

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
April 22, 2019

I. Call to Order

The MCBDD Board Meeting was called to order by Board President, Wayne Carroll, at 5:35 p.m. Other Board Members present included the following: Elaine Orlandi, Sandra Thomas Fain, Lisa Morrison, Sally Albrecht, and Christy Matthey. Mr. Hartman arrived at 5:37.

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

Others in attendance included: Melanie Kasten-Kraus and Deborah Haumesser from SHC; Rebecca Miller; Colleen Swedyk, Medina County Commissioner; Alice Kanta; and Barb Drager, parent.

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 was approved with a unanimous "yes" vote. The Board entered into Executive Session at 5:36 p.m. Ms. Maleckar, Ms. Davis, and Ms. Swedyk were invited to stay for Executive Session. The Board exited Executive Session at 6:08 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 25, 2019

A Motion was made by Ms. Morrison, seconded by Ms. Thomas Fain, to approve the Minutes from the Regular Board Meeting on March 25, 2019. There was no discussion. The Motion was approved with a unanimous "yes" vote.

D. Old Business

There was no Old Business.

E. Follow Up

- 1. Levy Resolution Language

Ms. Bates addressed two questions that were asked at the March Board Meeting. The first was in regard to the term "mental retardation" being removed from the resolution language. Ms. Bates stated that this must stay as it was the original levy language used. The second question was in

regard to using the term community in regard to service provision. This also must stay as it is the language used in rule and the MCBDD does provide services in the community.

2. Waiver Counts by Type and Match

Ms. Bates shared several handouts with the Board addressing the following:

- A letter from Auditor Mike Kovack indicating fund balances.
- Graph information for Cash (all accounts) from 2012 to 2019.
- A summary of fund balances for DD boards similar in size to Medina County.
- Revenue, expenditures and changes for the fund balance for year-end 2017.
- A spreadsheet indicating Waiver Enrollment for Medina County from 2012 to current and projected to 2030.

3. Fund Balance

An information gathering meeting was held on April 17 with several members of the Board, management staff, Commissioner Swedyk, Randy Beach from OACB, and Auditor Mike Kovack to review the fund balance and its purpose. The target fund balance at the end of 2019 is 16.3 million; however, this number does fluctuate. The goal is to have six months' worth of expenses and a year of Medicaid match in the fund balance. Mr. Hartman stated he felt the meeting with the Auditor went well; however, the way the numbers are stated can be misleading at times. He also stated that he feels the levy is a prudent way to stay financially solid and support individuals with disabilities. Mr. Carroll stated that because we are in a time of transition, we will look very closely at future levies: the need and what types of services the county board would support.

F. Discussion Items

1. Community Supports Presentation

Annie Finnerty and Pam Hunt shared the following information in regard to the proposed new Community Supports Department: (focusing on the provider piece)

- As we move forward, Ms. Hunt's role will change to more provider relations, as well as Self Advocacy and QA.
- Ms. Hunt stated that we have been researching ideas across the state and collecting potential opportunities to discuss with providers. Provider relations is not only a priority for our county, but at the state level as well. The Ohio Association of County Boards, the Ohio Provider Resources Association and DODD have worked together to develop a Provider Partnership Pilot Project. The mission of this project was to promote cooperation and support among county boards and providers to develop strategies that will increase the collective focus on improving the quality of services and support for people with disabilities. This project is currently in its second round of county board partnerships. The first phase included five counties and a COG and resulted in a number of creative strategies that are currently in operation. The second phase just began and it will include seven counties and a COG. We will be watching it closely to see what they uncover and if their findings are useful for our county. We have been in contact with at least seven of these counties on separate occasions and have received details on their ideas. We are also in contact with the project director, Nancy Neely, for any technical assistance we may need as a county. Three goals for developing partnerships include

reducing Direct Support Professional turnover; relationships - building trust and working together; and dedicated provider support functions separate from traditional SSA dept. with an emphasis on commitment to time and resources. Ideas to reduce barriers of the DSP crisis include recruitment, retention and efficient training.

- The new, full Community Supports Department will be presented to the Board in July. The Annual Action Plan already has several objectives related to the new department. We will move forward with the new department after the transition of Voc Hab.

