

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

December 21, 2016
Regular Meeting
Dennis M. Coble Administration Building

MINUTES

President Cheri Michael called the regular meeting to order at 5:05pm.

Board Members present by Roll Call:

Kelly Butler, Thomas Cochran , John Gargan, Ralph Kletzien, Cheri Michael, Timothy Moran,
Jeanne Schmidlin

A quorum is present.

Administrative Staff Present (absences noted by Superintendent)

O. Nagi, Supt, M. Condos, D. Cotton, J. Kreiner, L. Leslie, J. Nichols, B. Puleo, G.
Slapnicker, G. Smith, , K. Sumwalt, T. Torch, J. Vennetti

Excused: G. Brown, K. Smith, J. Weaver

Guests present: Annette Dowling, Frank Dowling, Maddie Byerly, Heather Byerly, Michelle
Sahr

Staff: C. West

Public Comment: none

The Superintendent, on behalf of the Board, presented to Annette Dowling, the 2016 *Earl and Mary Lohr Community Service Award*.

Adopted a motion to approve minutes from November 16, 2016, Regular Meetings

Motion by T. Moran

Second by R. Kletzien

Motion carried by voice vote

Motioned to approve the agenda for December 21, 2016 as presented at table.

Motion by J. Gargan

Second by J. Schmidlin

Motion carried by voice vote

Contracts approved by Superintendent per Policy 2.01 Section 6: *purchases necessary to meet operations needs not in excess of the competitive bidding limit set by §307.86 of the ORC*

1. 2017 Administrative Contract with the *Center for Families and Children* for Employee Assistance Program (EASE@Work) for the term January 1, 2017 through December 31, 2018 at four thousand dollars eighty dollars (\$4,080.00) per year not to exceed eight thousand one hundred sixty dollars (\$8,160.00) for the contract term with a decrease in contract amount due to decrease in total employees from previous contract from the 2015-2016 contract
2. Contractual Agreement with *Family and Community Services, Inc.* for Early Intervention Services for the period January 1, 2017 through December 31, 2017 in an amount not to exceed eighteen thousand five hundred dollars (\$18,500.00)
3. Contract with *Siffrin* for provision of transportation services for three (3) beneficiaries for the term January 1, 2017 through December 31, 2017 in an amount not to exceed twenty-eight thousand three hundred sixty-eight dollars (\$28,368.00)

Motion for the Ratification of the November 2016 Invoice Payments as authorized by the Superintendent

Motion by R. Kletzien
Second by T. Moran
Motion carried by voice vote

Motion for the Acceptance of the November 30, 2016 Financial Report

Motion by R. Kletzien
Second by T. Cochran
Motion carried by voice vote

Motioned to approve Resolution 16-12-01 for the Approval of Direct Services Contracts with the following Individuals as Recommended by the Ethics Council per Approved Ethics Council Resolution EC16-12-01 with no Conflict of Interest for Ebony Butler for Individual #204629; Lang & Lindsey Brumit for Individual #203985

RESOLUTION 16-12-01

APPROVAL OF DIRECT SERVICES CONTRACTS WITH THE FOLLOWING INDIVIDUALS AS RECOMMENDED BY THE ETHICS COUNCIL PER APPROVED ETHICS COUNCIL RESOLUTION EC16-12-01 WITH NO CONFLICT OF INTEREST FOR:

Ebony Butler for Individual #204629
Lang & Lindsey Brumit for individual #203985

WHEREAS, the Ethics Council has determined that direct services contracts with the

aforementioned named individuals as a parent, guardian or family member meet the requirements of Ohio Revised Code section 5126.033; and

WHEREAS, the Ethics Council recommends to the Portage County Board of Developmental Disabilities direct services contract with the aforementioned name individuals; and

WHEREAS, Ohio Revised Code Section 5126.032 requires that the Portage County Board of Developmental Disabilities shall not enter into any direct services contract that is not recommended by the Ethics Council; now, therefore be it

RESOLVED, that the Portage County Board of Developmental Disabilities accepts the recommendation of the Ethics Council and approves direct services contacts with the aforementioned named individuals; and be it further

RESOLVED, that the Superintendent or his designee is hereby authorized to take any and all action to carry out these direct services contracts.

