

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
November 13, 2017

I. Call to Order

The MCBDD Board Meeting was called to order by Board Chair, Ms. Thomas Fain, at 5:45 p.m. Other Board Members present included the following: Ms. Barnes Brown, Ms. Morrison, Ms. Albrecht, Mr. Carroll, Mr. Hartman, and Ms. Orlandi.

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, Ms. Koty, and Ms. Bates.

Others present included the following: Parents, Charlotte Carroll (Kristen), Fran Koenig, Barbara Drager, and Patty Manning; Diane DePasquale-Hagerty from Medina Creative Housing; and Melanie Kasten-Krause from SHC.

II. Executive Session

A Motion was made by Ms. Albrecht, seconded by Mr. Carroll, 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 the subject of pending or imminent court action.

The Motion passed with a unanimous "yes" vote. The Board entered into Executive Session at 5:47 p.m. Ms. Davis and Mr. Bluebond were asked to stay for Executive Session. The Board exited Executive Session at 6:37 p.m.

III. General Session

- A. Pledge of Allegiance**
- B. Mission Statement Affirmation**
- C. Approval of Minutes**

- 1. Approval of the Minutes from the MCBDD Regular Board Meeting, October 23, 2017

A Motion was made by Mr. Hartman, seconded by Ms. Barnes Brown, to approve the Minutes from the MCBDD Regular Board Meeting on October 23, 2017.

There was no discussion. Ms. Thomas Fain and Ms. Orlandi abstained. All others voted "yes". The Motion was approved.

2. Acceptance of the Notes from the Responsibilities of the Board training on November 6, 2017

A Motion was made by Mr. Carroll, seconded by Ms. Morrison, to accept the Notes from the Responsibilities of the Board training on November 6, 2017.

There was no discussion. Ms. Thomas Fain abstained. All others voted "yes". The Motion was approved.

3. Acceptance of the Notes from the 2018 Operating Plan Public Forum on November 6, 2017

A Motion was made by Mr. Carroll, seconded by Ms. Barnes Brown, to accept the Notes from the 2018 Operating Plan Public Forum on November 6, 2017.

There was no discussion. Ms. Thomas Fain and Ms. Orlandi abstained. All others voted "yes". The Motion was approved.

D. Old Business – There was no Old Business.

E. Follow Up

1. Financial Information regarding the MedinaMade store – this information was included in the Attachment section of the Board Packet. Mr. Dryer has met with two providers, and is scheduled to meet with another, regarding partnering for the store. After the meetings are complete and options are reviewed, Mr. Dryer will present a proposal to the Board. Ms. Orlandi stated that she heard the store was closing at the end of the year. Mr. Dryer stated that at this time, that is not the plan. Mr. Hartman stated that it could be beneficial to consult with other small businesses before we participate in another commercial venture. He stated that the current location of the store is not ideal and lacks foot traffic. Mr. Bluebond stated that the original purpose of the store was not to make a profit, but to have a location for training and classes.

2. Waiver Wait List Rule – the rule has not been released. Ms. Wilbraham stated that there are many aspects of this rule that will take time to complete and that could be part of the reason there is a delay as they are trying to formulate a plan for the transition.

3. Cost of Local Provider vs. Board services – Mr. Bluebond stated that costs are higher for the Board than for the private providers. Mr. Carroll asked how much of the increase in cost for the Board has to do with the complexity of needs of individuals served at the MCBDD. Mr. Bluebond stated that there are many factors that can affect the cost to serve an individual and vary from person to person.

4. Cuyahoga County's Strategic Plan – the plan is available online. Mr. Bluebond will send a link for both Cuyahoga and Summit Counties' Strategic Plans to the Board.

F. New Business

Mr. Hartman requested that Resolution #27-17 be presented after Resolution #29-17 appointing Mr. Bluebond as Superintendent. The Board was in agreement.

1. Approval of Superintendent's Contract Resolution #29-17 (ACTION)

A Motion was made by Ms. Albrecht, seconded by Mr. Carroll, to approve an Employment Contract for Jon Bluebond as Superintendent effective November 14, 2017, through December 31, 2018. Mr. Bluebond has been assuming the duties of Interim Superintendent since September 26, 2017. Approval of this contract will provide continuity to the Agency as we continue to move forward with the strategic planning and transformation processes. There was no discussion.

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

2. NEON Representative and Alternate Resolution #27-17 (ACTION)

A Motion was made by Ms. Albrecht, seconded by Mr. Hartman, to approve Jon Bluebond, Superintendent, as authorized representative and Annie Finnerty, Assistant Superintendent, as alternate representative to council meetings and in business matters of the North East Ohio Network Council of Governments, effective immediately and until their successors are appointed. The purpose is to appoint a delegate and an alternate to attend, vote, and to give the authority to represent the Board's best interest in all NEON business and meetings throughout the year. There was no discussion.

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

G. Discussion Items

1. 2018 Operating Plan

Ms. Albrecht agrees with the statement that was made by Ms. DePasquale-Hagerty in the 2018 Operating Plan Public Forum regarding the plan needing to address training needs for providers. Ms. Albrecht requested that this be added to the plan as an objective.