Mr. Carroll asked if there are specific recommendations for ways that we can support providers. Ms. Finnerty stated that when the full presentation is given in July, there will be very specific recommendations. Mr. Hartman stated that we need to closely monitor our investment and return on investment during the process. He asked how this would be evaluated. Ms. Finnerty stated that quality assurance will fit into this process and is already being reviewed. Mr. Carroll stated that he reviewed the Board's responsibilities which include approving policy, some contracts, and program changes; therefore if any Board Members would like to be more involved with the development of the new Community Supports Department, they should state so now to be included in the meetings. Ms. Orlandi and Ms. Morrison expressed interest. Mr. Hartman stated that the Board needs to be careful not get into the day to day operations that are management's responsibility. Ms. Thomas Fain stated that she is concerned because two Board Members do not necessarily speak for the entire Board. Ms. Finnerty stated that there is no committee for this and that she and Pam meet almost daily to discuss; but would be happy to give regular updates. Ms. Maleckar recommended that the monthly Board Report include updates on the development of the Community Supports Department. Mr. Carroll requested that two new "update" areas be added to the Superintendent's Report: Community Supports Department and Transition (Call for Solutions process and follow up). Ms. Albrecht stated that she has received several complaints regarding providers not receiving sanctions for violations. Ms. Finnerty stated that most of that falls under the state and the county board has no authority to intervene.

G. New Business

1. OEA/NEA Contract Extension Resolution #18-19 (ACTION)

A Motion was made by Ms. Thomas Fain, seconded by Ms. Matthey, to approve a one-year extension to the current union contract between the Medina County Board of DD and the Medina County Achievement Center Employees Association/OEA/NEA. This resolution will extend the expiration date of the contract through December 31, 2020. There was no discussion. The Motion was approved with a unanimous "yes" vote.

H. Reports Review

- Superintendent's Report – The following was discussed:
 - EI Grant Decrease – Due to an issue with the agency that was handling referrals, the number of referrals was inaccurately low. This caused a decrease in grant funding for Medina County in the amount of \$40,000. The county board will work to absorb this cost and hope that next year the grant will be increased again.
 - Levy – The levy resolution was approved by the Commissioners and has been sent to the Board of Elections. We will be on the ballot in November. Ms. Kanta gave a brief update

regarding the Summer Solstice Event in June. The next full Levy Committee Meeting is on April 24.

- Wheel Be Moving Series – Shannon Rine, MCPT Director, Pam Hunt, AS Director, Courtney Jordan, Provider Relations, Michelle Fortney, Dept. Supervisor, Christine Merriman, Recreation Specialist, and Matt Sweeney, Training and Compliance Coordinator, met to discuss a collaboration for a series of transportation resource meetings that will be offered to individuals, families, and the public beginning in June. Transit has not yet become a Medicaid provider. Ms. Swedyk will see Mr. Rine at a meeting on April 23 and will ask him about the progress in this area. She will also ask him to attend an MCBDD Board Meeting.
- The Raymond Biegel Softball Tournament Fundraiser is on May 11.
- The Special Olympics Invitational is on June 1.
- Two trainings were recently held: the Assistive Technology Remote Monitoring Conference on April 18. There were 125 participants. This conference was funded by the AT grant. The second was a Nutrition Class facilitated by the Ohio State Extension Office. It was well attended with many SSAs, some providers, individuals and parents.
- Mr. Carroll asked if Self Advocates get involved in legislation issues that affect their lives, i.e. the attempt to get rid of 501 Waivers. Ms. Finnerty responded that the Self Advocates are involved at both the state and local levels. They are also going out and presenting to schools. Mr. Carroll asked if any more information has been received regarding the minimum wage rules. Ms. Finnerty stated that nothing new has been received but we are closely watching for new information.
- Mr. Carroll asked how the transition is going with the Voc Hab area. Ms. Finnerty stated that it is going well. Forty-four individuals have chosen Midwest; nine have chosen I Am Boundless (which is set to open June 10); nine have chosen other options; and one individual is undecided. SSAs are diligently working with all transitions. All chosen providers have committed to transportation as well.
- Camperships – Thirty adult camperships were awarded; five more than last year. All child camperships have also been awarded and there is a waiting list. We may need to look at budgeting for more of these in the future.
- Preschool graduation is in May. There are no school-age graduates this year.
- Financial Report - Ms. Bates reviewed the Financial Reports. The following was discussed:
 - Expenditures:
 - March was a three-pay month.
 - The first payment of 26K was made for the county software.
 - 11K was paid for the server project.
 - The \$9,523 for the fire suppression system in the server room was a 2018 expense.
 - Revenue:
 - The 537K transfer to Capital Improvements went through.
 - There were two memorial grove donations totaling \$157.
 - Ms. Albrecht stated that she shared information with Mrs. Mitzel regarding the memorial bench in Jay Mitzel's name. Mrs. Mitzel was very appreciative.
 - Cash Balance Report – Ms. Bates reviewed with no questions/comments from the Board.
 - Cash Flow Report – Ms. Bates reviewed with no questions/comments from the Board.

