

# AGENDA

# DEFIANCE COUNTY BOARD OF DD

**March 26, 2019**

**5:00 pm**

- I. Call to order
- II. Roll Call
  - \_\_\_\_\_ Ms. Beck    \_\_\_\_\_ Ms. Cameron    \_\_\_\_\_ Ms. Helser    \_\_\_\_\_ Ms. Meyer
  - \_\_\_\_\_ Ms. Philipot    \_\_\_\_\_ Ms. Schindler    \_\_\_\_\_ Ms. Steece
- III. Motion to approve the February 19, 2018 Board Meeting minutes.
  - \_\_\_\_\_ First    \_\_\_\_\_ Second
- IV. Expenditures
  - A. Approval of the February 2019 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. Motion to approve the updated Major Unusual Incident (MUI) Policy.
    - \_\_\_\_\_ First    \_\_\_\_\_ Second
  - B. Motion to approve the contract with Kaitlyn's Cottage for recreational activity services effective April 1, 2019 to December 31, 2019.
    - \_\_\_\_\_ First    \_\_\_\_\_ Second
  - C. Motion to approve the addendum contract with NOWAC for Play Project Services effective April 1, 2019 to December 31, 2019.
    - \_\_\_\_\_ First    \_\_\_\_\_ Second
  - D. Discussion regarding Board Member Training Hours (Dates, Time and Topics)
    - \_\_\_\_\_ First    \_\_\_\_\_ Second
  - E.
    - \_\_\_\_\_ First    \_\_\_\_\_ Second
  - F.
    - \_\_\_\_\_ First    \_\_\_\_\_ Second
- X. Motion to adjourn
  - \_\_\_\_\_ First    \_\_\_\_\_ Second

# MINUTES

**February 19, 2019**

**5:00 pm**

- The regular February meeting of the Defiance County Board of Developmental Disabilities was held February 19, 2019 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. Jami Cameron, Ms. Christina Helser, Ms. Roberta Phlipot, and Ms. Erika Steece. Ms. Stephanie Meyer and Ms. Ruby Schindler were excused. Others present were Mr. Timothy Bower, Superintendent, Ms. Tara Shumaker, Principal, Mr. Bret Mack, Business Manager and approximately 2 others consisting of Board employees and members of the public.
- Motion was made by Ms. Cameron and seconded by Ms. Steece to approve the January 22, 2019 Board Meeting minutes.

*Motion approved unanimously.*

- Motion was made by Ms. Phlipot and seconded by Ms. Steece to approve the January 2019 Expenditures.

*Motion approved unanimously.*

- Motion was made by Ms. Helser and seconded by Ms. Phlipot to accept the retirement of Cheryl Weidenhamer as Instructor Assistant and Bus Assistant effective May 31, 2019.

*Motion approved unanimously.*

- Motion was made by Ms. Steece and Ms. Phlipot to approve the Resolution-Declaration of the month of March as "Developmental Disabilities Awareness Month."

*Motion approved unanimously.*

- Motion was made by Ms. Helser and seconded by Ms. Cameron to go into executive session at 5:14 pm to discuss the employment and compensation of a public employee(s).

*Motion approved unanimously.*

- Motion was made by Ms. Helser and seconded by Ms. Phlipot to come out of executive session at 6:23 pm to declare no action was taken while in executive session.

*Motion approved unanimously.*

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

*Motion approved unanimously.*

**February 2019 - STATEMENT RECONCILIATION  
Change in the General Fund**

**MONTHLY EXPENSES  
(2019 Compared to 2018)**

	Increase/ (Decrease)	
Salaries	545	
Supplies	(1,233)	
Equipment	-	
Contract Services	(9,173)	Difference mostly due to two Quadco bills and larger PCS bill paid in 2018 Also, 2015 Cost Report correction work and R Chamberlin bills paid in 2018
Contract Repairs	1,212	
Travel	(308)	
Other	(174)	
Medicaid Remittance	-	
Settlement	-	
Insurance	731	
PERS	547	
STRS	89	
Workers Compensation	(23,104)	Workers Comp Premium paid in 2018 this month, not paid yet in 2019
<b>Total Increase (Decrease)</b>	<b>(30,868)</b>	