Submitted by: Omar A. Nagi, Superintendent

The aforesaid resolution was moved by **Jeanne Schmidlin**

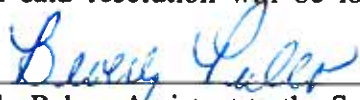
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, Portage County Board of Developmental Disabilities do hereby certify that the aforesaid motion was duly adopted at a regular meeting held **December 21, 2016**, and an accurate copy of said resolution will be located in the official minutes of the Board.


Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 16-12-02 for the Approval of Current Board Employee to Perform Services provided under Section 5126.11 (Family Support Services Program) or

Sections 5126.40 through 5126.46 (Supported Living) through Outside Employment with an Individual, Agency, or other Entity that has a Direct Services Contract with the Board for *Tammy Shultz, Vehicle Operator, Transportation*, to provide direct services as an Independent Provider

RESOLUTION 16-12-02

APPROVAL OF CURRENT BOARD EMPLOYEE TO PERFORM SERVICES PROVIDED UNDER SECTION 5126.11 (FAMILY SUPPORT SERVICES PROGRAM) OR SECTIONS 5126.40 THROUGH 5126.46 (SUPPORTED LIVING) THROUGH OUTSIDE EMPLOYMENT WITH AN INDIVIDUAL, AGENCY, OR OTHER ENTITY THAT HAS A DIRECT SERVICES CONTRACT WITH THE BOARD OR AS AN INDIVIDUAL PROVIDING SERVICES AS RECOMMENDED BY THE ETHICS COUNCIL PER ETHICS COUNCIL RESOLUTION EC16-12-02

WHEREAS, employees of the Board are required to inform the Superintendent of the Board of any outside employment the employee has with any individual, agency, or other entity that has a contract with the Board.; and

WHEREAS, employee *Tammy Shultz, Vehicle Operator, Transportation*, has informed the Superintendent that s/he is an Independent Provider; and

WHEREAS, said employee has completed an affidavit declaring that all of the conditions specified in section 5126.033 of the Ohio Revised Code have been met; and

WHEREAS, the Board's Ethics Council has reviewed and approved through Resolution EC16-12-02 that this employee's outside employment meets all of the conditions specified in Ohio Revised Code section 5126.033; and

WHEREAS, by Resolution EC16-12-02 the Board's Ethics Council recommends to the Portage County Board of Developmental Disabilities approval of this employment; now therefore be it

RESOLVED, that the Portage County Board of Developmental Disabilities accepts the recommendation of the Ethics Council and the dual employment with the aforementioned named individual; and be it further

RESOLVED, that the Superintendent or his designee is hereby authorized to take any and all action to carry out this resolution.

Submitted by: Omar A. Nagi, Superintendent

The resolution was moved by **Thomas Cochran**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in

meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, Portage County Board of Developmental Disabilities do hereby certify that the aforesaid motion was duly adopted at a regular meeting held December 21, 2016, and an accurate copy of said resolution will be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motioned to approved Resolution 16-12-03 for the Acceptance of Gifts, Memorials, Grants, and Donations for the Month of November 2016 in the amount of \$1,275.28

RESOLUTION 16-12-03

ACCEPTANCE OF GIFTS, MEMORIALS, GRANTS, AND DONATIONS FOR THE MONTH OF NOVEMBER 2016

WHEREAS, the Portage County Board of Developmental Disabilities has received, gifts, memorials, grants and donations during the month of September 2016 as specified below: and

To:	From:	
Happy Day School/Portage Industries	Aurora One Fund	\$1,275.28
Portage Industries-AFG Sport 3.5AT Treadmill	John and Kathy Moore	
Total		\$1,275.28

WHEREAS, Board Policy 1.17 requires that all gifts, memorials and donations valued at more than twenty-five dollars (\$25.00) be reported to the Board at each regular meeting; and

WHEREAS, Policy 1.17 further requires the Board to accept or reject such gifts, memorials, donations, and grants by resolution with a roll call; now; therefore be it

RESOLVED, the Portage County Board of Developmental Disabilities accepts with

appreciation the aforementioned named gifts, memorials, grants and donations

Submitted by: Omar Nagi, Superintendent, & Diane Cotton, Director Business Management

