

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
December 10, 2018

I. Call to Order

The MCBDD Board Meeting was called to order by Board President, Mr. Carroll, at 5:34 p.m. Other Board Members present included the following: Mr. Hartman, Ms. Orlandi, Ms. Thomas Fain (left at 7:30 p.m.), Ms. Morrison, and Ms. Matthey. Ms. Albrecht was excused.

Staff present included the following: Mr. Bluebond, Ms. Finnerty, Ms. Lees, Ms. Hetkey, Ms. Majoros, Ms. Davis, Ms. Wilbraham, Ms. Kolarovsky, Ms. Hunt, Mr. Dryer, Ms. Bohner, Dr. Stanley Bryson, and Ms. Bates.

Others present included the following: Parents, Fran Koenig, Barbara Drager, and Charlotte Carroll; Diane DePasquale-Hagerty, Kim Headrick, Sharon Biggins, Sebastian Workman, and James Derry from Medina Creative Housing/Living; Melanie Kasten-Krause and Shelly Wharton from SHC; Bill Hutson, Medina County Commissioner; Jim Brown, Windfall Industries; Denise Reinker; Mary Kay Miroslaw; Julie Eschmeyer; Stacey Maleckar, new Superintendent; and Kent Daugherty, former Board Member.

II. Executive Session

A Motion was made by Mr. Hartman, seconded by Ms. Thomas Fain, to enter into Executive Session for the following reasons:

- 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 5:35 p.m. The Board exited Executive Session at 6:06 p.m.

Mr. Carroll stated that the agenda had been revised.

III. General Session

A. Pledge of Allegiance

B. Mission Statement Affirmation

C. Approval of Minutes

- 1. Approval of the Minutes from the Special Board Meeting, November 6, 2018

A Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve the Minutes from the Special Board Meeting on November 6, 2018. There was no discussion. The Motion was approved with a unanimous "yes" vote.

2. Approval of the Minutes from the Regular Board Meeting, November 12, 2018
A Motion was made by Mr. Hartman, seconded by Ms. Morrison, to approve the Minutes from the Regular Board Meeting on November 12, 2018. There was no discussion. The Motion was approved with a unanimous "yes" vote.

D. Presentation

1. Best Practice Award – Travis Thompson and Patrick Hickey

Mr. Thompson, representative from the Ohio School Plan, presented a \$1,000 check to the Board as part of the Best Practice Award. Superintendent Jon Bluebond had requested they come in and do a pre-accreditation risk assessment review of the MCBDD.

E. New Business

1. Superintendent Employment Contract Resolution #38-18 (ACTION)

A Motion was made by Ms. Thomas Fain, seconded by Ms. Mathey, to approve an Employment Contract for Stacey Maleckar as Superintendent effective January 3, 2019, through December 31, 2020. Ms. Maleckar has been offered the position of Superintendent. Ms. Maleckar will replace Jon Bluebond who is retiring after almost fifteen years of service to the Board. There was no discussion. The Motion was approved with a unanimous "yes" vote.

Mr. Daugherty, audience member, requested that Ms. Maleckar address the audience with a brief description of her background and experience. Ms. Maleckar stated she has been in the DD field for 20 years with the Cuyahoga County Board of DD. Prior to that she was in education. She stated that she is looking forward to joining the Medina County team.

F. Presentation

1. Current Superintendent Retirement Presentation and Reception

Mr. Carroll gave a brief history regarding Mr. Bluebond's career at the MCBDD. The Board thanked Mr. Bluebond for stepping in last year and stated he has done a great job. Mr. Carroll presented Mr. Bluebond with a beautiful clock from the entire Board. A short cake reception was held.

G. Old Business – There was no Old Business

H. Follow Up

Ms. Bates addressed questions from the November 12, 2018, Board Meeting:

- Mileage Reimbursement: In regard to multiple entries for the same person on the Voucher Report, Ms. Bates stated that each sheet must be listed separately; however, only one check is cut.
- Grant Funds: Ms. Bates stated she was finally able to reach Kristen and Nexus Grant opportunities are currently closed. They will be available again early next year. However, since Nexus is now in the operational stage, the grants they give out go to first responders only.
- Medina Planning grants will not be available again until 2020. Carey and Paula are on the email list to be notified.