**MONTHLY INCOME  
(2019 Compared to 2018)**

	Increase/ (Decrease)	
Levy	-	
Dept. of Ed. Fund	2,052	
Dept. of Ed. Trans.	(763)	
DD - Operating Subsidy	-	
MAC Revenue	-	
Dept. of Taxation Refunds	-	
Misc. Grants	-	
Medicaid - Adult	-	
TCM	1,698	
Title XX	1,508	
Part B Idea Spec. Ed.	-	
IDEA Early Childhood	-	
HMG Reimb.	(223)	
Federal Lunch Reimb	157	
LEA Reimbursement	472	
Contract Service Reimb	(376)	
Tax Equity	-	
Lunch Receipts	(151)	
Misc.	(1,496)	
Gym Rental	(500)	
Tuition	325	
Fam Supp Svc Adm Reimb	-	
Commun. Employ. Reimb	(255)	
Misc. Reimbursements	-	
Senior Reimbursements	-	
	-	
<b>Total Increase (Decrease)</b>	<b>2,448</b>	

**PRIOR YEAR COMPARISONS:**

Auditors cash balance as of February 2019:	\$3,660,463.81
Auditors cash balance as of February 2018:	\$2,948,866.60
Auditors cash balance as of February 2017:	\$2,523,764.41

**PRIOR YEAR-TO-DATE BALANCES:**

	Revenue	Expenses	Total
<b>2019</b>	\$272,865.34	\$692,334.00	(\$419,468.66)
<b>2018</b>	\$544,950.24	\$730,977.12	(\$186,026.88)
<b>2017</b>	\$234,118.56	\$696,121.57	(\$462,003.01)

**February - Month to Month Comparison - 2019 to 2018  
General Fund**

**EXPENSES  
(2019 Compared to 2018)**

	<b>2019</b>	<b>2018</b>	<b>Difference</b>	<b>% Change</b>
Salaries	121,076	120,531	545	0%
Supplies	5,651	6,884	(1,233)	-18%
Equipment	-	-	-	-
Contract Services	19,805	28,978	(9,173)	-32%
Contract Repairs	4,708	3,496	1,212	35%
Travel	40	348	(308)	-89%
Other	166	340	(174)	-51%
Medicaid Remittance	-	-	-	-
Settlement expenses	-	-	-	-
Insurance	41,947	41,216	731	2%
PERS retirement	11,762	11,215	547	5%
STRS retirement	6,276	6,187	89	1%
Workers Compensation	-	23,104	(23,104)	-100%
<b>Total</b>	<b>211,431</b>	<b>242,299</b>	<b>(30,868)</b>	<b>-13%</b>

**INCOME  
(2019 Compared to 2018)**

	<b>2019</b>	<b>2018</b>	<b>Difference</b>	<b>% Change</b>
Levy	-	-	-	-
Dept. of Ed. Classroom	62,636	60,584	2,052	3%
Dept. of Ed. Trans.	3,687	4,450	(763)	-17%
DD - Operating Subsidy	-	-	-	-
MAC Revenue	-	-	-	-
Dept. of Taxation Refunds	-	-	-	-
Misc. Grants	-	-	-	-
Medicaid - Adult	-	-	-	-
TCM	1,698	-	1,698	100%
Title XX	5,440	3,932	1,508	38%
Part B Idea Spec. Ed.	-	-	-	-
IDEA - Spec Ed.	-	-	-	-
HMG Reimb.	5,994	6,217	(223)	-4%
Federal Lunch Reimb	1,297	1,140	157	14%
LEA Reimbursement	472	-	472	100%
Contract Service Reimb	-	376	(376)	-100%
Tax Equity	-	-	-	-
Lunch Receipts	1,145	1,296	(151)	-12%
Miscellaneous	-	1,496	(1,496)	-100%
Gym Rentals	-	500	(500)	-100%
Tuition	325	-	325	100%
Fam Supp Svc Adm Reimb	-	-	-	-
Commun. Employ. Reimb	180	434	(255)	-59%
Misc Reimbursements	-	-	-	-
Senior Reimbursements	-	-	-	-
	-	-	-	-
<b>Total</b>	<b>82,873</b>	<b>80,425</b>	<b>2,448</b>	<b>3%</b>

**February - Year to Year Comparison - 2019 to 2018  
General Fund**

**EXPENSES Year to Date  
(2019 Compared to 2018)**

	<b>2019</b>	<b>2018</b>	<b>Difference</b>	<b>% Change</b>
Salaries	241,273	241,949	(676)	0%
Supplies	13,582	16,809	(3,227)	-19%
Equipment	-	113	(113)	-100%
Contract Services	55,520	69,951	(14,431)	-21%
Contract Repairs	9,373	7,094	2,279	32%
Travel	413	1,522	(1,109)	-73%
Other	7,406	7,851	(445)	-6%
Medicaid Remittance	243,130	244,761	(1,631)	-1%
Settlement expenses	-	-	-	
Insurance	85,488	82,233	3,255	4%
PERS retirement	23,558	23,317	241	1%
STRS retirement	12,591	12,274	317	3%
Workers Compensation	-	23,104	(23,104)	-100%
<b>Total</b>	<b>\$692,334</b>	<b>\$730,978</b>	<b>\$ (38,644)</b>	<b>-5%</b>

