

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

AUGUST 20, 2014

5:00 p.m.

Regular Meeting

Dennis M. Coble Administration Building

MINUTES

President John Gargan, Jr. called the regular meeting to order at 5:04pm.

Board Members present by Roll Call:

T. Cochran, J. Gargan, R. Kletzien C. Michael, T. Moran, J. Schmidlin

A quorum is present.

Administrative Staff Present (absences noted by Superintendent)

P. Macke, Supt., M. Condos, D. Cotton, L. Leslie, G. McAlister, G. Paroz, B. Puleo, K. Sumwalt

Excused: G. Brown, J. Foster, K. Smith, J. Weaver, B. Whitacre,

Guests present: Ashleigh Lawrence, POWERcorp Coordinator; staff members: M. Beichler, N. Fiorentino, J. Gunther, D. Gordon, J. Hedge, L. Hodgen, N. Nadasky, J. Nichols, R. Schultz, C. West; Parent Council Members: Colleen Brown, Annette Dowling, Jean Johns, Cheri Michael, President; Representing Special Olympics: Becky Baldwin, Clarence Williams, Coach

Motioned to approve excused Board Member: Sandy Craft

Motion by J. Schmidlin

Second by T. Cochran

Motion carried by voice vote.

The following staff was introduced to the Board by his Supervisor, George Paroz, Service and Support Supervisor: *Jessie Miller*, Service and Support Administrator, Service and Support Administration, effective June 11, 2014

Three members of the Beta Tetarton Chapter of Phi Sigma Kappa presented a donation to the Portage County Special Olympics from the proceeds of 'Bowling with Olympians' fundraiser. The Board recognized the Chapter for their outstanding efforts. The Chapter also reported that a 'Kickball Tournament' is being organized as another fundraiser for this fall, probably in October.

Gail McAlister, Special Olympics Coordinator, introduced Coach Clarence Williams and athlete Becky Baldwin. The Board recognized Becky for her outstanding accomplishments at the 2014 Special Olympics USA Games in New Jersey. Becky was one of the nine Ohio athletes selected to participate in the games.

Public Comment: Dan Reynolds, Executive Director for the Akron Rotary Camp-was introduced to by Board by Gail McAlister, Director of Children’s Services. Mr. Reynolds presented to the Board a Fact Sheet for the *Portage Trailblazers Camp*. Participation has grown over the last four years with 42 campers in 2010 to 84 campers in 2014. Counselor to camper ratio is 1:3 with assistance of several volunteers. Akron Rotary Camp (and Portage Trailblazers) is accredited by the American Camp Association (ACA). This was their summer accreditation visit and camp scored 100%. Mr. Reynolds publically acknowledged Gail McAlister for her leadership and professionalism for a successful camp experience.

Representatives from Parent Council presented a brief history of the organization; they continue to assist individuals in meeting their needs in emergency situations and continue fundraising events to meet those needs. Former treasurer, Ruth Haney, made good investments with the proceeds of those events. Parent Council is looking for needs to use the investment funds. A suggestion of a regulation gymnasium for Special Olympics events and POWERcorp to host their many events and activities. The Parent Council has offered a donation of \$50,000 with additional fundraiser proceeds to add to the donation. The organization is requesting approval by the Board by the December Board meeting

Adopted a motion to approve minutes from Regular Meeting on June 18 2014_and Special Meeting held July 23, 2014 as sent electronically with no corrections/additions/deletions

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

Adopted a motion to approve the August 20, 2014 Agenda as presented at the table with the Executive Session moved to the end of meeting instead of at beginning.

Motion by R. Kletzien
Second by J. Schmidlin
Motion carried by voice vote.

Motioned to ratify the June and July 2014 vouchers as authorized by the Superintendent as attached and herein as part of the minutes.

Motion by C. Michael
Second by T. Cochran
Motion carried by voice vote.

Motioned to accept the June 30 and July 31, 2014 Financial Report as sent electronically.

Motion by R. Kletzien

Second by T. Cochran

Motion carried by voice vote.

Motioned to approve Resolution 14-08-01 Acceptance of Gifts, Memorials, Grants, and Donations for the Month of June 2014 in the Amount of \$150.00 (note no donations received in July 2014)

RESOLUTION 14-08-01

ACCEPTANCE OF GIFTS, MEMORIALS, GRANTS, AND DONATIONS FOR THE MONTH OF JUNE 2014 IN THE AMOUNT OF \$150.00

WHEREAS, the Portage County Board of Developmental Disabilities has received, gifts, memorials, grants and donations during the month of June 2014 (note: no donations received in July) as specified below: and

To:	From:	
Portage Industries in Memory of Robert Sprague	Angela & William Mudd	50.00
	W.M & J. A, Foster	100.00
Total		\$150.00

WHEREAS, Board Policy 1.32 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 1.32 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: Patrick Macke, Superintendent, & Diane Cotton, Director Business Management

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

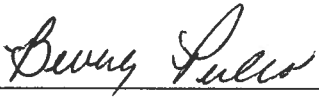
Revised Code.