Mr. Carroll requested that the wording be changed on the first assumption which states that *We will promote and facilitate Community Integration in all aspects of person's life*. He feels the statement is too strong. Mr. Carroll would also like to see more about Person Centered Planning in the plan and how the agency works with individuals, guardians, and families in the decision-making process. Mr. Carroll stated that he understands that guardianship does not take away the rights of the individual and that if agreement could not be reached, the court would make the final ruling.

Ms. Orlandi asked who would pay for the new training model used in the school. Mr. Bluebond stated that DODD pays for the Service Coordination piece and EI staff and therapies are paid for by the Board.

2. 2018 Board Meeting Presentation

Ms. Lees stated that the Board Meeting Calendar for 2018 has been drafted. She asked the Board to submit their recommendations for presentations in 2018. Ms. Lees also stated that at least two mandatory trainings would be provided prior to Board meetings in 2018 to alleviate some of the issues with taking the mandatory trainings online. Ms. Albrecht would like training on waivers. Mr. Carroll asked if we needed to abbreviate the presentations in order to allow more time to address agency business. Mr. Hartman stated that he feels the presentations are beneficial information needed to make decisions about the agency. Mr. Carroll stated that he was referring

to external guests doing presentations, not the updates given by the MCBDD staff. The Board agreed.

3. Board Member Email Addresses

Ms. Lees asked the Board Members if they are signed on and using the new agency email that was assigned to them. Many Board Members are having issues with the password reset function. Ms. Lees will talk to Charles Eup, Network Administrator, about the issues.

4. Strategic Planning - Mr. Bluebond suggested that the Board discuss and delegate one Board Member at the December Board Meeting to work with the Superintendent on the Strategic Plan beginning early in 2018.

H. Reports Review

- Superintendent's Report – The following was discussed:
 - In response to a request from a Board Member regarding holding a Public Forum for information on Managed Care, Mr. Bluebond stated that this issue is being discussed among the county board Superintendents and was most recently discussed at the NEON Meeting. Mr. Bluebond stated that he feels that Managed Care is still a ways off in the DD field as it is not mandatory for people with waivers. He feels that it would be best to wait until the DD system has more complete information before holding a public forum on the issue.
 - An OACB Policy Brief was distributed by Mr. Bluebond. One article of importance discussed OACB seeking amendment to clarify tax-exempt status of disability housing corporations. The Ohio Board of Tax made a recent decision to revoke the tax-exempt status of a disability housing corporation in Montgomery County. The concern is that this could set a negative precedent and could have negative impacts on housing affordability for people with disabilities. OACB will continue to update members on the progress regarding this topic. Mr. Bluebond stated that there is a good chance this issue could be addressed at the Delegate Assembly Meeting on November 29, 2017, in Columbus.
 - Central Coordination has stated that the issues with referrals have been fixed; however, we are still seeing low referrals and inaccurate information on the referrals.
 - Mr. Carroll asked if the \$10,000.00 increase in Shared Funding costs was anticipated. Mr. Bluebond stated that it was anticipated and that it was pointed out in September as well.
 - Ms. Morrison asked why there were no minimum wage hours for October. Ms. Hunt stated that some jobs in the Work Center are tied to minimum wage rates and others are piece rate. The jobs completed in October were piece rate jobs; however, there are other jobs in other areas that do pay minimum wage.
 - Ms. Albrecht asked what the meeting with Jim Brown for the AI Root Proposal was about. Ms. Hunt stated that the MCBDD has been in conversation with Mr. Brown regarding Windfall Industries being listed as the provider of record for the AI Root worksite, rather than the MCBDD.
 - Ms. Albrecht asked about the nature of the Superintendent's meeting with Diane DePasquale-Hagerty from MCH on 11/10. Mr. Bluebond stated that the following was discussed: the three-year contract between MCH and the MCBDD and approval for next year, the Memorandum of Understanding and how to establish it, communication, the Call for Solutions, and ways the MCBDD could assist providers.

