

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
January 26, 2015

I. Call to Order

The Regular Board Meeting was called to order by President, Mr. Daugherty, at 5:20 p.m. Board members present: Ms. Orlandi, Ms. Barnes Brown, Ms. Thomas Fain, Mr. Belsole and Ms. Holmes

Board members absent: Mr. Mitzel (excused)

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

II. Executive Session

Motion was made by Ms. Barnes Brown, seconded by Mr. Belsole, 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.

Motion passed with a unanimous "aye" vote. The Board entered into Executive Session at 5:21 p.m.

The Board exited Executive Session at 6:02 p.m.

General Session resumed at 6:03 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, December 15, 2014

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve the minutes from the Regular Board meeting on December 15, 2015.

Ms. Holmes and Mr. Belsole abstained. All others voted "aye". Motion passed.

D. Old Business

1. CARF Survey Results – Annie Finnerty

The final report has not been received at this time. What we do know is that out of 1088 standards, we only received 10 recommendations. That is 97.8% compliance. Positive comments were received by the surveyors regarding the services provided and the staff at the MCBDD.

The Board offered their congratulations to all for a job well done. Ms. Davis-Kramp stated that the staff, as well as the Management Team, did a wonderful job preparing for the CARF Survey and demonstrating the MCBDD's excellence.

E. New Business

1. Abolishment and Creation of Position Resolution #01-15 (ACTION)

Motion was made by Mr. Belsole, seconded by Ms. Barnes Brown, to approve Resolution #01-15 to abolish the following position: Behavior Support Specialist, and to create the following position: Early Intervention Specialist, effective February 15, 2015.

Motion was passed with a unanimous "aye" vote.

2. Increase Substitute Rate of Pay Resolution #02-15 (ACTION)

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve Resolution #02-15 to increase the sub rates for all substitute assistants, aides, kitchen and custodial positions to \$9.75 per hour.

Motion passed with a unanimous "aye" vote.

Mr. Belsole asked if individuals served would get the same rate of pay if hired. Ms. Davis-Kramp stated that they would if they had a high school diploma or GED. That is a state requirement.

F. Discussion Items

1. STIR Training

Ms. Davis-Kramp stated that the MCBDD will be hosting a STIR Training the week of March 23, 2015. It will be held at the Days Inn in Wadsworth and food will be provided by the Galaxy Restaurant. This is a wonderful opportunity for the Self Advocates. The total cost is \$5,000. People First will cover \$2,500 and the Board will cover the other \$2,500. Fundraising activities are currently being done to raise money for this event, as well.

2. Board Member Self Evaluation Results

Ms. Davis-Kramp distributed a summary of the Board Member Self Evaluation forms. Ms. Davis-Kramp requested that the Board members review the information and let us know what you feel is needed. This will be on the agenda for the February Board Meeting.

3. Operating Plan

Three Board members, as well as several Management Team members, submitted comments on the Operating Plan. Ms. Davis-Kramp requested a month to review and make the suggested changes and we will bring it back at the February Board Meeting. The Board was in agreement.

G. Reports Review

- Superintendent's Report – The Superintendent's Report was reviewed by Ms. Davis-Kramp. The following was discussed:
 - Current state and federal issues affecting the DD system. Ms. Davis-Kramp stated that the OACB has not filled the Assistant Director position due to a lack of qualified applicants. Ms. Barnes Brown asked if it would be possible to bring back a retiree to fill that position. Ms. Davis-Kramp will discuss that possibility with her peers.
 - Ms. Davis-Kramp noted an error in the Superintendent's Report; the number of individuals employed in the community should be 81, not 8.
 - Ms. Barnes Brown asked for clarification on Backward Planning. Ms. Davis-Kramp stated that Mr. Miller will be training the Board on Backward Planning at the March Board Meeting.
 - Mr. Belsole asked what is going on with the SHC Daycare Project. Ms. Davis-Kramp is meeting with Melanie Kasten Krause on January 27th to discuss duties and responsibilities. She will know more after this meeting and will inform the Board.
 - Mr. Daugherty asked for clarification regarding VRP3 and BVR mentioned in the Superintendent's Report. Ms. Majoros and Mr. Krebs addressed.
 - Mr. Belsole asked what happened to the individuals who were employed at CPF. Ms. Majoros stated that all were offered positions at Windfall Industries. Some accepted, some chose BVR or Job Development services and some picked up extra hours at current part time employers or other service areas within the county board. Ms. Davis-Kramp stated that the County Commissioners did apologize for what happened with CPF. Mr. Bluebond stated that the Board members should read the County Commissioners meeting minutes. This issue has been discussed in those meetings.
 - Mr. Daugherty asked how the housing plan is coming along. Ms. Davis-Kramp stated that we have submitted what we were required to submit, but numbers have to be received by all housing authorities in order for the plan to be finalized by the Housing Consortium. This has not yet been achieved.
 - Mr. Daugherty asked about the vacancies listed in the Superintendent's Report. Ms. Davis-Kramp stated that we are looking at the vacancies and the reasons for them. It may be time to sell some properties if the vacancies are due to issues, such as location.
- Financial Report - Mr. Bluebond reviewed the Financial Report. The following was discussed:
 - He stated that the cost per person has not changed in three years.

