

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
December 14, 2015

I. Call to Order

The Regular Board Meeting was called to order by President, Mr. Daugherty, at 5:01 p.m. Board Members present included Ms. Barnes Brown, Mr. Belsole, Ms. Orlandi, Ms. Thomas Fain (arrived at 5:10 p.m.), and Ms. Holmes (arrived at 5:06 p.m.).

Staff present included Ms. Davis-Kramp, Ms. Lees, Mr. Goebel, Ms. Hetkey, Mr. Bluebond, Ms. Davis, Mr. Dryer, Ms. Wilbraham, Dr. Stanley-Bryson, Ms. Majoros, Mr. Yamsek, Ms. Finnerty, Ms. Hendrickson, Ms. Bohner, and Mr. Khadige.

Mr. Jay Mitzel (retired Board Member) attended as a guest.

II. Executive Session

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

- A. To consider matters to be kept confidential by Federal Law or Regulation or State Statute.

Motion passed with a unanimous "aye" vote. The Board entered into Executive Session at 5:02 p.m.

The Board exited Executive Session at 5:47 p.m. General Session resumed at 5:53 p.m.

The Board President stated that the agenda has been revised.

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, November 16, 2015**

The Board President stated that the minutes had been revised to show his absence at the November 16, 2015, Board Meeting as excused.

Motion was made by Ms. Orlandi, seconded by Mr. Belsole, to approve the minutes from the Regular Board Meeting on November 16, 2015.

Mr. Daugherty abstained. All others votes "aye". Motion passed.

D. Public Relations

The Public Relations Department is still working on some end of the year projects. They include the following:

- Baby It's Cold Outside
 - The MCBDD worked with Salvation Army offices in Medina, Brunswick, and Wadsworth.
 - More than 2,000 items were donated by individuals, families, staff, and the general public.
- Leadership Medina County – Health and Human Services Day
 - Approximately 120 attendees learned about the social service system in Medina County.
 - Windfall Industries provided the snacks in the afternoon.
- MedinaMade – A collaborative effort between the MCBDD and SHC.
 - There have been four promotional ads for the store and three newspaper articles.
- Upcoming Events
 - The Local Government Expo is on Wednesday, January 13, 2016.
 - The Red Cross Blood Drive is on Monday, January 25, 2016.

Mr. Daugherty stated that he would like to recognize the “Bells of Harmony” group that includes individuals with disabilities who travel to nursing and assisted living homes to play for the residents. The individuals enjoy the experience as much as the residents.

E. Presentations

1. Board Member Recognition Award for Al Belsole

Mr. Daugherty presented Mr. Belsole with a beautiful engraved clock, on behalf of the Board, in appreciation for five years of dedicated service on the MCBDD Board. Mr. Belsole has served the last two years as the Vice President of the Board. He has encouraged good stewardship of resources and has demonstrated his passion for advocacy for individuals with disabilities. Mr. Daugherty thanked Mr. Belsole and wished him the best in his new endeavors. Mr. Belsole thanked the Board and the MCBDD staff for their support.

2. Board Member Recognition Award for Jay Mitzel

Mr. Daugherty also presented Mr. Mitzel with an engraved clock, on behalf of the Board, in appreciation for 12 years of dedicated service on the MCBDD Board. During this time, Mr. Mitzel has served as both Board President and Vice President. Mr. Daugherty stated that Mr. Mitzel brought a good balance to the Board with his consistent ability to think into the future. Mr. Mitzel has joined the SHC Board and is a member of the Autism Society. Mr. Daugherty and Ms. Davis-Kramp both thanked Mr. Mitzel for his years of service.

Mr. Mitzel stated that the twelve years were very rewarding and fulfilling for him. He shared some of his personal experiences with raising a child with a disability. He discussed some of the challenges throughout each phase of his child's life. Mr. Mitzel stated that his purpose for staying on the Board for 12 years was his focus on advocacy. Mr. Mitzel thanked the Board for their services and supports for people with disabilities in Medina County.

F. Discussion Items

1. Direct Support Professionals (DSP) Ad Campaign for other providers

This was briefly discussed at the November 16, 2015, Regular Board Meeting. Ms. Davis-Kramp stated that after discussing with Management Team, Ms. Hetkey will head the group to come up with a campaign to assist provider agencies in recruiting quality staff. This item will be back on the agenda at the January 25, 2016, Regular Board Meeting.

