HIGHLAND COUNTY BOARD OF DD

MAY 18, 2021

6:00 PM REGULAR BOARD MEETING

Hills and Dales Gym

The Highland County Board of Developmental Disabilities met in a regular session at 6:05 pm, Tuesday, May 18, 2021. Board Members present: Karen Adams, Paul Pence, John Levo, Elizabeth Fryman, Michael Richards and Matthew Roberts. Absent: Cheryl Lyle

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Kelli Williamson, SSA Director, and Lori Moore, Business Director.

**ROLL CALL:** Paul Pence, present; John Levo, present; Michael Richards present; Matthew Roberts, present, Elizabeth Fryman, present, Cheryl Lyle, absent, Karen Adams, present.

**ADDITIONS TO AGENDA**: NA

**Reports:**

**The minutes of the** April 20, 2021 Regular Board Meeting Minutes were reviewed and approved in a motion by Michael Richards, seconded by Paul Pence. Roll Call. All yea, motion carried.

**Roll Call: Paul Pence, yea; John Levo, yea; Elizabeth Fryman, yea, Karen Adams, yea; Michael Richards, yea, Matthew Roberts, yea.**

**New Vendors: No new vendors for May**

**Transfers:** None

**Monthly expenditures for May 2021** were reviewed and approved in a motion by John Levo seconded by Matthew Roberts. Roll Call. All yea, motion carried.

**Roll Call: Paul Pence, yea; John Levo, yea; Elizabeth Fryman, yea, Michael Richards, yea; Matthew Roberts, yea; Karen Adams, yea;**

**SUPERINTENDENT’S REPORT**

* We have discussed in previous meetings the difficulty providers are having finding staff to work. This was an issue prior to the pandemic and has gotten worse over the last year. County boards came together with DODD to help fund a wage increase last year. There are plans to continue to do so with a hopeful goal of $15.00 per hour in increments over the next several years. We will see these increases reflected in our residential costs. We are hoping any settlement monies we receive will offset these costs as they are incurred. The Superintendent group just voted on an option which would have DODD picking up the cost in the first year and then the Boards picking these up in year 2 and after up to a 2% increase until $15.00 is reached. The second-year option will give us time to work with our Boards around the state to have specifics answered related to both costs and accountability.
* The Summer Youth program will start in June and go a total of 5 weeks. Due to the number interested we will be contracting with 2 people to help us during this 5- week period. The transitional youth program continues to do well with a success rate of 81% employment in the previous school year.
* HMG and EI numbers continue to be strong. We plan to continue the hybrid approach of service, in person and virtual after the state health orders expire, as the model works well for our families.
* We had a server issue over the past few weeks…the server failed to back up several days of work causing our IT group to manually back up the information. Although very stressful and time consuming, we are just thankful it was an internal issue not the result of some type of outside hack.
* Last, we are having our DODD accreditation June 7 & 8th and we look forward to putting that behind us.

**OLD BUSINESS:**

**Project Updates- Larry Gray**

* We are working on getting bids for the HVAC pumps and valves project and will bring those to June’s board meeting.
* We will be updating the camera system throughout the building and will be adding outside cameras too.
* We are looking at the possibility of fence to be able to keep all gasoline vehicles in. We have had issued with catalytic converters being stolen off vehicles. Vans have been moved to other

Locations. Including a few staff homes until a more permanent solution can be addressed.

**NEW BUSINESS:**

**Preliminary 2022 Budget – Lori Moore**

The preliminary budget that was approved by the Finance Committee was presented to the board for approval. We are submitting a balanced budget for 2022.

Michael Richards made a motion to approve the 2022 Preliminary budget as presented, seconded by Paul Pence. All yea. Motion carried.

**Roll Call: Paul Pence, yea; John Levo, yea; Elizabeth Fryman, yea, Michael Richards, yea; Matthew Roberts, yea; Karen Adams, yea**

Elizabeth Fryman made a motion seconded by Matthew Roberts to go into Executive Session at 6:45 pm.

Board returned to public session at 6:57 pm.

A motion was made by Michael Richards to extend Debra Buccilla’s Superintendent Contract for four years (January 1, 2022 to December 31, 2025) and add an additional week of vacation (8 weeks total), seconded by Elizabeth Fryman. All yea. Motion carried.

**Roll Call: Paul Pence, yea; John Levo, yea; Elizabeth Fryman, yea, Michael Richards, yea; Matthew Roberts, yea; Karen Adams, yea**

Matthew Roberts made a motion to adjourn the Highland County Board Meeting at 6:59 pm, seconded by Elizabeth Fryman. All yea. Motion carried.

Prepared by: Sherry Burns, Executive Administrative Assistant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Karen Adams, Board President

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cheryl Lyle, Recording Secretary