

February 23, 2016

- 15-16 Approval of the Agenda
- 16-16 Approval of the Minutes of the January 2016 Regular Board Meeting
Concurrence with the payment of bills in January, pages 1, 4-6, 8-9, 12, 14, 16-19, 23-25
Accept Personnel Report
Hire of Samantha Bullock as Help Me Grow Child Find/Intake Coordinator
Resignation of Nicole Shick as Accountant
Resignation of Catherine Kouns Born as Human Resource Director
- 17-16 Concurrence with the payment of bills in January, pages 3, 10, 13, 15, 21 and 22
- 18-16 Concurrence with the payment of bills in January, page 7
- 19-16 Concurrence with the payment of bills in January, pages 2 and 20
- 20-16 Concurrence with the payment of bills in January, pages 11 and 26
- 21-16 Review of Outside Employment for Employee
Traci Miller
- 22-16 Resolution to Transition all Adult Day Services and Transportation Services to Marimor Industries, Inc. on July 1, 2016
- 23-16 Approve the Architectural Plans and Specifications for three Classrooms at the School
- 24-16 Approve the following Policies:
Policy 8.1.5 Family Support Services
Policy 8.10 Rights of Persons with DD
Policy 8.1.7 Service and Support Administration
Policy 8.11 Major Unusual Incident/Unusual Incidents
- 25-16 Abolish the following Position:
CS-206 Secretary/Receptionist
- 26-16 Approve Revisions to the following Position Descriptions:
AS-318 to CS-105 Project SEARCH Instructor
CS-312 School Nurse
- 27-16 Renew Agency Agreement with Marimor Industries, Inc.
- 28-16 Recommend Placing Items on GovDeals.net for Auction

ALLEN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

MINUTES

February 23, 2016

5:30 p.m. Regular Board Meeting

Administration Building

2500 Ada Road, Lima OH

OATH OF OFFICE

Mrs. Linda Lehman has served on the Allen County Board of Developmental Disabilities since 2012. She was appointed by Judge Derryberry and is beginning her second 4 year term. Mrs. Lehman's daughter receives Service and Support Administration services from the Board. Mrs. Lehman is a retired educator and lives in rural Allen County with her husband Lonnie and her daughter Mandy. Mrs. Lehman is also very active with the Ohio Association of County Boards of Developmental Disabilities and Artspace Lima.

Judge Derryberry swore Mrs. Lehman into office.

I. Roll Call

The Allen County Board of Developmental Disabilities met in regular session on Tuesday, February 23, 2016 in the Administration Board Room. Vice-President Garlock called the meeting to order at 5:30 p.m. with the following roll call response:

Mr. Patrick Conrath, absent
Mr. Robert McPheron, present
Mr. Thomas Fleming, excused

Mr. Martin Garlock, present
Ms. Phyllis Montrose, present

Mrs. Linda Lehman, present
Mrs. Melissa Weaver, present

II. Focus

Mission The mission of the Allen County Board of Developmental Disabilities is to:

- Reduce Barriers
- Ensure Supports
- Expand Meaningful Community Involvement

Vision: Amy Clinger, an employee in Adult Services, read the vision. Amy has been employed at the Board for the past 18 years in various capacities; all have been in the Employment Services Division. Amy is currently the Training Coordinator fulfilling the duties of the Employment Services Manager who transferred into an SSA position in January. Amy stated that over the years she has enjoyed seeing the growth in the people that she serves. More opportunities have opened up for these individuals and we work with amazing employers who want to work with our people.

Pledge of Allegiance

III. Revision and Acceptance of the Agenda

RESOLUTION 15-16:

Ms. Montrose moved to approve the agenda.

Mrs. Lehman seconded the motion to approve the agenda.

Mrs. Lehman, yes
Mrs. Weaver, yes

Mr. McPheron, yes
Mr. Garlock, yes

Ms. Montrose, yes

IV. Correspondence

Tammy Delong, Head Cook at the School, applied for a capital improvement grant and we received it. With the money, we will be able to purchase a new freezer.

V. Hearing of the Public

VI. Reports – Rashawna Perry, the Executive Director of Marimor Industries and Andrew Wilker, Medicaid Billing Specialist, gave an update on the transition process underway and Marimor Industries' progress to date. Marimor Industries completed their on-site review last Friday. This is the last step in obtaining their Medicaid number. Rashawna reported that it went very well and they received no citations. They hope to have their Medicaid number by April 1st. They need this number before they can begin billing. Marimor Industries is planning on hiring 50 full time staff and 20 part time staff. The part time staff will work between 15 and 25 hours per week. They have already hired a Financial Manager, a HR Manager, an Accounting Assistant and a Receptionist. All positions that are going to be filled by Allen County Board staff must be filled by April 1st so that OPERS can determine if they are eligible to be a carryover employee by July 1st.