G. Reports Review

- Superintendent's Report – The following was discussed by the Superintendent:
 - Disability Rights of Ohio (DRO) has filed a lawsuit against Seneca County Board of DD. The expectation is that the movement will grow. This is something we will watch very closely.
 - Kathy Miller has announced her retirement in 2016. Michelle Schafer has been hired as the new Special Olympics Coordinator.
 - The new ABLE (Achieving a Better Life Experience) Act, allowing individuals with disabilities to have savings accounts that do not affect their government benefits, will hopefully be in place in 2016.
 - Ms. Davis-Kramp encouraged the Board Members to read the good news stories regarding Assistive Technology.
 - The Technology Department has been very busy this year. The part-time staff hired to assist the Network Administrator is inundated with requests. In 2016, there will be a request to the Board to take this position to permanent full time. Although this was not in the 2016 budget, Ms. Davis-Kramp and Mr. Bluebond will work on finding the money elsewhere in the budget.
 - The following questions/comments from the Board were addressed:
 - Will we hit 100 individuals employed in the community by the end of the year? Mr. Dryer stated that we are almost there and yes, we are on target to hit 100 jobs in the community by the end of 2015.
 - The difference between the caseload of an SSA and a Behavior Specialist was discussed.
 - Hand in Hand Creations (HIHC) will not be returning to the IX Christmas Connection in the future due to the opening of the MedinaMade store.
 - A committee has been formed to address building security and the current procedures/plans are being reviewed.
 - A discussion regarding temporary contracts was held. The Board would like more information on this issue. Ms. Davis will look into this.
- Financial Report – Mr. Bluebond reviewed and stated the following:
 - The agency came in under budget on expenses and right on target for revenue.
 - The cost per person has slightly increased each year.
 - At the OACB Conference, a topic of discussion was county boards' fund balances. Mr. Bluebond stated that this is an issue that will be brought to the Board at budget time next year.
- Voucher Report – The Director of Business reviewed and stated that there was some planned spending on the capital improvement plan.
- Enrollee Stats – Questions from the Board regarding enrollment counts were addressed.

- Provider Report – The Director of Business reviewed and stated that there has been a significant increase in services by other providers.
- Operating Contracts – There was no Operating Contracts Report this month.
- Program Data Quarterly Reports – There were no Program Data Reports this month.

H. Old Business

1. Medina Creative Transitions

Superintendent Annette Davis-Kramp recapped this topic from last month's meeting. She asked the Board what they would like to do at this point. A discussion was held that included the following points:

- The Board would like to see more of a commitment for Board eligible individuals.
- The setting is not integrated. It should not be for only individuals with autism.
- If the Board were to proceed, they would need everything in writing.
- All agreed that this is a good way to promote post-secondary education for people with disabilities.
- If the committee does not support the project, that needs to be taken into consideration.
- The Board is in favor of the concept of the program, but if it's not a good fit for the agency, then we need to pass.
- The research that has been done regarding the congregate living needs to be considered.

After a lengthy discussion considering all of the above topics, the Board feels that it would not be in our best interest to fund this project.

I. New Business

1. 2016 NEON Contract Resolution #30-15 (ACTION)

Motion was made by Ms. Orlandi, seconded by Ms. Barnes Brown, to approve Resolution #30-15 to authorize the Superintendent to enter into a contract with Northeast Ohio Network (NEON) for the services listed in the contract.

Motion was passed with a unanimous "aye" vote.

2. Non-Federal Share of Medicaid Expenditures Resolution #31-15 (ACTION)

Motion was made by Ms. Thomas Fain, seconded by Ms. Orlandi, to approve Resolution #31-15 to authorize the Medina County Board of DD to spend up to a total of \$2,841,247.00, in calendar year 2016, to pay the non-federal share of Medicaid services as required by the Ohio Revised Code. It is fully understood that payment of the non-federal share represents an ongoing financial commitment by the Medina County Board of DD.

Motion passed with a unanimous "aye" vote.

3. Abolishment and Creation of Positions Resolution #32-15 (ACTION)

Motion was made by Mr. Belsole, seconded by Ms. Holmes, to approve Resolution #32-15 to abolish the following positions: Behavior Support Specialist (2), and to create the following positions: Positive Support Specialist (2), OOD Secretary (1) 30 hours per week, Community Support Supervisor and Individual Supports Coordinator.

The Behavior Support Specialist to the Positive Support Specialist is a title change only. The request for an Individual Supports Coordinator position is based on the new roles of the Behavior Support Specialists. There is a need for a position that focuses on implementation and training of safety protocols, positive culture changes, and daily assessment. There will be no increase in salary/benefit cost. The OOD Secretary and Community Support Supervisor positions are funded through the OOD grant. Both positions have been filled through a temporary contract for an extended period of time. At this point, we believe that we need to make these non-temporary positions and come into compliance with the terms of the collective bargaining agreements.

Motion passed with a unanimous “aye” vote.

