

Wood County Board of Developmental Disabilities

POLICY

Policy #: 01-ALL-ALL-0176 Subject: Board Membership, Orientation
Effective Date: 01-02-08 Last Revision: 12-03-14
Person Responsible: Superintendent
Approvals/Date: Brent Olson 12/11/17 Date John A. Martin 12/11/17 Date
Superintendent, WCBDD Board President, WCBDD

The following definitions will apply:

In-service Training – Training of board members pursuant to section 5126.0210 of the Revised Code that may include, but is not limited to, training arranged by the superintendent, statewide conferences sponsored by the Ohio association of county boards serving people with developmental disabilities or other organizations, webinars offered by the department training completed on-line, presentations by outside speakers.

The Wood County Board of DD shall consist of seven members, five members appointed by the board of county commissioners and two members appointed by the senior probate judge. All members shall be residents of Wood County and have interest and/or knowledge in the field of and other allied fields. Individuals will be appointed with an emphasis on those who have professional training and experience in business management, finance, law, health care practice, personnel administration, or government service.

Board members appointed by the county commissioners shall include two individuals who are immediate family members of individuals eligible for services provided by the board and, when possible, one should be an immediate family member of an individual eligible for adult services and the other should be an immediate family member of an individual eligible for early intervention, preschool or school-age services. Board members appointed by the senior probate judge should include at least one individual who is an immediate family member of an individual eligible for residential or supported living services.

Board members shall be appointed or reappointed no later than the last day of November with terms commencing on the annual organizational meeting the following January, and shall serve four year terms. Each member may serve three consecutive terms.

The board shall hold an organizational meeting no later than the thirty-first of January of each year, and shall elect officers including president, vice-president, and recording secretary. The President shall appoint three members of the board to an ethics council. The board shall meet at least ten times annually in regularly scheduled meetings.

Board members shall each receive a detailed orientation to programs and services provided within three months of appointment to the board and shall each attend a minimum of four hours of Ohio Department of DD approved in-service training each year. This orientation shall address: duties of the county board; role and requirements of board members; confidentiality; and the ethics laws of the state of Ohio. This orientation may count toward the hours of in-service training. Board members appointed on or before March 31st shall complete a minimum of four hours of in-service training; those appointed after March 31st but prior to July 1st shall complete a minimum of three hours of in-service training; those appointed after June 30th but prior to October 1st shall complete a minimum of two-hours of in-service training; and those appointed after September 30th but prior to January 1st shall complete a minimum of one hour of in-service training.

In-service training shall be provided to assist the board and the organization to achieve its mission. The county board and superintendent shall jointly develop the county board's plan for in-service training for the calendar year no later than January 31st of each year, which will identify topics related to the developmental disabilities service delivery system to be addressed. The superintendent shall maintain documentation of board members' completion of in-service training which shall include an outline or description that details the content of the training; the date, time location and duration of the training; and a sign-in sheet or email in which the board member attests to completing the training. Training will be monitored for compliance through accreditation reviews.

References: OAC 5123:2-1-02, OAC 5123:2-1-13
ORC 5126.0210, ORC 5126.0219, ORC 5126.021, ORC 5126.022, ORC 5126.029, ORC 5126.031

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