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

Thomas Cochran,	aye	Sandra Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014**, 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 14-08-02 Authorize Superintendent to Enter into a Contract with the Portage County Educational Service Center for Leasing Space at Happy Day School for the Purpose of Operating a Preschool Program for the period of August 26, 2014 through August 25, 2015 in amount of three hundred dollars (\$300.00)

RESOLUTION 14-08-02

AUTHORIZE SUPERINTENDENT TO ENTER INTO A CONTRACT WITH THE PORTAGE COUNTY EDUCATIONAL SERVICE CENTER FOR LEASING SPACE AT HAPPY DAY SCHOOL FOR THE PURPOSE OF OPERATING A PRESCHOOL PROGRAM FOR THE PERIOD OF AUGUST 26, 2014 THROUGH AUGUST 25, 2015

WHEREAS, the 2013 Annual Action Plan approved by the Portage County Board of Developmental Disabilities (hereinafter Board) targeted the transition of two Board-operated, state –funded preschool classrooms to the Portage County Educational Service Center (hereinafter ESC) in June 2013; and

WHEREAS, this transition of preschool classrooms to the ESC has occurred; and

WHEREAS, classroom space is available for leasing to the ESC for the purpose of operating preschool classrooms at Happy Day School (HDS); now therefore be it

RESOLVED, that the Board hereby authorizes the Superintendent to enter into a contract with the ESC for the lease of three classrooms at HDS, use of the library, kitchen, multi-purpose room, playground, restrooms, gymnasium, hallways, and

swimming pool for the period August 26, 2014 through August 25, 2015 in an amount payable to the Board of three hundred dollars (\$300.00) for the term of the contract; and be it further

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

Submitted by: Patrick Macke, Superintendent; Diane Cotton, Director of Business Management; & Gail McAlister, Director of Children’s Services.

The resolution was moved by **Ralph Kletzien** and seconded by **Cheri Michael**

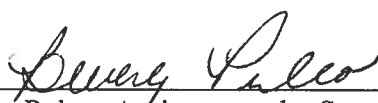
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandra Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014**, 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 14-08-03 Renewal of Contractual Agreement with Family and Community Services, Inc. for Operation and Administration of the POWERcorps Program for the period September 1, 2014 through August 31, 2015 in an Amount not to exceed *One Hundred Forty--Eight Thousand, Six Hundred Twenty-Three Dollars* (\$148,623.00) with no increase from the 2013-2014 contract. Ashleigh Lawrence, Coordinator stated 114 consumers 18 and over participated in the 2013-2014 program year. In the future may attend a Board Meeting with participants to present their experiences with the program.

RESOLUTION 14-08-03

RENEWAL OF CONTRACTUAL AGREEMENT WITH FAMILY AND COMMUNITY SERVICES, INC. FOR OPERATION AND ADMINISTRATION OF THE POWERCORPS PROGRAM FOR THE PERIOD SEPTEMBER 1, 2014 THROUGH AUGUST 31, 2015 IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FORTY--EIGHT THOUSAND, SIX HUNDRED TWENTY-THREE DOLLARS (\$148,623.00)

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter referred to as the Board) currently has a contractual agreement with Family and Community Services, Inc. (hereinafter F&CS) for operation and administration of the POWERcorps program, which provides recreational/leisure activities to individuals age eighteen (18) and above who are eligible for Board services; and

WHEREAS, the current contractual agreement expires on August 31, 2014; and

WHEREAS, F&CS is both desirous and capable of continuing the contractual agreement for the operation and administration of the *POWERcorps* program; and

WHEREAS, the Superintendent and the Director of Adult Services herein report an extremely high level of satisfaction with the operation of the *POWERcorps* program and recommend continuation of the contractual agreement with F&CS for the operation of the *POWERcorps* program, and

WHEREAS, funds are available and were budgeted in the 2014 Appropriations Budget for the renewal of this contractual agreement; now therefore be it

RESOLVED that the Board herein authorizes and directs the Superintendent to execute a contractual agreement with F&CS for the operation and administration of the *POWERcorps* program for the 2014-2015 program year (September 1, 2014 through August 31, 2015) in an amount not to exceed one hundred forty eight thousand, six hundred twenty-three dollars and no cents (\$148,623.00), an amount which reflects no increase over the 2013-2014 amount; and be it further

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

Submitted by: Patrick R. Macke, Superintendent; Bill Whitacre, Director of Adult Services; and Diane Cotton, Director of Business Management.

The resolution was moved by **Cheri Michael** 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

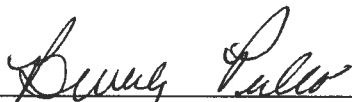
the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandra Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan	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 **August 20, 2014**, 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 14-08-04 Approval of attached Preschool and School age program school bus routes and stops for the 2014-2015 school year and authorization to the Superintendent or his/her designee to approve subsequent Preschool and School age program bus routes and stops during the 2014-2015 school year

RESOLUTION 14-08-04

APPROVAL OF ATTACHED PRESCHOOL AND SCHOOL AGE PROGRAM SCHOOL BUS ROUTES AND STOPS FOR THE 2014-2015 SCHOOL YEAR AND AUTHORIZATION TO THE SUPERINTENDENT OR HIS /HER DESIGNEE TO APPROVE SUBSEQUENT PRESCHOOL AND SCHOOL AGE PROGRAM BUS ROUTES AND STOPS DURING THE 2014-2015 SCHOOL YEAR

WHEREAS, Ohio Administration Code (OAC) 3301-83-13 requires approval by the Portage County Board of Developmental Disabilities (hereinafter Board) of Preschool and School Age Program school bus routes and stops at the start of each school year; and

WHEREAS, authority to designate or relocate subsequent preschool or school-age bus routes and stops may be delegated by the Board to the Superintendent or his/her designee; now therefore be it

RESOLVED, that the Board hereby approves the 2014-2015 school year Preschool and School Age Program bus routes and stops attached as part of this resolution; and be it

further

RESOLVED, that authority to designate or relocate subsequent preschool or school-age bus routes and stops during the 2014-2015 school year is hereby delegated to the Superintendent or his/her designee; 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 resolution.

