

# Meeting Minutes for Brown County Board of Developmental Disabilities

## MEETING DETAILS.

Location: **Brown County Board of Developmental Disabilities**

Meeting Facilitator: **Denise Holden**

Secretary: **Emily Ernst**

Date: **August 21, 2024** Time: **12:03 PM**

## ATTENDEES.

Emily Ernst

Denise Holden

Angela Marlow

Reggie McKenzie

Sam Schweickhart

Kara Williams

## PREVIOUS MEETINGS MINUTES.

The minutes for the previous meeting were reviewed and approved.

## APPROVAL OF AGENDA.

The agenda for this meeting was distributed. Change needs to be made under section IV; month should be changed to June.

## GUESTS.

No guests.

## REPORTS.

### **Report #1:** Client Services Report

Details: Currently serving 269 individuals. This year, there have been 63 MUI's filed. Currently have 3 gentleman in a DC. We have allocated 11 IO waivers and 3 Level I waivers this year. TCM productivity reports are completed monthly and everyone is at or above 50% that is required. SSA Kari Young was recognized for her hard work.

**Report #2: Fiscal Report**

Details: General Fund has a balance of \$4,363,984.16

Residential Fund has a balance of \$761,962.88

Grand Total of \$5,125,947.04

**Report #3: Superintendent's Report**

Details: Ashton Inskip, is resigning her position as Community Integrations Coordinator/Special Olympics Coordinator. Her last day will be August 30<sup>th</sup>. Reed Beavers has been hired to replace her, his first day was August 19<sup>th</sup>.

Special Olympics Wrestling Event went very well and cleared over \$4000.

Five students participated in Summer Youth Program, two participants were offered work with the Grounds Keeper during the Brown County Fair.

Staff In-Service Day took place on July 24<sup>th</sup> and was very informative.

Guardian Training on August 9<sup>th</sup> was excellent.

Records retention/disposal project is just about complete.

We should be getting an IT intern for the fall.

DSP Recognition Week is September 8-14. DSPs will receive a thank you card and gift card to the Home Place. This is replacing the luncheon.

Brown County Fair Parade is September 23<sup>rd</sup>. Board Members and their families are welcome to participate.

We are still heavily involved with our last accreditation with meetings and trainings. Our next accreditation is scheduled for June 17-18.

We received a letter from the Budget Commission regarding our Medicaid Reserve Funds and Special Olympics Funds.

Started process to get a promotional video made.

**UNFINISHED BUSINESS.**

**Item #1: Building Project**

Details: Updates were shared regarding the building project. Superintendent Bohrer reached out to appraiser to complete retroactive USPAP appraisal in one last attempt to recoup \$150,000 in Capital Funds. Received denial letter from Senator Johnson regarding new application for Capital Funds. Board president e-mailed architect and let him know that the project is continuing to be put on hold until further notice.

**Item #2: Personnel Committee**

Details: Resigned board member returned keys the day after the June board meeting. The provider that spoke at the May board meeting sent a letter to the board.

**NEW BUSINESS.**

**Item #1: Old Technology**

Details: Superintendent Bohrer asked board to donate old computers to Special Olympics so that they may sell those computers to their families at fair market value. Angela Marlow motioned for the board to donate the used computers to be donated to Special Olympics. Kara Williams seconded the motion. All members approved.

**POLICY/PROCEDURE NEEDING BOARD APPROVAL.**

**Item #1: Random Drug Testing**

Details: Angela Marlow motioned to amend current random drug testing policy from monthly drug test to as needed per superintendent. Emily Ernst seconded the motion. All members approved.

**ADJOURNMENT.**

Angela Marlow motioned for the meeting to be adjourned. Emily Ernst seconded the motioned. All members approved.

The meeting was adjourned at 1:20 PM.

Minutes submitted by: \_\_\_\_\_ Print Name: Denise Holden

Approved by: \_\_\_\_\_ Print Name: Emily Ernst