

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
April 23, 2018

I. Call to Order

The MCBDD Board Meeting was called to order by the Board President, Mr. Carroll, at 5:37 p.m. Other Board Members present included the following: Ms. Orlandi, Ms. Morrison, Ms. Thomas Fain, Mr. Hartman, and Ms. Matthey. Ms. Albrecht's absence was excused.

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

Others present included the following: Parents, Patty Manning, Barb Drager, Fran Koenig, and Charlotte Carroll; Mary Lee, Ombudsman; and Melanie Kasten-Kraus and Deborah Haumesser, SHC.

II. Executive Session

A Motion was made by Ms. Orlandi, 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.

The Motion passed with a unanimous "yes" vote. The Board entered into Executive Session at 5:38 p.m. General Session began at 6:05 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, March 26, 2018

A Motion was made by Ms. Orlandi, seconded by Mr. Hartman, to approve the Minutes from the Regular Board Meeting on March 26, 2018. Ms. Morrison abstained. All others voted "Yes". The Motion was approved.

- D. Presentation** – There was no Presentation.

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

F. Follow Up

Mr. Bluebond stated that he had met with ViaQuest regarding the incident that happened in Summit County. ViaQuest has followed up by reviewing their practices and making the following changes: Managers are spending more time in the homes and training to assist with behavior support has been increased. ViaQuest will continue to monitor.

G. New Business

1. Abolishment of Positions Resolution #10-18 (ACTION)

A Motion was made by Ms. Thomas Fain, seconded by Ms. Morrison, to abolish the following positions:

Instructor Assistants (1)
Developmental Specialist (1)
Vehicle Operator Aides (3)
Van Drivers (3)
Adult Services Manager (1)
Habilitation Assistants (4)
Vocational Rehab Coordinator (1)
Community Support Specialists (3)
Community Support Supervisor (1)

All of the positions listed above are currently vacant. In line with our financial and strategic goals, as well as the transition currently occurring within the Agency, Administration does not plan on filling these vacancies.

Discussion: Mr. Hartman asked if individuals are getting the same quality of services without the listed positions. Mr. Bluebond stated that with each position, consolidations have taken place and more efficient measures implemented. As individuals are choosing other providers, voids are being created.

Mr. Carroll stated that the Board needs to ensure that with the reduction in positions at the MCBDD and the changes in service providers individuals are not falling through the cracks. Mr. Bluebond stated that that is the reason the Board wants to be able to monitor service quality.

Mr. Carroll stated that he has been approached by families who feel there is some breakdown in the relationship between the family and the SSA. We need to be mindful of this and encourage families to work with their SSAs as they are a great resource. When families feel they are not having their needs met with the SSA, they can contact an SSA Manager or the Director of SSA.

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

2. Policy Review and Approval (ACTION)

A Motion was made by Ms. Orlandi, seconded by Ms. Thomas Fain, to approve the Policy Memo as presented.

Discussion:

Mr. Hartman had questions regarding the Public Records Policy and the School Lunch Restrictions. Ms. Lees and Ms. Majoros addressed the questions.

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

H. Discussion Items

1. The Board's Responsibility in Regard to Individuals in Public Schools

Ms. Morrison questioned the Board's role and/or responsibility when a student with disabilities, who has an SSA, has a problem in the home school district, i.e. bullying, abuse/neglect. Mr. Bluebond stated that the Board has a very specific role when a provider is involved. It is different in the school system. It is the responsibility of the Board to ensure that all are aware of the reporting mechanism. There is a rule that addresses this issue; however, Mr. Bluebond would like to clarify the SSA's role with the Director of SSA. Ms. Morrison stated that she feels the families aren't aware of what assistance the SSA can provide. Mr. Bluebond will discuss this concern with Management Team and report back to the Board.

2. Proclamation by Commissioners

A Proclamation from the County Commissioners declaring April as Autism Awareness Month in Medina County was presented to the MCBDD. Mr. Hartman stated that while he was very pleased that Logan D. was able to present at the Self Advocacy Day in Columbus, he feels that the Superintendent or the Board President should have been the one to accept the Proclamation on behalf of the MCBDD. Mr. Bluebond stated that due to the purpose of the Proclamation, he requested that a Self Advocate attend and participate in the acceptance.

3. Strategic Planning

The Impact Group will meet with Management Team on May 1 to review and discuss the Strategic Plan Draft. Within a week from that date, the Draft will be distributed to the Board for Review. A Special Board Meeting will be held on Monday, May 14, at 5:30 p.m., for the Board to discuss the Strategic Plan Draft with Tom Speaks from the Impact Group. The goal is to approve the Plan at the May 21 Board Meeting.