Submitted by: Patrick R. Macke, Superintendent and Jennifer Weaver, Supervisor Transportation Services

The resolution was moved by **Jeanne Schmidlin** 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 are as follows:

Thomas Cochran,	aye	Sandra Craft,	excused
John Gargan,	aye	Denise McCoy,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		Ralph Kletzien	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 **August 20 2014**, 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 14-08-05 Approval of Contract with The Arc Of Summit And Portage Counties for the *People Together Program* for the term January 1, 2015 through December 31, 2015 for Amount not to exceed Twenty-Five Thousand, seven Hundred Fifty Dollars (\$25,750.00) reflecting a .5% increase from 2014 contract

RESOLUTION 14-08-05

APPROVAL OF CONTRACT WITH THE ARC OF SUMMIT AND PORTAGE COUNTIES FOR THE *PEOPLE TOGETHER PROGRAM* FOR THE TERM JANUARY 1, 2015 THROUGH DECEMBER 31, 2015 FOR AMOUNT NOT TO EXCEED TWENTY-FIVE THOUSAND, SEVEN HUNDRED FIFTY DOLLARS (\$25,750.00)

WHEREAS, the Portage County Board of Developmental Disabilities (herein after referred to as the Board) currently has a contract with the ARC of Summit and Portage Counties for the presentation of the *People Together Program* to school children in Portage County School Districts which expires on December 31, 2014; and

WHEREAS, the Superintendent herein recommends that the Board enter into a successor agreement with the ARC of Summit and Portage Counties for the *People Together Program* with a .5% increase from the 2014 contract amount; now therefore be it

RESOLVED, the Board hereby approves entry into successor contract with the ARC of Summit and Portage Counties for the *People Together Program* for the period January 1, 2015 through December 31, 2015 in an amount not to exceed twenty-five thousand, seven hundred fifty hundred dollars (\$25,750.00), and be it further

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

Submitted by: Patrick Macke, Superintendent; Diane Cotton, Director of Business Management.

The resolution was moved by **Ralph Kletzien** and seconded by **Jeanne Schmidlin**

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

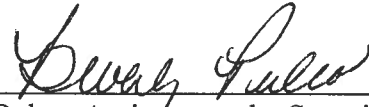
The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Thomas Cochran,	aye	Sandra Craft,	excused
Denise McCoy,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage county Board of Mental Retardation & Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **August 20, 2014**, 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 14-08-06 Contract Renewal with Hattie Larlham Center for Children with Disabilities for Reimbursement to the Portage County Board Of Developmental Disabilities for Educational Services Provided to Children at Happy Day School Who Reside at The Hattie Larlham Center For Children With Disabilities in the amount of \$12,961.60 per Attendee for the 2014-2015 School Year a one percent (1%) increase over the 2013-2014 Annual Rate (currently two (2) children) for services provided July 1, 2014 through June 30, 2015

RESOLUTION 14-08-06

CONTRACT RENEWAL WITH HATTIE LARLHAM CENTER FOR CHILDREN WITH DISABILITIES FOR REIMBURSEMENT TO THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES FOR EDUCATIONAL SERVICES PROVIDED TO CHILDREN AT HAPPY DAY SCHOOL WHO RESIDE AT THE HATTIE LARLHAM CENTER FOR CHILDREN WITH DISABILITIES

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter the Board) currently has a contract to provide special education and related services (including daily specialized transportation) at Happy Day School to two (2) children residing in an Intermediate Care Facility for Individuals with Intellectual Disabilities (hereinafter ICFIID) operated by the Hattie Larlham Center for Children with Disabilities (hereinafter the Center) which expired on June 30, 2014, and

WHEREAS, discussion with the Center has indicated a continuing need for the provision of special education and related services at Happy Day School for the 2014-2015 school year; and

WHEREAS, the Board has the capability and is desirous of continuing this contract with the Center for the period of July 1, 2014 through June 30, 2015; and

WHEREAS, the Center has agreed to reimburse the Board for these services for July 1, 2014 through June 30, 2015 at a reimbursement rate in the annual amount of \$12,961.60 per attendee, a one percent (1%) increase over the 2013-2014 annual rate; now therefore be it

RESOLVED, that the Board hereby approves renewing the contract with the Center for the provision of special education and related services by the Board at Happy Day School for two (2) children residing at the Center's ICFIID and any others served during the term of this agreement in return for reimbursement by the Center to the

Board for an estimated reimbursement amount of \$12,961.60 annually per child; and be it further

RESOLVED, that upon approval of this resolution by the Board, the Superintendent or his/her designee is authorized to take any and all actions to actualize this contract and carry out this resolution.

Submitted by: Patrick R. Macke, Superintendent; Diane, Cotton, Director of Business Management; & Gail McAlister, Director of Children’s Services

The resolution was moved by **Cheri Michael** and seconded by **Thomas Cochran**

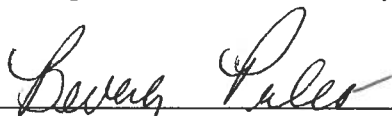
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandy Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014**, 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 14-08-07 Recommend Board Approval of a Limited Employment Management Contract with *Melissa Capple* for the Period July 7, 2014 through December 31, 2016 as recommended by the Financial/Human Resource Committee.

