



REGULAR BOARD MEETING MINUTES

Tuesday, January 17, 2023

I. Call to Order

The meeting was called to order at 6:35 p.m. by Bob Competti.

Commissioner Jeff Fix was present to swear in the Board members. Commissioner Fix stated that it is an honor to be here to swear everyone in.

II. Roll Call

	Present	Absent	Prior Notice	
Pamela Barkley	X			
Elizabeth Burwell	X			
Bob Competti	X			
Jessica Roth	X			
Sharon Scruggs		X	X	Attended via Zoom
Derek Upp	X			Arrived at 6:36pm
Matt Wideman	X			

Staff Present:

David Uhl, Superintendent	Gaynor Pfeffer, Executive Assistant
Todd McCullough, Director of Operations	Cindy Hillberry, Director of Human Resources & Forest Rose School
Beth Seifert, Chief Fiscal Officer	Kyle Miller, Director of Provider and Community Resources
David Baum, Director of Services and Supports	Anne Mikan, Director of Communications and Outreach

III. Additions/Corrections to the Agenda

The leadership report was added to the agenda but was included and distributed in the board packet for review.

IV. Public Comment

- There was no public comment.

V. Approval and Signing of Minutes

- Regular Board Meeting Minutes–December 20, 2022

Moved by Matt Wideman and seconded by Elizabeth Burwell that the Fairfield County Board of Developmental Disabilities approves December 20, 2022 regular Board meeting minutes, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

VI. Resolution 2023-01-01a: Ratification and Signing of Expenditures

Moved by Elizabeth Burwell and seconded by Jessica Roth that the Board accepts and approves Resolution 2023-01-01a, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

Resolution 2023-01-01b: Ratification and Signing of Expenditures

Moved by Matt Wideman and seconded by Derek Upp that the Board accepts and approves Resolution 2023-01-01b, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti			X
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

Resolution 2023-01-02: Approval of Financial Statement

Moved by Pamela Barkley and seconded by Matt Wideman that the Board accepts and approves the December 2022 financial statements, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

VII. Committee Reports

- A. Finance Committee**
No report.
- B. Human Resources Committee**
No report.
- C. Facilities Committee**
No report.
- D. Ethics Council**
No report.
- E. Financial Advisory Committee**
On hold until 2024.

IX. President's Update

Sharon Scruggs stated that the "team" reports are great, Project SEARCH is on task, and great job to Art and Clay on Main; another bonus month!

Sharon and Bob asked if a calendar with special events coming up can be sent out to Board members so they can put on their calendar and try to attend.

Bob stated that he loves the weekly updates from David and having a speaker to kick off the new year was a great way to start the year.

X. Superintendent Update:

David thanked the Board members for being here and stated he is thankful for each one of you. David thanked the officers for their willingness to continue to serve in this role.

Board members should have received a "Friday Update" and David stated that will happen most Fridays. However, David stated he was out last week and that is why you did not receive one this past Friday.

David stated that we had a guest speaker help us kick off the new year on January 3rd as we gathered together. The speaker was great and motivational, everything went well, and we would like to kick the new year off like that each year.

The Biden Administration extended the Public Health Emergency for another 90 days. That does have some organizational benefits to us and the people we support. During this health emergency, we receive an additional 6.2% of our waiver match which will run through the end of June and start winding down in increments over the remainder of the year.

David stated that a number of years ago, we started the Emerging Leaders Program (ELP) here at DD and he headed that program. But with his new role he has passed that off to Anne Mikan and her team. Jen Adkinson is running with it and doing well. Jack Janoso from Fairfield Medical Center and Kate Smiley and Delainey Mcilwain from Park National Bank were present at this month's training and talked about organizational culture. It was great to hear how the two different groups handle it in their own way. We have the largest class to date which includes one staff person from our Vinton partnership. Anne will be bringing back John Pekar to do his session on change.

David stated that he and Anne will be attending the next Superintendent Executive Committee as they have requested the Community Outreach Director from each county to attend as well. They plan to hand out the "talking points" and ask for help to market the large amount of money in the budget proposal to help with the work force crisis to our State Representatives. We are not in favor of this large request, and it seems that only the larger counties do not have a problem with it. David stated that he and Anne will go and listen and see what the dollar request is, then we will have a discussion and decide where we end up as a County Board.