The resolution was moved by **Timothy Moran** seconded by **Ralph Kletzien**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **December 21, 2016**, and an accurate copy of said resolution may be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motioned to approved Resolution 16-12-04 for the Approval of an agreement with Portage Industries, Inc. for the period January 1, 2017 through December 31, 2017 in an amount not to exceed four hundred nine thousand, four hundred sixty dollars (\$409,460.00) an 8.7% decrease from the 2016 contract

RESOLUTION 16-12-04

APPROVAL OF AN AGREEMENT WITH PORTAGE INDUSTRIES, INC. FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017 IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED NINE THOUSAND, FOUR HUNDRED SIXTY DOLLARS (\$409,460.00)

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter Board) currently has a contract with Portage Industries, Inc. (hereinafter Vendor) which expires on December 31, 2016; and

WHEREAS, both the Board and the Vendor are desirous of continuing a contractual relationship for the provision of work procurement, production management including inventory control and oversight of production operations, consumer

payroll processing, adult day supports/vocational habilitation, and supported employment-community services provided by the Vendor and paid for by the Board; now, therefore be it

RESOLVED, that the Board hereby approves and authorizes the Superintendent to enter into a contract with the Vendor to pay for the provision of work procurement, production management including inventory control and oversight of operations, consumer payroll processing, adult day supports/vocational habilitation, and supported employment-community services for a contractual period of January 1, 2017 through December 31, 2017 in an amount not to exceed four hundred nine thousand, four hundred sixty dollars and no cents (\$409,460.00), an 8.7% decrease from the 2016 contract; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this contract.

Submitted by: Omar Nagi, Superintendent and Diane Cotton, Director of Business Management;

The resolution was moved by **Kelly Butler** and seconded by **Thomas Cochran**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **December 21, 2016**, and an accurate copy of said resolution may be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 16-12-05 for the Approval to enter into a one-year contract with the Portage Area Regional Transportation Authority (PARTA) for the provision of daily specialized transportation services to adults with an effective contractual span of January 1, 2017 through December 31, 2017 for an amount not to exceed one hundred twenty-five thousand, two hundred dollars (\$125,200.00), a 57% decrease from the 2016 agreement

RESOLUTION 16-12-05**APPROVAL TO ENTER INTO A ONE-YEAR CONTRACT WITH THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) FOR THE PROVISION OF DAILY SPECIALIZED TRANSPORTATION SERVICES TO ADULTS**

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter referred to as the Board) through its Annual Action Plan is responsible for either providing directly itself or making arrangements with outside vendors for the provision of daily specialized transportation services for approximately one hundred forty (140) adults; and

WHEREAS, the Board does not have the capacity to meet this need for daily specialized transportation services to adults with its own transportation fleet nor is it cost effective to expand its transportation fleet; and

WHEREAS, the Board has been utilizing specialized transportation services provided by the Portage Area Regional Transportation Authority (hereinafter referred to as PARTA) for over twenty years to help it meet its daily specialized transportation needs for adults; and

WHEREAS, the daily specialized transportation services provided by PARTA have been and continue to be safe, reliable, dependable, and cost-effective; and

WHEREAS, PARTA is willing and able to continue to provide daily specialized transportation services to adults and enter into a contract with the Board now, therefore, be it

RESOLVED, that the Board hereby approves and authorizes the Superintendent to enter into a one-year contract with PARTA for the provision of daily specialized transportation services to adults with an effective contractual span of January 1, 2017 through December 31, 2017 for an amount not to exceed one hundred twenty-five thousand, two hundred dollars (\$125,200.00), a 57% decrease from the 2016 agreement; and be it further

RESOLVED, that the per trip rate in the contract, will be fifteen dollars and sixty-five cents (\$15.65) as negotiated, a 29% increase from the 2016 agreement; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this contract.