RESOLUTON 14-08-07

APPROVE LIMITED EMPLOYMENT MANAGEMENT CONTRACT WITH MELISSA CAPPLE AS RECOMMENDED BY THE FINANCIAL/HUMAN RESOURCES COMMITTEE

WHEREAS, Ohio Revised Code section 5126.21 requires that the Portage County Board of

Developmental Disabilities (hereinafter referred to as the Board) employ management employees under a limited employment management contract; and
WHEREAS, Ohio Revised Code section 5126.21 further requires that management employees be employed by the Board under a limited employment management contract for a period of not less than one (1) year and not more than five (5) years; and

WHEREAS Ohio Revised Code section 5126.21 (A)(1) and Board Policy 1.00 *Powers and Duties of the Board* require that any limited employment management contract for more than a period of one (1) year be approved by the Board; and

WHEREAS, the Board’s Financial/Human Resources Committee, consisting of Ralph Kletzien (chair) and John Gargan met in the Board room of the Dennis M. Coble Administration Building on July 23, 2014 and took action by resolution approving and recommending approval by the full Board a limited employment management contract with Melissa Capple as Waiver Specialist/Provider Compliance for the period July 7, 2014 through December 31, 2016; now therefore be it

RESOLVED, that the Board, as recommended by the Financial/Human Resources committee herein approves a limited employment management contract with Melissa Capple as Waiver Specialist/Provider Compliance for the period July 7, 2014 through December 31, 2016; and be it further

RESOLVED, that the Board herein directs the Superintendent or his/her designee to take any and all actions to carry out this resolution and actualize a limited employment management contract with Melissa Capple for the period specified in this resolution.

Submitted by: Patrick Macke, Superintendent; Gina Brown, Director of Service & Support Administration; & Lynn Leslie, Director of Human Resources.

The resolution was moved by **Timothy Moran** and seconded by **Jeanne Schmidlin**

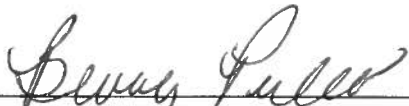
It is found and determined that all formal actions of the Portage County Board of DD concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandra Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014**, 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 14-08-08 Approval of Job Development Manager Classification and Placement of said Employment Classifications on the Portage County Board of Developmental Disabilities' Management Salary Schedule at Level Five (5) with an Eight-Hour 260/261/262 Day Work Year as recommended by the Financial/Human Resource Committee.

RESOLUTON 14-08-08

APPROVAL OF JOB DEVELOPMENT MANAGER CLASSIFICATION AND PLACEMENT OF SAID EMPLOYMENT CLASSIFICATIONS ON THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITES' MANAGEMENT SALARY SCHEDULE AT LEVEL FIVE (5) WITH AN EIGHT-HOUR 260/261/262 DAY WORK YEAR

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter Board) through action by resolution on December 18, 2013 adopted its 2014 Annual Action Plan which approved the creation of a Job Development Manager classification; and

WHEREAS, the Board retains exclusive authority to add and delete the permanent full-time and part-time employment classifications listed in Board Policy *1.0 Powers and Duties of the Board – Appendix A*; and

WHEREAS, the Board, through Board Policy *1.0 Powers and Duties of the Board*, also retains the exclusive authority to place management-level employment classifications on particular levels of the Board's Management Salary Schedule; and

WHEREAS, the Board's Financial/Human Resources Committee, consisting of Ralph Kletzien (chair) and John Gargan, along with the Superintendent, the Director of Human Resources, and the Director of Business Management met on July 23, 2014 in the Board Room of the Dennis M. Coble Administration Building to discuss and consider the approval of the Job Development Manager classification and the placement of the aforementioned employment classification on the Board's Management Salary Schedule; and

WHEREAS, after discussion and review by the Committee, it was moved and affirmed unanimously to approve and recommend approval by the full Board, of the addition to the permanent full-time and part-time employment classifications in Section C of Board Policy 1.0 *Powers and Duties of the Board – Appendix A* of a Job Development Manager classification and the placement of the Job Development Manager classification on Level Five (5) of the Board’s Management Salary Schedule; now therefore be it

RESOLVED, as recommended by the Board’s Financial/Human Resources Committee, the Board hereby approves the addition to the permanent full-time and part-time employment classifications in Section C of Board Policy 1.0 *Powers and Duties of the Board – Appendix A* of a Job Development Manager classification on Level Five (5) of the Board’s Management Salary Schedule with such classification working an eight-hour 260/261/262 day work year; and be it further

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

Submitted by: Patrick Macke, Superintendent; William Whitacre Director of Adult Services; and Lynn Leslie, Director of Human Resources.

The resolution was moved by **Timothy Moran** and seconded by **Jeanne Schmidlin**

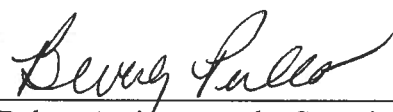
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities’ Financial/Human Committee concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of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

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

Thomas Cochran,	aye	Sandy Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent of the Portage County Board of Developmental Disabilities do hereby certify that the aforesaid motion was duly adopted at a Financial/Human Resources Committee meeting held on **August 20, 2014** and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 14-08-09 Approve Movement of the Directors of Adult and Children's Services to a 260/261/262 Day Work Year Effective August 4, 2014 as recommended by the Financial/Human Resource Committee.

