, misconduct, malfeasance, failure to attend at least one in-service training session each year, a violation of section 5126.021 [5126.02.1] of the Revised Code, or upon the absence of a member within one year from either four regularly scheduled board meetings or from two regularly scheduled board meetings if the member gave no prior notice of the member's absence. This removal provision does not apply to absences from special meetings or work sessions. The board shall supply the board member and the member's appointing authority with written notice of the charges against the member. The appointing authority shall afford the member an opportunity for a hearing, in accordance with procedures it adopts, and shall, upon determining that the charges are accurate, remove the member and appoint another person to complete the member's term.

A member removed from the board is ineligible for reappointment for not less than one year. When a member is removed, the appointing authority shall specify the time during which the member is ineligible for reappointment. If the member is removed for failing to attend in-service training, the board also shall specify the training the member must complete prior to being eligible for reappointment.