- Financial Report - Ms. Bates reviewed the Financial Report. The following was discussed:
 - Mr. Carroll asked if all of 2016 expenses and revenue have been settled. Mr. Bluebond stated that all of 2016 is settled.
 - Expenses:
 - ✓ October had two pay periods where September had three.
 - ✓ Contract Services looks higher due to two WI contract payments and two rent subsidy payments.
 - ✓ The CARF survey fee was paid.
 - ✓ A local match payment was made for FY18 second quarter payment.
 - ✓ We should be at about 83% of the budget; we are currently at 82% and expect to be very tight at the end of the year for expenses. The budget is being watched very closely.
 - ✓ Special Projects was the money that we got in on the house that was developed by MMHA.
 - Revenue:
 - ✓ We had multiple months worth of waiver income billing that was received
 - ✓ A refund was received for the Ohio School Plan insurance dividend.
 - ✓ MAC revenue is below budget due to changes in staff who are billed under MAC.
 - ✓ TCM is slightly under budget due to projected revenue for SSAs that started later in the year than anticipated
 - ✓ Mr. Hartman asked about contract services for expertise. Mr. Bluebond stated that we contract with the schools and we provide them OT/PT/Speech. These are revenue contracts. Most are in the school year and wouldn't be billed at this time of year.
 - ✓ 100K was transferred for the boiler project.
- Voucher Reports – Ms. Bates asked if there were any questions on the Voucher Reports.
 - Mr. Hartman asked if the Board bid out the boiler project. Mr. Bluebond stated that we did and only received one bid response.
 - Mr. Bluebond stated that the boat on the playground is finally properly installed and paid for after a year.
 - Mr. Hartman is concerned that the signature block doesn't relate to the voucher report that is being reviewed. Mr. Hartman wants to ensure that Mr. Bluebond and Ms. Bates are reviewing the Voucher Reports prior to the Board reviewing them. Mr. Bluebond explained that we are using a new format for the Voucher Reports with all of the signature pages at the end. He also stated that both he and Ms. Bates review all Voucher Reports prior to being submitted to the Board.
 - A Motion was made by Mr. Hartman, seconded by Ms. Orlandi, to approve Resolution #28-17 to accept the Financial Reports for October, 2017. The Motion was approved with a unanimous "yes" vote.
- MCBDD Enrollee Statistics Report – The following was reviewed:
 - Ms. Orlandi asked if the numbers are dropping in regard to individuals enrolled at the MCAC. Ms. Hunt stated that people have been choosing other providers.
 - Ms. Morrison asked if there is a program to get individuals to try out other providers. Ms. Hunt stated that the team works with individuals when deciding to try another provider. The SSA stays with the individual through all phases of transition and there is a 90-day

safety net to come back to the MCBDD; however, most individuals have chosen to stay with the new providers.

- Mr. Carroll wants to be sure that individuals are not feeling pushed out of the MCBDD program. Ms. Hunt stated that she does not feel that individuals feel pushed. Ms. Hunt stated that surveying individuals is a good way to gauge why someone did not stay with a provider and to identify areas that may need improvement.
- Ms. Barnes Brown stated that the number of individuals found eligible is 300. Ms. Lees stated that this was a type and should be 30.
- The Provider Report was reviewed
 - Ms. Bates asked the Board if she could submit this report quarterly rather than monthly. Some Board Members feel they would still like the report monthly.
- MUI Report – The MUI Report was reviewed and discussed:
- Personnel Control Report – The Personnel Control Report was reviewed. There were no questions from the Board.
- Quarterly Reports
 - The Board was asked to review the Contract Monitoring Report and let us know if there are any possible conflicts of interest with any of the agencies listed. The following were added since the report was printed: Medina Family First Council for EI services and Warrensville Developmental Center for match funds.

I. Public Relations

The following was completed over the past month:

- The latest MCBDD Post Newspaper newsletter was published on November 11:
 - It featured Assistive Technology and the Assistive Technology Fair.
 - It was a full county run to more than 43,000 subscribers.
 - There will be a December meeting with the Post to review stats.
- The Fall Fest and Access Fair was held on November 2:
 - There was reduced attendance; we will be re-evaluating the need for this event.
 - There are many other community options for these types of activities.
 - We had 33 vendors; the average is 40.
- The Leadership Health and Human Services Day:
 - Focused on local organization and included a poverty simulation.
 - The MCBDD provided food for the break and had individuals in attendance to assist.

Upcoming Events

- Warm up Medina County on Monday, 11/20.
- Build a Bear with the Probate Court Judge on December 12.

J. Open Forum

Barbara Drager

Ms. Drager stated that her passion is for the safety of individuals with disabilities. She stated that she agrees with Fran Koenig when she voices her concern regarding the quality of some providers in the county because it is our responsibility to protect the individuals. Ms. Drager shared some of her own experiences and a recent incident in Summit County. She thanked Ms. Koenig for her concern for all individuals with disabilities. Ms. Drager stated that if an agency is

not reporting MUIs then something is wrong.

Fran Koenig

Ms. Koenig stated that she was surprised at a previous public forum speaker's frustration regarding her statements at the last Board meeting in regard to the quality of providers in Medina County. She stated that people need to speak up when they feel there are issues that affect health and safety. Ms. Koenig referred to an incident that was recently reported in Medina County. Ms. Koenig asked if the Board Members see MUIs or just a chart. She feels that parents should have knowledge of these when choosing a provider and that the Board has a responsibility to the parents.

Ms. Wilbraham stated that parents can ask a provider how many MUIs they filed but the records themselves are confidential; however, a parent/guardian/individual can request a copy of their own MUI report.

Patty Manning

Ms. Manning stated that you can review Provider Compliance Reviews on DODD's website, but she found that some were missing and she had to request them specifically. She stated that parents need better tools.

Ms. Wilbraham stated that Special Provider Compliance Reviews can be requested by the MCBDD and would be unannounced rather than the typical 90-day notice that is given. The MCBDD has asked for two Special Provider Compliance Reviews this year.

IV. Adjournment

A Motion was made by Ms. Orlandi, seconded by Ms. Barnes Brown, to adjourn the meeting at 8:33 p.m. The Motion passed with a unanimous "yes" vote.

FOR APPROVAL

Board Chair
Medina County Board of DD

Secretary
Medina County Board of DD