RESOLUTON 14-08-09

APPROVE MOVEMENT OF THE DIRECTORS OF ADULT AND CHILDREN'S SERVICES TO A 260/261/262 DAY WORK YEAR EFFECTIVE AUGUST 4, 2014

WHEREAS, community employment and early intervention are targeted service priorities of the Portage County Board of Developmental Disabilities (hereinafter Board); and

WHEREAS, these targeted service priorities need to be addressed and supervised on a year-round basis; and

WHEREAS, the Directors of Adult and Children's Services are currently under a 242-day work year calendar; and

WHEREAS, the Superintendent herein recommends the movement of the Directors of Adult and Children's Services to a 260-/261/262 day work year; and

WHEREAS, the Board's Financial/Human Resources Committee after deliberation and review at its meeting on July 23, 2014 approved and recommended approval by the full Board of the movement of the Directors of Adult and Children's Services to an 8-hour per day, 260/261/262 day work year effective August 4, 2014 with a corresponding increase in these positions' annual salaries which shall be the product of the hourly rate of pay times the number of hours worked per year, that being 2080/2088/2096 hours per year; now therefore be it

RESOLVED, that the hereby approves the movement of the Directors of Adult and Children's Services to an 8-hour per day, 260/261/262 day work year effective August 4, 2014 with a corresponding increase in these positions' annual salaries which shall be the product of the hourly rate of pay times the number of hours worked per year, that being 2080/2088/2096 hours per year; and be it further

RESOLVED, that the Board authorizes the Superintendent or his/her designee to take any and all actions to carry out this resolution

Submitted by: Patrick Macke, Superintendent.

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

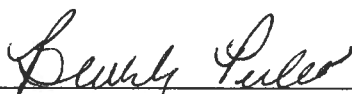
the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandra Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014**, and an accurate copy of said resolution may be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 14-08-10 Authorization for Continuation of a Licensing Agreement with Primary Solutions, Inc. for The *Gatekeeper* Consumer Database Program for the Term October 1, 2014 through September 30, 2015 in an Amount not to Exceed Twenty Thousand, Nine Hundred Thirty-Eight Dollars (\$20,938.00) a 1.4% increase over the prior year agreement

RESOLUTION 14-08-10

**AUTHORIZATION FOR CONTINUATION OF A LICENSING AGREEMENT
 WITH PRIMARY SOLUTIONS, INC. FOR THE *GATEKEEPER*
 CONSUMER DATABASE PROGRAM FOR THE TERM OCTOBER 1,
 2014 THROUGH SEPTEMBER 30, 2015 IN AN AMOUNT NOT TO
 EXCEED TWENTY THOUSAND, NINE HUNDRED THIRTY-EIGHT
 DOLLARS (\$20,938.00)**

WHEREAS, the Portage County Board of Developmental Disabilities (herein after referred to as the Board) through a contractual arrangement in 2007 began paying for license fees for the *Gatekeeper* consumer database program from the software vendor, Primary Solutions, Inc., (herein after referred to as the Vendor) 6665 Busch Blvd., Columbus, OH 43229; and

WHEREAS, in accordance with the contractual agreement with the Vendor, a yearly program license fee is required for support services and the use of the *Gatekeeper* program; and

WHEREAS, the current agreement is about to expire and its continuation is necessary for the efficient operation of the Board’s consumer database program; now therefore be it

RESOLVED, that the Board hereby approves the continuation of the licensing agreement for the *Gatekeeper* database software program with the Vendor for the term October 1, 2014 through September 30, 2015 in an amount not to exceed twenty thousand, nine hundred thirty-eight dollars and no cents (\$20,938.00), a 1.4% increase over the prior year agreement; and be it further

RESOLVED, that the Superintendent is hereby authorized to take any all actions to carry out this resolution.

Submitted by: Patrick Macke, Superintendent and Diane Cotton, Director of Business Management.

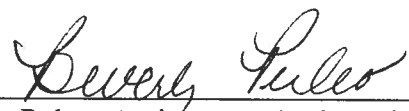
The resolution was moved by **Thomas Cochran** and seconded by **Ralph Kletzien**

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

Thomas Cochran,	aye	Sandy Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 special meeting held **August 20, 2014**, and an accurate copy of said resolution may be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 14-08-11 Request to Modify the Fiscal Year 2014 Appropriation Budget as Approved by the Portage County Board Of Developmental Disabilities as Amended per Resolution 14-06-04 on June 18, 2014 with increase in the amount of nine thousand dollars (\$9,000), with the modified amounts shown in the table below for a total Fiscal Year 2014 Appropriation Budget amount of twenty-three million, six hundred thirty-one thousand, four hundred dollars (\$23,631,400)

RESOLUTION 14-08-11

REQUEST TO MODIFY THE FISCAL YEAR 2014 APPROPRIATION BUDGET AS APPROVED BY THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES AS AMENDED PER RESOLUTION 14-06-04 ON JUNE 18, 2014

WHEREAS, in accordance with Ohio Revised Code (hereinafter ORC) §5126.05(A)(5), the Portage County Board of Developmental Disabilities hereinafter Board) shall adopt a budget, authorize expenditures for the purposes specified in chapter 5126, and do so in accordance with §319.16 of the ORC; and

WHEREAS, the Superintendent and the Director of Business Management herein request that the Board authorize the modification of the fiscal year 2014 appropriation budget due to revised revenue certifications and revised departmental budgets; now, therefore, be it

