

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
REGULAR BOARD MEETING MINUTES
October 20, 2014**

I. Call to Order

The Regular Board Meeting was called to order by President, Mr. Daugherty, at 5:04 p.m. Board members present: Ms. Barnes Brown (left at 6:30p.m.), Mr. Mitzel, Mr. Belsole, Ms. Holmes, Ms. Thomas Fain and Ms. Orlandi

Staff present: Ms. Davis-Kramp, Mr. Goebel, Ms. Lees, Ms. Hetkey, Mr. Miller, Ms. Bohner, Ms. Finnerty, Mr. Bluebond, Mr. Dryer, Dr. Stanley Bryson, Ms. Majoros, Mr. Yamsek, Ms. Davis and Ms. Reed

Others present: Ms. Lori Chick, Executive Director of NEON

II. Executive Session

Motion was made by Ms. Thomas Fain, seconded by Mr. Mitzel, 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. Conferences with an attorney for the Board concerning disputes involving the Board that are subject of pending or imminent court action.

Motion passed with a unanimous "aye" vote. The Board entered into Executive Session at 5:06 p.m.

The Board exited Executive Session at 5:29 p.m.

General Session began at 6:00 p.m.

III. General Session

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

1. Approval of the Minutes from the Regular Board Meeting, September 22, 2014

Mr. Daugherty stated that the minutes have been revised.

Motion was made by Mr. Mitzel, seconded by Mr. Belsole, to approve the minutes from the Regular Board Meeting on September 22, 2014.

Ms. Orlandi abstained, all others voted "aye". Motion passed.

D. Old Business

1. Leasing space – Annette Davis-Kramp

Ms. Davis-Kramp discussed the conditions of the current space for SSA and the Community Building. Mr. Goebel distributed the pre-lease and map of the property at Montrose Center to the Board members for review. Mr. Bluebond explained why this particular property was selected. It was also stated that Transit has made a commitment for a stop at the Montrose Plaza. The following questions from the Board were addressed:

Q. How much space is available for parking? Ms. Orlandi

A. Thirty five spaces are guaranteed in the pre-lease. That could increase to 50-60, if needed. High traffic times for SSA/Community Department are different than other businesses in the plaza.

Q. What is the percentage of additional budget costs? Mr. Belsole

A. The additional costs are less than 1% of the agency budget.

Mr. Mitzel stated that Mr. Bluebond and Mr. Goebel did a great job of getting us here. The agency needs to have high visibility in the community.

Ms. Barnes Brown stated she was pleased to see the handout about cooperative efforts with Medina County businesses, i.e., the partnership with SHC for the storefront. Mr. Bluebond stated that staffing would be shared to cover evening and weekend hours at the storefront.

Mr. Daugherty stated that we need to let the taxpayers know why this benefits the individuals we serve. Mr. Daugherty raised the question of the SSA's working from home. He stated that this was discussed in an earlier meeting. Mr. Miller stated that it is more difficult to have good communication when not centrally located.

Q. What will be done with the current SSA space in this building? Ms. Orlandi

A. Ms. Davis-Kramp stated that there are several options available. They include, bringing in non-disabled workers on the Work Center floor to allow for integration, taking some of the overflow of already crowded areas or possibly renting the space out.

Mr. Mitzel stated that he is in support of bringing in non-disabled workers to the Work Center floor.

Ms. Thomas Fain stated that several people said to her, once they found out about the new space and storefront, "It's about time you came out of hiding." Ms. Davis-Kramp asked what that meant. Ms. Thomas Fain stated it's about time our individuals let their intelligence be seen in the community.

Ms. Holmes stated she likes the idea and the individuals need to be out in the community.

Mr. Belsole thanked Mr. Goebel and Mr. Bluebond and all who were involved in this process. Good job.

Motion was made by Mr. Mitzel, seconded by Ms. Thomas Fain, to complete the lease with Pleasant Valley Construction.

Motion was passed with a unanimous "aye" vote.