I. Discussion Items

1. Community Events at the Achievement Center

A discussion was held regarding ways to open the Achievement Center, and possibly the property, for community use. Mr. Bluebond stated that Ms. Hetkey drafted a list of current community uses of the Achievement Center and will send to the Board Members. If the Board feels, after reviewing the list, that there are more opportunities, an ad hoc committee will be formed to discuss options and other facets of community use, such as security. Ms. Mattey and Ms. Morrison, along with other assigned staff, will participate on this committee, if deemed necessary. This topic will be a Follow Up item at the January Board Meeting.

2. Introduction of New Superintendent to Families/Community

It was recommended that two Meet and Greet receptions be held to introduce Ms. Maleckar to the staff, individuals, families, providers, and community members. The proposed date is January 15, 2019, with one session at noon and another at 6:00 p.m. Management Team is putting together a list of events/meetings that Ms. Maleckar will need to attend during the first part of 2019. Ms. Lees will coordinate scheduling.

J. New Business

1. Non-Federal Share of Medicaid Expenditures Resolution #39-18 (ACTION)

A Motion was made by Ms. Morrison, seconded by Ms. Thomas Fain, to authorize the following: The Medina County Board of DD will spend up to a total of \$5,004,973.00, in calendar year 2019, to pay the non-federal share of Medicaid services as required by Section 5126.0511 (B) of the Ohio Revised Code. This amount shall be adequate to assure that Medicaid services will be available in the county in a manner that conforms to all applicable state and federal laws. It is fully understood that payment of the nonfederal share represents an ongoing financial commitment of the Medina County Board of DD.

Calculation Includes:

MAC Fees	\$ 1,000
DODD Admin Fee	\$ 289,623
Waiver match (Residential Fund)	<u>\$4,714,350</u>
TOTAL	<u>\$5,004,973</u>

There was no discussion. The Motion was approved with a unanimous "yes" vote.

2. 2019 Language Learning Association Expenditures Resolution #40-18 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Thomas Fain, to authorize the Superintendent to enter into a contract with Language Learning Associates, LLC (dba LLA Therapy) for the following services: Speech Therapy, Physical Therapy, Physical Therapy Assistant, and Occupational Therapy. The contract will be effective from January 1, 2019, through December 31, 2019, for an amount not to exceed \$167,500.00 for Speech Therapy, \$26,500.00 for Physical Therapy Assistant services, \$69,500.00 for Physical Therapy services and \$47,580.00 for Occupational Therapy for a total of \$311,080.00. Language Learning Associates, LLC provides Speech Therapy for children in Windfall School and in Early Intervention at a rate of \$60.00 per hour and travel is reimbursed at \$0.50 per mile, Physical

Therapy Assistant at a rate of \$48.00 per hour, Occupational Therapy at a rate of \$60.00 per hour and travel is reimbursed at \$0.50 per mile, and Physical Therapy at a rate of \$68.00 per hour and travel is reimbursed at \$0.50 per mile. The rates for 2019 are the same with the exception of SLP which increased by \$2.00/hour and PTA services increased by \$3.00/hour. The overall 2019 contract amount is \$28,480 more than 2018. There was no discussion. The Motion was approved with a unanimous "yes" vote.

3. 2019 Windfall Industries Contract Resolution #41-18 (ACTION)

A Motion was made by Ms. Thomas Fain, seconded by Ms. Matthey, to authorize the Superintendent to enter into a contract with Windfall Industries for consumer employment. The contract will be effective from January 1, 2019, through December 31, 2019, for an amount not to exceed \$279,789.65. The 2019 Windfall Industries contract provides for payment of work adjustment wages to individuals served by the MCBDD, management of the cafeteria, and for providing work. This contract covers individuals currently being served by MCBDD Adult Services. Sub-minimum wage is covered under production in the contract. The Motion was approved with a unanimous "yes" vote.

