

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**October 23, 2017**

**I. Call to Order**

In the absence of the Board President and the Secretary, it was necessary for the Board to appoint a Temporary Chair. Mr. Hartman suggested that Mr. Carroll serve as Temporary Chair. Mr. Carroll accepted. A Motion was made by Mr. Hartman, seconded by Ms. Albrecht, to appoint Mr. Carroll as Temporary Chair for the October 23, 2017, Board Meeting. The Motion passed with a unanimous "yes" vote.

The MCBDD Board Meeting was called to order by Temporary Chair, Mr. Carroll, at 5:04 p.m. Other Board Members present included the following: Ms. Barnes Brown, Ms. Morrison, Ms. Albrecht, and Mr. Hartman. Ms. Thomas Fain and Ms. Orlandi were excused from this meeting.

Staff present included the following: Mr. Bluebond, Ms. Finnerty, Ms. Lees, Ms. Hetkey, Ms. Majoros, Ms. Davis, Ms. Wilbraham, Ms. Hunt, Mr. Dryer, Mr. Walter, Ms. Bohner, Ms. Koty, Ms. Brodzinski, Ms. Batke, Mr. Krebs, Ms. Bates, and Mr. Eup.

Others present included the following: Parents, Charlotte Carroll (Kristen), Fran Koenig, and Jay Mitzel; James Dery and Alicia Poss from Medina Creative Housing; and Melanie Kasten-Krause and Deborah Haumesser from SHC.

**II. Executive Session**

A Motion was made by Ms. Albrecht, seconded by Ms. Morrison, 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.

The Motion passed with a unanimous "yes" vote. The Board entered into Executive Session at 5:09 p.m. Ms. Davis and Mr. Bluebond were asked to stay for Executive Session.

The Board exited Executive Session at 5:44 p.m.

**III. General Session**

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

- 1. Approval of the Revised Minutes from the MCBDD Regular Board Meeting, July 24, 2017

A Motion was made by Ms. Barnes Brown, seconded by Ms. Morrison, to approve the revised minutes from the MCBDD Regular Board Meeting on July 24, 2017.

There was no discussion. Mr. Hartman and Ms. Albrecht abstained. All others voted "yes". The Motion was approved.

2. Approval of the Minutes from the Regular Board Meeting, September 25, 2017  
A Motion was made by Ms. Barnes Brown, seconded by Ms. Morrison, to approve the minutes from the Regular Board Meeting on September 25, 2017.

There was no discussion. Mr. Hartman and Ms. Albrecht abstained. All others voted "yes". The Motion was approved.

3. Approval of the Minutes from the Special Board Meeting/2018 Budget Draft Review, October 9, 2017  
A Motion was made by Ms. Albrecht, seconded by Ms. Barnes Brown, to approve the minutes from the Special Board Meeting/2018 Budget Draft Review on October 9, 2017.

There was no discussion. The Motion passed with a unanimous "yes" vote.

#### **D. Presentations**

##### **1. Trauma Informed Care – Heather Leffler, DODD**

Ms. Leffler has worked in the DD field for 27 years in the following areas: direct service professional, senior programs, preschools, case management and quality assurance. Ms. Leffler worked as a compliance reviewer for DODD for 16 years prior to being assigned as the regional liaison for northeast Ohio for the past year. The information Ms. Leffler shared is attached. (Attachment A) In addition, the following was noted:

- Trauma can be an event or series of events and affects each individual differently. What may cause trauma for one, may not for another.
- Trauma Informed Care (TIC) is a shift in thinking from "why are you acting that way" to "what happened that is affecting your behavior?"
- All staff at DODD have been trained in TIC; it has changed the way services are provided.
- TIC training is being done in the mental health and law enforcement fields, to name a few.
- The Ohio Department of Health website has many useful trainings for TIC. Contact Ms. Leffler or Michelle Day, MCBDD Director of Nursing, for more information.

##### **2. Job Paths**

Annie Finnerty, Assistant Superintendent, Pam Hunt, Director of Day Services, and Ed Dryer, Director of Community Employment, shared information regarding the trip to New York City to visit the Job Paths Program. The information they presented is attached. (Attachment B) In addition, the following was noted: Ms. Morrison asked if it takes a year to get an individual ready for employment, what are they doing during that year? Mr. Dryer stated that yes it does take a year and individuals start out in the discovery process then proceed to volunteer work and then to job development. Mr. Carroll asked if there was a screening or application process for the individuals to be placed in the Job Paths Program. Mr. Dryer stated that placement comes

from SSA referrals. The Job Paths Program has a good system for choosing qualified staff that are a good fit. There are also opportunities to move up within the agency. Ms. Koenig asked if the concepts can be transferred to Ohio. Mr. Dryer stated that some concepts can be transferred here, but not all of them. An example would be transportation; in New York, individuals are taught to ride the subways. Ms. Hunt stated that the portion that can be transferred to Ohio would be the neighborhood concepts. They capitalize on what works for their community.

