



**Board of Developmental
Disabilities Services**

A Human Services Levy-Funded Agency

Ritchey Administrative Center
5450 Salem Ave.
Dayton, OH 45426
(937) 837-9200
www.mcbdds.org

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
September 17, 2019
Kenneth W. Ritchey Administration Center

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Board President, Madeline Iseli, called the September 17, 2019 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:00 p.m.

Members Present: President Madeline Iseli; Vice President James Zahora; Secretary Richard Schultze; William Linesch; Linda Gillispie; Naima Quarles-Burnley; Sharon King-Roberts
Superintendent, Pamela Combs.

Ms. Iseli opened the meeting by reading the Board's Vision and Mission.

~ Moment of Silence

Ms. Iseli asked the Board to observe a moment of silence in memory of those who have passed away since our last Board Meeting, whether they be individuals served or their family members, staff or their family members, or friends of the Board.

II. SPECIAL PRESENTATIONS

A. Special Guest Presentation – there were no Special Guest Presentations.

III. REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the August 20, 2019 Montgomery County Board of DD Services Board Meeting.

Motion: Mr. Linesch moved that the Montgomery County Board of DD Services approve the minutes of the August 20, 2019 Board Meeting. Ms. Gillispie seconded the motion. The motion carried unanimously.

IV. SUPERINTENDENT'S REPORTS

A. Two County Collaborative Newsletters were included in the Board Packet and Superintendent Pamela Combs provided an overview as follows:

1. Serving the Community as One August, 2019 edition. Pamela stated she had the honor of being on the front cover along with other county leaders. The article featured the ribbon cutting of the new partnership with Ohio Business College Truck Driving School, to establish a local Commercial Driver's License training program in Trotwood, helping citizens connect with in-demand and well-paying jobs.

2. Serving the Community as One September, 2019 special edition. Weathering the Storm. Page 10 highlights the different services and work MCBDDS has done to help people with developmental disabilities who were impacted by the tornadoes. Pamela thanked our staff again for all their hard and continued work.

B. Provider Development Update

This update was provided in the Board Packet and Provider Development Manager, Mitch Snyder, was in attendance to answer questions. There were no questions.

C. Major Positive Incidents and Excellent Staff Performances

Pamela talked about the MPI's and ESP included in the Board Packet, as follows:

- MCBDDS helps Dayton Metro Library expand its collection of accessible materials
- MCBDDS Self-Advocacy Group members train Public Health staff about developmental disabilities
- MCBDDS Mental Health staff provide support to URS attendees in wake of Dayton's mass shooting

D. Executive Session took place at the end of the meeting to discuss matters to be kept confidential, pertaining to a Board Review Hearing

E. Approval to establish Board Hearing Committee

This action was not approved.

V. COMMITTEE REPORTS

A. Ethics Committee – Naima Quarles-Burnley, Chairperson

There were no individuals to review for the month of September.

B. Finance Committee – Sharon King-Roberts, Chairperson

1. Approval to submit 2020 Budgets to Board of County Commissioners for adoption

Ms. King-Roberts asked Director of Business and Operations Andrew Kinder to explain how the variances came about of what we are asking for this year compared

to what we asked for last year. Andrew explained the main difference is waiver match. Pamela added we typically have a certain amount of growth each year for meeting our waiver match obligation so each year we should be increasing at least two to three million dollars just to keep up with that rate of growth. Mr. Linesch said to Andrew that it would be really helpful to see a spreadsheet with just the columns of 2019 budget and 2020 proposed budget and the variance (puts and takes). Pamela added we will do that for revenue and expenses. Ms. King-Roberts said that we knew where we were going in 2020. The whole Board knew we were going in the negative. We were given permission to move money but there's a concern about moving too much capital as capital is very hard to acquire once it's gone. When we were budgeting lower and moving in a negative direction and are now budgeting higher, it would be good to see why.

Ms. Quarles-Burnley said she recollects that we have had some times in the past where we have looked extensively at the budget as a Board but she couldn't recollect that being recent. Andrew stated we had a Finance and Budget Work Session in May this year and Mr. Linesch added that it was also discussed in the Finance Committee last month. Ms. Quarles-Burnley said she doesn't feel comfortable voting on this item without seeing the comparison spreadsheet and having some refresher.

