

**Lawrence County Developmental Disabilities
Board Meeting Minutes
May 10, 2022**

1. Call to Order

Meeting was called to order by Debra Jones, President.

2. Roll call

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

Ms. Monroe	Superintendent
Mrs. Brand	Business Manager/HR
Mrs. Menshouse	Executive Assistant
Mr. Whaley	IT & Fiscal Specialist
Mrs. Garnes	Director of SSA/EI
Mrs. Heim	ODS Principal

3. Adoption of Agenda

Ms. Monroe informed board members she needs to add an item under new business, E. Personnel Committee.

4. Public Comments

None

5. Approval of Minutes – April Meeting Minutes

Motion was made by Mr. Gore to approve the April Meeting Minutes. Seconded by Mr. Smith. Roll call.

Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Huff	Yes	Mrs. Marks	Yes		

6. Committee Reports

None

7. Finance and Expenses

Mrs. Brand submitted a written report. She reviewed the financial report and gave an update on human resources.

Motion was made by Mr. Gore to approve the April Financial and Expense report. Seconded by Ms. Jones. Roll call.

Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Huff	Yes	Mrs. Marks	Yes		

8. Superintendent Report

Ms. Monroe submitted a written report and highlighted the following:

- The annual report had been pushed back to the June 14 meeting.
- Ms. Monroe reported that her and Mrs. Brand met with the Lawrence County Budget Commission and reviewed the 10-year financial forecast.
- The first Autism Walk and Sensitive Egg Hunt in April was successful. There was a good turnout and positive feedback.
- The first Provider Recognition Luncheon will be held June 9.
- The Mental Health First Aid training in May was well attended and provided helpful and applicable information.
- LCDD will have a float in the Memorial Day Parade.

9. Old Business

A. Vacation Policy #14.03 – 2nd Reading

Motion was made by Mr. Gore to approve the revised Vacation Policy #14.03 and anyone impacted by this policy will have 90 days from today’s date, May 10, 2022, to utilize any vacation hours in excess of the three (3) year accrual limit. Seconded by Mr. Huff. Roll call.

Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Huff	Yes	Mrs. Marks	Yes		

10. New Business

A. Executive Session - following ORC 121.22(G)(1) Employment matters to consider employment and discipline of a public employee.

Motion was made by Mr. Gore to go into executive session following ORC 121.22 (G)(1) employment matters to consider employment and discipline of a public employee. Seconded by Mr. Smith. Roll call. Time: 6:46 p.m.

Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Huff	Yes	Mrs. Marks	Yes		

The Board resumed open session at 7:30 p.m.

B. Quality Care Nursing Payment

Motion was made by Mr. Gore to approve the payment of the non-federal share portion of what is owed to Quality Care Nursing for HCBS waiver services. The remaining portion of the bill remains unpaid because the additional service units provided by Quality Care Nursing to an individual were not submitted to DODD within the timeline due to a LCDD staff error. Ms. Monroe will follow up with Quality Care Nursing about the remainder of the bill and how it will be handled. Seconded by Ms. Jones. Roll call.

Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Huff	Yes	Mrs. Marks	Yes		

C. Approval for Superintendent to serve on ILCAO board

Motion was made by Mr. Huff to approve Ms. Monroe, Superintendent to serve on the Ironton-Lawrence Community Action Organization board of directors. Seconded by Mr. Smith. Roll call.

Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes
Mr. Huff	Yes	Mrs. Marks	Yes		

D. Ethics Council meeting needed to review outside employment
Ms. Monroe reported that an Ethics Council meeting was needed to review outside employment of LCDD employees.


E. Appointment of Personnel Committee
Ms. Monroe has requested that a personnel committee be formed to review personnel policies and labor management issues. The following members were appointed: Mrs. Marks, Mr. Smith, and Mr. Gore.

11. Announcements
None

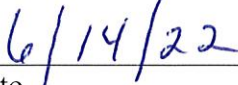
12. Next Board Meeting – June 14, 6 p.m. at ODS Cafeteria

13. Adjourn
Motion was made by Ms. Jones to adjourn the meeting. Seconded by Mr. Smith. Motion carried. Meeting adjourned.

Meeting minutes prepared by: Lecia Menshouse



Debra Jones, President



Date

Steve Thompson, Recording Secretary

Date