4. Medina Creative Housing Amendment Resolution #42-18 (ACTION)

A Motion was made by Ms. Morrison, seconded by Ms. Thomas Fain, to authorize the Superintendent to amend the contract with Medina Creative Housing to provide the following services: Rent Subsidy. The contract will remain effective for an additional year for the period January 1, 2019, through December 31, 2019, for an amount not to exceed 170,340.00 for the additional year. The Medina County Board of Developmental Disabilities and Medina Creative Housing seek to provide opportunities for affordable housing for individuals eligible for MCBDD services. This agreement offers a subsidy of the rents paid by eligible individuals. There are currently 44 units that are not subsidized through HUD and would be covered under this contract. The Motion was approved with a unanimous "yes" vote.

5. NEON Representative and Alternate Resolution #43-18 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Thomas Fain, to approve Stacey Maleckar, Superintendent, as authorized representative and Annie Finnerty, Assistant Superintendent, as alternate representative to council meetings and in business matters of the North East Ohio Network Council of Governments, effective January 3, 2019, and until their successors are appointed. The Motion was approved with a unanimous "yes" vote.

6. Appropriation Transfer Resolution #45-18 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Orlandi, to authorize the Medina County Auditor to make the following appropriation transfers (\$26,000.00) from 3300-7700-0590 Contract Projects to the following account: \$ 26,000.00 to 3300-7700-0780 Equipment. The 2018 Budget Appropriation will increase for the following accounts: 3300-7700-0780 from \$ 79,495.00 to \$ 105,495.00. This is for the purpose of purchasing a 7-passenger transit vehicle. The purchase price of this vehicle will be reduced by the trade-in of the vehicles disposed of as of the November 12 Board Meeting (Resolution #34-18). This type of vehicle will be useful for school services, transition services, and community employment services, as needed. The Motion was approved with a unanimous "yes" vote.

7. Annual School Services Resolution #46-18 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Matthey, to approve Resolution #46-18 which states the following: WHEREAS, the Medina County Board of Developmental Disabilities has provided specialized preschool and school-age services to eligible citizens of Medina County per ORC 3323.09.

BE IT RESOLVED by the Medina County Board of Developmental Disabilities that the Board shall continue to provide educational services in accordance with the child's Individual Educational Plan for children ages three through twenty-one years of age who are placed at Windfall School by their local school district during the 2019-2020 schoolyear under the following conditions:

1. The Board shall only serve children who have intensive educational, behavioral, and/or medical needs.
2. The Board shall assume the local share of funding for such students which are within the normal range of costs. If a child requires extraordinary services such as one-on-one educational aide, the local school district shall pay the cost of providing that service. If the child is not a resident of Medina County, the school district of residence shall pay the local cost of providing that service. MCBDD is allowed per ORC 3323.14 to bill the district of residence for excess cost.
3. The public school district has entered into a contract with the Board identifying the terms and conditions of service delivery for the school year.

This is an annual resolution of service provision. In witness whereof, we have hereunto set our hand to this Resolution this 10th day of December, 2018. Ms. Bates briefly reviewed revisions from previous resolutions. Mr. Carroll asked if the LEA is aware of what "excess costs" are. Ms. Bates stated that they are. The Motion was approved with a unanimous "yes" vote.

8. Policy Review and Approval (ACTION)

A Motion was made by Ms. Morrison, seconded by Ms. Matthey, to approve the requested policy changes to 3.10 Service Funding. The policy has been deleted and re-written to include current rule language. The purpose of the policy is to preserve local funding dollars and protect the funds from changes in the Medicaid Waiver Rule. Mr. Hartman asked if the state has accepted our cap on funding. Mr. Bluebond stated that the state does not need to accept our cap; when costs exceed the budget, we would then need to look at other sources. Mr. Carroll asked for clarification regarding the highlighted areas and strikeouts. Ms. Bates stated that any areas with strikeouts have been deleted. The Motion was approved with a unanimous "yes" vote.

9. Selection of Nominating Committee for 2019

Ms. Orlandi, Ms. Matthey, and Mr. Hartman volunteered to sit on the Nominating Committee for 2019.

