

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
**REGULAR MEETING MINUTES**  
 October 26, 2023  
 Pickaway County Board of Developmental Disabilities  
 200 East High Street, Circleville, OH 43113

CALL TO ORDER:

LaDonna Edwards:	Excused	Jeff Rawlins:	Present
Beth Kim:	Present	Jeannett Rhoads:	Present
Cara Layne:	Present	Matthew Tootle:	Present
Jennifer Rainey-Agresti:	Excused		

INTRODUCE GUESTS: Arista Harzler, Jillian Weller, Tyanna Zarbaugh, Amanda Knotts, Bryston McKnight, Aimee Roberts, Amanda Fay, Mike Pelcic, Marie Wilbanks

POINT OF IMPACT: Direct Support Professional Tyanna Zarbaugh was recognized for her dedication and commitment to serving people with disabilities within her organization.

PRESENTATION: Arista Hartzler, Deputy Director of the Pickaway County Park District, provided a PPT presentation about current Park District projects and opportunities to partner to create inclusive spaces.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular September 28, 2023 Meeting.

**Board Action #23-50 Approve Minutes of the Regular September 28, 2023 Meeting**

<b>Motion by:</b>	<b>Matthew Tootle</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

FINANCIAL REPORTS

Approval to File Financial Report: Financial Report.

**Board Action #23-51 Approval to File Financial Report.**

<b>Motion by:</b>	<b>Jeannett Rhoads</b>	<b>Second by:</b>	<b>Beth Kim</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

**Board Action #23-52 Approval to File Voucher List for Vouchers since the last Board Meeting**

<b>Motion by:</b>	<b>Cara Layne</b>	<b>Second by:</b>	<b>Matthew Tootle</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

COMMITTEE REPORTS

Ethics Committee: Ethics Review reviewed and approved outside employment checklists for Board employees Amanda Knotts and Allen Roberts.

## UNFINISHED BUSINESS

Approval of GO Concepts contract (attached):**Board Action #23-53 Approval of Go Concepts contract**

<b>Motion by:</b>	<b>Matthew Tootle</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

Approval of Board Policy Chapter Two:**Board Action #23-54 Approval of Board Policy Chapter Two**

<b>Motion by:</b>	<b>Beth Kim</b>	<b>Second by:</b>	<b>Jeannett Rhoads</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

## NEW BUSINESS

Approve Salary Increases for Employees: Bureau of Labor Statistics reported the CPI for all items for the last 12 months is 3.7%. Furthermore, according to a report by Mercer, US employers plan to raise compensation by budgets in 2024 by 3.9% for non-union employees and Social Security Administration announced a cost of living adjustment (COLA) of 3.2% in 2023. Based on this data, I recommend a 4% increase for all employees, considering the difference in percentage for 2023 and the COLA.

**Board Action #23-55 Approve a regular hourly rate increase of 4% for all employees, effective pay date January 12, 2024.**

<b>Motion by:</b>	<b>Cara Layne</b>	<b>Second by:</b>	<b>Matthew Tootle</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

Approve Budget for 2024: A revised budget for 2024 must be submitted to the County Commissioners by November 6, 2023. I am requesting the Board approve the Budget in advance of approving the Program and Expenditures Plan 2024.

**Board Action #23-56 Approve the 2024 budget.**

<b>Motion by:</b>	<b>Beth Kim</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

## SUPERINTENDENT'S REPORT

- Department Reports to the Board
- Enrollment Status Report - October 2023
- Community Report – September 2023
- Early Intervention FY23 Data Report
- Circleville Herald September 30, 2023
- Circleville Herald October 6, 2023
- Letter to the Editor Circleville Herald October 10, 2023

## OTHER BUSINESS

Superintendent Contract Amendment: Amend the Superintendent contract to allow Mike Pelcic to sell back up to 50 accrued vacation days.

**Board Action #23-57 Approve Superintendent Contract amendment to allow him to sell back up to 50 days of accrued vacation time.**

<b>Motion by:</b>	<b>Matthew Tootle</b>	<b>Second by:</b>	<b>Beth Kim</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Unanimous</b>

Reminder – Mike Pelcic's retirement party is November 2<sup>nd</sup>, 2023 from 4:00 – 8:00 PM.

December Board meeting at Ohio Christian University, Robert W. Plaster Free Enterprise Center at 5:00 PM on December 14<sup>th</sup>, 2023. Dinner to follow.

ADJOURNMENT

Minutes approved by Board Action #23-50 on December 14, 2023.

DocuSigned by: <i>Jeff Rawlins</i>	12/16/2023
_____ B088129013B541A... Board President or Presiding Officer	_____ Date
DocuSigned by: <i>[Signature]</i>	12/16/2023
_____ AB4932A2080C419... Board Secretary	_____ Date
DocuSigned by: <i>Marie Wilbanks</i>	12/16/2023
_____ 6D603CAF0A94E1... Superintendent	_____ Date