Sharon stated she received a glowing letter from DODD recertifying Fairfield DD through the end of 2025. Sharon congratulated the leadership team and everyone on a wonderful job!

David will forward the letter from DODD regarding the accreditation review to the Board members.

XI. Leadership Team Report

Bob stated that Todd and team accomplished a lot in 2022. Bob also stated that he never noticed all of our Twitter followers (560). Anne stated that we have had Twitter for a long time and that really is a good number and we just received access to our "LinkedIn" page as well.

XII. New Business

A. Resolution 2023-01-03:

Contract Renewal– Vinton County Board of DD (Shared Services)

David stated that our five-year contract is up and we did not do much to this contract, except change to a two-year renewal. We will continue this partnership in the best interest of both Boards and plan to have more intentional discussions. David stated a meeting between the two Boards later this year could be beneficial as both boards are very different.

Moved by Matt Wideman and seconded by Elizabeth Burwell that the Board accepts and approves Resolution #2023-01-03, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

B. Resolution 2023-01-04:

Contract Renewal– Innerphase Video Productions (IVP)

Elizabeth Burwell chaired the meeting for this resolution and asked for a motion.

Moved by Matt Wideman and seconded by Derek Upp that the Board accepts and approves Resolution #2023-01-04, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti			X
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

C. Resolution 2023-01-05:

Contract Renewal– WLOH

Moved by Pamela Barkley and seconded by Elizabeth Burwell that the Board accepts and approves Resolution #2023-01-05, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

D. Resolution 2023-01-06:

New Contract– Knox County Board of DD

Moved by Matt Wideman and seconded by Elizabeth Burwell that the Board accepts and approves Resolution #2023-01-06, as presented.

Matt Wideman asked about the agreement. David Baum explained that we have a similar contract with Licking DD. Darendra Geer provides benefits and work incentive consultations with families and works with OOD to plan and compile information on how work may impact an individual's benefits.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

E. Resolution 2023-01-07:

Invoices Exceeding Ten Thousand Dollars– Acoustical System @ SSA Complex

Moved by Matt Wideman and seconded by Pamela Barkley that the Board accepts and approves Resolution #2023-01-07, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

F. Resolution 2023-01-08:

Policies for Review and Approval– Readopted

Moved by Matt Wideman and seconded by Elizabeth Burwell that the Board accepts and approves Resolution #2023-01-08, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

G. Resolution 2023-01-09:

Policies for Review and Approval– Revised

Moved by Elizabeth Burwell and seconded by Pamela Barkley that the Board accepts and approves Resolution #2023-01-09, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

H. Resolution 2023-01-10:

Resignations/Terminations/Retirements

Moved by Pamela Barkley and seconded by Elizabeth Burwell that the Board accepts and approves Resolution #2023-01-10, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Elizabeth Burwell	X		
Bob Competti	X		
Jessica Roth	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

I. Informational Items:

Procedures for Review
Resolution from ODE

XII. Items from Board Members:

Sharon asked if Fairfield DD is involved with "Night to Shine" on February 10th. David stated that people we support typically attend but organizationally we are not a part of it. It is usually hosted by a church. Jessica Roth stated it was hosted by a church in Pickerington but there has not been one held since Covid. David stated that he will look into it and let the everyone know. Sharon stated it could be an opportunity for Board members to volunteer. Sharon is volunteering at one hosted near her in Florida. Jessica stated it is a very fun evening.

David gave an update on the planning for the Celebration of Possibilities. The Celebration will be a little different this year. The date is Wednesday, May 17th (typically held on a Thursday) at the Wigwam Event Center. We ran into some date conflicts with the Lancaster Chamber this year. We will have a formal dinner in the ball room then walk over to the theatre for the program. We have a meeting later this week to decide on the entertainment and theme. David will keep everyone updated.

Bob thanked the Board for signing up for the board committees, thanked the leadership team and Sharon for joining us virtually and for all she does.