### 3. Transformation Update

Crystal Brodzenski, Transformation Manager, shared information with the Board regarding the process used to gather data for use in the Transformation Plan. Crystal also discussed multiple committees that have been formed and their purpose and goals. The information that was shared with the Board is attached. (Attachment C) Also in the packet of information was a timetable for transformation activities.

#### **E. Open Forum**

Fran Koenig stated that there are misconceptions going around regarding Charlie Arndt running the proposed non-profit. She stated that Mr. Arndt has no interest in running the organization. She is excited about the possibility of the non-profit to bridge the gaps in service in Medina County. Ms. Koenig stated that there aren't many other providers in the county. She stated that a lot of parents are not aware of how good the services are at the county board compared to other providers. She stated that she understands that many providers can't come to the Board Meetings because they are short staffed and have to work, sometimes double shifts. She stated that there are some staff at other provider agencies that are wonderful, but many are not.

Jay Mitzel, parent, stated that he is happy with the recent changes to leadership made by the Board. He welcomed the new Board Members. Mr. Mitzel stated that he is frustrated that Ms. Koenig knocks other providers in the county at every Board Meeting. He stated that he sits on the Board of a provider agency and wanted all to know that they do care. Mr. Carroll confirmed that Mr. Mitzel sits on SHC's Board. Mr. Mitzel encourages parents/guardians to contact their provider agencies if they are having any issues.

#### **F. Old Business**

There was no Old Business.

#### **G. Follow Up**

Mr. Bluebond stated that this section was requested by the Board and includes questions/comments that require follow-up. He stated the following:

- Mr. Bluebond followed up with Mr. Mitzel regarding the mis-quote in the SHC meeting minutes that was then stated at an MCBDD Board Meeting. Mr. Mitzel is satisfied with the revision made to the MCBDD Board Meeting Minutes.
- Mr. Bluebond received information regarding Cuyahoga County Board of DD services at the Superintendents' Executive Committee Meeting. The CCBDD's strategic plan will be released soon. They will turn all service provision over to private providers by 2020. There may still be some services provided in their buildings, but that has not yet been decided.

- Mr. Bluebond provided information regarding SHC request to discontinue managing the MedinaMade store. He will send the financial information to the Board. The MCBDD pays the rent and signage, and the individuals are covered by OOD or school contract dollars for wages. SHC has the significant financial loss due to ICFDD standards for employment. Mr. Dryer is working with other providers that may be interested in partnering for the store. Mr. Hartman is concerned about SHC being permitted to withdraw from the partnership while the MCBDD is still there. This is something we need to keep in mind with future business ventures.

## **H. New Business**

### **1. Appointment of Interim Superintendent Resolution #24-17 (ACTION)**

A Motion was made by Mr. Hartman, seconded by Ms. Albrecht, to authorize the Board to appoint Jon Bluebond as Interim Superintendent of the Medina County Board of Developmental Disabilities, effective September 26, 2017, to assume the day to day responsibilities of this position. This is a short-term agreement until the end of this year. Beyond that, a contract would be drawn. Documentation of official appointment was requested by several agencies.

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

### **2. 2018 Budget Draft Approval Resolution #25-17 (ACTION)**

A Motion was made by Ms. Albrecht, seconded by Ms. Morrison, to approve the 2018 Budget Allocation for total revenue of \$22,564,161.00 and total expenditures of \$24,779,783.00. The 2018 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 Community Integration and to providing services in natural environments. The budget will be submitted to the Medina County Commissioners for approval.

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

## **I. Discussion Items**

### **1. Strategic Planning**

Mr. Bluebond stated that Randy Beach from the OACB is willing to come and do a presentation for the Board regarding strategic planning and the responsibilities of the county board and Board Members. Mr. Bluebond distributed a document with information regarding strategic planning and three options for consultative services. He requested the Board to review and to have a discussion in the future. Mr. Bluebond stated that we need to have a Public Forum for the 2018 Operating Plan prior to the December Board Meeting in order for the Operating Plan to be approved at the December Meeting. We are currently under a three-year plan that runs from 2016-2018. Ms. Albrecht asked how much of the current plan is relevant. Ms. Finnerty stated that there is still much of the plan that we will/can use for the new plan including state benchmarks. Management Team has been gathering information for the new plan.

