

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
REGULAR BOARD MEETING MINUTES
September 22, 2014-REVISED**

I. Call to Order

The Regular Board Meeting was called to order by President, Mr. Daugherty, at 5:06 p.m. Board members present: Ms. Barnes Brown, Mr. Mitzel, Mr. Belsole, Ms. Holmes and Ms. Thomas Fain

Board members absent: Ms. Orlandi (Excused)

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, Ms. Hendrickson, Ms. Lee

Others present: Mr. Jim Brown, Mr. and Mrs. Sorino

Mr. Daugherty stated that the agenda has been revised.

II. Executive Session

Motion was made by Ms. Holmes, seconded by Ms. Thomas Fain, 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.
- C. 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 5:07 p.m.

The Board recessed from Executive Session at 6:10 p.m. and announced that General Session would commence and then after the Open Forum, the Board members and Ms. Davis-Kramp would enter back into Executive Session.

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, July 28, 2014

Motion was made by Mr. Mitzel, seconded by Ms. Barnes Brown, to approve the minutes from the Regular Board Meeting on July 28, 2014.

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

2. Approval of the Minutes from the Special Board Meeting/Board Retreat, September 8, 2014

Motion was made by Mr. Belsole, seconded by Ms. Holmes, to approve the minutes from the Special Board Meeting/Board Retreat on September 8, 2014.

Motion passed with a unanimous "aye" vote.

Ms. Barnes Brown stated that Ms. Lees always does an excellent job on the minutes. Thank you Ms. Lees.

D. Old Business

1. SHC Daycare Project – Annette Davis-Kramp

Ms. Davis-Kramp stated that SHC sent over a non-disclosure agreement to be signed by the Superintendent. This will allow the MCBDD to have more information about the project such as the name of the daycare facility, location, etc. In addition, Mr. Bluebond can now review the financial information. More details will be forthcoming.

E. New Business

1. Appropriation Transfer Resolution #17-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Ms. Holmes, to approve Resolution #17-14 to authorize the Medina County Auditor to make the following appropriation transfer:

\$ 42,606.28 from 3300-7700-0981 Reserve to 3300-7700-0691 Local Match

The request is to increase total Local Match from \$2,989,218.00 to \$3,031,824.28 and increase match allocated to the 2014 - 2016 contract with Opportunities for Ohioans with Disabilities to \$84,079.16, which is 25% of the local match for the two year contract. The remainder of the match will be due in 2015 and 2016.

Motion was passed with a unanimous "aye" vote.

2. Transfer to Close an Inactive Fund Resolution #18-14 (ACTION)

Motion was made by Ms. Thomas Fain, seconded by Mr. Mitzel, to approve Resolution #18-14 to authorize the Medina County Auditor to transfer \$385,084.05 from the Residential Fund 3325 to the Capital Contingencies Fund 2855.

The Residential Fund is not required for accounting purposes and had been used to pay match funds to Medicaid. Match funds are now paid directly from the General Fund. The balance of the Residential Fund will be transferred to an active fund, the Capital Improvements Contingencies Fund. This transfer will be used to fund the Capital Improvements Plan submitted to the Board. Following this transfer, the balance of the Capital Improvements Contingencies Fund will be \$566,797.19, and will fund planned capital improvements through December 31, 2016.

Funding a Capital Improvements Fund demonstrates to the community that we are planning for the future and taking care of the asset (our building) entrusted to us with the Bond Levy.

Motion was passed with a unanimous "aye" vote.

3. Abolishment and Creation of Positions Resolution #19-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Mr. Belsole, to approve Resolution #19-14 to abolish the following positions:

Waiver Financial Data Specialist
Administrative Support Clerk I
Confidential Records Clerk (currently split between Administration and HR)
Residential Manager
Information Technology Specialist
Public Relations Coordinator

And to create the following positions:

Community Relations Assistant
Records Specialist
Human Resources Clerk
Training and Compliance Specialist
Assistive Technology Specialist
Community Relations Coordinator

Management believes that the requested changes more closely align with the current needs and future direction of the agency and coincide with the proposed Table of Organization. The proposed changes will result in a net savings of \$24,630, which includes benefits.

Motion was passed with a unanimous "aye" vote.

4. Table of Organization Resolution #20-14 (ACTION)

Motion was made by Ms. Thomas Fain, seconded by Mr. Mitzel, to approve Resolution #20-14 to approve the Table of Organization as presented.

Motion was passed with a unanimous "aye" vote.

5. Position Paper Resolution #21-14 (ACTION)

Motion was made by Mr. Mitzel, seconded by Ms. Barnes Brown, to approve Resolution #21-14 as follows:

WHEREAS, the Medina County Board of Developmental Disabilities has provided services to citizens of Medina County.