VII. Consent Agenda

SUPERINTENDENT'S RECOMMENDATION 16-16: Superintendent Schnipke recommended the Board consent to the following items:

- A. Approval of the minutes of the regular meeting of the Allen County Board of Developmental Disabilities held on January 26, 2016.
- B. Concurrence with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of January pages 1, 4-6, 8-9, 12, 14, 16-19, 23-25. .
- C. Accept Personnel Report
 - 1. New Hires
 - a. Samantha Bullock was hired as the Help Me Grow Child Find/Intake Coordinator. Her wage is \$12.40 per hour. This is a part-time position.
 - 2. Terminations
 - a. Nicole Shick resigned as an Accountant in Adult Services effective February 5, 2016.
 - b. Catherine Kouns Born resigned as a Human Resources Director effective February 29, 2016.

Mr. McPheron moved to accept the recommendation of the Superintendent.

Mrs. Weaver seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes
Mr. McPheron, yes

Ms. Montrose, yes
Mr. Garlock, yes

Mrs. Weaver, yes

VIII. Exception Agenda

SUPERINTENDENT’S RECOMMENDATION 17-16: Superintendent Schnipke recommended the Board concur with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of January, pages 3, 10, 13, 15, 21, 22.

Ms. Montrose moved to accept the recommendation of the Superintendent.

Mrs. Lehman seconded the motion to accept the recommendation of the Superintendent.

Mr. McPheron, yes
Mrs. Lehman, yes

Ms. Montrose, yes
Mr. Garlock, yes

Mrs. Weaver, yes

SUPERINTENDENT’S RECOMMENDATION 18-16: Superintendent Schnipke recommended the Board concur with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of January, page 7.

Mrs. Weaver moved to accept the recommendation of the Superintendent.

Mr. McPheron seconded the motion to accept the recommendation of the Superintendent.

Ms. Montrose, yes
Mr. McPheron, yes

Mrs. Weaver, yes
Mr. Garlock, yes

Mrs. Lehman, abstain

SUPERINTENDENT’S RECOMMENDATION 19-16: Superintendent Schnipke recommended the Board concur with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of January, page 2 and 20.

Ms. Montrose moved to accept the recommendation of the Superintendent.

Mrs. Weaver seconded the motion to accept the recommendation of the Superintendent.

Mrs. Weaver, yes
Ms. Montrose, yes

Mrs. Lehman, abstain
Mr. Garlock, yes

Mr. McPheron, yes

SUPERINTENDENT’S RECOMMENDATION 20-16: Superintendent Schnipke recommended the Board concur with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of January, pages 11 and 26.

Mrs. Lehman moved to accept the recommendation of the Superintendent.

Ms. Montrose seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes
Mrs. Weaver, abstain

Mr. McPheron, yes
Mr. Garlock, yes

Ms. Montrose, yes

IX. Superintendent's Report

A. Administrative

1. Children's Services Report
2. Adult Services Report
 - Marimor Industries Financial Reports
3. Community Support Services Report
 - Financial Reports from November & December 2016

X. Old Business

XI. Committee Reports

A. Ethics Council – Met February 23, 2016

1. Review of Outside Employment for Employee

ETHICS COUNCIL RECOMMENDATION 21-16: The Ethics Council recommended and so moved the Board certifies the following outside employment of Traci Miller, Help Me Grow Service Coordinator has met all the conditions of §O.R.C. 5126.033 and there is no known conflict.

Mr. McPheron moved.

Ms. Montrose seconded the motion.

Mrs. Lehman, yes
Mrs. Weaver, yes

Mr. McPheron, yes
Mr. Garlock, yes

Ms. Montrose, yes

B. Finance Committee – Met February 19, 2016.

Mr. Garlock reported that the revenue for January was approximately \$562,665, which was \$43,037 under budget. Expenditures for January were \$994,845, which was \$98,205 under budget. Most of the departments will be under budget for the remainder of the year due to the Board not replacing staff that are resigning whose positions are affected by the transition process. Once the transition is complete, the Director of Business will have new projections to show where we will stand at the end of 2016.

Superintendent Schnipke and Martha Nance, Director of Business, have a telephone conference with The Billing Connection to try to work out an agreement for the money that they owe to the Board.

