

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
October 19, 2015

I. Call to Order

The Regular Board Meeting was called to order by President, Mr. Daugherty, at 5:04 p.m. Board Members present included Ms. Barnes Brown, Ms. Thomas Fain, Mr. Belsole, Ms. Holmes and Ms. Orlandi.

Staff present included Ms. Davis-Kramp, Ms. Lees, Ms. Hetkey, Mr. Bluebond, Ms. Davis, Ms. Bohner, Mr. Dryer, Ms. Wilbraham, Dr. Stanley Bryson, Ms. Majoros, Mr. Yamsek, Ms. Finnerty, Carey Bates and Ms. Reed.

Others present included Brandon Kenny, Buzz Turner and Nate Petry from TTx.

II. Executive Session

Motion was made by Ms. Orlandi, 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 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.

Motion passed with a unanimous "aye" vote. The Board entered into Executive Session at 5:05 p.m.

The Board exited Executive Session at 5:46 p.m.

General Session resumed at 6:01 p.m.

III. General Session

The Board President stated that the agenda has been revised.

- A. **Pledge of Allegiance**
- B. **Mission Statement Affirmation**
- C. **Approval of Minutes**
 - 1. **Approval of the minutes from the Regular Board Meeting, September 28, 2015**

Motion was made by Ms. Thomas Fain, seconded by Ms. Barnes Brown, to approve the minutes from the Regular Board Meeting on September 28, 2015.

Ms. Orlandi abstained. All others voted "aye". Motion passed.

2. Approval of the minutes from the Board Retreat-2016 Budget Review, October 5, 2015

Motion was made by Ms. Barnes Brown, seconded by Ms. Holmes, to approve the minutes from the Board Retreat-2016 Budget Review on October 5, 2015.

The Board President stated that the Executive Administrator did a nice job on the Budget Meeting minutes.

Ms. Orlandi abstained. All others voted "aye". Motion passed.

D. Presentations

1. TTX Golf Outing Donation Presentation

Brandon Kenny, Buzz Turner and Nate Petry from TTX Teletronics attended the Board Meeting and presented the MCBDD with a check for \$5,000.00. The Board President and the Superintendent accepted this award on behalf of the agency. This donation is for the Assistive Technology department and are the proceeds of the TTX Golf Outing held on September 4, 2015. Mr. Kenny thanked the Board for the opportunity to provide telephone services at the new Montville Centre location. The Board President thanked Mr. Kenny for the opportunity to form a community partnership with them, as well. The Board President stated that the outing was done very well and was a great success.

2. PICT Presentation

Carey Bates, Medicaid Services Manager, gave a presentation on the Preliminary Implementation Component Tool (PICT) used in waiver distribution. The following information was shared with the Board:

- The definition of PICT
- How it used to be
- The current PICT system
- The current waiver count
- How to get on the PICT
- Types of waivers available and the process of assigning priority categories
- Allocations not used will go back to DODD
- Individuals living out of county must be willing to move to Medina County to be given a waiver, otherwise they can remain on the list or choose to be removed

E. Old Business

1. Public Hearing Date for the 2016 Operating Plan

The date for the Public Hearing was set for Tuesday, November 3, 2015. It was brought to the Superintendent's attention that this is Election Day. The date will be changed to Tuesday, November 10, 2015, from 6pm-7pm in the MCAC cafeteria. The Superintendent will do a presentation and take questions/comments from the audience.

F. New Business

1. 2016 Budget Resolution #25-15 (ACTION)

Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve Resolution #25-15 to approve the 2016 Budget for total revenue of \$22,216,326.00 and total expenditures of \$23,899,914.00.

The 2016 Budget for revenue and expenses supports the Adult Services, Transportation, SSA, Early Intervention, School Services and Community-based Residential Services programs and provides matching funds for Medicaid Waivers. The budget affirms the Board's commitment to Employment First through Board funding of community employment and transportation. The budget affirms the Board's commitment to Community Integration and to providing services in natural environments.

The Director of Business presented a brief follow-up to the Budget Meeting held on October 5, 2015. He presented the Board with a summary sheet, highlighting salary and wage benefits, technology and transportation expenses and the questions that were asked by the Board at the Budget Meeting. He also reviewed the positions changed, abolished and/or created since 2014. The budget will now go to the Commissioners for approval.

Mr. Belsole stated that he must speak not only as a Board Member, but also as a tax payer in Medina County. The budget is \$800,000.00 above last year's budget for expenses, and the largest increase since he's been on the Board. With 75% of the budget coming from local taxpayers, Mr. Belsole challenged the Board to keep the increase under \$500,000.00. The Director of Business stated that the budget is always set a little higher to avoid having to go back to the Commissioners for permission to spend more money.

The Board President stated that everyone did a great job on the budget.

Motion was passed with a unanimous "aye" vote.

2. Policy Review and Approval (Action)

Motion was made by Ms. Barnes Brown, seconded by Ms. Thomas Fain, to approve the policy memo with the recommended policy changes and/or new policies listed.