## **J. Reports Review**

- Superintendent's Report – The following was discussed:

- Mr. Bluebond stated that he will be reviewing board packets from other county boards to ensure that we are providing the most relevant information to the Board.
- Mr. Carroll asked how intense the reviews are for the waiting list. Ms. Wilbraham stated that the state wants to use a statewide assessment for waiting lists based on current need.
- Ms. Morrison asked if eligibility determination is the same for both county board services and waivers. Ms. Wilbraham stated that there are different assessments for each.
- Mr. Bluebond stated that a draft of the new waiting list rule should be out in a week. Administrative support is being offered to county boards to go through the waiting lists.
- Financial Report - Ms. Bates reviewed the Financial Report. The following was discussed:
  - Revenue:
    - ✓ 7.2 million dollars in property tax was received on 9/1/17. It is usually received in August.
    - ✓ New funding for EI was received for coordinator and clerical services.
    - ✓ Ohio Dept. of Education subsidy was received in two parts.
    - ✓ \$217,000.00 was received a capital assistance grant to partially fund the building of the Birch Hill Dr. home to be used by Exit Waiver recipient.
    - ✓ \$104,000.00 was transferred for the boiler project.
    - ✓ A rollback/exemption typically received in September arrived on 10/11/17 for 1.05 million dollars.
  - Expenses:
    - ✓ September was a three-pay month.
    - ✓ 10K of emergency relief money was used for ICAT contribution in excess of the annual contribution.
    - ✓ \$248,292.00 from Special Projects was used for the Birch Hill Dr. home.
    - ✓ 100K was transferred for the boiler project.
  - Cost Per Individual
    - ✓ The increase was due to special projects and the three-pay month.
  - Mr. Carroll asked what the cost to the Board is when comparing services provided by the MCBDD vs. another provider. This would be for local contracts only. Ms. Bates will research and provide information to the Board.
  - Mr. Hartman would like Ms. Bates and Mr. Bluebond to sign off on the financials each month. Mr. Bluebond presented a signed document and a resolution that were prepared for this meeting and will be used from now on.
  - Mr. Hartman asked if there had been an increase in travel over the past month. Ms. Bates responded that mileage costs have increased due to more services being provided in the community.
- Voucher Reports – Ms. Bates asked if there were any questions on the Voucher Reports.

- Mr. Hartman asked if the Board has Board of Directors Insurance. Mr. Bluebond stated that the Board does have insurance and it covers errors and omissions.
- A Motion was made by Ms. Barnes Brown, seconded by Ms. Albrecht, to approve Resolution #26-17 to accept the financial reports for September, 2017. The Motion was approved with a unanimous "yes" vote.
- MCBDD Enrollee Statistics Report – There were no questions from the Board.
  - Mr. Bluebond distributed a document containing additional information on a Medicaid Provider Report.
- The Provider Report was reviewed. There were no questions from the Board.
- MUI Report – The MUI Report was reviewed. The following was discussed:
  - Ms. Wilbraham stated that the Semi-Annual MUI Report that was in the Board packet is for the county board as a provider. Although other providers are not included in this report, there is a committee that reviews MUIs for the entire county.
- Personnel Control Report – The Personnel Control Report was reviewed. There were no questions from the Board.
- Quarterly Reports
  - ✓ Operating Plan – No further action means that the goal is complete. If the goal was removed, there would be explanation provided. Mr. Carroll stated that the Board focuses on day services, but after-hours services are also needed. Mr. Bluebond stated that we are working with providers to see how we can support them in this and other areas.
  - ✓ Ombudsman – There were no questions from the Board.
  - ✓ Community Employment – There were no questions from the Board.

#### **K. Public Relations**

The following was completed over the past month:

- October is Disabilities Employment Awareness Month
  - The website was updated and is geared toward both individuals and employers.
  - There was a Newspaper Newsletter in The Post.
- Voting day is November 7
  - We promote rights and resources for people with disabilities for voting.
- The Autism Summit was October 12-13
  - The MCBDD was a sponsor. Sponsorship included tickets and registration to all events for staff, individuals, and families.
  - Actor Ed Asner presented with his son, followed by a full-day conference.
- Shred Day
  - Proceeds go to the Donor Scholarship.
  - The county board holds two Shred Day events each year.
  - They draw in the senior population.
- We completed our monthly spot on the Wadsworth radio station.

Upcoming Events

- Fall Fest/Access Fair on November 2 from 6:30-8:30 p.m.
- Senior Day on October 27.
- The Hunger Summit on October 30.
- The Social Services Domestic Abuse Event on October 31.
- The Local Government Day on November 8.
- Warm Up Medina County on November 20.

**IV. Adjournment**

A Motion was made by Mr. Hartman, seconded by Ms. Albrecht, to adjourn the meeting at 8:24 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

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