

Lawrence County Developmental Disabilities  
Board Meeting Notes  
August 8, 2023 6:00 PM

1. Call to Order

2. Roll call

Mrs. Carte	Present
Mr. Gore	Present
Mr. Huff	Excused Absence
Ms. Jones	Present
Mrs. Marks	Present
Mr. Smith	Excused Absence
Mr. Thompson	Present

Ms. Monroe, Superintendent  
Mrs. Brand, Business Manager/HR  
Mrs. Menshouse, Executive Assistant  
Mr. Whaley, IT/Fiscal Assistant  
Mrs. Garnes, SSA Director  
Mrs. Kerns, Principal

3. Adoption of Agenda

Ms. Monroe informed board members that letter F. - MEORC Agreement - had been added to the agenda and the staff in-service date was changed to August 14.

4. Public Comments - None

5. Approval of Minutes

- A. Finance Committee Minutes of June 13, 2023
- B. Board Meeting Minutes of June 13, 2023
- C. Special Board Meeting Minutes of July 27, 2023

Motion was made by Mr. Thompson to approve the June Finance Committee Minutes, June Board Meeting Minutes and July Special Board Meeting Minutes all as presented. Mrs. Marks seconded the motion. Roll Call.

Mrs. Carte	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes

6. Committee Reports - None

7. Finance and Expense Reports, June and July, 2023

Ms. Brand submitted her report prior to the board meeting. She reviewed her report with board members.

Motion was made by Mr. Thompson to approve the Finance and Expense Report as presented. Mr. Gore seconded the motion. Roll Call

Mrs. Carte	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes

- 8. Superintendent Report – Julie Monroe  
Report was submitted prior to the board meeting and she had nothing new to add.
- 9. Program Reports – Written reports submitted prior to meeting
- 10. Old Business  
2022 Annual Report – Ms. Monroe reported that the final draft of the report was not yet ready.

- 11. New Business
  - A. Board Policy
    - Policy 3.12 Employment First – Updated per DODD Rule
  - B. Personnel Policies
    - Policy 14.04 Personal Leave - Revised
    - Policy 6.02 Attendance & Punctuality - Revised
    - Policy 4.05 – Nepotism - Revised
    - Policy 1.03 – Important Information – Updated
    - Policy 14.17 – Pumping at Work – New per PUMP Act

Motion was made by Ms. Carte to approve all policy revisions listed above and Policy 3.12 Employment First. Ms. Jones seconded the motion. Roll Call.

Mrs. Carte	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes

- C. Board Focus Group Session – October 10, 2023 @ 6 PM  
Ms. Monroe informed board members that Treva Williams, of OSU Extension, will be leading the strategic plan process and facilitate focus group sessions. The board members agreed to have their focus group at the beginning of the October meeting.
- D. Revised Employee Calendar – 2023-2024  
Mrs. Brand explained the revisions, an extra day listed was removed from July making the number of work days 249 – instead of 250. The agency now has 249 working days due to the addition of the Juneteenth holiday.

Motion was made by Mr. Gore to approve the revised 2023 – 2024 Employee Calendar. Ms. Jones seconded the motion. Roll Call.

Mrs. Carte	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes

E. Eagle Consulting Agreement

Mr. Whaley explained the agreement and that this is an Ohio based company that works with DD agencies. Eagle Consulting would lead the process if there was a security breach. The cost is \$7,000 each year for 3 years.

Motion was made by Ms. Jones to approve an agreement with Eagle Consulting as funding allows. Mr. Thompson seconded the motion. Roll Call

Mrs. Carte	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes

F. MEORC Agreement

Ms. Monroe presented a proposed agreement with MEORC (Mid East Ohio Regional Council). MEORC is a COG that provides services to County Boards. The service outlined in the agreement would include an operational assessment to help the agency implement best practices for service delivery within the SSA Department and to prepare for the upcoming DODD Accreditation review. This is a service that MEORC specializes in and provides across the state.

Motion was made by Mrs. Marks to approve the agreement with MEORC as presented. Ms. Carte seconded the motion. Roll Call

Mrs. Carte	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes

12. Announcements

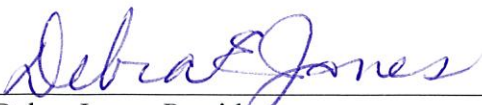
Staff In-Service – August 14, 2023 at ODS gymnasium – 8AM – 3 PM

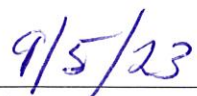
13. Next Board Meeting- September 12, 2023 @ 6:00 p.m.

14. Adjournment

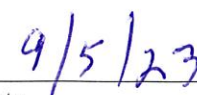
Motion was made by Mr. Gore to adjourn the meeting. Mr. Thompson seconded the motion. Motion carried. Meeting adjourned.

Meeting Minutes prepared by: Lecia Menshouse

  
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 Debra Jones, President

  
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 Date

  
 \_\_\_\_\_  
 Steve Thompson, Recording Secretary

  
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 Date