

**CLERMONT COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting**  
**March 25, 2021**



The regular meeting of the Clermont County Board of Developmental Disabilities was held on March 25, 2021 as a virtual meeting on the Zoom Platform.

President Mr. Robert Grant called the meeting to order at 5:31 pm.

**Roll Call**

Janie Pfankuch called the roll. All members were present.

**Resolution 21-33**

Mrs. Chesnut made a motion seconded by Mrs. West to approve the Agenda. Upon roll call, all members voted yea. Motion carried.

**Resolution 21-34**

Mrs. West made a motion seconded by Mrs. Chesnut to approve the February 23, 2021 Regular Board Meeting Minutes. Upon roll call, all members voted yea with the exception of Dr. Graham and Mr. Grant who abstained. Motion carried.

**Resolution 21-35**

Mr. Thamann made a motion seconded by Dr. Graham that the Board approve the Operations Report and Payment of Bills. Recap to be made part of the CCBDD Journal. Upon roll call, all members voted yea with the exception of Mr. Grant who abstained. Motion carried.

*Mr. Grant along with the other Board Members commended the Directors on how informative their reports are. Really enjoyable to read.*

**Resolution 21-36**

Mr. Thamann made a motion seconded by Mrs. Chesnut to approve the Directors' Reports as presented in the Board packets. Upon roll call, all members voted yea. Motion carried.

## **Superintendent's Report**

*COVID - OACB Tracking County wide to State – Clermont County had no reported cases. Statewide cases amongst those eligible for DD services have significantly decreased.*

*Mock Accreditation Survey is scheduled for March 29<sup>th</sup> – April 1<sup>st</sup>. Sharon Travis and Robin Thomas with the COG will be here to do the survey along with a Team from CCBDD.*

*Representative Jean Schmidt will visit the Wildey Center on Monday March 29<sup>th</sup>.*

*Lisa Davis sent out the 2020 Annual Report to the Board Members.*

*Dan will send training links to the Board Members so they can complete their training via internet. Dan asked, once you have completed your training, send Janie Pfankuch an email stating you have completed your training. First training will be sent out the week of March 29<sup>th</sup>.*

*Remote Work Policy Draft was sent to the Board for their review and thoughts. Dan gave a little background on what led him to presenting this draft of the policy. Prior to COVID, a couple departments were working remotely a couple days a week – EI and SSA's. March 2020 hit and most of the staff went remote with the exception of a few employees. With things looking up, vaccines are taking place, it affords an opportunity to begin working towards a return to more normal operations. After reaching out to different County Agencies, County Boards and Superintendents Dan has put together a plan. Remote work will be three (3) days remote and two (2) days in the office. This is for employees who have a more community-based job description. Directors, Managers, Business Operations, Administration, Secretaries/Administrative Assistants will not be working remotely on a routine basis. Remote staff will not use this as a substitute for Child Care, Elderly Care or Pet Care. Remote work will be at the employee Place of Residence, unless otherwise worked out with management. HIPAA rules will apply. New employees will not be able to work remotely during their probation period. Employee performance must be kept up in order to continue to work remotely. This is just a few of the criteria. Tentative start date is July 1, 2021 depending on the lifting of health restrictions by Governor DeWine.*

### **Resolution 21-37**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Board approve Policy 900 – Community Relations and Communications as presented. Upon roll call, all members voted yea. Motion carried.

### **Resolution 21-38**

Mr. Weir made a motion seconded by Mrs. West that the Board approve Policy 2000 – Risk Management as presented. Upon roll call, all members voted yea. Motion carried.

### **Resolution 21-39**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Board authorizes the Superintendent to enter into a contract with Robin Cooke as Respite Coordinator for the period of May 1, 2021 through April 30, 2022. Upon roll call, all members voted yea with the exception of Mr. Weir who abstained. Motion carried.

### **Resolution 21-40**

Mrs. West made a motion seconded by Mrs. Chesnut that the Board approve the Superintendent's Report as presented. Upon roll call, all members voted yea. Motion carried.

## **Committee Reports**

Ethics Committee – Upon review of all direct service proposed payments as defined in 5126.03, the Ethics Committee found no evidence of preferential treatment or unreasonable payment for items listed in the February 2021 report.

### **Resolution 21-41**

Mrs. West made a motion seconded by Mr. Thamann to ratify the Ethics Committee Report as presented for February 2021. Upon roll call, all members voted yea. Motion carried.

## **New Business**

### **Resolution 21-42**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Board request the Clermont County Commissioners to transfer \$1,000,000 from the General Operating Fund (7000) to the Disabilities Residential Fund (7011). Upon roll call, all members voted yea. Motion carried.

*Due to a review in the Prosecutor's office of the request to go out to bid for the Proposed Roofing project, it was determined that the solicitation for Architect Services needed to be reexamined and redone. As a result, a new business motion is being proposed to solicit a Request for Statement of Qualification for the provision of architectural services for the Wildey roof, door, and window replacement project to be received by noon on April 16 at the Wildey building.*

### **Resolution 21-43**

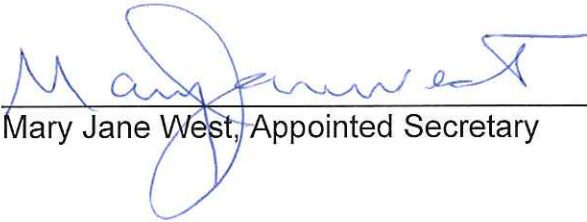
Mr. Weir made a motion seconded by Dr. Graham that the Board approve the solicitation of a **Request for Statement of Qualification** for the provision of architectural services in and as it relates to design work necessary for the Thomas A. Wildey Center roof, door and window replacement located at 2040 US Highway 50, Batavia, Ohio 45103, pursuant to and in compliance with Section 153.67 of the Ohio Revised Code and in accordance with the scope of Services as identified in Exhibit A, attached thereto and made part of thereof, with said qualifications to be received until **12:00 Noon Est on Friday, April 16, 2021**, in the Office of the Facilities and Safety Coordinator, 2040 US Highway 50, Batavia,

Ohio 45103. This notice will be published in the Clermont Sun on Thursday, April 1, 2021 and posted on Clermont County Board of Developmental Disabilities website at the following URL link: [www.clermontdd.org](http://www.clermontdd.org). In order to view the legal notice please click on the link "Legal Notices" located on the Clermont County Board of Developmental Disabilities Home Page. Upon roll call, all members voted yea. Motion carried.

**Resolution 21-44**

Mrs. West made a motion seconded by Mr. Weir that the Clermont County Board of Developmental Disabilities adjourn. Upon roll call, all members voted yea. Motion carried.

Time: 6:30 pm.



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Mary Jane West, Appointed Secretary