Submitted by: Omar Nagi, Superintendent, Diane Cotton, Director of Business Management, & Jennifer Weaver, Supervisor of Transportation Services

The resolution was moved by **Thomas Cochran** and seconded by **Timothy Moran**

It is found and determined that all formal actions of the Portage County Board of

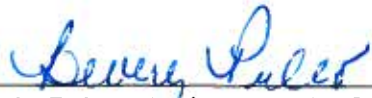
Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **December 21, 2016**, and an accurate copy of said resolution may be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 16-12-06 to request for Approval 2017 Annual Plan

RESOLUTION 16-12-06

REQUEST FOR APPROVAL 2017 ANNUAL PLAN

WHEREAS, Ohio Revised Code (ORC) 5123:2-1-02 *Administration and operation of county boards of developmental disabilities* requires a county board to develop and adopt an annual plan that meets the requirements of sections 5126.04 and 5126.054; and

WHEREAS, the annual plan address the strategy for:

- A. Promoting self-advocacy by individuals served by the Board;
- B. Ensuring that individuals receive services in the most integrated setting appropriate to their needs;
- C. Reducing the number of individuals on the Board’s Waiting List;
- D. Increasing the number of individuals of working age engaged in community employment;
- E. Taking measures to recruit sufficient providers of services to meet the needs of individuals receiving services in the county;
- F. Meeting with each newly certified independent provider within sixty days of the provider being selected to provide services to an individual for purposes of confirming the provider understanding the individual service plan and the provider’s responsibilities and ensuring the provider has contact information for the Board; and

WHEREAS, a Public Forum was held November 16, 2016 to review the 2017 Draft Annual Plan presented by Superintendent, Omar Nagi; and

WHEREAS, public comment/input was accepted until December 14, 2016; and

Resolved, public comment was received by the deadline noted. Any additions/deletions/rewording were reviewed and taken in consideration in the plan as presented to the Board December 21, 2016 for approval; and be it further

Resolved, the Board approves the Annual Plan as submitted at its regular board meeting held December 21, 2016; and be it further

Resolved, the approved Annual Plan will be available on the Board’s website and will be furnished upon request via copy or e-mail; and be it further

Resolved, an annual update will be made available February 2018; and be if further

Resolved, that the superintendent or his/her designee is authorized to take any and all actions to carry out this resolution.

Submitted by: Omar Nagi, Superintendent

The resolution was moved by **Thomas Cochran** and seconded by **Timothy Moran**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

Certification

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **December 21, 2016**, and an accurate copy of said resolution may be located in the official minutes of the Board.

Beverly Puleo, Assistant to the Superintendent

Approve Proclamation for the Knights of Columbus Proclamation to recognize forty (40)

years of sponsoring the Annual Basketball Shootout

PROCLAMATION OF APPRECIATION

WHEREAS, for forty years, member councils of the Portage County Chapter Knights of Columbus have dedicated time, energy, and commitment in providing individuals the opportunity to socialize with the community, and

WHEREAS, achievements, recognitions and friendships are gained by the participants, and

WHEREAS, the following councils have given of themselves to provide the opportunity for individuals to participate in the Annual Special Population Free Throw Contest, and

WHEREAS, the Portage County Board of Developmental Disabilities extends sincere gratitude and thank you to:

- Aurora Council #14186
- Garrettsville St. Ambrose Council #11801
- Kent Council #1411
- Mantua Council #3766
- Newman Center #15312
- Randolph St. Joseph Council #2039
- Ravenna Council #1417
- Rootstown St. Peter’s Council #5173
- Streetsboro Council #4571
- Windham St. Andrew’s Council #4431

THEREFORE BE IT RESOLVED, the Portage County Board of Developmental Disabilities appreciates, commends, and recognizes each of the named Councils, thanking each council for the opportunity to participate in the Annual Special Population Free Throw Contest.

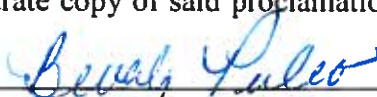
Kelly Butler
John Gargan, Jr
Timothy Moran

Thomas Cochran
Ralph Kletzien
Jeanne Schmidlin

Cheri Michael

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held **December 21, 2016**, and an accurate copy of said proclamation may be located in the official minutes of the Board.


Beverly Puleo, Assistant to the Superintendent

No committee reports for the month.