2. Day Care collaboration with SHC – Annette Davis-Kramp

Ms. Davis-Kramp stated that she met with SHC today. She was given the name of the daycare facility and assured the Board that it is a reputable business. They have asked for our expertise in working with children with disabilities. The following questions from the Board were addressed:

Q. What type of agreement are they looking for? Mr. Daugherty

A. SHC is requesting a Memorandum of Understanding where the Board would provide staff support in the program. They are not looking for a financial partner to take on risk of ownership.

Q. What would be expected of the Board? Mr. Daugherty

A. The Board may provide additional staff through the OOD program or from our Education Department to assist with transitions. There may be a need for financial support for a Director who would have the skills to supervise programming for individuals served by the Board.

Q. Is the building accessible for people with disabilities? Ms. Orlandi

A. Dr. Stanley Bryson stated that the back entrance is, not the front.

Q. When do they anticipate taking this over? Mr. Belsole

A. Ms. Davis-Kramp stated that a rough estimate would be at the end of this school year.

Mr. Mitzel stated that everyone was asked to think outside the box when looking for the new Superintendent in order to expand opportunities for people with disabilities and this is just that. Mr. Mitzel is looking forward to hearing more about it.

Mr. Daugherty stated that we have to be open to other providers also.

Ms. Davis-Kramp stated that the Family First Council did a survey and this was identified as a huge gap in service.

E. New Business

1. Abolishment and Creation of Position Resolution #23-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Ms. Holmes, to approve Resolution #23-14 to abolish the following position: Physical Therapist – 9 month (3 days per week) and to create the following position: Physical Therapist – 12 month (4 days per week).

Motion was passed with a unanimous "aye" vote.

2. Acceptance of the Ethics Committee Report dated 10/20/14 (ACTION)

The Ethics Committee Report was reviewed by Mr. Goebel, Ms. Holmes, Ms. Barnes Brown and Ms. Thomas Fain. No conflicts of interest were noted.

Motion was made by Ms. Thomas Fain, seconded by Mr. Belsole, to accept the Ethics Committee Report dated 10/20/14.

Motion was passed with a unanimous "aye" vote.

Mr. Mitzel asked if random numbers are picked each year to check for verification. Mr. Goebel stated that we currently do not do random checks for Conflict of Interest. Mr. Mitzel stated that it may be a good idea to begin the random checks.

F. Discussion Items

1. Open Forum Meeting Date – Ms. Davis-Kramp

Ms. Davis-Kramp notified the Board of the date for the Annual Operating Plan Open Forum meeting. This would be held directly before the Regular Board Meeting at 4:30 p.m. on Monday, November 17th.

2. 2015 Budget Draft – Mr. Bluebond

Mr. Bluebond reviewed the 2015 Budget Draft information that was included in the Board members' Board Packets. Mr. Bluebond discussed the reason for the increase, match dollars, levy money for programs and reviewed the summary page.

Mr. Belsole stated that the Board needs to have a thorough understanding of the budget and the reason for the increase.

Mr. Daugherty stated that open communication is needed in regard to the budget.

Mr. Bluebond stated that more discussion is needed. Mr. Mitzel asked what the nature of the discussion would be and stated it must be held in general session. A Special Meeting will be scheduled for Monday, November 3rd to review and discuss the 2015 Budget Draft.

G. Presentations

1. OOD Contract – Ed Dryer

Mr. Dryer discussed the contractual agreement between the Medina County Board of DD and Opportunities for Ohioans with Disabilities, or Career Connections. This contract will run from 10/1/14 to 9/30/16. At this time, the goal of 15 successful rehabilitations has been met. The plan is to serve over 200 individuals through this contract and increasingly serve transition youth. Mr. Dryer also shared the budget information and Career Connection goals with the Board.