**INCOME Year to Date  
(2019 Compared to 2018)**

	<b>2019</b>	<b>2018</b>	<b>Difference</b>	<b>% Change</b>
Levy	-	-	-	
Dept. of Ed. Fund	176,520	239,318	(62,798)	-26%
Dept. of Ed. Trans.	9,219	16,834	(7,615)	-45%
DD - Operating Subsidy	55,864	229,858	(173,994)	-76%
MAC Revenue	-	-	-	
Dept. of Taxation Refunds	156	199	(43)	-21%
Misc. Grants	-	-	-	
Medicaid - Adult	1,128	1,647	(519)	-32%
TCM	1,698	20,783	(19,085)	-92%
Title XX	5,440	3,932	1,508	38%
Part B Idea Spec. Ed.	-	-	-	
IDEA - Spec Ed.	-	-	-	
HMG Reimb.	12,884	12,434	450	4%
Federal Lunch Reimb	2,376	3,167	(791)	-25%
LEA Reimbursement	2,029	-	2,029	100%
Contract Service Reimb	557	9,361	(8,804)	-94%
Tax Equity	-	-	-	
Lunch Receipts	2,240	2,377	(137)	-6%
Miscellaneous	20	1,496	(1,476)	-99%
Gym Rentals	-	500	(500)	-100%
Tuition	2,275	2,188	87	4%
Fam Supp Svc Adm Reimb	-	-	-	
Commun. Employ. Reimb	459	858	(399)	-47%
Misc. Reimbursements	-	-	-	
Senior Reimbursements	-	-	-	
<b>Total</b>	<b>\$272,865</b>	<b>\$544,952</b>	<b>(\$272,087)</b>	<b>-50%</b>

# Defiance County DD Fund Report

March 4, 2019  
3:14:11PM

Report Period: 02/01/2019 to 02/28/2019

County Fund	2019 Starting Cash Balance	Transfer Totals	YTD Expenses	YTD Revenue	Balance
010 General Fund	\$4,079,932.47	\$0.00	\$692,334.00	\$272,865.34	\$3,660,463.81
034 Capital Housing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
044 IDEA Pre-school Spec. Ed. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
046 Family Support Services Fund	\$29,379.33	\$0.00	\$991.23	\$5,212.00	\$33,600.10
205 PART B-IDEA Special Ed. Fund	\$0.19	\$0.00	\$0.00	\$0.00	\$0.19
214 Gifts and Donations Fund	\$142,601.42	\$0.00	\$520.00	\$342.54	\$142,423.96
<b>Grand Totals:</b>	<b>\$4,251,913.41</b>	<b>\$0.00</b>	<b>\$693,845.23</b>	<b>\$278,419.88</b>	<b>\$3,836,488.06</b>