XIII. Reflection: What have we done at this meeting to help bring about a vibrant community where people lead fulfilling lives and make meaningful contributions?

XIV. Have we considered our ethical responsibilities in the conduct of our business tonight?

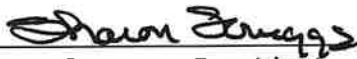
XV. Adjournment

Moved by Matt Wideman and seconded by Pamela Barkley that the Fairfield County Board of Developmental Disabilities adjourns the meeting.

Meeting adjourned at 7:01 p.m.



Gaynor Pfeffer
Recording Secretary



Sharon Scruggs, President
Fairfield County Board of
Developmental Disabilities



Elizabeth Burwell, Secretary
Fairfield County Board of
Developmental Disabilities



Resolution # 2023-01-01a

January 17, 2023

IN THE MATTER OF RATIFICATION AND SIGNING OF EXPENDITURES FOR DECEMBER 2022

WHEREAS, the Fairfield County Board of Developmental Disabilities has reviewed the December 2022 expenditures,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the December 2022 expenditures except for check #5364574 and #5364575 to Innerphase Video Productions for the monthly sponsorship and the mission driven videos.

Motion by: Elizabeth Burwell

Seconded by: Jessica Roth

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-01a.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-01b

January 17, 2023

IN THE MATTER OF RATIFICATION AND SIGNING OF EXPENDITURES FOR DECEMBER 2022

WHEREAS, the Fairfield County Board of Developmental Disabilities has reviewed the December 2022 expenditures, and

WHEREAS, the following expenditures to Innerphase Video Productions have been separated from Resolution #2023-01-01a:

- #5364574 (IVP)
- #5364575 (IVP)

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the above expenditures to Innerphase Video Productions, as presented.

Motion by: Matt Wideman

Seconded by: Derek Upp

YEAS: 5

NAYS: 0

ABSTENTIONS: 1

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-01b.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-02

January 17, 2023

IN THE MATTER OF APPROVING THE FINANCIAL STATEMENTS FOR DECEMBER 2022

WHEREAS, the Fairfield County Board of Developmental Disabilities has reviewed the December 2022 financial statements,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the December 2022 financial statements as presented.

Motion by: Pamela Barkley
Seconded by: Matt Wideman
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-02.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-03

January 17, 2023

IN THE MATTER OF A RENEWING A MEMORANDUM OF UNDERSTANDING WITH THE VINTON COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

WHEREAS, in September 2011 the Fairfield CBDD and the Vinton CBDD entered into a strategic alliance wherein certain administrative staff are shared between the Boards, and

WHEREAS, the Memorandum of Understanding between the Fairfield and Vinton County Boards expired and both county boards would like to continue the strategic alliance and enter into a new one-year agreement,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves entering into a new Memorandum of Understanding with the Vinton CBDD, as attached, continuing the Fairfield/Vinton Strategic Alliance, as presented.

Motion by: Matt Wideman
Seconded by: Elizabeth Burwell
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-03.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-04

January 17, 2023

IN THE MATTER OF A CONTRACT RENEWAL WITH INNERPHASE VIDEO PRODUCTIONS

WHEREAS, the Fairfield County Board of Developmental Disabilities previously contracted with Innerphase Video Productions for the following:

- Fairfield Today Program Sponsorship
- Fall and Winter Sports Sponsorship
- Lancaster Festival Live Program

and

WHEREAS, the Fairfield County Board of Developmental Disabilities and Innerphase Video Productions wish to enter into a new contract for 2023,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the 2023 contract renewal with Innerphase Video Productions, as presented.

Motion by: Matt Wideman

Seconded by: Derek upp

YEAS: 5

NAYS: 0

ABSTENTIONS: 1

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-04.

A handwritten signature in black ink that reads "Elizabeth Burwell". The signature is written in a cursive style and is positioned above a horizontal line.