Mr. Garlock reported that Superintendent Schnipke discussed the busses with the Finance committee. There are currently nine school districts who have expressed interest in them. Superintendent Schnipke will discuss our options with the Commissioners.

Superintendent Schnipke had informed the Finance Committee of a potential OPERS penalty. It was discovered that our two Early Intervention staff were originally set up in the STRS retirement system and a ruling had come out in 2014 stating that Early Interventions Specialists should be paying into the OPERS

retirement system because they are certified by the Department of Developmental Disabilities and not by the Ohio Department of Education. We are working to correct this issue, but there will most like be fines and penalties. We have not received any amounts from OPERS yet.

C. Personnel Committee.

D. Planning Committee – Met on February 22, 2016.

1. Resolution to transition all adult day services and transportation services to Marimor Industries, Inc. on July 1, 2016.

The Centers for Medicare and Medicaid Services has mandated that Conflict Free Case Management means that an entity which provides service and support administration cannot also be a direct service provider. Furthermore, the Ohio Department of Developmental Disabilities mandated that Board no longer be a choice as a qualified provider of direct Medicaid services. In response to these mandates, the Board adopted Benchmarks for 2016 at their September 22, 2015 board meeting stating that the Board will divest itself of the provision of all direct services that are covered under Medicaid. It is now to time to set the date for the final details of this transition to be completed. A significant amount of work has been accomplished to be in compliance with the mandate by June 30, 2016. Marimor Industries, Inc. now has their DODD provider certification number and has started hiring staff. By April 1, 2016 the Superintendent must present to the Ohio Public Employment Retirement System (OPERS) the Board resolution regarding the transfer of employees so retirement carry over status can be determined. This resolution, as well as, information for each staff member is required by OPERS so they may determine if staff members who are accepting positions that are like or similar to their current board positions will be deemed carry over to continue in OPERS.

PLANNING COMMITTEE RECOMMENDATION 22-16: The Planning Committee recommends the Board approve the resolution as proposed in keeping with the changes mandated by the Centers for Medicaid and Medicare and the Ohio Department of Developmental Disabilities.

Mrs. Lehman moved.

Mrs. Weaver seconded the motion of the Planning Committee.

Mr. McPheron, yes

Ms. Montrose, yes

Mrs. Weaver, yes

Mrs. Lehman, yes

Mr. Garlock, yes

2. Approve the Architectural Plans and Specifications.

Garmann Miller has given us design and specifications for additional renovations at the school. The project will consist of remodeling three classrooms for office space. The project will upgrade electrical, lighting, plumbing, HVAC and finishing in three classrooms in the school. One classroom is next to the recently renovated SSA area and will be able to house six SSAs and one Supervisor. This office area is needed for SSAs as we are terminating our lease on Collett Street June 30, 2016. Three staff members that are part of our VR Contract program will be moved from Collett to the old SSA space in the Admin building. This will also allow for all SSAs to be together in one general area. The other two classrooms to be remodeled and upgraded are the Help Me Grow and Early Intervention areas. Neither of these rooms are conducive to quiet work areas, appropriate work flow or necessary storage. These renovations will be completed before the start of the new school year.

PLANNING COMMITTEE RECOMMENDATION 23-16: The Planning Committee recommends that the Board approve the specifications for the renovations at Marimor School as developed by Garmann Miller Architects and Engineers. The estimated cost for the renovation is \$250,000. Furthermore, the Planning Committee gives approval for Superintendent Schnipke to submit these specifications to the Allen County Commissioners for their approval and solicitation of bids for the completion of this work.

Mrs. Lehman moved.

Mr. McPheron seconded the motion of the Planning Committee.

Ms. Montrose, yes
Mr. McPheron, yes

Mrs. Weaver, yes
Mr. Garlock, yes

Mrs. Lehman, yes

E. Policy Committee - Met January 26, 2016

1. Approve New Policies

Policy 8.1.5 Family Support Services was reviewed for the upcoming CARF survey with minor changes made to align with the County Board Admin rule and outlines how we operate the program. Since we made changes to the purpose of the Ethics Council that is now reflected in this policy. How the program will be evaluated has also changed.

8.10 Rights of Persons with DD was reviewed for the upcoming CARF survey. One small change was made to reference electronic record keeping.

8.1.7 Service and Support Administration was updated for the upcoming CARF survey and revisions to match practice with the SSAs. Individual Plan review frequency and the contact frequency were updated. The title for the filing secretary was updated to Administrative Assistant.

