

From: Norma Chamblin (nchamblin@hughes.net)
To: adamsmrdd@yahoo.com;
Date: Fri, March 19, 2010 1:12:23 PM
Cc:
Subject: Bd. minutes

February 11, 2010
6:30 p.m.

The Adams Co. Bd. of Developmental Disabilities met in regular session on the above date and time at Venture Productions, Inc.

CALL MEETING TO ORDER: President Linda Stepp called the meeting to order.

ROLL CALL: Charalena (Charlie) Bess, absent (no prior notice); Larry Hamrick, present; Marti Knauff, present; Lary Lohse, present; Brice Mikesell, absent (prior notice); Tom Potts, present; and Linda Stepp, present. Also present was Scott Amen, superintendent; Norma Chamblin, business manager; and Liz Lafferty, workshop director.

ETHICS COUNCIL: None

APPROVAL OF MINUTES OF LAST MEETING: Lary Lohse made a motion to approve the minutes of the last meeting (January 14, 2010) with Larry Hamrick seconding the motion. All in favor, motion carried.

****MOTION 10-21**

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FINANCIAL REPORT: MONTHLY BILLS: After reviewing the bill sheet, Tom Potts made a motion to pay all bills listed on the bill sheet with Marti Knauff seconding the motion. All in favor, motion carried.

****MOTION 10-22**

MONTHLY FINANCIAL REPORTS: Tom Potts made a motion to approve the financial report ending January 2010 as presented with Lary Lohse seconding the motion. All in favor, motion carried.

ENC. (A)

****MOTION 10-23**

SUPERINTENDENT'S REPORT: Scott reminded the Board that our state accreditation review is scheduled for February 24th and 25th. Our in-service day is March 12th. We will have MUI training and Medication Administration review for those staff who give medications.

Scott stated that since we are considered a Medicaid provider like any other, all of our direct care staff must have a background check completed every three years. Currently, only new hires must have BCI check. These are scheduled to be done at the Sheriff's Department the afternoon of our in-service day.

Scott stated that recently we have had several requests for the use of our facilities. He is very much in favor of allowing our facilities to be used by public organizations, clubs, etc. However, there is currently no form to use for liability, etc. Aaron Haslam gave a copy of an agreement that we can use with a checklist of things to sign off on. Liz suggested \$25.00 for an evening meeting of a couple of hours. Scott asked the Board to revise our current policy on the Use of Buildings and to adopt the procedures. Tom Potts made a motion to revise the policy and adopt the procedures with Larry Hamrick seconding the motion. All in favor, motion carried.

ENC. (B) & (C)

****MOTION 10-24**

Scott stated that the finance committee needs to meet regarding salaries. He will contact Brice to see when he can attend.

DIRECTOR'S REPORT: ENC. (D)

Liz stated that the Non-profit Board revised the Adult Services Workshop Handbook on January 26, 2010.

ENC. (E)

Liz gave the Board financial reports for Venture Productions, Inc. and Venture Productions Housing Services, Inc.

ENC. (F)

OLD BUSINESS: None

NEW BUSINESS: None

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COMMUNICATIONS & GUESTS: None

ADJOURNMENT: Tom Potts made a motion to adjourn at 7:00 p.m. with Larry Hamrick seconding the motion. All in favor, motion carried.

**MOTION 10-25

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Board President

Board Secretary

Minutes prepared by: N. Chamblin