Motion: Ms. King-Roberts moved that the Montgomery County Board of DD Services authorize the Superintendent to submit the 2020 General Fund Budget, Residential Fund Budget, Mental Health Budget, Capital Budget, and Vehicle Fund Budget, as attached, to the Montgomery County Office of Management and Budget in accordance with ORC 319.16, ORC 5126.05, and Montgomery County Policy. Mr. Linesch seconded the motion. Ms. Quarles-Burnley abstained. The motion carried with six in favor.

Andrew told the Board Members he would get that spreadsheet to them the next day.

2. Review of Program Vouchers for August, 2019

These Program Vouchers were provided in the Board packet and included expenditures that are over \$1,000.00. No action was required.

3. Approval of September Resolutions Calendar

Motion: Ms. King-Roberts moved that the Montgomery County Board of DD Services approve the September Resolutions Calendar for item(s) 091719-27 to 091719-29. Mr. Zahora seconded the motion. The motion carried unanimously.

4. Financial Reports

The Financial Reports for September, 2019 were in the Board packet.

Director of Business and Operations Andrew Kinder provided a brief overview of our current financial status.

C. Human Resources Committee – Madeline Iseli, Chairperson

There were no Human Resources items for the month of September.

D. Policy Committee – Linda Gillispie, Chairperson

1. First Reading of Selected Policies.

There were no first reading policies for the month of September.

2. Second Reading and Approval of Selected Policies and Acknowledgement of Selected Procedures.

Ms. Gillispie gave a second reading of the following policies: **IV.01** Fiscal Year; **IV.02** Budget Guidelines; **VII.02** Non-Discrimination; **VII.30** Driving Board Owned and Private Vehicles; **VII.44** Use and Operation of Board Owned Vehicles; **VII.50** Fitness for Duty; **VII.502** Freedom from Substance Use/Abuse; **IX.08** Behavior Support; **IX.26** Provider Selection.

Motion: Ms. Gillispie moved that the Montgomery County Board of DD Services approve the policies listed above. Ms. Quarles-Burnley seconded the motion. The motion carried unanimously.

VI. SPECIAL REPORTS

A. Monthly DDS Program Departments.

1. Program Department updates were in the Board packet.

B. Monthly Board Update for:

1. Miami Valley In-Ovations, Inc., update was in the Board packet.

C. Action Items.

There were no Action items for the month of September.

VII. ANNOUNCEMENTS

A. Selected announcements were listed in the Board packet.

VIII. OTHER BUSINESS

There were no Other Business items for the month of September.

IX. VISITORS' TIME

There were no visitors who wished to speak.

IV.D Executive Session

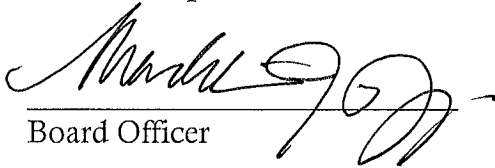
Motion: Ms. Iseli moved that the Montgomery County Board of DD Services adjourn to Executive Session in accordance with Ohio Revised Code, Section 121.22 (G)(5), to discuss matters required to be kept confidential pertaining to a Board Review Hearing. Mr. Schultze seconded the motion. A roll call vote was taken: Mr. Linesch, yea; Ms. King-Roberts, yea; Ms. Quarles-Burnley, yea; Mr. Zahora, yea; Ms. Iseli, yea; Ms. Gillispie, yea; Mr. Schultze, yea. The motion carried unanimously.

Executive Session began: 7:31 p.m.
Executive Session ended: 8:20 p.m.

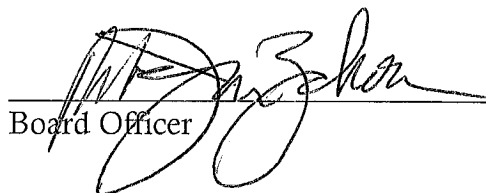
No action was taken after Executive Session.

X. ADJOURNMENT

There being no further business to present to the Board, the meeting was adjourned.
Time: 8:20 p.m.



Board Officer



Board Officer

10/15/19

Date

The next meeting of the Montgomery County Board of DDS
will be held at the Kenneth W. Ritchey Administration Center
5450 Salem Avenue, Dayton, OH. 45426
on TUESDAY, October 15, 2019 at 7:00 P.M.