8.11 Major Unusual Incident/Unusual Incidents was reviewed for the upcoming CARF survey. There were only minor changes as the policy matches the rule which is very prescriptive. Two errors changed from the last review.

POLICY COMMITTEE RECOMMENDATION 24-16: The Policy Committee recommended and so moved that the Board approve Policy 8.1.5 Family Support Services, Policy 8.10 Rights of Persons with DD, Policy 8.1.7 Service and Support Administration and Policy 8.11 Major Unusual Incident/Unusual Incidents as presented.

Ms. Montrose moved.

Mrs. Lehman seconded the motion of the Policy Committee.

Mrs. Weaver, yes
Ms. Montrose, yes

Mrs. Lehman, yes
Mr. Garlock, yes

Mr. McPheron, yes

XII. New Business

A. Abolish Position

CS-206	Secretary/Receptionist	This position is being abolished due to long term vacancy and low enrollment in school services at this time.
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SUPERINTENDENT RECOMMENDATION 25-16: Superintendent Schnipke recommended that the Board abolish the position of Secretary/Receptionist.

Ms. Montrose moved to accept the recommendation of the Superintendent.

Mrs. Lehman seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes
Mrs. Weaver, yes

Mr. McPheron, yes
Mr. Garlock, yes

Ms. Montrose, yes

B. Approve revisions to Position Descriptions

Due to the changes with Adult Services two job descriptions are being changed at this time. The Project SEARCH Instructor will move to the School under the Director of Education. This was a natural move given this position is held by a licensed instructor. The Director of Education has played a significant role in the supervision of this position since the inception. Also, with there no longer being a Nurse Coordinator in Adult Services the School Nurse will move under the Director of Education also. We have divided the tasks so the Director of Education is overseeing the non-nursing related duties. We will use our contract nurse to review the nursing practices annually.

SUPERINTENDENT RECOMMENDATION 26-16: Superintendent Schnipke recommended that the Board revise position descriptions as presented.

AS-318 to CS-105	Project SEARCH Instructor	Changing the supervisor to the Director of Education and primary department to the School.
CS-312	School Nurse	Changing the supervisor to the Director of Education for duties 7-11 and contracted RN for evaluation of duties 1-6. Also, removed First Aid requirement since an RN meets all the qualifications of First Aid. CPR is still required.

Mrs. Weaver moved to accept the recommendation of the Superintendent.

Mr. McPheron seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes
Mrs. Weaver, yes

Mr. McPheron, yes
Mr. Garlock, yes

Ms. Montrose, yes

C. Renew Agency Agreement with Marimor Industries, Inc.

The agreement/lease with Marimor Industries, Inc. has expired and needs continued until June 30, 2016. The base agreement amount will remain the same during this period. A new agreement/lease will be drafted for the changes to be enacted July 1, 2016.

SUPERINTENDENT RECOMMENDATION 27-16: Superintendent Schnipke recommended that the Board renew the Agency Agreement with Marimor Industries, Inc. for \$42,000 annually.

Mrs. Lehman moved to accept the recommendation of the Superintendent.

Mr. McPheron seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes

Mr. McPheron, yes

Ms. Montrose, yes

Mrs. Weaver, yes

Mr. Garlock, yes

D. Recommend Placing Items on GovDeals.net for Auction

SUPERINTENDENT RECOMMENDATION 28-16: Superintendent Schnipke recommended that Board request the Allen County Commissioners declare the items listed below not needed for public use, obsolete or unfit for use in accordance with §307.12 (E) O.R.C.. Upon receipt of approval from the County Commissioners, authorize administration to auction said items on GovDeals.net, following the procedures established by the County Commissioners.

TAG #	DESCRIPTION
74	8' Table
124	8' Table
127	8' Table
128	8' Table
129	8' Table
132	8' Table
136	8' Table
151	8' Table
168	8' Table
192	Battery Charger, Misc. Equip for Hyter Lift
241	4 drawer file cabinet
257	Brown Virco Chair
260	Brown Virco Chair
262	Brown Virco Chair
263	Brown Virco Chair
264	Brown Virco Chair
298	8' Table
301	8' Table
308	8' Table
466	Red wood trim office chair w/arms
470	Burgundy rolling office chair
479	Grey rolling office chair
483	Blue rolling office chair
536	Pro Form Cross Trainer
550	TV Emerson w/VHS Player in bag
620	8' Table

