

May 24, 2016

- 42-16 Approval of the Agenda
- 43-16 Approval of the Minutes of the March 11, 2016 Regular Board Meeting
Concurrence with the payment of bills in March, pages 2, 4-8, 10, 11, 13-15, 17-20, 22, 23, 25, 27-35 and in April, pages 2-7, 9-12, 15, 17-22, 24-29, 31-32
Accept Personnel Report
 - Resignation of Stacey Rose as Part Time Billing Clerk/Fiscal Support
 - Resignation of Riva Oliphant as Employment First Coordinator
 - Layoff of Karen Garland as Transportation Director
 - Retirement of Jeannie Stahl as Director of Community Support Services
 - Retirement of Becki Daley as Bus Aid
 - Retirement of Kathleen Hooks as Bus Aide
 - Retirement of Michael Fledderjohann as Day Services Assistant/Bus Aide
 - Retirement of Dennis Powell as Industrial Systems Manager
 - Retirement of Jerry Cox as Shipping/Receiving
 - Retirement of Esther Baldridge as Assistant Superintendent
 - Transfer of Rebecca Werling from Administrative Assistant – Adult Services to Administrative Assistant – Superintendent
 - Transfer of Lori Caprella from Administrative Assistant – Employment Services to Administrative Assistant - SSAAccept the following Inspection Reports
 - Allen County Health Department – Annual Backflow Prevention
 - Allen County General Health District – School Environment Inspection
 - Wolfe’s Roofing – Annual Roof Inspection
 - Bell Security – Bi-annual Fire Alarm Inspection
- 44-16 Concurrence with the payment of bills in March, pages 3, 9, 12, 21, 24, 26 and in April, pages 13, 33
- 45-16 Concurrence with the payment of bills in March, page 1
- 46-16 Concurrence with the payment of bills in March, page 16 and in April, page 16
- 47-16 Concurrence with the payment of bills in April, page 8
- 48-16 Concurrence with the payment of bills in April, page 1
- 49-16 Concurrence with the payment of bills in April, pages 14 and 30
- 50-16 Concurrence with the payment of bills in April, page 23
- 51-16 Review of Direct Service Contracts Involving Payment to Immediate Family Members of Eligible Individual
- 52-16 Review of Outside Employment of Marisa Shepherd and Employee Ethics Review of Joshua Smith

53-16 Approve Transfers

54-16 Accept the following Policy Actions:

- Policy 8.1.5 Family Support Services - Approved
- Policy 5.3.7 Employee Code of Ethics - Approved
- Policy 5.2.6 Disqualification from Employment and/or Outside Employment - Approved
- Policy 5.2.22 Non-Union Sick Leave Policy - Approved
- Policy 5.3.5-5.3.6 Outside Employment and Employee Attendance - Abolished
- Policy 8.1.1 Preschool – Abolished

55-16 Approve Cafeteria Prices for the 2016-2017 School Year

56-16 Abolish the following Position Descriptions

- AS-605 Assistant Superintendent
- CS-302 Public Relations Coordinator

57-16 Approve Reappointment of Two Board Members to LODDI, Inc.

58-16 Approve Lease, Master Service Agreement and MOU for Transition

59-16 Approve Tax Budget

60-16 Accept Change Order Number 001 and Change Order Number 002 with Heyne Construction, Inc.

ALLEN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

MINUTES

May 24, 2016

5:30 p.m. Regular Board Meeting
Administration Building
2500 Ada Road, Lima OH

I. Roll Call

The Allen County Board of Developmental Disabilities met in regular session on Tuesday, May 24, 2016 in the Administration Board room. President Fleming called the meeting to order at 5:30 p.m. with the following roll call response:

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

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

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

II. Focus

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

- Reduce Barriers
- Ensure Supports
- Expand Meaningful Community Involvement

Vision: Jim Polutnik read the Vision. Jim is very active in state advocacy efforts. In April, he was elected as the Ohio People First President. For several years, he has served as the Auglaize County People First President as Jim attends day programming and works in Auglaize County. Jim also won Advocate of the Year, while attending the Ohio People First conference in Columbus the last week of April. Jim also serves on a statewide education and abuse prevention committee with Attorney General Mike DeWine.

Jim is supported in these advocacy efforts by Renee Goodwin and Ryan Knodel of Benchmark Human Services and his SSA Josh Smith. Jim owns his own home and is enrolled on an Individual Options waiver. He has one housemate to share living expenses and staff support. Jim attends day programming at Benchmark's day services center three days per week and works at We Can Too two days per week.