4. Supported Living (Attachment A)

Carey Bates, Director of Business, reviewed the Supported Living (SL) document that was distributed to the Board. Supported Living funds are for Homemaker Personal Care (HPC) services. Providers must have DODD certification to provide these services. The new Waiting List Rule could change how we currently handle SL services and we could lose some of our flexibility. Local dollar use could increase. There is a committee to monitor and review this. A cap on SL dollars is a possibility for the future. MCBDD's concerns should be put in writing to the OACB. We currently are not seeing any impact from the new federal tax law, but we are just beginning to hear things and that could change in the future.

5. Community Survey (Attachment B)

Patti Hetkey, Community Relations Coordinator reviewed the 2018 Community Survey Results. Four hundred surveys were completed; which is a statistically significant amount. The demographics were very specific. Ms. Hetkey will send out the full survey to the Board Members.

I. Reports Review

Superintendent's Report – The following was discussed:

- On May 8, there is an election containing issues that could influence the MCBDD. They include school levies and sales and use tax.

- Congratulations to several staff who have either recently retired or will soon be retiring. They include Christal Riemerth and Teresa Scheck from school side and Kieve Dermody, Tracy Fessler, and Jeff Walter from Community Employment.
- Four athletes traveled to Syracuse, New York to compete in the Bowling Nationals. They returned with four Gold Medals and four Bronze Medals.
- Attorneys from Hickman and Lowder completed an training on Estate Planning and Guardianship.
- Mr. Hartman asked Mr. Bluebond if he had read the MCBDD Report in the WI Board Meeting Minutes. Mr. Bluebond stated that he had not. Mr. Hartman requested that Mr. Bluebond read the minutes when he has time.
- Mr. Carroll asked for clarification on an update from the SEC Meeting regarding a proposed change in law allowing county boards to suspend Medicaid certification for providers with the DODD Director's approval. Mr. Bluebond stated that this has been proposed by an OACB Committee to Director Martin and will take time to develop.
- Mr. Carroll asked if families are aware of what is available to them in regard to Assistive Technology. Ms. Finnerty stated that she feels families do not know all that is available as the technology is always changing. The MCBDD will look into providing Assistive Technology training and education for families. Connie Hartman, Assistive Technology Specialist, is a great resource and is regularly working with both families and SSAs.
- Ms. Orlandi asked for more information to be provided to Board Members before the next meeting regarding the tax exemption for non-profits who rent to people with disabilities. Mr. Bluebond will supply the information.

Financial Reports – The following was discussed:

- Revenue:
 - A \$25 donation was received for the Dr. Harlan Johnson memorial.
 - One hundred seventy three dollars was received for Casual Friday donations.
 - A Department of Education subsidy payment was received. We generally receive two per month.
 - Medicaid Settlement funds from FY16 match reconciliation were received.
- Expenditures:
 - March was a three-pay month.
 - \$58,384 was paid, after trade in, for a new vehicle. This was from the 2017 budget.
 - \$4,565 was paid for the concrete project.
 - \$4,900 was paid for the boiler project.
 - \$12,650 was paid out of Capital Project Sales Tax for the playground resurfacing project.

Voucher Reports – The following was discussed:

- Two checks were voided for the following reasons: the first was a duplicate invoice, and the second was because part of the payment was supposed to come out of a different account.
- The MCH rent subsidy payment is to keep rent payments low for people with disabilities.
- Mr. Carroll asked if vehicles used by providers are checked for safety. Melanie Kasten Krause, Executive Director of SHC, stated that during their surveys their vehicles are very closely checked and that all providers doing transportation must use certified mechanics for all repairs and services.

A Motion was made by Mr. Hartman, seconded by Ms. Morrison, to approve Resolution #09-18 to accept the Financial Reports for March, 2018. The Motion passed with a unanimous "yes" vote.

MCBDD Enrollee Statistics Report

- Ms. Lees explained the asterisks attached to the number of eligible children for March. The drop is due to reconciliation between Gatekeeper and the state data system.

Provider Report

- Ms. Bates stated that at the time of this report, the final numbers were not tallied for the AI Root transition. These numbers will show on next month's report.

Personnel Control Report

- Next month's report will show the changes from the approved resolution #10-18 to abolish 18 positions.