647	Red wood trim office chair w/arms
651	8' Table
658	6' Table
664	8' Table
665	8' Table
669	8' Table
681	8' Table
683	8' Table
715	8' Table
751	Computer HP DC58000
10069	Med Cart
20053	Blue Cafeteria chair
20119	Trapezoid Table
20206	Brown Cafeteria chair
20207	Blue Cafeteria chair
20208	Brown Cafeteria chair
20209	Blue cafeteria chair
20210	Brown Cafeteria chair
20211	Blue cafeteria chair
20213	Brown cafeteria chair
20215	Brown Cafeteria chair
20218	Blue cafeteria chair w/arms
20219	Blue cafeteria chair w/arms
20221	Brown Cafeteria chair w arms
20233	Trapezoid Table
20289	Brown Cafeteria chair w arms
20291	Blue cafeteria chair w/arms
20299	Blue cafeteria chair w/arms
20365	12' Wood Conference Table
20422	8' Table
20526	Mis Equip Electric Walkie
20703	Red cafeteria chair w/arms
20715	Red cafeteria chair w/arms
20721	Red cafeteria chair w/arms
20776	TV/Media cart
20836	Blue Divider
20838	Lanier mini cassette recorder
20904	Blue cafeteria chair w/arms
20906	Blue cafeteria chair w/arms
20912	Blue cafeteria chair w/arms
20920	Blue cafeteria chair w/arms
20943	Brown Office side chair
20950	Blue cafeteria chair w/arms
21006	File Cabinet
21014	Cannon Communicator
21116	6' Table
21344	Edmark Reading Program Level 1 - Software
21523	TV Cart
21531	Desk Chair
21697	6' Brown Table
22020	Edmark Reading Program Level 1
22022	Carpeted wooden steps
22508	Edmark Reading Program Level 1 Supplemental Worksheets
22536	File Cabinet

22549 Trapezoid Table
22806 Super Hawk
22987 8' Table
22988 Oxford Portable Filing Cabinet
23001 2 drawer grey file cabinet
23053 Lazy Boy Side chair
23374 Panasonic Cassette Tape Recorder
23428 4 dr file cabinet
23562 2 Door file cabinet
23603 Burgundy Virco Chair
23687 8' Table
23691 Grey Corner Computer Desk
23708 Zenith TV
23863 Chair rolling burgundy
23900 NSS Wrangler Scrubber
23907 TV Cart
23918 Blue cafeteria chair w/arms
24079 Hawk Communication Device
24246 Maroon Conference Chair
24248 Maroon Conference Chair
24251 Maroon Conference Chair
24279 Oil Rag Can
24282 Burgundy Office Side Chair
24283 Burgundy Office Side Chair
24312 Blue Cloth Rolling Office Chair
24339 Chair rolling burgundy (Esther old one)
24484 Hon bookcase
24487 Black 5 shelf bookcase
24616 Grey rolling office chair w/arms
24619 Swivel desk chair/gray
24666 Grey rolling office chair
24873 Dynamo Comm Device w case
24883 Voice Pal Max
24884 Alpha Talker II
24887 Wheel chair
24915 Digital Camera
25058 Blue cloth rolling office chair w/arms
25062 Blue cloth reclining chair w/arms
25144 Small computer desk
25163 Paper Shredder
25321 2 shelf putty bookcase
25382 Polaroid Screen Glass Cover
25575 Burgundy Tweed Side Chair
25592 TV
25610 8' Table
25885 Red rolling office chair
25894 8' Table
25895 8' Table
25896 8' Table
25897 8' Table
25940 8' Table
25980 Computer Dell Dim 4600
26024 IntelliTalk II discs & binder
26094 TV

26163 Wooden toy storage unit
26238 Maytag washer
26289 Intellikeys
26305 Wheel chair
26306 In/Out Board
26337 Base Trainer Comm Device
26348 Dell Computer Optiplex GX620
26358 Dell Computer Optiplex GX620
26373 White Refrigerator
26392 Jobs Reading Set
26394 Communities Reading Set
26421 Computer IBM Netvista
26481 Computer HP DC5700
26482 Computer HP DC5700
26484 Computer HP DC5700
26486 Computer HP DC5700
26487 Computer HP DC5700
26490 Computer HP DC5700
26495 Computer HP DC5700
26496 Computer HP DC5700
26497 Computer HP DC5700
26498 Computer HP DC5700
26499 Computer HP DC5700
26500 Computer HP DC5700
26600 Computer HP DC5800
26674 Computer HP DC5800 SFF
26684 Computer HP DC5800 SFF
26685 Computer HP DC5800 SFF
26686 Computer HP DC5800 SFF
26690 Computer HP DC5800 SFF
26813 Kodak digital camera
26819 Child's computer desk
26858 Computer HP 6000 PRO
26902 Computer HP 6000 PRO
26907 Computer HP 6000 PRO
26942 Computer HP 6000 PRO
26956 Projector
27007 7' White Top Table
27385 Brother printer