Pledge of Allegiance

III. Revision and Acceptance of the Agenda

RESOLUTION 42-16:

Mr. Garlock moved to approve the agenda.

Mrs. Lehman seconded the motion to approve the agenda.

Mr. Garlock, yes
Mr. Conrath, yes

Mrs. Lehman, yes
Mr. Fleming, yes

Ms. Montrose, yes

IV. Correspondence

A letter of appreciation from Vickie Knapp for her award as Service Provider of the Year at the annual Partnership luncheon held in March and a thank you note from Dottie Pitchford, the sister of Jackie Haight who recently passed away.

V. Hearing of the Public

VI. Staff Reports - Jeannie Stahl shared with the Board an extensive analysis of the Board's waiver match liability for all waiver programs and services that she had completed. She has analyzed the changes that will occur on June 30, 2016 and how that will impact and change the Board's budget in the future.

VII. Consent Agenda

SUPERINTENDENT'S RECOMMENDATION 43-16: 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 March 22, 2016.
- B. Concurrence with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of March pages 2, 4-8, 10, 11, 13-15, 17-20, 22, 23, 25, 27-35 and the month of April 2-7, 9-12, 15, 17-22, 24-29, 31-32.
- C. Accept Personnel Report
 1. Terminations
 - a. Stacey Rose resigned as a Part Time Billing Clerk / Fiscal Support effective 4/27/2016.
 - b. Riva Oliphant resigned as an Employment First Coordinator effective 4/27/2016.
 - c. Karen Garland was laid off as the Transportation Director effective 4/22/2016.
 - d. Jeannie Stahl will be retiring as the Director of Community Support Services effective 7/1/16.
 - e. Becki Daley will be retiring as a Bus Aide effective 7/1/16.
 - f. Kathleen Hooks will be retiring as a Bus Aide effective 7/1/16.
 - g. Michael Fledderjohann will be retiring as a Day Services Assistant / Bus Aide effective 7/1/16.
 - h. Dennis Powell will be retiring as an Industrial Systems Manager effective 7/1/16.
 - i. Jerry Cox will be retiring as Shipping / Receiving effective 7/1/16.
 - j. Esther Baldrige retired as Assistant Superintendent on 4/20/2016.
 2. Transfers
 - a. Rebecca Werling will be transferring from Administrative Assistant – Adult Services to Administrative Assistant – Superintendent effective June 1, 2016 at an annual salary of \$52,370.

- b. Lori Caprella will be transferring from Administrative Assistant – Employment Services to Administrative Assistant – SSA effective June 1, 2016 at an annual salary of \$39,380.

D. Inspection Reports

Type: Annual Backflow Prevention
Company: Allen County Health Department
Date: March 17, 2016
Results: All backflow prevention assemblies in proper condition.
Corrective Action: None.

Type: School Environmental Inspection
Company: Allen County General Health District
Date: March 11, 2016
Results: No recommendations at this time.
Corrective Action: None

Type: Annual Roof Inspection
Company: Wolfe's Roofing
Date: March 16, 2016
Results: Working condition but needing maintenance.
Corrective Action: One repair made to school roof

Type: Bi-annual Fire Alarm Inspection
Company: Bell Security
Date: December 28, 2015 & February 6, 2016
Results: All Buildings in Compliance.
Corrective Action: None

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

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

Mrs. Lehman, yes
Mr. Garlock, yes

Ms. Montrose, yes
Mr. Fleming, yes

Mr. Conrath, yes

VIII. Exception Agenda

SUPERINTENDENT'S RECOMMENDATION 44-16: 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 March, pages 3, 9, 12, 21, 24, 26 and for April 13, 33.

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

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

Ms. Montrose, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, abstain

Mr. Garlock, yes

SUPERINTENDENT'S RECOMMENDATION 45-16: 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 March, page 1.

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

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

Ms. Montrose, yes	Mr. Conrath, yes	Mr. Garlock, yes
Mrs. Lehman, abstain	Mr. Fleming, yes	

SUPERINTENDENT'S RECOMMENDATION 46-16: 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 March, page 16 and April, page 16.

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

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

Mr. Conrath, abstain	Mr. Garlock, yes	Mrs. Lehman, yes
Ms. Montrose, yes	Mr. Fleming, abstain	

SUPERINTENDENT'S RECOMMENDATION 47-16: 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 April, page 8.