4. Appropriation Transfer Resolution #33-15 (ACTION)

Motion was made by Ms. Holmes, seconded by Ms. Thomas Fain, to approve Resolution #33-15 to authorize the Medina County Auditor to make the following appropriation transfers:

\$34,000.00 from Salary-Case Manager Staff to Salary-Case Manager Administration
\$5,000.00 from Salary-Adult Services to Salary-Subs Direct Services
\$750.00 from Maintenance-Administration to Food Service Sub

These transfers are needed for the purpose of additional substitute usage in Adult Services and for two concurrent SSA Director positions in 2015.

Motion passed with a unanimous “aye” vote.

5. Fleet and Liability Insurance Resolution #34-15 (ACTION)

Motion was made by Ms. Orlandi, seconded by Ms. Barnes Brown, to approve Resolution #34-15 to authorize the Superintendent to purchase \$3M fleet insurance for \$22,475.00 and \$1M/3M general liability insurance for \$17,579.00 from Hylant Administrative Services, LLC for the Ohio School Plan Policy. The coverage period is from January 1, 2016, through December 31, 2016. This proposal is a \$485.00 decrease over the 2015 policy.

Motion passed with a unanimous “aye” vote.

6. Invo Healthcare Contract Resolution #35-15 (ACTION)

Motion was made by Ms. Holmes, seconded by Ms. Thomas Fain, to approve Resolution #35-15 to authorize the Superintendent to enter into a contract with Invo Healthcare for Occupational Therapy services, not to exceed \$89,000.00, and Occupational Therapy Assistant services, not to exceed \$62,700.00. The 2016 Invo Healthcare contract will provide Occupational Therapy services and Occupational Therapy Assistant services for children in Windfall School and in Early Intervention at the same rate as the 2015 contract; mileage is an add on cost due to services now being provided primarily in the natural environment.

Motion passed with a unanimous “aye” vote.

7. Language Learning Contract Resolution #36-15 (ACTION)

Motion was made by Ms. Orlandi, seconded by Mr. Belsole, to approve Resolution #36-15 to authorize the Superintendent to enter into a contract with Language Learning Associates, LLC for Speech Therapy services, not to exceed \$215,680.00, and Physical Therapy Assistant services, not to exceed \$24,840.00. Language Learning Associates, LLC provides Speech Therapy for children in EI and Windfall School.

Motion passed with a unanimous “aye” vote.

8. 2016-2018 Operating Plan Resolution #37-15 (ACTION)

Motion was made by Ms. Holmes, seconded by Ms. Orlandi, to approve Resolution #37-15 to approve the 2016-2018 Operating Plan as presented. Mr. Daugherty thanked the Superintendent and the staff for their hard work on the plan.

Motion passed with a unanimous “aye” vote.

9. Assignment of Nominating Committee members for selection of the 2016 Board Officials and the Nominating Committee Meeting date. (ACTION)

Motion was made by Mr. Belsole, seconded by Ms. Orlandi, to approve the Board President’s selection of members for the 2016 Nominating Committee and the meeting date of Monday, January 25, 2016, at 4:30 p.m. The committee members includes Ms. Holmes (Chair), Ms. Thomas Fain, and Ms. Barnes Brown.

Motion passed with a unanimous “aye” vote.

10. Annual Organizational Meeting Date (ACTION)

Motion was made by Ms. Thomas Fain, seconded by Ms. Holmes to approve the Annual Organizational Meeting date of Monday, January 25, 2016, at 5:00 p.m.

Motion passed with a unanimous “aye” vote.

11. Individual Board Member Self Evaluation

Individual Board Member Self Evaluations are to be completed and returned to the Superintendent (Ms. Lees) by Friday, January 15, 2016.

12. Amendment of the agenda to vote on Superintendent’s Employment Contract (ACTION)

Motion was made by Ms. Barnes Brown, seconded by Ms. Thomas Fain, to amend the agenda in order to vote on the renewal of the Superintendent’s Employment Contract.

Motion passed with a unanimous “aye” vote.

13. Superintendent’s Employment Contract renewal (ACTION)

Motion was made by Ms. Orlandi, seconded by Mr. Belsole, to approve the Superintendent’s Employment Contract, effective January 1, 2016, through December 31, 2017.

Motion passed with a unanimous “aye” vote.

J. Open Forum (Board Policy 2.4.4)

Ms. Majoros invited the Board Members to “Westfield Night” at the MedinaMade store from 5-8 p.m. Light appetizers will be served followed by a “meet and greet”. The Grand Opening for the MedinaMade store will be in January of 2016.

The Board President thanked all the staff for all they do throughout the year.

IV. Adjournment

Motion was made by Ms. Orlandi, seconded by Mr. Belsole, to adjourn the meeting at 8:15 p.m.

Motion passed with a unanimous “aye” vote.

FOR APPROVAL

Kent Daugherty
Board President
Medina County Board of DD

Elaine Orlandi
Secretary
Medina County Board of DD