HIGHLAND COUNTY BOARD OF DD

NOVEMBER 19, 2019

6:00 PM REGULAR BOARD MEETING

LOCATION: Highland County Board of DD

The Highland County Board of Developmental Disabilities met in a regular session at 6:02 pm, Tuesday, November 19, 2019 at the Highland County Board of Developmental Disabilities. Board Members present: Karen Adams, Charles Fulton, Cheryl Lyle, Elizabeth Fryman, and Michael Richards. Absent: Paul Pence, and Matthew Roberts

Others present were Sherry Burns, Executive Administrative Assistant, Elizabeth Brennfleck, Human Resource Director, Becky Pollard, Nurse, Kelli Williamson, SSA Director, Larry Gray, Operations Director, Suzie Janasov, Early Childhood Director, Stacy Hazelton, Education/PR Director, Kraig Walker, Community First Director

**ROLL CALL:** Charles Fulton, present; Michael Richards present; Cheryl Lyle, present, Karen Adams, present, Elizabeth Fryman, present,

**ADDITIONS TO AGENDA**: None

**Reports:**

**The minutes of the** October 15, 2019 Regular Board meeting were reviewed and approved in a motion by Elizabeth Fryman, seconded by Michael Richards. Roll Call. All yea, motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Karen Adams, yea, Michael Richard, yea, Cheryl Lyle, yea.**

**New Vendors: Star Cinemas, Martin Public Seating, LLC., Buckeye Training Solutions, Titan Distributors and S&S Contractors**

Charles Fulton made a motion to except the new vendors, seconded by Cheryl Lyle. All yea. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Karen Adams, yea, Michael Richard, yea, Cheryl Lyle, yea**

**Transfers: None**

**Monthly expenditures for November 2019** were reviewed and approved in a motion Elizabeth Fryman, seconded by Charles Fulton. Roll Call. All yea, motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Karen Adams, yea, Michael Richard, abstain, Cheryl Lyle, yea**

**SUPERINTENDENT’S REPORT- No report for November**

**OLD BUSINESS:**

**Project Updates – Larry Gray**

* Electrical Panel Project has started and we will work on the panels over the Christmas break and weekends.
* The parking lot is finished with new lines painted.
* Next year we will look at replacing a several main building doors and continue replacement of old plumbing.

**Public School Partnership- Larry Gray**

We will be meeting with Fairfield schools and more information will be coming at the December Board Meeting.

**NEW BUSINESS:**

**Personnel Updates – Liz Brennfleck**

* We have hired Megan Dehart as a Service and Support Administrator. Meghan has a bachelor’s degree from Morehead University. For the past four years, she has been a Job Coach in Warren County.
* We changed the HMG supervisor position to build in back up. We will designate two supervisors who will carry a larger case load making Home Visiting 65% of the job and supervising 35%. We have hired Paige Staggs as a HMG Home Visitor and Supervisor. We have added the supervising piece to current HMG Home Visitor Chelsey Davis.
* We are in the final steps of the screening process with three candidates for the Educational Aide positions.

**Gift of 2012 Start Trans Freightliner Paratransit Buses – Larry Gray**

Clark County Board of DD has offered to gift the Highland County Board of DD two 2012 Start Trans Freightliner Paratransit Buses. They are free and no restrictions on how long we keep them. We can use to support special Olympics, transportation and transition youth. We need board approval to receive them as a gift from CCBDD.

Charles Fulton made a motion to approve the gift of two 2012 Start Trans Freightliner Paratransit Buses from Clinton County seconded by Elizabeth Fryman. All yea. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Karen Adams, yea, Michael Richard, abstain, Cheryl Lyle, yea**

**Approval of 2020 Budget – Lori Moore**

Lori Moore, Business Director reviewed the 2020 Budget with the HCBDD.

Chery Lyle made a motion to approve the 2020 Budget as presented, seconded by Elizabeth Fryman. All yea. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Karen Adams, yea, Michael Richard, abstain, Cheryl Lyle, yea**

Elizabeth Fryman made a motion to adjourn the HCBDD meeting at 6:31 pm, seconded by Michael Richards. All yea. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Karen Adams, yea, Michael Richard, abstain, Cheryl Lyle, yea**

Prepared by: Sherry Burns, Executive Administrative Assistant

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Karen Adams, Board President Cheryl Lyle, Recording Secretary