Motion passed with a unanimous "aye" vote.

G. Discussion Items

Position Analysis

This was discussed in Executive Session.

New Report format for provider information

A new format for the provider information provided to the Board was reviewed. The Board President requested that the stats for the MCAC be included in this report. It was also requested that the lead provider be put at the top for easy reference.

Ethics Committee Meeting date

There will be an Ethics Committee Meeting at 4:30pm on November 16th, before the regular Board Meeting. The Ethics Committee Report will then be presented at the Regular Board Meeting that same night. The meeting will be held in Mr. Goebel's office.

H. Reports Review

- Superintendent's Report – The following were discussed:
 - Trauma Informed Care – A transformative approach to serving the emotional needs of individuals who have developmental disabilities and/or co-occurring mental illness (MI/DD). Ms. Holmes stated that the staff at Job and Family Services (JFS) are being trained and certified in Trauma Informed Care.
 - An article titled, *Women With Disabilities Tackle Reproductive Health*. This article explored the reality of the emotional and physical needs of people with disabilities. Ms. Barnes Brown stated that the issues have not changed and this was addressed back in the 80's, as well.
 - Questions from the Board were addressed regarding the following topics:
 - The need for MCBDD transportation staff as more private providers pick up transportation needs
 - The “point of evaluation” listed in the EI section of the Board Report
 - The purpose of the Athena Award Ceremony attended by Paula Majoros, Director of Adult Services, in support of nominee, Melanie Kasten-Krause of SHC
 - The number of enrollments in Career Connections vs. the amount of individuals listed as receiving services
 - When a revised Superintendent's Report is done, the Board would like to know what the revisions are. The Executive Administrator will note changes in red or supply the Board with a document listing the changes.
- Financial Report – The Director of Business reviewed and stated that the cost per person has not changed much from year to year.
- Voucher Report – The Director of Business reviewed this report. He stated that Help Me Grow neglected to bill us for the second half of 2014. This bill just came in and is reflected in this set of vouchers.
- Enrollee Stats – There were no questions or comments from the Board.
- Operating Contracts – The Director of Business reviewed and stated that the contracts this time are mostly school contracts.

- Program Data Quarterly Reports – The following quarterly reports were reviewed:
 - Operating Plan: The Board President inquired whether the agency would be doing a survey, based on the objective listed in the report. Ms. Hetkey stated that she is exploring other avenues as the company used previously is no longer conducting surveys.
 - Ombudsman: Ms. Thomas Fain stated that she is very pleased with the results of the Ombudsman. The Superintendent reminded the Board that the current Ombudsman, Michelle Kipfstul, has accepted a position with Catholic Charities. We will be looking to fill the vacant Ombudsman position.
 - Community Employment: Community Employment continues to rise. The Board President asked if any additional positions have been filled at Westfield Group. Mr. Dryer stated that there are more opportunities being researched at Westfield.

Ms. Thomas Fain congratulated Ms. Majoros for being the President in waiting for the Kiwanis.

J. Public Relations

- Community Shred Day, October 10, 2015:
 - Thirty-eight bins were filled. This equals three tons of paper.
 - There was an overwhelming response from the Brunswick area.
 - Enough donations were received to fund both Donor Scholarships for 2016.
 - This event targets the 50+ demographic.
- Provider Newsletter
 - This was the first edition of the quarterly publication.
 - It had a 43% read rate in the first week.
 - One third of readers are looking for certification and licensing information.
 - The newsletter will provide information regarding on-going trainings, state certification information and MUI information.
- October is Disabilities Awareness Month:
 - There is an ad series in The Gazette and The Post
 - Ms. Hetkey is working with the Vanderhaven Group to produce promotional campaign using video, print and social media.
 - The Operating Plan Forum is November 10th from 6-7pm in the MCAC cafeteria.
 - The soft opening of the Medina Made store will be November 16th.
 - The Autism Summit is November 13th with Temple Grandin speaking the night before on November 12th.
- Upcoming Events
 - The Fall Fest and Access Fair is Thursday, October 22nd from 6:30pm – 8:30pm. Volunteers are welcome and appreciated.
 - The MCRC Senior Fair is October 23rd.
 - The Annual Hat and Glove Drive is being held the months of November and December.

- Warm Up Medina County is on November 23rd.
- The Flu Clinic is on October 29th.

K. Public Forum (Board Policy 2.4.4)

Ms. Thomas Fain asked if a Manager for the retail store has been found. Ms. Majoros stated that SHC did hire a Manager with a start date of November 1st. The Manager will then need 40 hours of training before the store is opened.

Ms. Thomas Fain asked if the process to get an individual served on the Board is still going. The Superintendent stated that interviews are scheduled for next week and then a recommendation will be made to the Board.

IV. Adjournment

Motion was made by Ms. Barnes Brown, seconded by Ms. Holmes, to adjourn the meeting at 7:51 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