

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
February 18, 2020
Kenneth W. Ritchey Administration Center

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Board President, Madeline Iseli, called the February 18, 2020 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:02 p.m.

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

Members Absent: Richard Schultze. Mr. Schultze notified the Superintendent of his absence prior to the meeting.

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

There were no Special Presentations for the month of February.

III. REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the January 21, 2020 Montgomery County Board of DD Services Board Meeting.

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the minutes of the January 21, 2020 Board Meeting. Ms. Quarles-Burnley seconded the motion. Dr. Gillispie, Mr. Linesch and Mr. Zahora abstained. The motion passed with the majority of votes cast in favor.

Dr. Gillispie, Mr. Linesch and Mr. Zahora abstained from voting on the minutes as they were absent from that meeting.

IV. SUPERINTENDENT'S REPORTS

A. Agency Updates.

Pamela talked about the visit we had from DODD's Director Davis this month. She said the tour went really, really well. The program/flyer that was prepared for Director Davis was shared with the Board. Pamela went on to say that we highlighted things that made us unique in the state of Ohio. We looked at our emergency housing, the Community Connections Career Partnership (C3PO) pilot to train high school children how to be Direct Support Professionals (DSP's). Pamela informed the Board Members that she will be e-mailing to them the video we have of the C3PO pilot.

Pamela added that, during the visit, we talked about our Mental Health Services, challenges related to opioids, the impact of the tornado, human trafficking, and the Oregon District shooting. A tour of Stillwater ICF took place to include a visit from the Assistant County Administrator Tom Kelley.

At lunch were several stakeholders, people served, Board President Madeline Iseli, and County Administrator Michael Colbert. It was good that Director Davis got to meet some of our county leadership.

We ended with a staff Rally at Northview of all of our staff together. There was a DJ, Director Davis spoke, and we had a group photo taken of staff with 20 plus years with the Board.

The vehicle used for the tour had seating to accommodate meetings between leadership staff and Director Davis. These meetings took place in between each stop. Not a moment was wasted and there would not have been room to cover more.

Pamela ended by saying everyone was energized and she felt very proud of everything going on.

Ms. Iseli shared that Director Davis was so complimentary of Pamela and the MCBDDS staff. Of the work being done in partnership with the community. He was especially complimentary of the relationship with the county. Ms. Iseli said she doesn't believe the day could have been better orchestrated or better received.

V. COMMITTEE REPORTS

A. Ethics Committee – Linda Gillispie, Chairperson

There were no Ethics items to review for the month of February.

B. Finance Committee – Sharon King-Roberts, Chairperson

1. Review of Program Vouchers for January, 2020

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

2. Approval of February Resolutions Calendar.

Motion: Ms. King-Roberts moved that the Montgomery County Board of DD Services approve the February Resolutions Calendar for item(s) 021820-04. Mr. Linesch seconded the motion. The motion carried unanimously.

3. Financial Reports.

The Financial Reports for January, 2020 were in the Board packet.

Ms. King-Roberts asked Andrew how everything is going. Andrew projected a spreadsheet showing our financial status in relation to the waiver utilization reduction. He also shared that the Ritchey Center roof is being replaced through the county insurance.

C. Human Resources Committee – Madeline Iseli, Chairperson

1. Approval to create full-time Investigative Agent position

This position will primarily provide oversight in compliance, training and follow through of protocol-A substantiated investigations. It will be the first of its kind in Ohio. The state will be consulting with Bill Angel regarding implementation and maybe our agency will serve as a model for the rest of the state.

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services authorize the creation of one full-time Investigative Agent position on the Table of Organization. Mr. Zahora seconded the motion. The motion carried unanimously.

D. Policy Committee – Naima Quarles-Burnley, Chairperson

1. First Reading of Selected Policies.

Ms. Quarles-Burnley gave a first reading of the following policies: **VII.10** Work Schedules for FT and PT Employees; **XI.14** Document Retention and Destruction. No action was required.

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

Ms. Quarles-Burnley gave a second reading of the following policies: **III.05** Assistant Superintendent; **III.06** Superintendent Succession Plan; **III.07** Superintendent

Compensation and Employment Contract; **IV.05** Submission of Expenditures to the County Auditor.

The first motion for approval included Policy I.02 which, after discussion, was pulled for further clarification. Ms. Quarles-Burnley rescinded that motion. Policy I.02 Duties of Officers of the Board will be resubmitted for second reading next month.

Motion: Ms. Quarles-Burnley moved that the Montgomery County Board of DD Services approve policies III.05, III.06, III.07 and IV.05 with a minor change to III.06. Dr. Gillispie seconded the motion. The motion carried unanimously.

VI. SPECIAL REPORTS

- A. Monthly Updates for DDS Departments – included in packet.
- B. Monthly Update for Miami Valley In-Ovations, Inc. (MVIO) – included in packet

VII. ANNOUNCEMENTS

- A. Selected announcements were listed in the Board packet.

VIII. OTHER BUSINESS

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

IX. VISITORS' TIME

There were no visitors.

X. ADJOURNMENT

There being no further business to present to the Board, the meeting was adjourned.
Time: 7:32 p.m.



Board Officer

Board Officer

April 21, 2020

Date

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Board of DDS Minutes
February 18, 2020

**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, March 17, 2020 at 7:00 P.M.**

Board Secretary/jn
Reviewed and approved by Superintendent
Date approved by Board Secretary: 2-19-2020