Reviewed November 2016 Management Reports—Gary Slapnicker HIPAA and Information Technology Manager, reviewed Technology report

Reviewed November 2016 Personnel Report:

Recap of Personnel Actions for November 2016:

- As of November 30, 2016, there were 163 employees including ten (10) intermittent positions and six (6) vacancies.
- There are three (3) permanent Part-Time employees assigned in Adults Services—one (1) employee is also permanent Part-Time in Transportation and counted there

Positions Added/Abolished:

Abolished:

- Lawn Maintenance Worker, 260/261/262 days, 8 hrs/day (Maintenance)
- Personal Service Assistant, Permanent Part-time (Adult Services)

Job Postings/Vacancies

- Account Clerk I, 240 days, 8 hrs/day (Transportation), vacant August 25, 2016, posted August 17-31, 2016, Vacant
- Director of Adult Services, 260/261/262 days, 8 hrs/day (Adult Services), vacant October 28, 2016, posted September 22-October 7, 2016, Vacant
- Vehicle Operator w/CDL, 240 days, 4 hrs/day-*Permanent Substitute* (Transportation), vacant November 30, 2016, posted November 15-23, 2016, Filled December 5, 2016
- Maintenance Repair Worker, 260/261/262 days, 8 hrs/day (Maintenance), vacant November 30, 2016, posted November 16-December 2, 2016, Vacant

Supplemental Positions:

- Basketball Coach (November - March)-**2 positions**, vacant October 12, 2016, posted October 14-21, 2016, Filled
- Volleyball Coach (March - June), vacant October 12, 2016, posted October 14-21, 2016, Filled

New Hires:

Promotions/Transfers

Reclassifications

Additional Assignments:

Supplemental Agreements:

- Stephen Hamilton Basketball Coach (November - March), effective October 25, 2016
- Lauren Myers Basketball Coach (November - March), effective October 25, 2016
- Lauren Myers Volleyball Coach (March - June), effective October 25, 2016

Separations:

- Katherine Snyder Sustain Registered Service Worker (Adult Services), effective November 7, 2016

Retirements:

Mark Dennis	Maintenance Repair Worker, 260/261/262 days, 8 hrs/day (Maintenance), effective November 30, 2016
Cynthia Hubbard	Vehicle Operator w/CDL, 240 days, 4 hrs/day (Transportation) & PT Personal Svc Asst (Adult Services), effective November 30, 2016
Kenneth Keele	Lawn Maintenance Worker, 260/261/262 days, 8 hrs/day (Maintenance), effective November 30, 2016

Reviewed November 2016 Enrollment Report with enrollment 943 beneficiaries for the month of November representing an increase of twenty (20) and a decrease of twenty-two (22) beneficiaries from October 2016

The Superintendent reported on the following:

- **Board Member Appointment:** Michelle Sahr was appointed to the Portage County DD Board by the commissioners starting a 4 year term January 2017. Congratulations and Welcome Michelle!
- **Happy Day Task Force:** The Commissioners have contracted mediator services with Mr. Rob Stein to assist with the discussions of the Happy Day Task Force. Mr. Stein planned a meeting with the Treasurers of the December 6. He has been meeting with many different levels of stakeholders during this process. I have reached out to request a meeting for an update on the process.
- **PARTA Contract Update:** We have assisted 28 people on waivers select other transportation providers beginning January 1, 2017. PARTA will provide transportation for 18 passengers not on waivers during 2017. We appreciate the cooperation and support PARTA offered the passengers and Board during this process.
- **Presentations for Family/Community Awareness:** December 13 Director Martin from the Department of Developmental Disabilities presented at the Ravenna Elks Club from 6 to 8pm. Director Martin spoke with families about his experiences as a parent and family of a child with a disability and the systemic changes affecting the state and DD services.
- We confirmed plans with the Ohio Treasurers Office to present on the STABLE Account January 25 at the Coble Administration building. This is a savings account that allows individuals with disabilities the ability to save and invest up to \$14,000 per year without losing government benefits such as Medicaid and SSI.
- February we are working on a Work Force Innovations Opportunities Act forum.
- **Impact Communications Group:** We have created and scheduled 33 Facebook and Twitter postings. Our engagement went up 520%, 4,505 views registered with our information last month. We will continue to promote events, community activities, success stories and information exchange.
- **Director of Adult Services Interviews:** We have interviewed 4 candidates for the position. We are reposting the position to seek additional candidates to consider for the appointment.