RESOLVED, that the Board does hereby approve and authorize a modification to the Fiscal Year 2014 Appropriation Budget by an increase in the amount of nine thousand dollars (\$9,000), with the modified amounts shown in the table below for a total Fiscal Year 2014 Appropriation Budget amount of twenty-three million, six hundred thirty-one thousand, four hundred dollars (\$23,631,400); and be it further

Account Number	Description	Budget	Modification	Modified Amount
Fund 1340	<i>DD Operating Fund</i>	\$23,236,400	\$0	\$23,236,400
Fund 1343	<i>IDEA Part B Grant</i>	\$41,000	\$9,000	\$50,000
Fund 4100	<i>Capital Fund</i>	\$250,000	\$0	\$250,000
Fund 8104	<i>Gift/Donation Fund</i>	\$95,000	\$0	\$95,000
	<i>TOTAL ALL FUNDS</i>	<i>\$23,622,400</i>	<i>\$9,000</i>	<i>\$23,631,400</i>

RESOLVED, that the Board herein requests that the Portage County Budget Commission so modify the county funds as detailed in this table; and be it further

RESOLVED, that in accordance with ORC § 319.16 and 5126.0220, the Board hereby authorizes the Superintendent to direct the Portage County Auditor to encumber funds and pay Board obligations in accordance with the Board’s approved Appropriation Budget as detailed in this resolution; and be it further

RESOLVED, that the Board hereby gives the Superintendent the authority to modify appropriation line items within any of the modified fund accounts listed in the

Table above during fiscal year 2014 as revenues and needs change.

Submitted by: Patrick Macke, Superintendent, & Diane Cotton, Director of Business Management

The resolution was moved by **Cheri Michael** and seconded by **Timothy Moran**

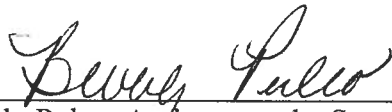
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandy Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014**, and an accurate copy of said resolution may be located in the official minutes of the Board.



 Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 14-08-12 Contract with Relias Learning, LLC for Learning Management System Services for the Term September 1, 2014 through August 31, 2016 in an Amount not to exceed Forty-Eight Thousand Six Hundred Sixty-Six Dollars and Forty-Four Cents (\$48,666.44)

RESOLUTION 14-08-12

CONTRACT WITH RELIAS LEARNING, LLC FOR LEARNING MANAGEMENT SYSTEM SERVICES FOR THE TERM SEPTEMBER 1, 2014 THROUGH AUGUST 31, 2016 IN AN AMOUNT NOT TO EXCEED FORTY-EIGHT THOUSAND SIX HUNDRED SIXTY-SIX DOLLARS AND FORTY-FOUR CENTS (\$48,666.44)

WHEREAS, the Ohio Administrative Code requires that the majority of employees of the Portage County Board of Developmental Disabilities (herein after referred to as the Board) must annually complete professional education in order to maintain certification; and

WHEREAS, the Superintendent and Director of Human Resources herein recommend providing online staff training and education services through Relias Learning, LLC to assist employees in completing these ongoing professional education requirements; now therefore be it

RESOLVED, the Board hereby approves entering into a contract with Relias Learning, LLC, 111 Corning Road, Suite 250, Cary, NC 27518 for the provision of learning management services including online staff training and education with a setup fee of \$2,500.00 and a rate of \$102.59 per employee per year for up to 225 employees in an amount not to exceed forty-eight thousand, six hundred sixty-six dollars and forty-four cents (\$48,666.44): \$25,583.22 for the period September 1, 2014 through August 31, 2015 and \$23,083.22 for the period September 1, 2015 through August 31, 2016; 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 resolution.

Submitted by: Patrick R. Macke, Superintendent and Lynn Leslie, Director of Human Resources.

The resolution was moved by **Ralph Kletzien** and seconded by **Thomas Cochran**

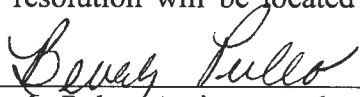
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Thomas Cochran,	aye	Sandy Craft,	excused
Ralph Kletzien,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Jeanne Schmidlin,	aye
		John Gargan,	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 **August 20, 2014** and an accurate copy of said resolution will be located in the official minutes of the Board.


Beverly Puleo, Assistant to the Superintendent

Motion to approve 2014-2015 waiver application to the Ohio Department of Education for four (4) students enrolled in an MD unit at Happy Day School in Room 12, who exceed the 60 month age span allowed for students in a school age classroom unit

Motion by T. Cochran

Second by R. Kletzien

Motion carried by voice vote.

Motioned to rescind the following policies: Policy 2.00 Superintendent; language in current Policy 2.01

Motion by R. Kletzien

Second by J. Schmidlin

Motion carried by voice vote.

