

ROSS COUNTY BOARD OF DD AGENDA

10/10/2024 at 6:00 PM

Meeting Location – The Pioneer Center 167 W. Main St.

RCBDD Mission Statement:

Improving lives by supporting choices of people through community partnerships and quality services.

Agenda Topics

- Call to Order 6:00

Roll Call:

_____Amy Beam _____Hunter Robinson _____Mike Thompson _____ Dan Riddle

_____Mike Wilbanks _____ Baylee Butler _____ Katie Guba

***Announcement** (Meeting is being recorded)

Welcome Guests

Public Comments

Approval of Minutes- September 12, 2024

Approval of Expenditures – September 2024

Old Business

- A. Superintendent's Report
- B. Building Committee Update
- C. Strategic Plan
- D. Accreditation
- E. ADAMH Build Update

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New Business

- A.** Commitment to Mission Recognition
- B.** Policy Committee Recommendations:
 - Chapter 13: HIPPA
 - 5.4.11 Expenditure of Public Funds
 - 5.3.9 Expense Reimbursement
- C.** Additional New Business

Motion to Adjourn.

Board member training to follow.

Next meeting will be held November 14th at the Pioneer Center located at 167 W. Main St.

ROSS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

September 12, 2024

CALL TO ORDER

ROLL CALL: Board members in attendance were Amy Beam, Hunter Robinson, Mike Thompson, Dan Riddle, Mike Wilbanks, Baylee Butler, and Katie Guba.

APPROVAL OF MINUTES: Mike Wilbanks made a motion to approve the minutes for August 1, 2024, as presented; seconded by Amy Beam. **Motion Carried Unanimously.**

APPROVAL OF EXPENDITURES: Expenditures for August 2024 were reviewed. Dan Riddle made a motion to approve the reports as presented; seconded by Hunter Robinson. **Motion Carried Unanimously.**

OLD BUSINESS

- A. Superintendent's Report** – Ms. Beeler presented information on organization activities since the last board meeting:
- Attended Back to School Night and spoke at School Opening Day, Fair 4 All, Ross-Pike Local Superintendents meeting, and an OPERS retirement meeting.
 - Attended Guardianship Training, Strategic Planning meetings, ADAMH Town Hall meeting, Superintendent Conference, DODD hotline call, Southern Ohio Employee Resource Network meeting, and courses in ICF and Rights.
 - Meeting with each board member, met with SSA Team Leads, Probate Court staff and new guardian, met with SOCOG regarding contracted MUI services, and Community Outreach Department regarding Employment First.
 - Signed Resiliency contract with OHMAS, Ewing Pediatric Therapy contract, an extension to a short-term admission to Tiffin Developmental Center, and Tiffin Placement Children Services MOU.
 - Conducted orientation with new staff, Instructor interviews, a Management Team meeting, research regarding Business Associate Agreements, and a probationary release.
 - Working with MEORC-Accreditation and creating an Employee Engagement survey.
 - Working with DODD regarding incidents at an ICF.

OLD BUSINESS (CONT.)

- Responded to a parent regarding an aide change, working with DODD regarding a provider, addressing an employee injury, and conducting an employee investigation.
- Reviewing MUIs as they are received.
- Spoke with Glo Fiber regarding using their building at the Ross County fair for the sensory room.
- The Wellness program term has ended. Ms. Beeler is working with Sarah Wood to get information on employees who achieved their goals.
- Accreditation has been scheduled for 2025.
- Working on position description discrepancies.
- The Adena mobile mammography unit was at the school and a sensory walk is being created at the school.

B. Building Committee Update/Youth Center Branding – The contract for the funding has been signed. The church has allowed The Pioneer Center to rent the building until funding is received. Funding should be received in October. Services offered at this location include mentoring, respite, the BREATHE support group and teen center. Paper City Mentoring and OhioKAN will be partners in this location. Parent advocate, Kristen Smith, will be using the building for workspace and events. If the board would like to do a building walk-through, they can reach out to Missy Ramey. The Board approves naming the building The Landrum Youth Empowerment Center.

C. Guardianship Partnership with Probate Court – The Ross County Board of DD has partnered with the Ross County Probate Court, Integrated Services for Behavioral Health, Paint Valley ADAMH Board, and South Center Ohio Job and Family Services – Children’s Division to provide guardianship services to adults residing in Ross County.

NEW BUSINESS

- A. Commitment to Mission Recognition – Jodi Tippie** – Service & Support Administrator, Jodi Tippie, was recognized by the Board for going above and beyond for our mission.
- B. Board Member Training – iCan Swim Camp Presentation** – Amanda Collins and Trish Wallace spoke about the iCan Swim Camp. Katie Guba made a motion to approve the requested funding for the 2025 iCan Swim Camp, seconded by Hunter Robinson. **Motion Carried Unanimously.**
- C. School Calendar Change** – There are two satellite preschool classrooms at Chillicothe City Schools. They are currently operating on the Pioneer School calendar. Ms. Browder recommended the preschool classrooms follow the Chillicothe City Schools calendar. Dan made a motion to approve the Chillicothe City Schools calendar for the preschool classrooms, seconded by Amy Beam. **Motion Carried Unanimously.**
- D. Substitute Bus Driver** – Ms. Beeler recommended combining the bus driver position and the Administrative Support position and hiring a substitute bus driver. The combined position would be called Office Operation & Transportation Coordinator. Baylee Butler made a motion to approve the Office Operation & Transportation Coordinator position as presented; seconded by Katie Guba. **Motion Carried Unanimously.** Baylee Butler made a motion to approve the substitute bus driver position at a rate of \$21.00/hr.; seconded by Mike Wilbanks. **Motion Carried Unanimously.**
- E. Life Skills Coordinator** – Katie Guba made a motion to accept the Life Skill Coordinator position; seconded by Hunter Robinson. **Motion Carried Unanimously.**
- F. Ethics Committee** – The Board reviewed one (1) outside employment. Dan Riddle made a motion to approve the one (1) outside employment as presented; seconded by Hunter Robinson. **Motion Carried Unanimously.**

G. Policy Committee Recommendations: The Policy Committee met on September 12th at 5:30pm. The committee reviewed the new Expenditure of Public Funds policy. This policy provides guidance to staff for expending public funds. Baylee Butler made a motion to approve the new Expenditure of Public Funds policy as presented; seconded by Katie Guba. **Motion Carried Unanimously.**

H. Strategic Plan – Ms. Beeler and Ms. Derexson have been working on the strategic plan. Ms. Beeler has been meeting with board member individually to get their feedback.

I. ADAMH Crisis Building on 550 – ADAMH has purchased land on 550 across from the Pioneer School to build a facility that will help individuals who are in crisis. This facility is a current need in the community. Precautions will be taken, and school security will be increased that will keep students and staff safe.

J. Accreditation – DODD has reached out to schedule accreditation. We have hired MEORC to assist with accreditation.

K. Additional New Business – Katie Guba and Hunter Robinson terms are up at the end of the year. They have both chosen to serve an additional term.

Adjournment – Baylee Butler made a motion to adjourn the meeting; seconded by Amy Beam. **Motion Carried Unanimously.**

Next Meeting: The next meeting will be held October 10th at the Administrative Office located at 167 W. Main St.


Katie Guba, Secretary