The President announced the Organizational and Regular Board Meeting is Wednesday, January 18, 2017, 5:00pm at the Dennis M. Coble Administration Building

At 5:56pm, the Board entered Executive Session in the Board

Motion by J. Schmidlin
 Second by R. Kletzien

For the following identified reason:

- (x) To consider the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; indicate reason: Superintendent Evaluation and Compensation
- () To consider the purchase of public property or the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest;
- () Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or intimate court action;
- (x) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- () Matters required to be kept confidential by federal law or rules or state statutes.
- () Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public boy of public office.

The aforesaid motion having been put to a roll call vote, the results of which were as follows:

NOT VOTING	PRESENT		BOARD MEMBERS
	YES	NO	
()	(x)	()	KELLY BUTLER
()	(x)	()	THOMAS COCHRAN
()	(x)	()	JOHN GARGAN JR
()	(x)	()	RALPH KLETZIEN
()	(x)	()	CHERI MICHAEL
()	(x)	()	TIMOTHY MORAN
()	(x)	()	JEANNE SCHMIDLIN

Motion to adjourn executive session at 7:48pm

Motion by R. Kletzien
 Second by T. Moran

Motion carried by roll call vote as follows: Kelly Butler, aye, Thomas Cochran, aye, John Gargan, Jr., aye, Ralph Kletzien, aye, Timothy Moran, aye, Cheri Michael, aye, Jeanne Schmidlin, aye.

Motion to return to open session 7:49pm

Motion by J. Schmidlin

Second by K. Butler

Motion carried.

Action from Executive Session to approve Resolution 16-12-07 to increase current Superintendent's compensation:

RESOLUTION 16-12-07

SUPERINTENDENT COMPENSATION

WHEREAS, The Portage County Board Of Developmental Disabilities (Board) Has Performed the Superintendent's Annual Evaluation, And

WHEREAS, the Board has determined the Superintendent to receive an increase in compensation, now, therefore be it

RESOLVED, the Board establishes the following increase in compensation for its Superintendent, Omar A. Nagi:

2.5% increase to current hourly rate (from \$47.90 to \$49.10)
effective January 1, 2017

and be it further

RESOLVED, that the Director of Human Resources is herein authorized to take any and all action to carry out this resolution with the Portage County Auditor and to reflect this increase in compensation in the Superintendent's current contract for employment.

The resolution was moved by **Ralph Kletzien** and seconded by **John Gargan**

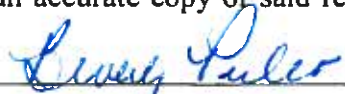
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which are as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Cheri Michael,	aye

Certification

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **December 21, 2016**, and an accurate copy of said resolution may be located in the official minutes of the board.



Beverly Puleo, Assistant to the Superintendent

The President asked if any other business needed to come before the Board. There being none, he called for a motion for adjournment at 7:50pm

Motion by T. Moran
Second by T. Cochran
Motion carried by voice vote.

INFORMATION

- Tuesdays, December 20, 2016** Board Eligible Family Swim, Happy Day School, 6:00-7:30pm
- Wednesday, December 21, 2016** Adult Services Holiday Party, Portage Industries, 10:45am
- Wednesday, December 21, 2016-January 2, 2017** Winter Break, Children's Services
- Thursday, December 22, 2016-January 2, 2017** Winter Break, Adult Services
- Thursday, December 22, 2016-January 2, 2017** Agency Closed
- Tuesday, January 3, 2017** All Programs Resume
- January 3, 10, 17, 24, 31, 2017** Board Eligible Family Swim, Happy Day School, 6:00-7:30pm
- Monday, January 9, 2017** Parent Council Meeting at Portage Industries, 6:30 PM
- Saturday, January 14, 2017** Knights Of Columbus Basketball Shoot-Out, Happy Day School, 11:00-am -2:00pm
- Monday, January 16, 2017** MLK Birthday- Agency Closed
- Friday, January 20, 2017** Adult Services Dance, Happy Day School, County Theme & Circulators to instruct Square Dancing

Respectfully Submitted,



Beverly Puleo, Assistant to the Superintendent



Chris Michael, President



Kelly Butler, Secretary