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

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

Mr. Conrath, yes	Mr. Garlock, yes	Mrs. Lehman, yes
Ms. Montrose, yes	Mr. Fleming, abstain	

SUPERINTENDENT'S RECOMMENDATION 48-16: 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 April, page 1.

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

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

Mr. Garlock, yes	Mrs. Lehman, yes	Ms. Montrose, yes
Mr. Conrath, yes	Mr. Fleming, yes	

SUPERINTENDENT'S RECOMMENDATION 49-16: 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 April, page 14 and 30.

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

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

Mrs. Lehman, yes

Ms. Montrose, yes

Mr. Conrath, yes

Mr. Garlock, yes

Mr. Fleming, yes

SUPERINTENDENT'S RECOMMENDATION 50-16: I recommend the Board concur with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of April, page 23.

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

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

Ms. Montrose, yes

Mr. Conrath, yes

Mr. Garlock, yes

Mrs. Lehman, abstain

Mr. Fleming, abstain

IX. Superintendent's Report

A. Administrative

1. Children's Services Report – March and April
2. Adult Services Report – April and May
 - Marimor Industries Financial Reports
3. Quality & Support Services – March and April
 - LODDI April meeting minutes February Budget and Financial Reports.
4. Community Support Services Report March and April
5. Human Resource Reports March and April and HR Newsletters April and May

All families have been contacted about the transportation of the students will be handled beginning the next school year. Some school districts may contract with RTA others may use the bus that was given to the by the Board. All of the details are currently being worked out.

Each school district that will be receiving a bus from us on July 1st will be doing a resolution to accept the bus from us at their upcoming board meetings.

Marimor Industries will be using vans to transport their individuals. Good Rides and RTA will be doing some of the community placement driving.

Help Me Grow and Early Intervention referrals are up. Barb Blass is currently looking at the numbers to see if more help is needed.

X. Old Business

XI. Committee Reports

- A. Ethics Council - Met on May 24, 2016

1. Review of Direct Service Contract Involving Payment to Eligible Individuals or Immediate Family Member of Eligible Individual.

<u>Vendor</u>	<u>Relationship</u>	<u>Service</u>
Joyce Williams	Grandmother	Family Support Services – Respite Care
Mary Beth Evenbeck	Aunt	Family Support Services – Respite Care
Angela Constanty	Aunt	Family Support Services – Respite Care
Martha Cupac	Aunt	Family Support Services – Respite Care
Emma M. Hefner	Aunt	Family Support Services – Respite Care
Kathryn J. Harris	Aunt	Family Support Services – Respite Care
Betty Harris	Grandmother	Family Support Services – Respite Care
Phyllis M. Crown	Grandmother	Family Support Services – Respite Care
Lupe Wells	Aunt	Family Support Services – Respite Care
Valentina Garrod	Grandmother	Family Support Services – Respite Care
Virginia A. Siebeneck	Grandmother	Family Support Services – Respite Care
Stephanie Wireman	Aunt	Family Support Services – Respite Care
Amy Christine Piper	Aunt	Family Support Services – Respite Care
Henry Alice Jackson	Grandmother	Family Support Services – Respite Care
Cole Wilson	Brother	Family Support Services – Respite Care
Debra Latham	Grandmother	Family Support Services – Respite Care
Heidi Kay Aust	Aunt	Family Support Services – Respite Care
Greg P. Zack	Father	Family Support Services – Reimbursement for Diapers
Alice Krouse	Grandmother	Family Support Services – Respite Care
Sharon M. Douglas	Mother	Family Support Services – Reimbursement for Jumpsuit
Cassandra Pangle	Mother	Family Support Services – Gas Card
Andria Rodgers	Mother	Family Support Services – Gas Card
Mary Louise McCann	Grandmother	Family Support Services – Respite Care
Cortney Metcalf	Mother	Family Support Services – Reimbursement for Disposable Underwear
Benny R. Houston	Grandfather	Family Support Services – Respite Care
Andria Rodgers	Mother	Family Support Services – Reimbursement for Hotel Stay
Carol Glick	Mother	Family Support Services – Gas Card
Mark Rahrig	Father	Family Support Services – Gas Card
Stephanie June Goings	Grandmother	Family Support Services – Respite Care
Glenn Bennett	Grandfather / Guardian	Family Support Services – Gas Card

2. Review of Outside Employment for Marisa Shepherd.

3. Review of an Ethics Review Checklist for Josh Smith.

ETHICS COUNCIL RECOMMENDATION 51-16: The Ethics Council recommended and so moved that the Board certifies the Direct Service Contracts Involving Payment to Immediate Family Members of Eligible Individuals as listed above be approved.