2. Waivers – Lori Chick

Lori Chick, Executive Director of NEON, gave an overview of Home and Community Based Waivers. The following were included in the presentation:

- A brief history
- Waivers in the DD System, including Level One, Individual Option (I.O.), Self Empowered Life Funding (S.E.L.F.) and the Transitions Developmental Disability Waiver (TDD)
- How a Waiver becomes a Waiver, from the initial application to renewal to amendment
- Statewide Waiver Initiatives
- Questions that may be asked
- Waiver stats in Ohio

H. Reports Review

- Superintendent's Report – The Superintendent's Report was reviewed and the following questions from the Board were addressed:
 - MUI's – Mr. Mitzel asked if the MUI's reported in the Board Report are substantiated or unsubstantiated and do we track how many are substantiated? Mr. Miller stated that the MUI's reported in the Board Report have not been investigated yet and therefore are not substantiated at that time. Mr. Miller also stated that 6 month, as well as annual tracking of MUI's is completed. Mr. Mitzel would like that information included in the Board Report. Ms. Majoros stated that there is a committee that reviews this information as well. Mr. Daugherty stated that we are the monitoring organization and should know more frequently what is happening. Mr. Miller stated that the six month report will be presented to the Board, as well as the annual report.
 - Mr. Mitzel asked if we are talking to other agencies that want to provide services in Medina County. Ms. Davis-Kramp informed Mr. Mitzel that we are.
 - Mr. Mitzel asked if progress is still being made in regard to resolving issues resulting from the Accreditation Survey. Dr. Stanley Bryson stated that the Plan of Correction items have been completed. Dr. Stanley Bryson also stated that only two citations were given; this is the best in the state!
 - Mr. Mitzel asked what the agency is doing for parents who are troubled by the closing of the EI classroom. Dr. Stanley Bryson stated that monthly correspondence is going out to parents, they are talking with families and are working with Patti to get additional communications out.
 - Mr. Daugherty asked how the ISP process is going. Mr. Miller stated that it is going well and Board training will be held in February of 2015. Mr. Belsole asked if anything was done to commend Mr. Peterson, SSA, for his efforts regarding the individuals who had fallen in his home. Ms. Davis-Kramp stated a commendation could be done. Ms. Hetkey suggested a letter from the Board. All agreed.

- Financial Report - Mr. Bluebond reviewed with no questions from the Board.
- Voucher Report(s) – Mr. Bluebond reviewed with no questions from the Board.
- MCBDD Enrollee/Personnel Statistics Report – Reviewed with no questions from the Board.
- Operating Contract (Quarterly – January, April, July, October) – Mr. Bluebond reviewed. Mr. Mitzel asked if we are in the process of hiring the new positions that were approved by the Board previously. Ms. Davis-Kramp stated that Faith King was offered the Assistant Director of Children’s Services position, interviews will begin next week for the Adult Services Director position, the Assistive Technology and HR Clerk postings are up and the Community Relations Assistant will be posted soon.
- Program Data Quarterly Reports (Education, Assisted Safety Response, Ombudsman) – The Operating Plan Quarterly Report was reviewed by Annie Finnerty and questions from the Board were addressed.

I. Public Relations

- The Medina County Interagency Agreement was signed on 10/3. Over 20 community partners, leaders and school officials were present. Coverage included all local media, as well as at the State level.
- The Community Shred Day was held on 10/4. Over three tons of shredding was collected. Between this one and the previous, enough money was raised to fund the Donor Scholarships for next year. In addition, this is a great way to reach the senior population.
- Medina Community Library Parent Resource Night – This event focuses on bullying of students with disabilities. Resources are tailored to parents.
- MCBDD is collaborating with the University of Akron to give students in education programs exposure to our services and supports and population.
- Upcoming Events: Warm up Medina County on 11/3 and Fall Fest/Access Fair on 10/23.

J. Open Forum (Board Policy 2.4.4)

No speakers.

IV. Adjournment

Motion was made by Mr. Mitzel, seconded by Ms. Orlandi, to adjourn the meeting at 8:20 p.m.

Motion passed with a unanimous “aye” vote.

FOR APPROVAL

Mr. Daugherty, President
Medina County Board of DD

Ms. Orlandi, Secretary
Medina County Board of DD