Elizabeth Burwell, Board Secretary



Resolution # 2023-01-05

January 17, 2023

IN THE MATTER OF A CONTRACT RENEWAL WITH WLOH RADIO COMPANY

WHEREAS, the Fairfield County Board of Developmental Disabilities previously contracted with WLOH Radio Company for the following:

- Fulfilling Lives Radio Shows
- Fall and Winter Sports Sponsorship
- FCDL Weekly Show Sponsorship
- Lancaster Festival & Lancaster Parade Programs

and

WHEREAS, the Fairfield County Board of Developmental Disabilities and WLOH Radio Company wish to enter into a new contract for 2023,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the 2023 contract renewal with WLOH Radio Company as presented.

Motion by: Pamela Barkley

Seconded by: Elizabeth Burwell

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-05.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-06

January 17, 2023

IN THE MATTER OF AN AGREEMENT FOR BENEFITS CONSULTATION

WHEREAS, the Knox County Board of Developmental Disabilities has requested that the Fairfield County Board of Developmental Disabilities provide benefits consultation, and

WHEREAS, the Fairfield County Board of Developmental Disabilities wishes to enter into an agreement effective January 1, 2023 through December 31, 2023,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the agreement for benefits consultation with the Knox County Board of Developmental Disabilities, as presented.

Motion by: Matt Wideman
Seconded by: Elizabeth Burwell
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-06.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-07

January 17, 2023

IN THE MATTER OF AN ACOUSTICAL SYSTEM TO PROVIDE WHITE NOISE

WHEREAS, the Superintendent of the Fairfield County Board of Developmental Disabilities has the authority to authorize contracts and expenditures for the Board up to Ten Thousand Dollars (\$10,000.00), and

WHEREAS, due to the increase of staff at the SSA Complex, a sound masking system would help eliminate noise for staff working in cubicles, and

WHEREAS, Look Communications, Inc. has submitted a quote for \$12,984.45 for an acoustical system that will provide white noise in the background to help filter out distracting noises or conversations, and

WHEREAS, Look Communications, Inc. will also be able to provide an audio interface system for overhead paging once the new County phone system is installed; not to exceed an additional \$3,015.55, and

WHEREAS, this expense was included in the 2023 budget,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

Section 1. That the Board authorizes the expense of \$12,984.45 to Look Communications, Inc. for an acoustical system that will provide white noise throughout the SSA Complex.

Section 2. That the Board authorizes an additional \$3,015.55 to Look Communications, Inc. for an audio interface system for overhead paging once the new County phone system is installed.

Motion by: Matt Wideman

Seconded by: Pamela Barkley

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-07.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-08

January 17, 2023

IN THE MATTER OF POLICIES FOR REVIEW AND APPROVAL

WHEREAS, the following policies are scheduled for review:

- F-07, Rates and Third-Party Payment
- HR-50, On-Call
- SS-30, Do Not Resuscitate Order

and

WHEREAS, there are no recommended changes in the above-referenced policies,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the re-adoption of the policy listed above and as presented.

Motion by: Matt Wideman

Seconded by: Elizabeth Burwell

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-08.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-09

January 17, 2023

IN THE MATTER OF POLICIES FOR REVIEW AND APPROVAL

WHEREAS, the following policy is scheduled for review:

- SS-06, Individual Support Coordination

and

WHEREAS, the administration is recommending revisions,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board adopts the above policy as revised and as presented.

Motion by: Elizabeth Burwell
Seconded by: Pamela Barkley
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-09.


Elizabeth Burwell, Board Secretary



Resolution # 2023-01-10

January 17, 2023

IN THE MATTER OF STAFF RESIGNATIONS, TERMINATIONS & RETIREMENTS

WHEREAS, Natalie Taratino, Individual Support Coordinator has resigned from her position effective January 13, 2023, and

WHEREAS, Catherina Briedenbaugh, Educational Aide has resigned from her position effective January 17, 2023,

NOW THEREFORE,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the resignations listed above.

Motion by: Pamela Barkley
Seconded by: Elizabeth Burwell
YEAS: 6
NAYS: 0
ABSTENTIONS: 0

ADOPTED: January 17, 2023

I certify that this is a true and correct copy of Resolution #2023-01-10.


Elizabeth, Burwell, Board Secretary