Mr. Conrath moved.

Mr. Garlock seconded the motion.

Ms. Montrose, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, yes

Mr. Garlock, yes

ETHICS COUNCIL RECOMMENDATION 52-16: The Ethics Council recommended and so moved the Board certifies the following outside employment of Marisa Shepherd, Early Intervention Speech-Language Therapist and Employee Ethics Review of Joshua Smith, Service Support Associate have met all the conditions of §O.R.C. 5126.033 and will follow recommendations by the Ethics Council for disclosing areas of potential conflict.

Mr. Garlock moved.

Mr. Conrath seconded the motion.

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mr. Fleming, yes

Mrs. Lehman, yes

B. Finance Committee – Met April 15, 2016 and May 20, 2016.

Mr. Garlock reported that year-to-date revenue was 5.6 million dollars, which was approximately \$783,365 over budget. Year-to-date expenditures were 4.8 million dollars, which was approximately \$11,254 under budget.

FINANCE COMMITTEE RECOMMENDATION 53-15: The Finance Committee recommended and so moved that the transfers for the months of April and May be approved.

Mr. Garlock moved.

Mr. Conrath seconded the motion of the Finance Committee.

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mr. Fleming, yes

Mrs. Lehman, yes

C. Personnel Committee

D. Planning Committee

E. Policy Committee - Met May 24, 2016

1. Approve New Policies

Policy 8.1.5 Family Support Services

Policy 5.3.7 Employee Code of Ethics

Policy 5.2.6 Disqualification from Employment and/or Outside Employment

Policy 5.2.22 Non-Union Sick Leave Policy

2. Abolish Policies

Policy 5.3.5-5.3.6 Outside Employment and Employee Attendance

Policy 8.1.1 Preschool

Policy 8.1.5 Family Support Services - Removing the board certified providers for respite due to statewide issues with overtime and that these types of providers may be considered Board employees. Also, we have only had one board certified provider for many years as families prefer their own chosen respite providers. Families can continue to choose state certified providers. The other change was with family selected providers having a requirement for a daily per diem if more than 8 hours per day are being requested. This will avoid any overtime issues and that previously overnights were not paid.

Policy 5.3.7 Employee Code of Ethics - Outside employment information was located in 3 different policies and one that was to be abolished in the past. A few minor changes were needed so 5.3.5 could be abolished.

Policy 5.2.6 Disqualification from Employment and/or Outside Employment - Removed the Ethics information that was added in Policy 5.3.7 in March and then deleted the ethical information about Outside Employment as that is in 5.3.7. This policy does address issues with outside employment that are not related to ethics; however, related to employee responsibilities.

Policy 5.2.22 Non-Union Sick Leave Policy - Due to abolishing 5.3.5-5.3.6 moved the Employee Attendance information to this policy. Superintendent Schnipke recommended changes in the non-union payout at retirement to match the AFSCME contract.

Policy 8.1.1 Preschool - Abolishing this policy due to the Board no longer offering Preschool services.

Policy 5.3.5-5.3.6 Outside Employment and Employee Attendance - Abolishing this policy due to the information being located in other policies and a past resolution to abolish part of this policy.

POLICY COMMITTEE RECOMMENDATION 54-16: The Policy Committee recommended and so moved that the Board approve Policy 5.3.7 Employee Code of Ethics, Policy 5.2.6 Disqualification from Employment and/or Outside Employment, Policy 8.1.5 Family Support Services and Policy 5.2.22 Non-Union Sick Leave Policy and then abolish Policy 5.3.5-5.3.6 and Policy 8.1.1.

Ms. Montrose moved.

Mrs. Lehman seconded the motion of the Policy Committee.

Mr. Garlock, yes

Mrs. Lehman, yes

Ms. Montrose, yes

Mr. Conrath, yes

Mr. Fleming, yes

XII. New Business

A. Cafeteria Prices for the 2016-17 School Year

In accordance with the requirements of the Ohio Department of Education, Peggy Cockerell recommended that the cafeteria prices remain the same for the 2016-2017 school year.

