

Portage County Board of Developmental Disabilities  
2606 Brady Lake Road  
Ravenna, Ohio 44266

**July 25, 2018**  
**Special Meeting**  
**5:00pm**  
**Dennis M. Coble Administration Building**

**MINUTES**

President Michelle Sahr called the special meeting to order at 5:02pm

Board Members present by Roll Call:

Kelly Butler, Carol J. Fruscella, John Gargan, Cheri Michael, Timothy Moran, Michelle Sahr

A quorum is present.

Administrative Staff Present

G. Brown, Interim Supt., D. Cotton, A. Hall, K. Hill, L. Leslie, B. Puleo, G. Slapnick, T. Torch, C. Clevenger

Guests present: Ron Habowski, Esq., Labor Consultant, Christina Mathews Parent Mentor Field/Southeast School Districts, Paxton Hemburger, Barb Moledor, Portage Physical Therapists, Inc., Melissa McCermott, Portage Physical Therapists, Inc., Wendy Harner, Portage Physical Therapists, Inc., Gary Spencer, parent

Motion to acknowledge absent Board Member: William Tarver

Motion by T. Moran

Second by C. Fruscella

Motion carried by voice vote

Motioned to approve Resolution 18-07-01SM for the Reduction of Staff/Abolishment of Position(s)/Change in Table of Organization—Children's Services

**RESOLUTION 18-07-01SM**

**REDUCTION OF STAFF/ABOLISHMENT OF POSITION(S)/CHANGE IN TABLE OF ORGANIZATION—CHILDREN'S SERVICES**

WHEREAS, the number of students receiving school lunches at Happy Day School has decreased from approximately twenty (20) students in the 2013-2014 school year to six (6) students in the 2018-2019 school year; and

WHEREAS, there is a need to reduce the number of employees necessary to prepare and serve lunches at Happy Day School due to a lack of work and/or lack of need for full-

time positions in food service; and

WHEREAS, the Board has determined that the number of lunches needed for the upcoming 2018-2019 school year can more cost effectively be purchased from Kent City Schools and served by a part-time Board employee; and

WHEREAS, the Superintendent recommends to the Board that the following positions in the Children’s Services area of the Table of Organization are to be abolished effective August 26, 2018:

- 1. One (1) Head Cook, 184 days
- 2. One (1) Assistant Cook, 184 days; and

WHEREAS, the Superintendent recommends to the Board that the following position be added to the Children’s Services area of the Table of Organization effective August 27, 2018:

- 1. One (1) Part-time Assistant Cook, 184 days; now therefore

BE IT RESOLVED, the Portage County Board of Developmental Disabilities accepts the recommendations of the Superintendent herein in regards to abolishing and/or adding the above mentioned positions; and be it further

RESOLVED, that the Superintendent be directed to:

Act in accordance with Article 7.B of the Collective Bargaining Agreement with the Portage County Educators Association for the Developmentally Disabled Unit A as it relates to the employee(s) affected by the above stated abolishment of positions.

Submitted by: Gina Brown, Superintendent, Alicia Hall, Director of Education and Child Development, and Lynn Leslie, Director of Human Resources,

The resolution was moved by **Kelly Butler** 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:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	aye
Timothy Moran,	aye	William Tarver,	absent
		Michelle Sahr,	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 on **July 25, 2018**, and an accurate copy of said resolution may be located in the official minutes of the Board.



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Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 18-07-02SM for Authorization for Superintendent to Publish Notice for Public Requests for Proposals for Physical Therapy and Occupational Therapy Services

**RESOLUTION 18-07-02SM**

**AUTHORIZATION FOR SUPERINTENDENT TO PUBLISH NOTICE FOR PUBLIC REQUESTS FOR PROPOSALS FOR PHYSICAL THERAPY AND OCCUPATIONAL THERAPY SERVICES**

WHEREAS, the Portage County Board of Developmental Disabilities (herein after referred to as the Board) approves the provision of habilitative physical therapy services for Board-eligible adult individuals; and

WHEREAS, the Board would like to obtain requests for proposal (RFP) for these services; now therefore be it

RESOLVED, that the Board hereby authorizes the Superintendent or his/her designee to advertise for RFPs for children’s physical therapy and occupational therapy services for the period of 8/16/18-8/15/19; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take action to publish notice of an RFP in the *Record Courier* newspaper with the date of publication being July 26, 2018 and on the Board’s website, with the notice indicating that RFPs will be opened on August 9, 2018 at 10:00 a.m. at the Dennis M. Coble Administration Building at 2606 Brady Lake Road, Ravenna, Ohio 44266; 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: Gina Brown, Superintendent; Michelle Dolensky, Director of Education and Child Development; and Diane Cotton, Director of Business Management.

The resolution was moved by **Carol J. Fruscella** 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 results of which are as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	aye
Timothy Moran,	aye	William Tarver,	absent
		Michelle Sahr,	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 **July 25, 2018** and an accurate copy of said resolution will be located in the official minutes of the Board.



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Beverly Puleo, Assistant to the Superintendent

The President asked for a motion for adjournment at 5:36pm

Motion by C. Fruscella  
Second by K. Butler

Respectfully Submitted,



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Beverly Puleo, Assistant to the Superintendent



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Michelle Sahr, President



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John Gargan, Secretary