

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
April 24, 2017

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board Secretary, Ms. Orlandi, at 5:35 p.m. Other Board Members present included the following: Ms. Barnes Brown, Ms. Morrison, Ms. Holmes, and Mr. Carroll. Board President Ms. Thomas Fain and Board Vice President Ed Perkins were absent (both excused).

Staff present included the following: Ms. Davis-Kramp, Mr. Bluebond, Ms. Lees, Ms. Hetkey, Ms. Majoros, Ms. Davis, Ms. Bohner, Ms. Fiorella Batke, Ms. Goodrow, and Mr. Krebs.

Others present included the following: Parents, David Hartman and Charlotte Carroll, Kristen Carroll, and Joe Russell, Policy Analyst from the OACB (Ohio Association of County Boards).

II. Executive Session

A Motion was made by Ms. Barnes Brown, seconded by Ms. Morrison, to enter into Executive Session for the following reasons:

- A. To Consider Matters to be kept Confidential by Federal Law or Regulations or State Statute.
- B. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

The Motion passed with a unanimous "yes" vote. The Board entered into Executive Session at 5:37 p.m.

The Board exited Executive Session at 6:15 p.m.

III. General Session

- A. Pledge of Allegiance
- B. Mission Statement Affirmation
- C. Approval of Minutes

- 1. Approval of the Minutes from the MCBDD Regular Board Meeting, March 27, 2017

A Motion was made by Mr. Carroll, seconded by Ms. Holmes, to approve the minutes from the MCBDD Regular Board Meeting on March 27, 2017.

The Motion passed with a unanimous "yes" vote.

D. Presentation

Superintendent Davis-Kramp introduced Joe Russell, Policy Analyst from the OACB. Mr. Russel's presentation included the following information:

- Mr. Russel's background information – He has a BA in Political Science; his background is in politics and legislative affairs with a specialty in health care policy; and he has been the OACB Policy and Advocacy Director for three years.
- Advocacy – To promote or defend a specific position by advancing a certain viewpoint, either for a single case or for a general cause.
- Legislative and Political Advocacy
 - Legislative – Begins when advocates solicit support from lawmakers to change government policy.
 - Political – Begins when advocates advance an emotional viewpoint, usually as a result of a public problem.
- Advocacy Philosophy – The primary goal is to improve advocacy efforts locally, and influence policy outcomes for county boards and the people with developmental disabilities, collectively.
- How to Create Advocacy Action – Generate advocacy dialogue with other Board Members, partner with your Superintendent to facilitate outreach, and expand county board outreach in the community, as well as recruit supporters.
 - Advocacy Action – choose an OACB Policy Brief topic to discuss, seek input from Board Members, and allocate time specifically to discuss legislative advocacy. “Action” will occur throughout the year on an ongoing basis in the following ways: timely outreach to Legislators, discussions on local problems/concerns, special occasions, or as needed.
- Policy and Politics – Policy is the government's direction in laws and regulations. Politics is the motivating factors that drive policy.
- Political Winds are Shifting – What impact will President Trump and the new Governor of Ohio have on DD policy?
- Policy and Legislative Process
 - Policy must be viewed in timelines and evaluated in terms of opportunity cost.
 - Legislative process provides the template for when and how to act.
 - It's important to control your own destiny to whatever extent that's possible.
- OACB State Budget Priorities – OACB's overarching goal is to make the DD system more flexible, sustainable, and predictable for county boards by doing the following: modernizing waiting lists for DD waivers, keeping funding for new waivers, and building provider capacity.

E. Old Business

1. Consultant Travel Expenses - Mr. Arndt submitted a proposal to the Superintendent to continue to work with the MCBDD and parents at no charge, two times per month; the only exception to this would be reimbursement for his travel expenses. At last month's Board Meeting, a resolution was approved to reimburse Mr. Arndt for \$625.00 per trip until the end of May. The amount was not to exceed \$3,750.00. Superintendent Davis-Kramp requested that the Board continue to pay for Mr. Arndt's travel expenses beyond May 31, 2017, and through December 31, 2017. This request is for one trip per month;

however, Mr. Arndt will be making at least two trips each month, to assist the MCBDD and its parents, as well as completing other business in Ohio. The Superintendent stated that Mr. Arndt's expertise is very important to the current and upcoming transformation of the MCBDD.