# Defiance County DD Revenue Report for February 2019

Report Period: 02/01/2019 to 02/28/2019

March 4, 2019  
3:38:54PM

Account	Budget	February	YTD Total	% Received	To Be Received
<b>General</b>					
0010.400304.0001	Levy	\$2,600,000.00	\$0.00	0.00%	\$2,600,000.00
0010.400304.0002	Dept. of Educ. Classroom	\$550,000.00	\$62,636.25	32.09%	\$373,480.19
0010.400304.0003	Dept. of Educ. Transportation	\$30,000.00	\$3,687.41	30.73%	\$20,781.48
0010.400304.0004	DD Operating Subsidy	\$250,000.00	\$0.00	22.35%	\$194,136.00
0010.400304.0005	MAC revenue	\$85,000.00	\$55,864.00	0.00%	\$85,000.00
0010.400304.0006	Dept. of Taxation refunds	\$500.00	\$0.00	31.27%	\$343.64
0010.400304.0008	Medicaid - Adult	\$0.00	\$0.00	100.00%	-\$1,128.16
0010.400304.0010	TCM	\$90,000.00	\$1,697.75	1.89%	\$88,302.25
0010.400304.0012	Title XX	\$21,000.00	\$1,697.75	25.90%	\$15,560.00
0010.400304.0014	PART B-IDEA - Special Education	\$26,771.00	\$5,440.00	0.00%	\$26,771.00
0010.400304.0015	IDEA - Early Childhood Spec. Ed.	\$5,546.00	\$0.00	0.00%	\$5,546.00
0010.400304.0016	Help Me Grow Reimb	\$5,993.99	\$0.00	19.82%	\$52,115.55
0010.400304.0018	Federal Lunch Reimb	\$8,000.00	\$1,296.53	29.70%	\$5,623.71
0010.400309.0001	LEA Reimbursement	\$135,000.00	\$471.61	1.50%	\$132,970.97
0010.400505.0001	Contract Service Reimbursement	\$3,500.00	\$0.00	0.00%	\$2,942.54
0010.400506.0001	Return Balance from NOWAC	\$0.00	\$0.00	0.00%	\$0.00
0010.400702.0001	Tax Equity	\$0.00	\$0.00	0.00%	\$0.00
0011.400301.0019	Lunch Receipts	\$10,000.00	\$1,145.45	22.40%	\$7,760.45
0011.400301.0020	Miscellaneous	\$5,000.00	\$0.00	0.40%	\$4,980.00
0011.400301.0022	Gym Rental	\$2,000.00	\$0.00	0.00%	\$2,000.00
0011.400301.0023	Tuition	\$10,000.00	\$325.00	22.75%	\$7,725.00
0011.400301.0024	Family Support Reimb	\$1,482.00	\$0.00	0.00%	\$1,482.00
0012.400300.0026	Community Employment Reimb	\$1,201.00	\$179.50	38.21%	\$742.04
0012.400300.0027	Senior Reimbursement	\$0.00	\$0.00	0.00%	\$0.00
<b>Capital Housing</b>					\$3,900,000.00
Capital Housing Receipts					\$82,873.49
Capital Housing Receipts					\$272,865.34
034.400100.0000	Capital Housing Receipts	\$250,000.00	\$0.00	0.00%	\$3,627,134.66
<b>IDEA Pre-school Spec. Ed.</b>					\$250,000.00
IDEA Pre-school Grant					\$250,000.00
044.400100.0000	IDEA Pre-school Grant	\$5,547.00	\$0.00	0.00%	\$5,547.00
<b>IDEA Pre-school Spec. Ed.</b>					\$5,547.00
IDEA Pre-school Grant					\$5,547.00

# Defiance County DD Revenue Report for February 2019

Report Period: 02/01/2019 to 02/28/2019

March 4, 2019  
3:38:54PM

Account	Budget	February	YTD Total	% Received	To Be Received	
<b>Family Support Services</b>						
046.400100.0000	Family Support Services Grant	\$21,000.00	\$0.00	\$5,212.00	24.82%	\$15,788.00
		<b>\$21,000.00</b>	<b>\$0.00</b>	<b>\$5,212.00</b>	<b>24.82%</b>	<b>\$15,788.00</b>
<b>PART B-IDEA Special Ed.</b>						
205.400100.0000	Part B - IDEA Flow Thru	\$26,772.00	\$0.00	\$0.00	0.00%	\$26,772.00
		<b>\$26,772.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$26,772.00</b>
<b>Gifts and Donations</b>						
214.0214.400100	Gifts and Donations	\$0.00	\$0.00	\$13.83	100.00%	-\$13.83
214.0214.400200	Gifts & Don. Other Rec (Interest)	\$300.00	\$163.73	\$328.71	109.57%	-\$28.71
		<b>\$300.00</b>	<b>\$163.73</b>	<b>\$342.54</b>	<b>114.18%</b>	<b>-\$42.54</b>
<b>Grand Totals:</b>						
		<b>\$4,203,619.00</b>	<b>\$83,037.22</b>	<b>\$278,419.88</b>	<b>6.62%</b>	<b>\$3,925,199.12</b>



