

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**March 26, 2018**

**I. Call to Order**

The MCBDD Board Meeting was called to order by Board President, Mr. Carroll, at 5:33 p.m. Other Board Members present included the following: Ms. Orlandi, Ms. Albrecht, and Ms. Thomas Fain. Mr. Hartman, Ms. Matthey, and Ms. Morrison were absent (excused).

Staff present included the following: Mr. Bluebond, Ms. Finnerty, Ms. Lees, Ms. Hetkey, Ms. Majoros, Ms. Davis, Ms. Wilbraham, Ms. Hunt, Mr. Dryer, Ms. Bohner, Dr. Stanley Bryson, Ms. Hetkey, Ms. Bates, Mr. Krebs, Ms. Kennedy, Ms. Friss, Ms. Bucks, and Mr. Walter.

Others present included the following: Parents, Barb Drager and Charlotte Carroll; Jim Brown, Windfall Industries; and Melanie Kasten-Kraus and Deborah Haumesser, SHC.

**II. Executive Session**

A Motion was made by Ms. Albrecht, 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.

The Motion passed with a unanimous "yes" vote. The Board entered into Executive Session at 5:34 p.m. The Board exited Executive Session at 6:18 p.m. and began General Session at 6:24 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, February 26, 2018

A Motion was made by Ms. Orlandi, seconded by Ms. Albrecht, to approve the Minutes from the Regular Board Meeting on February 26, 2018. Ms. Thomas Fain abstained. All others voted "Yes". The Motion was approved.

**D. Presentation – Community Supports and Development (Attachment A)**

Ed Dryer, Director of Community Employment, and Pam Hunt, Director of Day Services, presented options for services that could be offered by the county board once it is no longer providing waiver-funded services. This presentation was developed to give direction on what Board services could look like when waiver services are eliminated. In addition to the presentation, the following was discussed:

- Most of the counties that were researched had similar gaps identified; however, the focus of each county varied depending on their identified needs.
- Through the MCBDD's transition out of waiver-funded service provision, there will be additional costs, such as the ERIP and assisting with staffing and nursing services at AI Root for two years.
- Some of the challenges include job development, transportation, and finding direct service providers.
- Day services will not be a part of this proposal since they are primarily waiver funded; however, there are proposed supports to assist providers in delivering needed, quality day services.
- Ms. Carroll asked how families are supposed to know which providers have a good reputation and who can families turn to when providers are not providing quality services. Dryer stated that this is a function that is handled by the SSAs. Ms. Wilbraham responded that while the SSAs will assist families in locating providers and guiding them through the steps to research quality service provision, SSAs are not permitted, by rule, to offer an opinion on an individual's/families' choice of provider. SSAs will assist families in using the Provider Guide Plus tool (the "Angie's List" for providers); however, it could take some time before the site has a good amount of data regarding providers. Information regarding Provider Guide Plus will be going out in May.
- Ms. Orlandi stated that parents need to do their homework in regard to locating quality providers by making site visits and asking questions.
- We are not sure how long implementation of this proposal would take. Once the strategic plan is complete and the direction of the agency is set, we can start working backwards toward the goal.
- Medicaid match was discussed as a concern for the future.
- Adult Services, Transportation, and Community Employment currently have 99 approved staff. The proposal would combine all three service areas and would require 24.5 FTEs of staff.
- The proposal includes 4.3 million in savings; all from salaries.

**E. Old Business** – There was no Old Business.

**F. Follow Up (Attachment B)**

The Superintendent gave updates regarding the following items:

- SHC Proposal
- Community Pathfinders
- Provider Staffing
- Training and Communication

**G. New Business**

**1. Excess Property Resolution #08-18 (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Ms. Albrecht, to declare the items listed in the attachment as excess property and unusable by the Medina County Board of DD. This property will be sold through auction or other means as specified in ORC 307.12, Disposition of Unneeded, Obsolete or Unfit Personal Property. The MCBDD has inspected the items listed in

the attachment and have determined that the listed property is obsolete or is no longer required by the MCBDD to provide services.

The Motion was approved with a unanimous "yes" vote.

#### **H. Discussion Items**

##### **1. 2018 CARF Survey (Attachment C)**

Ms. Finnerty shared information contained in Attachment C in regard to the recent CARF Accreditation Survey. The information included identified strengths, as well as areas that need improvement. The Quality Improvement Plan has been submitted to CARF and will be shared with the Board when accepted. The Board congratulated all on the three-year accreditation.

##### **2. The Board's Responsibility in Regard to Individuals in Public Schools**

This item will be on April's Board Meeting Agenda due to the fact that the requesting Board Member was not present at this meeting.