SUPERINTENDENT RECOMMENDATION 55-16: Superintendent Schnipke recommended that the Board approve the cafeteria prices as listed for the 2016-2017 school year:

Item	Price
Lunches	
Elementary	\$2.50
High School	\$2.75
Adults	\$3.50
A La Carte Items	
Featured Entrée	\$2.25
Veggie/Fruit	\$1.00
Bread	\$0.70
Desserts	\$0.70
Yogurt	\$1.10
Yogurt Parfait	\$1.40
Bottled Water	\$1.00
Baked Potato	\$1.50
w/Broccoli & Cheese	\$2.10
Bowl Salad	\$1.55
Chef Salad Bowl	\$2.45
Chef Salad Plate	\$3.95
Marinated Chicken	\$2.65
Grilled Chicken	\$2.65
Breaded Pork	\$2.65
BBQ Rib	\$2.65
Breaded Fish	\$2.65
Hamburger	\$2.65
Pizza	\$2.65
Breakfast	
Students	\$1.65
Adults	\$2.00
Milk	\$0.70

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

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

Mrs. Lehman, yes

Ms. Montrose, yes

Mr. Conrath, yes

Mr. Garlock, yes

Mr. Fleming, yes

B. Abolish Position Descriptions

The Assistant Superintendent position should be abolished as it is no longer needed with the retirement of Esther Baldrige and the Public Relations Coordinator position should be abolished based on the decision not to fill this position.

SUPERINTENDENT RECOMMENDATION 56-16: Superintendent Schnipke recommended that the Board abolish the following positions:

Assistant Superintendent	AS-605
Public Relations Coordinator	CS-302

Mr. Garlock moved.

Ms. Montrose seconded.

Ms. Montrose, yes	Mr. Conrath, yes	Mr. Garlock, yes
Mrs. Lehman, yes	Mr. Fleming, yes	

C. Approve Reappointment of two Board Members to LODDI, Inc.

The LODDI, Inc. Board has recommended that Sandy Hofaker be appointed to a third and final term on the LODDI Board. This term will run through June of 2019. Sandy works at Chase Bank and her sister is served by our Board. The LODDI, Inc. Board also recommends Lyle Endsley be reappointed for an additional three year term. This is his second term. Lyle is the Manager at Anytime Fitness here in Lima. Both Sandy and Lyle have been loyal and dedicated board members.

SUPERINTENDENT RECOMMENDATION 57-16: Superintendent Schnipke recommended that the Board reappoint Sandy Hofacker to the Board of LODDI, Inc. effective July 1, 2016 through June 30, 2019 and recommends the Board reappoint Lyle Endsley effective July 1, 2016 through June 30, 2019.

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

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

Ms. Montrose, yes	Mr. Conrath, yes	Mr. Garlock, yes
Mrs. Lehman, yes	Mr. Fleming, yes	

D. Lease, Master Service Agreement and MOU for Transition

The Lease, Master Service Agreement and MOU are needed due to the Board's transition out of direct services. These were drafted by Attorney John Leahy from the Allen County Prosecutor's Office. This is an eighteen month lease, between the County Commissioners and Marimor Industries, Inc. After one year we will fully evaluate the rental amount and other aspects of our new relationship with Marimor Industries, Inc. The lease commences on July 1, 2016 and is between the Allen County Commissioners and Marimor Industries, Inc. (MII) since the property is owned by the county. The Master Service Agreement is between our Board and MII for maintenance of the property, lease of fixed assets and lease of vehicles. In Attachment A is a list of all fixed assets that MII will be using as the tenant of the building and will be returned to the Board when they are no longer needed. Additionally, Attachment B is a list of vehicles that MII will use and returned when no longer needed. The Master agreement identifies each agency's responsibility post July 1, 2016. The MOU is between our Board and the Allen County Commissioners so we can collect the lease funds for property maintenance, repairs and insurance costs. The lease amount for the building will be \$2,500.00 per month and then the lease on vehicles and fixed assets will be \$1,000.00 per month.

SUPERINTENDENT RECOMMENDATION 58-16: Superintendent Schnipke recommended that the Board approve the Master Service Agreement with MII and the MOU with the Allen County Commissioners. Superintendent Schnipke also recommended to present the prepared Master Lease for the County Commissioners to enter into with Marimor Industries, Inc.