NN Battery Backup APC
NN Bookcase 2 shelf black
NN Boxes of Books and keyboard w/software
NN Box of misc aprons & towels
NN Binders
NN Bulletin Board Divider - Orange
NN Bulletin Board Divider - Brown
NN Calculator - Canon MP18D11
NN Carpet rectangles
NN CD Player -Phillips Radio
NN CD Player - AIWA Radio
NN Chairs - Aluminum office - 10

NN Chair - Beige rolling office w/arms
 NN Chair - Black Leather rolling desk
 NN Chair - Black desk
 NN Chairs - Black Plastic w/steel frame - 26
 NN Chairs - Black Plastic Stack - 16
 NN Chair - Black rolling office
 NN Chair - Black rolling office w/arms
 NN Chair Black/Purple Office Side chair
 NN Chair Blue cloth office side
 NN Chair Blue cloth office side
 NN Chair - Blue cafeteria
 NN Chair - Blue cafeteria
 NN Chair - Blue cafeteria w/arms
 NN Chair - Brown Tweed Office Side
 NN Chair - Brown Tweed Office Side
 NN Chair - Gray tweed rolling office
 NN Chair - Gray tweed rolling office w/arms
 NN Chair - Secretary w/wheels
 NN Chair - Yellow Steel office side chair
 NN Chairs - Virco -28 Burgundy, 12 Blue, 1 Yellow, 5 Aqua,
 NN Clothing box of misc
 NN Computer - Dell Optiplex SX260
 NN Computer keyboards
 NN Computer mice
 NN Container for Dog Food
 NN Desk small black
 NN Desk - 6' metal
 NN DVD player & remote - Magnavox
 NN Electronic Supplies - Box of misc
 NN File Hanger - Black Metal
 NN File Hanger - Black Metal
 NN Foosball Table
 NN Hutch - 2 shelf
 NN IntelliTools Classroom Suite
 NN Kitchen Utensils - 3 boxes of Misc variety
 NN Language Master Machines w/cards - 2
 NN Oil Rag Can
 Office Supply - Misc variety, file folders, folders, binders, sheet protectors, file
 card case and file cards, tape dispenser, floppy disc cases, vertical sorter trays,
 etc.
 NN Ping Pong Table
 NN Printer - Epson C88 - 2
 NN Sewing Machine - Singer
 NN Shelves Black Metal - bookcase?
 NN Software - Boardmaker - 1998-2000-2002-2004
 NN Software - Writing with Symbols
 NN Software - Touch Window
 NN Software - Print'n Learn, Thematic Units
 NN Speech Supplies & Books
 NN Stand - Wood Podium w/steps
 NN Surge Protector APC
 NN Table - 8' - 3
 NN Table - 3x3
 NN Table - 3x3

- NN Table - 3x3
- NN Table - 3x3 printer style
- NN Table - 6' gray
- NN Table - 6' Brown
- NN Table - 6' Brown
- NN Table - 8' Beige Folding
- NN Touch Window & Software
- NN Toys - Misc & Fisher Price dollhouse w/accessories, Easter basket
- NN Toys - Books & US map & Explore the West CD & Bookset
- NN Toys - box of misc, includes puzzles, games, Gigantic keyboard playmat
- NN TV Colortrack
- NN Waste Can - Metal
- NN White Board

Ms. Montrose moved to accept the recommendation of the Superintendent.

Mrs. Weaver seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes	Mr. McPheron, yes	Ms. Montrose, yes
Mrs. Weaver, yes	Mr. Garlock, yes	

XIII. Board Discussion

XIV. Other Items to Come Before the Board

XV. Adjournment

Mr. McPheron moved to adjourn the meeting at 6:13 p.m.

Mrs. Lehman seconded the motion to adjourn.

Mr. McPheron, yes	Ms. Montrose, yes	Mrs. Weaver, yes
Mrs. Lehman, yes	Mr. Garlock, yes	

Regular Board Meeting
 March 22, 2016
 Allen County Board of Developmental Disabilities
 2500 Ada Road
 Lima, OH 45801

Chris Calvelage, Clerk

Phyllis Montrose, Recording Secretary