Motioned to amend the following policies:

Policy 2.01 Renumber to 2.00; title change to *Superintendent*: add language regarding procedures if a vacancy of position occurs

Policy 2.02: Renumber to 2.01; *Powers, Duties, and Responsibilities of the Superintendent*: revise expense reimbursement policy references in section 4

Policy 9.00 *Medicaid Targeted Case Management Services*: change OAC code reference; Section F to reflect how the TCM rate fee rate determined by the applicable DODD Income and Expenditure Report filed per ORC 5126.12

Policy 9.02 Renumber to 9.01: *Utilizing Medicaid Federal Financial Participation in the Provision of Services & Supports*—no language change

Policy 9.03 Renumber to 9.02: *Certification Of The Portage County Board Of Developmental Disabilities As A Provider Of Home And Community-Based Services—Waiver*; add to Section D to reflect rate is determined by the applicable DODD Income and Expenditure Report filed per ORC 5126.12

Policy 9.04 Renumber To 9.03; *Certification of the Portage County Board of Developmental Disabilities as a Provider of Home and Community-Based Services (HCBS) Waiver—Non-Medical Transportation*; add language to Section C to reflect rate is determined by the applicable DODD Income and Expenditure Report filed per ORC 5126.12

Policy 9.05 Renumber to 9.04; *Medicaid Administrative Claiming (MAC)*; language update

Policy 9.06 Renumber to 9.05: *Certification of the Portage County Board of Developmental Disabilities as a Provider of Home and Community-Based Waivers—Adult Day Health Center Services Under the Transitions Developmental Disabilities Waiver*; add language to Section D to reflect rate is determined by the applicable DODD Income and Expenditure Report filed per ORC 5126.12

Motion by R. Kletzien

Second by T. Cochran

Motion carried by voice vote.

Reviewed June/July 2014 2014 Management Reports—Technology and Transportation (note: not all info available) as sent electronically.

Reviewed June/July Personnel Report as sent electronically.

Recap of Personnel Actions for June 2014:

- As of June 30, there were 227 employees including 41 intermittent positions; with two (2) vacancy.
- There are five (5) permanent Part-Time employees assigned in Adults Services—two (2) employees are also permanent Part-Time in Transportation and counted there
- There are three (3) permanent Part-Time employees assigned in Children’s Services one (1) employee are also permanent PT in Transportation and counted there

Positions Added/Abolished:

Job Postings/Vacancies

Waiver Specialist/Provider Compliance, Part-time (Service & Support Administration), new/approved March 19, 2014, posted March 24-28, 2014, filled—effective July 7, 2014
Vehicle Attendant, 184-day, 4 hrs/day, (Transportation), vacant April 1, 2014, posted April 2-8, 2014, filled, effective August 25, 2014
Service & Support Administrator, 240-day, 7.5 hrs/day (Service & Support Administration), vacant May 31, 2014, posted April 7 -18, 2014, filled, effective June 11, 2014
Registered Service Specialist, 240-day, 7 hrs/day (Adult Services), New, posted May 15-21, 2014, Vacant
Vehicle Attendant, 240-day, 4 hrs/day, (Transportation), vacant June 9, 2014, posted June 10-16, 2014, Filled, effective July 28, 2014
Vehicle Attendant, 184-day, 4 hrs/day, (Transportation), vacant July 28, 2014, posted June 23-27, 2014, Filled, effective August 25, 2014

Supplemental Positions:

Softball Coach (April-June), vacant March 1, 2014, posted March 3-14, 2014, filled, effective June 9, 2014

New Hires:

Janelle Finch Substitute Vehicle Operator w/CDL (Transportation), effective June 11, 2014
Jesse Miller Service & Support Administrator, 240-day, 7.5 hrs/day (Service & Support Administration), effective June 11, 2014
Linda Neiss Substitute Typist 2 (Children's Services), effective May 29, 2014
Beverly Sovine Substitute Vehicle Attendant (Transportation), effective June 13, 2014

Promotions/Transfers:

Crystal Slater Vehicle Attendant, 184-day, 4 hrs/day to Substitute Vehicle Attendant (Transportation), effective June 16, 2014

Reclassifications:

Mark Karas Custodian, 260-262-day, 8 hrs/day to Maintenance Repair Worker, 260-262-day, 8 hrs/day (Maintenance)effective May 26, 2014

Additional Assignments:

Thomas McMullen, Jr. Substitute Vehicle Attendant (Transportation). Effective June 16, 2014
Kathleen Rhoads Substitute Vehicle Attendant (Transportation), effective June 16, 2014
Crystal Slater Substitute Instructor Assistant (Children's Services) [Not recorded previously], effective February 27, 2014

Supplemental Agreements:

Jamie Alexander Softball Coach (April - June), effective June 9, 2014
Michael Yeager Softball Coach (April - June), effective June 9, 2014

Separations:

Donna Fridley Vehicle Attendant, 240-day, 4 hrs/day, (Transportation), effective June 9, 2014

Retirements:

Recap of Personnel Actions for July 2014:

- As of June 30, there were 227 employees including 41 intermittent positions; with two (2) vacancy.
- There are five (5) permanent Part-Time employees assigned in Adults Services—two (2) employees are also permanent Part-Time in Transportation and counted there
- There are three (3) permanent Part-Time employees assigned in Children’s Services one (1) employee are also permanent PT in Transportation and counted there

Positions Added/Abolished:

Job Postings/Vacancies

Waiver Specialist/Provider Compliance, Part-time (Service & Support Administration), new/approved March 19, 2014, posted March 24-28, 2014, filled—effective July 7, 2014
Vehicle Attendant, 184-day, 4 hrs/day, (Transportation), vacant April 1, 2014, posted April 2-8, 2014, filled, effective August 25, 2014
Registered Service Specialist, 240-day, 7 hrs/day (Adult Services), New, posted May 15-21, 2014, Vacant
Vehicle Attendant, 240-day, 4 hrs/day, (Transportation), vacant June 9, 2014, posted June 10-16, 2014, Filled, effective July 28, 2014
Vehicle Attendant, 184-day, 4 hrs/day, (Transportation), vacant July 28, 2014, posted June 23-27, 2014, Filled, effective August 25, 2014
Early Intervention Specialist, Full-time temporary, 7 hrs/day (Children's Services), vacant August 12, 2014, posted July 21-28, 2014, Vacant