Mr. Conrath moved to approve the recommendation of the Superintendent.

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

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mr. Fleming, yes

Mrs. Lehman, yes

E. Approve Tax Budget

It is required by law that the Board submit a tax budget to the Allen County Auditor to be included with the tax budget that must be adopted by the County Commissioners. The tax budget is then reviewed by the Allen County Budget Commission to determine if we need to increase our tax levy for the coming year. In practice, our Board recognizes our financial need and takes appropriate action on levy requests based on our 5 year projection and financial review system.

SUPERINTENDENT RECOMMENDATION 59-16: Superintendent Schnipke recommended that the Board approve the 2017 Tax Budget as presented and approves for it to be submitted to the Allen County Auditor as required by law.

Mrs. Lehman moved.

Mr. Garlock seconded.

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mr. Fleming, yes

Mrs. Lehman, yes

F. Accept Change Order Number 001 and Change Order Number 002 with Heyne Construction, Inc.

The first change order for our office renovation project at the school is for the installation of an additional electrical receptacle that is needed in a single office near the SSA suite being renovated. The second change order is due to the sales representative for the condensing units at the school (in the areas being renovated) deciding after further research that we needed a 6 ton condenser v. the 5 ton one that was quoted to Garmann & Miller. The company is not adding additional cost for the larger condenser; however, there is additional cost to install larger units. The first issue will cost \$645.00 and the second issue will cost \$ \$3,345.00.

SUPERINTENDENT RECOMMENDATION 60-16: Superintendent Schnipke recommended that the Board ask the County Commissioners to approve Change Order #1 and #2 with Heyne Construction, Inc. at a total cost of \$3,990.00. The changes are covered in the contingency allowance and will not increase the cost of the contract. Change order #1 is to furnish and install an additional quad receptacle. Change order #2 is to furnish and install the new 6 ton unit in lieu of 5 ton (no price change for the larger unit); however, install increased line set size, electrical feeds, breakers, disconnects and additional labor for larger unit.

Mr. Garlock moved.

Ms. Montrose seconded.

Mr. Garlock, yes
Mr. Conrath, yes

Mrs. Lehman, yes
Mr. Fleming, yes

Ms. Montrose, yes

XIII. Board Discussion

The CARF review went extremely well. We were awarded the highest level of review with a three year accreditation for Supported Employment Services. We did not renew in Governance due to the Board's transition out of direct services. This award was a significant accomplishment given all the turmoil in Employment Services due to Transition. Our consultant was a huge asset and all remaining staff really stepped up to pull this off. Marimor Industries has been told they will be able to have this accreditation transferred to their name after July 1st. Due to this, MII will not complete the Plan of Compliance until such time. It is not due to CARF before July 1, 2016. We are very pleased that MII will not have to spend funds or time to renew their CARF accreditation in one year.

Each Board member is required to have 4 hours of annual training. Two webinars hosted by the Ohio Department of Developmental Disabilities (DODD) are part of this requirement. One was held in March and can now be watched on-line. The next live one is June 7 at 12:00p.m. to 1:00p.m. Two other topics are at our discretion. The Board discussed how they would like to meet these requirements and topics of interest.

XIV. Other Items to Come Before the Board

ADJOURN INTO EXECUTIVE SESSION TO DISCUSS COMPENSATION OF PUBLIC EMPLOYEES AND LEGAL MATTER

Mrs. Lehman moved to adjourn into Executive Session to discuss Compensation of Public Employees and Legal Matter at 7:24 p.m.

Mr. Conrath seconded the motion to adjourn into Executive Session.

Mrs. Lehman, yes
Mr. Garlock, yes

Ms. Montrose, yes
Mr. Fleming, yes

Mr. Conrath, yes

RECONVENE INTO REGULAR SESSION

Mr. Conrath moved to reconvene into Regular Session at 8:45 p.m.

Mrs. Lehman seconded the motion to reconvene into Regular Session

Ms. Montrose, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, yes

Mr. Garlock, yes

XV. Adjournment

Ms. Montrose moved to adjourn the meeting at 8:46 p.m.

Mr. Garlock seconded the motion to adjourn.

Ms. Montrose, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, yes

Mr. Garlock, yes

Regular Board Meeting
June 28, 2016
Allen County Board of Developmental Disabilities
2500 Ada Road
Lima, OH 45801

Chris Calvelage, Clerk

Phyllis Montrose, Recording Secretary