Committee Reports – The following was discussed:

- Facilities Committee – Paula Majoros, Director of Operations, reviewed the minutes and stated that the focus of the meeting was for the former MedinaMade store space at Montville Plaza. Mr. Hartman stated that Ms. Majoros is doing a great job chairing the Facilities Committee.
- Levy Committee – The biggest concern at this time is finding someone to chair the fundraising efforts for the committee. This person should not be an MCBDD staff member. The committee is also working on talking points for staff and the Board.
- Donated Funds Committee – A meeting will be held on Monday, April 30, and the Donor Scholarships will be presented at the May Board Meeting.

Quarterly Reports

Operating Plan:

The following was discussed by Annie Finnerty, Assistant Superintendent.

- The MCBDD is doing well overall.
- The Call for Solutions process will be presented to the Board at the May Board Meeting.
- If an objective needed to be removed from the Operating Plan, Management would bring an explanation to the Board.
- Mr. Carroll had a concern regarding assigning a number to the objective for transitioning students back to the home school. While he understands transitioning preschoolers back to their home school, he feels we should not attach a number to the school age objective. Ms. Finnerty stated that she understood his concern.
- Mr. Hartman suggested that we keep some objectives In Progress if more needs to be done throughout the year and not mark them as Completed if meetings or trainings, etc., were scheduled but have not yet occurred.
- In regard to the housing objective, the Board would like a report. This will be provided.
- Mr. Carroll requested that families and guardians be added to objectives that involve decision making for individuals. Ms. Finnerty stated that decision making is always done with the team which would include families and guardians.

Community Employment:

- We are down in referrals from OOD. Speculation is that this is due to 2017 being a very successful year for placing individuals. SSA continues to offer community employment as a viable option for individuals.

Ombudsman:

- There has been an increase in cases due to this being IEP season.
- The increase is also due to schools trying to move kids from an IEP to a 504, which is a classroom based plan with no special education teacher.
- The MCBDD may need to increase the contract with SHC for the Ombudsman's hours. Ways to get valuable information to parents is being discussed and a plan to offer training is in development.

Operating Contracts:

There were no questions on the Operating Contracts Report.

Benchmarks:

Mr. Carroll asked Mr. Bluebond to review the benchmark document. Mr. Bluebond stated that it is the document he shared with staff.

J. Public Relations

The following information was shared with the Board:

- April is Autism Awareness Month. There was a featured article in the Gazette health section and a full page article in the Post. The MCBDD was also a sponsor at the Autism Summit on April 5.
- A YouTube channel will make the Estate Planning presentation available online. We will also be integrating YouTube into our website with resources.
- Medina Leadership will be holding a Board Recruitment Event. The morning sessions will focus on expectations and guidelines. There will also be a vendor portion for information sharing.
- Spotlights continue on Wadsworth Radio. Self Advocates enjoy sharing information about programs and the importance of Self Advocacy.
- The Donor Scholarship will be presented at the May Board Meeting.
- There will be training on Guardianship on May 16, at 6:00 p.m., at the MCAC. The facilitators will be Probate Judge Kevin Dunn and Court Magistrate Alicia Hathcock.
- Upcoming Events include the following: the Wadsworth Family Fun Carnival on May 5; the Special Arts Festival on May 3; Medina County Senior Day on May 5; the Free Community Shred Day on May 19; and Business at the Barn on May 17.

Mr. Hartman asked how many newsletters are put out each week due to the fact that he receives so many. Ms. Hetkey stated that while the Board gets everything that goes out, the publications are each targeted to a specific demographic. Ms. Hetkey also reviewed how the lists are updated and how a participant can either be removed from a list or added to a list.

Mr. Carroll stated that he would like to see information or links for training information on the main page of the website. Ms. Hetkey stated that the website is in the process of being re-designed to be mobile friendly. The new website will have an area for families and another for providers to ensure each has information they need.

K. Open Forum

Fran Koenig

Ms. Koenig referenced an incident regarding free choice of transportation provider where she was told by another parent that her son had to use another provider for transportation because

the MCBDD would no longer offer transportation to their family member due to MCBDD transportation being phased out. Ms. Koenig discussed the difficulty she had with the school system in regard to her daughter being able to attend an art class when she was in the public school.

Barb Drager

Ms. Drager referenced the packet of information that she distributed to the Board at the last Board Meeting regarding an incident with her son. The incident involved the MUI Investigator at the time. She stated that in the past, Board Members have not gotten back to her and that several Board Members from the Board back then sit on the Board now. She reviewed some of the history regarding her son. She stated that parents do not know who to trust in regard to providers. Ms. Matthey stated that although she was not on the Board at the time of the incidents, she apologized for what Ms. Drager went through.

IV. Adjournment

A Motion was made by Ms. Morrison, seconded by Ms. Thomas Fain, to adjourn the meeting at 9:35 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