- A brief discussion regarding the agency's expenses being under budget was held. Mr. Belsole stated that this is the fourth or fifth year in a row that the expenses have come in under budget.
- Mr. Belsole stated that we have grown in enrollment over the past three years. Where are the new enrollees coming from? Mr. Miller stated that we have about 40 graduates coming this year and this can be expected every year. In addition, there are out of county waiver individuals moving here, BVR individuals coming back to us and siblings of individuals whose parents have passed away looking for services. Mr. Bluebond stated that with the new EI rules, we will also see an increase in enrollment in that area. Mr. Daugherty asked if the Board only pays the increase on a waiver coming in from out of county. Mr. Miller stated that that is correct.
- Voucher Report(s) – Mr. Bluebond reviewed the Voucher Report. Mr. Bluebond reviewed 2014 expenses that are paid in 2015.
- MCBDD Enrollee/Personnel Statistics Report – The Enrollee Statistics Report was reviewed. The following was discussed:
 - Mr. Bluebond stated that about 100 individuals (25%) are also served by other providers.
- Operating Contracts Report (Quarterly – January, April, July, October) – Mr. Bluebond reviewed.
 - Mr. Bluebond stated that one of the reasons for the Operating Contracts Report is to ensure that no conflicts of interest exist.
 - Ms. Barnes Brown discussed Siffrin no longer providing transportation for the individuals served by the county board.
 - Mr. Belsole stated that the Board is aware that a lot of work went into the Operating Plan and it is greatly appreciated. They feel that the Plan should include where we are headed with the changes in the DD system.
- Program Data Quarterly Reports (Education, Assisted Safety Response, Ombudsman) – The following was discussed regarding the Ombudsman report:
 - Ms. Thomas Fain stated that the calls are increasing. Ms. Hetkey stated that they have been working on a year-long marketing plan.
 - Mr. Daugherty stated he would like to see the report grouped by categories in order to identify trends.

H. Public Relations

- Today was our first blood drive of the year. All appointment slots were filled with a few cancellations due to weather. Several notable donors have reached milestone amounts. This includes Ken Miller. Ms. Hetkey is working with the Red Cross to recognize these individuals.
- Community Partnerships include the following:
 - Highland High School for “Spread the Word to end the Word”
 - Stand Up for Down Syndrome
- Public New Directions presentations
 - Identified areas for increased communications

- Developed new portion of the website
- Provides e-newsletter
- The next edition of New Directions will go out in about two weeks and will cover the agency's identified commitments, areas of concerns and questions, EI and the ISP.
- Upcoming Events
 - The Wadsworth Non-Profit Showcase on Wednesday, January 28th

Ms. Thomas Fain asked how many people signed up after the Public Meeting to assist with committees, etc. Ms. Hetkey stated that four had signed up; however, there wasn't a big push for volunteers that night. Ms. Hetkey feels that more people will volunteer later on. Ms. Thomas Fain stated that she thought the meeting went very well and was pleased with the turn out. Ms. Hetkey stated that 127 people attended.

Mr. Belsole asked why the county board doesn't do 2-hour delays when the weather is bad. Ms. Davis-Kramp and Mr. Yamsek stated that it was done years ago and created more problems that it solved.

Ms. Orlandi asked what the percentage of attendance is when the agency is open with no transportation. Ms. Davis-Kramp stated that usually 10-15%. Ms. Orlandi asked if it is worth it to keep the agency open for the small amount that attend. Ms. Davis-Kramp said that staff are given the option to take a personal or vacation day on those days. What that means for the agency is one less day that substitute coverage is needed and will decrease personal and vacation days for staff. In addition, some departments use the day for training purposes.

Mr. Belsole asked how the agency was doing attempting to get a café in the Medina Rec Center. Ms. Majoros stated that the kitchen was taken out and she is not aware of the Rec Center looking to add a café. Ms. Orlandi stated that they are talking about closing in the outside pool for year round use and if they do, they may want to look at a café. She asked that we keep our eyes on this project.

I. Open Forum (Board Policy 2.4.4)

Ms. Majoros stated that in order to cover the \$2,500 cost of sponsoring the STIR Training in March, Project STIR, as well as Aktion Club, will be doing fundraisers.

Mr. Daugherty thanked the Board for their support and the MCBDD staff for their hard work this past year.

IV. Adjournment

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to adjourn the meeting at 7:05 p.m.

Motion passed with a unanimous "aye" vote.

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FOR APPROVAL

Kent Daugherty
Board President
Medina County Board of DD

Elaine Orlandi
Secretary
Medina County Board of DD