10. Date for Nominating Committee, Annual Organizational, and Regular Board Meeting for January, 2019

The following are the proposed date and times for the January, 2019 Board Meetings:

Nominating Committee: January 28, 2019 at 5:00 p.m.
Annual Organizational Meeting: January 28, 2019 at 5:30 p.m.
Regular Board Meeting: January 28, 2019 at 6:00 p.m.

All Board Members were in agreement.

11. Individual Board Member Self Evaluations

Mr. Carroll asked the Board to complete the Self Evaluations and submit to Ms. Lees by mid-January. The Self Evaluations are reviewed by the Superintendent and the Board President.

K. Reports Review

- Superintendent's Report – The following was discussed:
 - Mr. Bluebond thanked the Board for the opportunity afforded him and Management Team for their support. He also expressed his appreciation to the community partners.
 - Ms. Orlandi asked how much was being donated to the MCBDD after the Turkey Bowl. Ms. Majoros stated that she did not have that figure.
 - Mr. Carroll asked what percentage of the total amount of WL assessments was the 51 that have been completed. Ms. Wilbraham stated that it would be about 10%.
 - Ms. Orlandi asked about the direct care staff shortage. Mr. Bluebond stated that the shortage is nationwide and is a top priority for all county board superintendents; however, there are no solutions at this time as the wage is driven by Medicaid reimbursement.
 - Mr. Carroll asked how many individuals served in Medina County could be assisted by remote monitoring, therefore freeing up a few direct care staff. Mr. Bluebond stated that this could be part of the Follow Up for January.
- Financial Report – Ms. Bates reviewed the Financial Report. The following was discussed:
 - Revenue:
 - \$25.00 was received for a memorial grove brick.
 - \$300.00 was received from a t-shirt fundraiser.
 - \$500.00 was received for a school sensory room.
 - \$927,316.00 was received for a Medicaid settlement from the 2014 Cost Report.
 - Mr. Hartman asked if Ms. Bates is concerned about BVR funds only being at 50% of projection. Ms. Bates stated that the budgeted amount was listed incorrectly and that we are on track.
 - Expenditures:
 - November was a two-pay month.
 - STERS may be close to budget, but Ms. Bates anticipates we will be fine.
 - Cash Balance – No comments.
 - Cost per Individual – No comments.
- Voucher Reports – There were no questions from the Board.
- MCBDD Enrollee Statistics Report – The following was reviewed:
 - Mr. Carroll asked how the Midwest transition went. Ms. Hunt stated it went smoothly and is still going well. Midwest is currently serving approximately 19. They may have capability to serve more.
- The Provider Report was reviewed.
 - Mr. Hartman requested that the report be sorted from highest to lowest in order to be easier to read. Ms. Bates stated that she would do that on the next report.

- Mr. Bluebond thanked Jim Brown from Windfall Industries. Windfall Industries is now serving more individuals than the MCBDD in-house.
- Personnel Control Report – The Personnel Control Report was reviewed. There were no questions from the Board.

L. Public Relations

The following are currently being planned for 2019:

- Leadership Medina County Health and Human Services Day. Afternoon session includes a tour of the facility. There will be a presentation by Self Advocates.
- Two Meet and Greet receptions are being planned for January to introduce Stacey Maleckar to individuals, staff, families, and the community. The proposed date is January 15 with one session at noon and another at 6:00 p.m. Light refreshments will be served.

Upcoming Events include the following:

- Judge Dunn and Probate Court staff will be here on December 13 to pass out Build A Bears to school side.
- The Red Cross Blood Drive is on January 8.

M. Open Forum

Fran Koenig

Ms. Koenig stated that she received a call from a parent who was concerned that an aide was not on the van for the new route with Midwest. She stated the parent was told during the ISP meeting that an aide would be present. The Board recommended that Ms. Koenig tell the parent to contact their SSA for further follow up.

Jon Bluebond

Mr. Bluebond stated that it has been a great year and thank all again for their support during his time as Superintendent.

IV. Adjournment

A Motion was made by Mr. Hartman, seconded by Ms. Morrison, to adjourn the meeting at 7:42 p.m. The Motion passed with a unanimous "yes" vote.

FOR APPROVAL

Board Chair
Medina County Board of DD

Secretary
Medina County Board of DD