Supplemental Positions:

New Hires:

Randall Felton Substitute Registered Service Assistant (Adult Services), effective July 9, 2014

Promotions/Transfers:

Cheryl Anderson Vehicle Attendant, 184-day, 4 hrs/day, to Vehicle Attendant, 240-day, 4 hrs/day (Transportation), effective July 28, 2014
Melissa Capple SSA, 240-day, 7.5 hrs/day to Waiver Spec/Provider Compliance, Part-time (Service & Support Administration), effective July 7, 2014

Reclassifications:

Additional Assignments:

Kathleen Harris Substitute Registered Service Assistant (Adult Services) - [Discontinued], effective July 21, 2014
Retha Petrick Substitute Typist 2 reassigned from Adult Services to Administration, effective July 21, 2014
Sarah Valenti Substitute Typist 2 reassigned from Adult Services to Children's Services, effective July 21, 2014

Supplemental Agreements:

Separations:

Ashley Deighan Substitute Registered Service Assistant (Adult Services), effective July 21, 2014

Retirements:

Reviewed June 2014 Enrollment Report with enrollment of 863 consumers representing an increase of twenty-eight (28) and a decrease of eighty-two (82) consumers from May 2014.

Reviewed July 2014 Enrollment Report with enrollment of 853 consumers representing an increase of twelve (12) and a decrease of twenty-two (22) consumers from June 2014

The Superintendent reported on the following:

- Superintendent, Adult Services Director, and John Gargan, Board President, will be attending a Board Training, August 28, 2014; agenda contains new CMS regulations on Home and Community Based Waiver Services, ; state and federal level to further integrate provision of services to people with DD
- Gave a public *Thank You* to those who worked the Randolph Fair Booth

The President announced the next regular meeting as September 17, 2014, 5:00 p.m., Dennis M.

Coble Administration Building,

At 6:07p.m., the Board entered Executive Session in the Board Room with no action to be taken following Executive Session.

Motion by R. Kletzien
Second by T. Cochran

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: to consider appointment and employment of a Public Employee
- () 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;
- () 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)	()	THOMAS COCHRAN
(x)	()	()	SANDY CRAFT
()	(x)	()	JOHN GARGAN JR
()	(x)	()	RALPH KLETZIEN
()	(x)	()	CHERI MICHAEL
()	(x)	()	TIMOTHY MORAN

()	(x)	()	JEANNE SCHMIDLIN
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Motion to adjourn executive session at 6:34 p.m.

Motion by J. Schmidlin

Second by R. Kletzien

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

Motion to return to open session at 6:34 p.m.

Motion by T. Moran

Second by C. Michael

Motion carried.

No action taken from Executive Session.

The President asked if any other business needed to come before the Board. There being none, he called for a motion for adjournment at 6:35 p.m.

Motion by R. Kletzien

Second by T. Cochran

Motion carried by voice vote.

INFORMATION

- Saturday, August 16, 2014 Blue Bombers, softball team, AREA Games, Willig Park in Canton- against Columbiana County, 10:00 a.m. and if the Team wins—another game at 1:45pm
- Tuesday-Sunday, August 19-24, 2014 Booth at Portage County Randolph Fair, Merchant Building
- Monday, August 25, 2014 First Children’s Services Staff /Orientation and Set-up
- Tuesday, August 26, 2014 Children’s Services Staff In-service
- School-age Open House, 1:00-2:30 p.m. Happy Day School
- Wednesday, August 27, 2014 First Day School-age Students, Happy Day School,
- Morning Toddler Open House, Rooms 1, 2, 3, & 8, 9:30 p.m., Happy Day School
- Afternoon Toddler Open House, Rooms 1, 2, 3, & 8, 1:00 p.m., Happy Day School
- Bowling Program Begins, Bill White’s Twin Star Lanes

Thursday, August 28, 2014 POWERcorps Akron Rubber Ducks/Midget Wrestling, 6:15-10:45pm
Friday, August 29, 2013 POWERCorp Duck Dynasty Party, 6:00-8:00pm
Monday, September 1, 2014 Labor Day
Tuesday, September 2, 2014 First Day for Toddler & Community Students, Happy Day School
Monday, September 8, 2014 Parent Council Meeting, 4:00pm, Happy Day School
Tuesday, September 9, 2014 Board Eligible Family Swim Begins, 6:00-7:30pm, Happy Day School (every Tuesday evening)
Friday, September 12, 2014 Genetics Outreach Clinic, 9:00am-3:00pm, Happy Day School
School-age Socialization/Dinner & Activity, Happy Day School
Friday, September 12, 2014 Portage Industries, Inc., Annual Company Picnic, 10:45, a.m., Portage Industries
Saturday, September 13, 2014 Blue Bombers, softball team, State Games
Friday, October 3, 2014 First Dance of Program Year, Happy Day School
Monday, October 13, 2014 Parent Council Meeting, 4:00 p.m., Happy Day School
Saturday, October 18, 2014 Silent Auction & Craft Show, 9:00 a.m.-3:00 p.m., Happy Day School
Thursday, October 30, 2014 Fall Festival, Happy Day School

Respectfully Submitted,



Beverly Puleo, Assistant to the Superintendent



John Gargan, President



Timothy Moran, Secretary