# Defiance County DD Expenditure Report February 2019

March 04, 2019  
3:37:20PM

Account	Allocation	Carry Over	Transfer	February	YTD	Encumbered	Unencumbered	% Spent	Unspent
<b>General</b>									
010.3900.510200	Salaries	\$2,000,000.00	\$0.00	\$0.00	\$121,076.30	\$241,272.75	\$0.00	12.06%	\$1,758,727.25
010.3900.530300	Supplies	\$120,000.00	\$4,300.00	\$0.00	\$5,651.33	\$13,581.96	\$108,718.04	10.93%	\$110,718.04
010.3900.530400	Equipment	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%	\$60,000.00
010.3900.530600	Contract Services	\$700,000.00	\$23,350.00	\$0.00	\$19,805.48	\$55,520.03	\$596,079.97	7.68%	\$667,829.97
010.3900.530700	Contract Repairs	\$60,000.00	\$0.00	\$0.00	\$4,707.55	\$9,373.31	\$48,626.69	15.62%	\$50,626.69
010.3900.530800	Travel	\$25,000.00	\$0.00	\$0.00	\$40.00	\$412.88	\$24,587.12	1.65%	\$24,587.12
010.3900.531100	Other	\$40,000.00	\$0.00	\$0.00	\$166.00	\$7,406.00	\$22,594.00	18.52%	\$32,594.00
010.3900.533000	Medicaid Remittance	\$1,400,000.00	\$0.00	\$0.00	\$0.00	\$243,130.00	\$1,156,870.00	17.37%	\$1,156,870.00
010.3900.536200	Settlement Deduction	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	0.00%	\$75,000.00
010.3900.536600	Insurance	\$700,000.00	\$0.00	\$0.00	\$41,946.63	\$85,488.06	\$527,863.46	12.21%	\$614,511.94
010.3900.536800	PERS	\$180,000.00	\$3,726.91	\$0.00	\$11,762.29	\$23,537.86	\$177,499.84	12.82%	\$160,169.05
010.3900.536801	STRS	\$110,000.00	\$0.00	\$0.00	\$6,275.81	\$12,591.15	\$95,513.61	11.45%	\$97,408.85
010.3900.536900	Worker's Compensati	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%	\$30,000.00
010.3900.539000	Unappropriated	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0.00%	\$200,000.00
<b>Fund Total:</b>		<b>\$5,700,000.00</b>	<b>\$31,376.91</b>	<b>\$0.00</b>	<b>\$211,431.39</b>	<b>\$692,334.00</b>	<b>\$2,913,352.73</b>	<b>12.08%</b>	<b>\$5,039,042.91</b>
<b>Capital Housing</b>									
034.3401.531100	Capital Housing Othe	\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$250,000.00
<b>Fund Total:</b>		<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$250,000.00</b>
<b>IDEA Pre-school Spec Ed</b>									
044.4800.510200	IDEA Salaries	\$5,547.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,547.00	0.00%	\$5,547.00
<b>Fund Total:</b>		<b>\$5,547.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,547.00</b>	<b>0.00%</b>	<b>\$5,547.00</b>
<b>Family Support Services</b>									
046.5200.510200	Family Support Servi	\$1,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,482.00	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
046.5200.550000	Family Support - Full	\$28,000.00	\$0.00	\$0.00	\$120.00	\$991.23	\$27,008.77	3.54%	\$27,008.77
<b>Fund Total:</b>		<b>\$29,482.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$120.00</b>	<b>\$991.23</b>	<b>\$28,490.77</b>	<b>3.36%</b>	<b>\$28,490.77</b>
<b>PART B-IDEA Special Ed</b>									
205.2050.510200	PART B-IDEA-Flow	\$26,772.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,772.00	0.00%	\$26,772.00
<b>Fund Total:</b>		<b>\$26,772.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,772.00</b>	<b>0.00%</b>	<b>\$26,772.00</b>

# Defiance County DD Expenditure Report February 2019

March 04, 2019  
3:37:20PM

Account	Allocation	Carry Over	Transfer	February	YTD	Encumbered	Unencumbered	% Spent	Unspent	
<b>Gifts and Donations</b>										
214.2214.530400	Gifts & Donat. - Equi	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	0.00%	\$25,000.00	
214.2214.531100	Gifts & Donat. - Othe	\$2,500.00	\$0.00	\$0.00	\$500.00	\$1,980.00	\$0.00	20.80%	\$1,980.00	
214.2214.539000	Gifts & Donat. - Unaf	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%	\$25,000.00	
<b>Fund Total:</b>		<b>\$52,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$26,980.00</b>	<b>\$25,000.00</b>	<b>0.99%</b>	<b>\$51,980.00</b>	
<b>Grand Total:</b>		<b>\$6,064,301.00</b>	<b>\$31,376.91</b>	<b>\$0.00</b>	<b>\$212,051.39</b>	<b>\$693,845.23</b>	<b>\$3,001,142.50</b>	<b>\$2,400,690.18</b>	<b>11.38%</b>	<b>\$5,401,832.68</b>

## Board Meeting Attendance Roster - 2019

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