##### **3. Staff Survey**

Ms. Davis stated that included in the Board Packet were the final results of the recent staff survey. There were 125 respondents. The Employee Resource Committee (ERC) will meet on April 12 to review and discuss the results. They will focus on items with a significant change in rating or those with low ratings. The Board was encouraged to send any comments and/or questions to Ms. Davis to be included in the ERC discussion.

##### **4. Proclamation by Commissioners – The Role of Self Advocacy**

This item will be on April's Board Meeting Agenda due to the fact that the requesting Board Member was not present at this meeting.

#### **I. Reports Review**

**Superintendent's Report** – The following was discussed:

- Two discussions were held with Sheriff Tom Miller regarding security. There have been increased patrols of the MCBDD grounds.
- The Active Shooter procedure was reviewed with staff at the Annual March In-Service Day.
- One of MCBDD's Self Advocates was asked to speak at Self Advocacy Day at the Ohio Statehouse.
- MCBDD's Investigative Agent attended a fatality review panel. Comments indicated it was very helpful to have him there as he was able to offer much information they did not have.
- The AI Root transition takes place on Monday, April 2. Jim Brown from Windfall Industries stated that he was very pleased with the Board staff and management throughout this process. He stated that all individuals who wanted an extra day were accommodated and some got two extra days. All slots are filled. Transportation, though challenging, has been worked out. The following MCBDD staff will be working at the AI Root site: Marianne Kotowicz, Van Williams, Kathy Patrick, Tammy Staples, and Scott Stuber.

**Financial Reports** – The following was discussed:

- Revenue:
  - A \$50 donation was received for Dr. Harlan Johnson memorial.
- Expenditures:
  - A payment was made for the Early Retirement Incentive Program in the amount of \$294,419.
  - \$188,926 was transferred to NEON for Supported Living and FSS.
  - Utility payments were for two months rather than one.

**Voucher Reports** – The following was discussed:

- CMOR – The Centers for Marketing and Opinion Research – this expense was for a survey regarding strategic planning.

A Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve Resolution #07-18 to accept the Financial Reports for February, 2018. The Motion passed with a unanimous “yes” vote.

**MCBDD Enrollee Statistics Report**

- There were no questions on the Enrollee Statistics Report.

**Provider Report**

- There were no questions on the Enrollee Statistics Report.

**Personnel Control Report**

- There will be a resolution to abolish positions at the April Board Meeting.

**Committee Reports** – The following was discussed:

- Facilities Committee – An organizational meeting was held on March 12. The focus of the meeting was to review how the committee will function. Mr. Bluebond discussed the vacant space at the Montville Center location and its intended use (meeting space). The next meeting has not been scheduled at this time.
- Levy Committee – The Levy Committee met on February 26. The minutes were included in the Board Packet. The committee is meeting again on March 28. Ellen Snow and Jim Brown have joined the committee.
- Donated Funds Committee – A meeting will be scheduled once the deadline for applications has been reached. The deadline is March 29. The scholarships will be awarded at the May Board Meeting. Scholarships include a \$1,000 and a \$500 scholarship.

**J. Public Relations**

The following information was shared with the Board:

- The community survey is complete. We will now receive the results and review trends. Messaging will be developed for the next 18 months based on the survey data.
- March is DD Awareness Month. Information appeared in both The Post and The Gazette. In addition, Logan D., a Self Advocate, spoke at the Ohio Statehouse.
- April is Autism Awareness Month. A proclamation by the Commissioners was awarded to a Self Advocate and the Superintendent to recognize this officially in Medina County. The MCBDD is a sponsor of the Autism Summit.
- Upcoming Events include the following: Volunteer Appreciation Week, April 15-21; the Pinwheel Walk, April 8; the Autism Summit, April 5; the Medina County Employer Expo, April 5; and Leadership Medina County Board Member Recruitment in April.

**K. Open Forum**

**Barb Drager**

Ms. Drager spoke regarding House Bill 332 in regard to anatomical gifts for people with disabilities, i.e. organ donation. In addition, she discussed the difficulty she had experienced in obtaining life insurance for her son with a disability. Mr. Carroll stated that training for parents regarding obtaining life insurance for children/family members with disabilities could be very helpful. Ms. Drager distributed information packets to the board containing relevant historic, but personal, information.

**IV. Adjournment**

A Motion was made by Ms. Albrecht, seconded by Ms. Thomas Fain, to adjourn the meeting at 8:20 p.m. The Motion passed with a unanimous "yes" vote.

**FOR APPROVAL**

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Board Chair  
Medina County Board of DD

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Secretary  
Medina County Board of DD

**DRAFT**