2. Transformation Plan - The Superintendent stated that Management Team is reviewing the proposed Transformation Plan and will make recommendations to the Board at a future meeting. One major issue is whether or not to create a non-profit organization (501c3). Other non-profit agencies have been approached regarding the need for service to individuals with intensive needs, as well as for community employment. Current capacity in these areas is low. The Management Team is also working on the agency Future Planning document, the Strategic Plan, the MCBDD budget, and the Operating Plan. All will be presented to the Board in the upcoming months. The Superintendent asked that any concerns or thoughts be emailed to her for review.
3. Board Member Self Evaluations - A main concern is the number of Board Member terms that are ending in 2017 and 2018. The Superintendent asked the Board if they had any additional concerns. The following was stated: an additional Board Retreat was requested to review and discuss state and federal issues (in June); a report was requested regarding how many individuals have guardians; and a visual aid showing what the MCBDD would look like, both during and after the transformation was requested.

F. New Business

1. Abolishment and Creation of Positions Resolution #06-17

A Motion was made by Mr. Carroll, seconded by Ms. Barnes Brown, to abolish the following position: **Habilitation Assistant**, and to create the following position: **Assistive Technology Assistant**. The Assistive Technology Specialist's role now requires both evaluation of individuals and development of programs that support the use of Assistive Technology in the community. To be effective, the program requires integration of services at many levels. The creation of an Assistive Technology Assistant would increase the Assistive Technology program's ability to meet the growing demands of the department, allow for the expansion of services, and ultimately benefit the needs of individuals served.

The Assistive Technology Assistant requires only a high school diploma. Per a Board Member's suggestion, the Superintendent will research to see if there are classes available to assist in training the staff in this position.

The Motion was approved with a unanimous "yes" vote.

2. Creation of Positions Resolution #07-17

A Motion was made by Ms. Holmes, seconded by Ms. Morrison, to create the following positions: **Director of Development and Special Projects (3 days per week)** and **Early Intervention Coordinator**. As a result of the numerous challenges facing county boards of DD, the Director of Development and Special Projects position is being proposed to assist the agency and staff through the transformation and the strategic planning process. At this time, it is estimated that the need for this position will be limited to approximately one year.

Early Intervention has grown to serve approximately 240 children and their families, per month, in 2016. The staff required to provide these services has grown to include Service Coordinators, Occupational Therapists, Physical Therapists, Speech Language Pathologists, and Developmental Specialists. The Early Intervention Coordinator would be responsible for the management of team meetings, training, and supervision of Early Intervention service coordination (this includes six staff transitioning from HMG) and Early Intervention service staff (OTs, PTs, SLPs, and DSs) and to manage/provide data to the Family First Council for grant reporting. (For more information see the MCBDD proposal to the FFC in the Miscellaneous Packet.) The new EI Coordinator will take on approximately 50% of the duties formerly held by the Family First Council Coordinator that recently resigned, and will report to the MCBDD Director of Children's Services. The remaining duties will stay with the FFC. The cost for the new position is a wash; what we will pay out, we will get back from the FFC. The MCBDD is responsible for reporting to the state, as well as the FFC.

The Motion was approved with a unanimous "yes" vote.

3. Abolishment and Creation of Positions Resolution #08-17

A Motion was made by Ms. Holmes, seconded by Ms. Morrison, to abolish the following positions: **File Clerk** (part-time/Transportation) and **Vehicle Operator Aide**, and to create the following positions: **Waiver Financial Data Specialist** and **File Clerk** (full-time, to be shared between Transportation and the Business Office). The Business Office requests a half-time clerk for filing and invoicing local contracts. Transportation is short staffed until the part-time File Clerk position is filled. Linda Bohner, Director of Transportation, indicated that sufficient funds exist in the current Transportation budget to create a full-time position that is shared by the Business Office and the Transportation Department. The request is to expand the File Clerk position to full-time and share the position between the two departments.

The Business Office is requesting an additional Waiver Financial Data Specialist. This is a request for a new position since the original slot was abolished in 2015 to add positions in HR and PR. In addition, the past Waiver Financial Data Specialist was so experienced that he was able to do a very high volume of work. The cost would be \$54,600.00 for salary and benefits, but this would be off-set by \$27,300.00 in Medicaid Administrative Claiming (MAC) revenue. For 2017, the additional funds would be transferred from unfilled positions.

The Waiver Financial Data Specialist title in the first paragraph and the second paragraph of the resolution do not match. There is a typographical error in the second paragraph; the word Date needs to be removed.