WHEREAS, the Medina County Board of Developmental Disabilities believes that individuals and families should have a choice in the selection of services; now therefore,

BE IT RESOLVED by the Medina County Board of Developmental Disabilities that the Board endorse the position paper dated September 5, 2014, stating that:

We the Board Support:

1. The revised version of the "Firewall Document"
2. County Boards having the exclusive right to the role of Support Administration
3. Conflict Free Case Management
4. The Medicaid Right of Free Choice of Provider
5. The Right for the Medina County Board to be one of those choices
6. The Self Determination movement
7. Person Centered Planning
8. Employment First

and

We the Board Believe:

1. That the decisions that we face should not be viewed as either/or decisions
2. That we need to be proactive not reactive
3. That our primary mission is to be true to our stakeholders, the individuals and families that we serve and to the taxpaying citizens of Medina County
4. That politics should have no role in these decisions
5. That we need to be a provider of select services to ensure that Board eligible individuals will not be left out due to insufficient funding or a lack of provider expertise
6. That the issues we face are not new or revolutionary but evolutionary and should be treated as such

In witness whereof, we have hereunto set our hand to this Resolution this 22nd day of September, 2014.

6. Excess Property Resolution #22-14 (ACTION)

Motion was made by Ms. Holmes, seconded by Mr. Belsole, to approve Resolution #22-14 to declare the following vehicle as excess property and unusable by the Medina County Board of Developmental Disabilities. This property will be sold through auction or other means as specified in ORC 307.12, Disposition of Unneeded, Obsolete or Unfit Personal Property.

2003 Dodge 35B RAM Van VIN 2D7LB31Z73K525829

This vehicle will be used as a trade-in to reduce the cost of purchasing a new van.

F. Presentations

1. Windfall Industries – Jim Brown/Paula Majoros

Jim Brown, Executive Director of Windfall Industries, presented on the mission, history and general purpose of Windfall Industries in relation to the MCBDD. In addition, he discussed Medina Assembly and Packaging, otherwise known as MAP. This was developed as a stepping stone to assist students and adults with developmental disabilities in the transition to competitive employment. Mr. Brown also shared Windfall Industries' Revenue Report and addressed questions from the Board.

Ms. Majoros presented on the Windfall Industries contract. The following topics were discussed: variable and fixed costs, services and costs, community job sites and work adjustment opportunities. Ms. Majoros also addressed questions from the Board.

G. Discussion Items

1. Preschool and Education Survey – Annette Davis-Kramp

Ms. Davis-Kramp briefly discussed the upcoming survey in Education by the Ohio Department of Education (ODE), through the Office for Exceptional Children (OEC) and the Office for Early Learning and School Readiness (OELSR). The survey will be conducted on November 11th and 12th. At this time, they are asking for 25 files. A thank you is extended to Dr. Stanley Bryson for her hard work in preparing for this survey. Questions from the Board were addressed by Dr. Stanley Bryson and Ms. Davis-Kramp.

2. Leasing space – Annette Davis-Kramp

Ms. Davis-Kramp gave an update on the search for lease space for the Community Employment and SSA Departments. The Montville location is, at this time, the number one choice. Tentative plans are to be in by the end of the year. More information will be forthcoming.

Mr. Mitzel stated that it was a nice location being front and center in the area.

H. Reports Review

- a.** Superintendent's Report – The Superintendent's Report was reviewed and questions from the Board were addressed. Ms. Davis-Kramp touched on some state and federal issues of importance.
- b.** Financial Report - Mr. Bluebond reviewed and addressed questions from the Board.
- c.** Voucher Report(s) - Reviewed with no questions from the Board.
- d.** MCBDD Enrollee/Personnel Statistics Report – The Enrollee Stats Report was reviewed and questions from the Board were addressed. A brief discussion was held regarding the increase in numbers since the beginning of the year.
- e.** Operating Contracts (Quarterly - January, April, July and October) – No report this month. Mr. Mitzel asked if there had been any follow up on the recommendations made after the Ombudsman presentation at the last Board meeting. Ms. Davis-Kramp addressed and informed the Board that Ms. Hetkey is

working with SHC's public relations coordinator to reach the community with this information.

- f. 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

- September is Fetal Alcohol Awareness Month. Four white paper articles with local media have been completed.
- October is Disabilities Employment Awareness Month.
- Information regarding the Ombudsman services in Medina County is getting out to the community. Ms. Hetkey has met with SHC's public relations staff and is developing a plan. The first article appeared in this week's Post Newspaper.
- The agency had a booth at both the Medina and Wadsworth Salvation Army Back to School Rallies. Over 250 families attended.
- The first of our quarterly focus groups was held on 9/15. Six people, including local business and community members, attended to discuss issues related to MCBDD communication and public knowledge.
- Upcoming Events include the Community Shred Day on 10/4, the BNI luncheon on 10/16 and the Fall Fest and Access Fair on 10/23.

J. Open Forum (Board Policy 2.4.4)

Sharon Sorino:

Mrs. Sorino questioned why the name of the Intensive Needs Unit (INU) was changed to Innovative Support Options (ISO). Ms. Davis-Kramp addressed. Mrs. Sorino also stated that her daughter has been in the program for three years and they have seen little improvement. They feel she does not have enough work to do and that this unit is not good for her. Ms. Davis-Kramp will call a Special Team meeting to further discuss Mrs. Sorino's concerns.

At this point, the Board and Ms. Davis-Kramp entered back into Executive Session. All others were excused.

IV. Adjournment

Motion was made by Mr. Belsole, seconded by Ms. Holmes, to adjourn the meeting at 8:51 p.m.

Motion passed with a unanimous "aye" vote.

FOR APPROVAL

Mr. Daugherty, President
Medina County Board of DD

Ms. Thomas Fain, Acting Secretary
Medina County Board of DD