The Motion was approved with a unanimous "yes" vote.

G. Discussion Items – No Discussion Items.

H. Reports Review

- Superintendent's Report – The following was discussed:
 - Per a Board Member's request, Superintendent Davis-Kramp reviewed the Ball vs. Kasich Lawsuit. She stated that it could be several years before it is

resolved, but it could have negative impacts for DD boards, such as being required to pay back wages to individuals.

- A discussion regarding the United Way's grant and how it indirectly impacts county boards was held.
- Superintendent Davis-Kramp stated that the article in the Superintendent's Report regarding wheelchair ramps was shared in order to give information regarding new technologies for people with disabilities.
- Financial Report - Mr. Bluebond reviewed the Financial Report. The following was discussed:
 - The agency is where it is expected to be at this time of year.
 - March was the first three-pay month of the year.
 - We received a property tax payment from the county. There was an increase due to new construction. Financially, Medina County is doing well compared to other counties in the state.
 - The fund balance is at \$26,443,000.00.
 - The cost per individual has remained flat.
 - The sales tax for capital improvements has been used for the playground and the purchase of a smartboard.
- Voucher Reports – Mr. Bluebond reviewed the Voucher Reports. The following was discussed:
 - Mr. Bluebond discussed local funding for services to individuals by other providers.
 - Emergency funds – These are requested by the SSA and approved by the Director of SSA. For 2017, \$40,000.00 was budgeted; thus far, less than \$15,000.00 has been used.
- MCBDD Enrollee Statistics Report – The Enrollee Statistics Report was reviewed. There were no questions from the Board.
- Provider Report – The Provider Report was reviewed. The number of individuals receiving Adult Services/Transportation from the Board is decreasing, but the number of individuals served, in general, is increasing.
- MUI Report – The MUI Report was reviewed and the following was discussed:
 - Some of the categories have increased in numbers. Superintendent Davis-Kramp has requested that the abuse categories (except for verbal abuse) be monitored and a monthly report be submitted to the Superintendent from Ms. Wilbraham, SSA Director.
 - The Opioid epidemic is evident in EI numbers and ICAT cases.
- Personnel Control Report – The Personnel Control Report was reviewed. Some of the vacant positions were requested to be abolished; and for others, offers have been made to applicants.
- Quarterly Reports:
 - Community Employment – Congratulations are extended to Ed Dryer and the Community Employment Department. We are #2 in the state for community employment (52%).

- Contract Monitoring – Program services contracts over \$75,000.00 and non-program contracts over \$25,000.00 must be approved by the Board. All other contracts can be approved by the Superintendent.
- Ombudsman – Housing in an ongoing concern.

I. Public Relations

- April is Autism Awareness Month. The MCBDD participated in the following activities:
 - An article was featured in the Gazette Health Section;
 - A 30-minute radio interview on WCTV was completed;
 - Informational papers/articles were sent to local media and non-profits; and
 - The Autism Society Resource Fair on 4/29.
- The Pinwheel Walk was held on 4/23. This was the first time that the MCBDD participated in this event. The event focuses on awareness of child abuse issues. Connections were made to new organizations concerned with child abuse issues.
- The Self-Advocacy Speaking Group encourages acceptance more than awareness. They connect with clubs, organizations, and non-profits and they build connections to businesses and support diversity efforts.
- Three new Call to Action e-blasts were generated addressing the following topics: ACA repeal, advocacy, and voting/election issues.
- The MCBDD Donor Scholarship recipients will be announced at the May Board Meeting; and afterward, there will be a small reception.
- Volunteer Appreciation Week: One hundred seventy seven people volunteered 912 hours and saved the agency \$21,494.00.
- Upcoming Events include the following:
 - Family-A-Fair on 4/29;
 - Special Arts Festival on 5/4;
 - Wadsworth Family Fun Carnival on 5/6;
 - Free Community Shred Day on 5/13; and
 - Medina County Senior Day on 5/16.

J. Open Forum (Board Policy 2.4.4)

There were no speakers for Open Forum.

IV. Adjournment

A Motion was made by Ms. Holmes, seconded by Ms. Barnes Brown, to adjourn the meeting at 8:58 p.m.

The Motion passed with a unanimous “yes” vote.

FOR APPROVAL

Elaine Orlandi (Secretary)
Acting Board President
Medina County Board of DD

Suzanne Barnes Brown
Acting Secretary
Medina County Board of DD