- Voucher Reports – The Voucher Report was reviewed. Questions were addressed regarding the following:
 - Page 3 – Amazon and Home Depot general material and parts. What is this for? It is for Maintenance.
 - How do we check on providers for which we pay transportation costs? They must submit invoices. We also do internal audits.
 - Page 10 – Medina County Public Transit CRC services. This is the contract for public transportation.

A Motion was made by Ms. Orlandi, seconded by Ms. Matthey, to approve Resolution #17-19 to accept the Financial Reports for March, 2019. The Motion was approved with a unanimous “yes” vote.

- MCBDD Enrollee Statistics Report
 - Mr. Carroll asked why the number of eligible children dipped and then came back up. Dr. Stanley Bryson stated the number of eligible children isn’t necessarily the number of children receiving services and can fluctuate from one month to the next.
- Community Provider Report
 - There were no questions from the Board.
- Personnel Control Report – The Personnel Control Report was reviewed. The following was addressed:
 - What is the status of the Assistant Director of Children’s Services position? The interviews have been completed and we are close to making an offer.
- Quarterly Reports
 - Technology – In the last paragraph where it speaks of cables being run; does that mean the system will not be wireless? No. The cables are for the ceiling projectors. There will be wireless access. Are we working on better presentations? Yes. We are working on a standard for presentations.
 - Ombudsman – There were many requests for assistance with school meetings. Ongoing training for parents should continue. There are currently few parent groups that provide any training. A recommendation was made to reach out to mental health groups regarding training opportunities. Mr. Hartman asked Ms. Kasten Krause if there is anything the Board can do to assist the Ombudsman. Ms. Kasten Krause stated that Ms. Lee is doing a very good job and does not feel additional assistance is needed at this time.
 - Community Services – There were no questions or comments.
 - Operating Contracts – There were no questions or comments.
 - Action Plan – The following was discussed:
 - Ms. Bates distributed an infographic related to Goal 5 for Fiscal Indicators.
 - Goal 2 – Transportation goals are on track although the Director of Transportation is retiring at the end of August.
 - Goal 2 – Training for Self Advocates: once the transition is done, we will find out what the Self Advocacy supports and services are. It was requested that guardian involvement be considered as well.
 - Goal 3 – The Stakeholder Newsletter goes out this week. The goal is to have results by the end of May.
 - Goal 4 – Internal Communication Process: The staff survey results will be shared with the Board in June.

- Goal 5 – Rental: It was asked if we knew how much the MCBDD takes in for renting space. Ms. Bates stated she would have to go back and look at this figure.
 - Goal 6 – No questions or comments.
 - Goal 7 – Staff Development: Has a process been implemented for this? We have processes in place to ensure that staff meet certification requirements. We also have mandatory trainings each year on in-service day. There will continue to be additional trainings added as we continue to go through change. Some trainings are being switched to online. Department specific trainings are done as needed. We are working on a new culture (such as the Windfall Way) for the agency and will provide training for this as needed.
 - Goal 7 – New Position Titles/Responsibilities: This is in regard to the Community Supports Department and will be shared during that presentation in July.
 - Goal 8 – This goal is the responsibility of the Board as a whole and is in process with current trainings and the current review of the Action Plan.
- Committee Reports
- Facilities Committee – Ms. Majoros reviewed the detailed minutes from the Facilities Committee Report. Ms. Albrecht asked why we don't currently have ADA compliant bathrooms. Ms. Majoros responded that our bathrooms were ADA compliant when built in 1992. They need to be updated and it is a costly project. We are working on grants to assist with this. The next available grant is in 2020 and we will be notified when it is available.

J. Public Relations

The following was shared with the Board:

- April is Autism Awareness Month - One in 59 children will be diagnosed with some form of autism. There were articles in local media and Medina City proclaimed April as Autism Awareness Month.
- First Responder Training – This was a collaboration of the Autism Society which serves Summit, Medina, Portage, Stark, and Lorain counties. Law Enforcement was trained on April 10. Fire personnel will be trained on May 21. Community Days will be held on a Saturday in June. This will allow the first responders to actually interact with individuals with disabilities.
- In Demand Jobs Week is May 6-10 - We will host an event at the Community Building. In addition, we will continue to have booths at local job fairs, including career day at Black River Schools on May 20.
- Donor Scholarship – Applications are due by the end of April. One scholarship for \$1,500 will be awarded at the May Board Meeting.

Upcoming Events include the following:

- Shred Day – May 4
- Family Fun Carnival – May 4
- Business at the Barn – May 9
- Medina County Service Day – May 21
- Ice Cream Social – June 27

K. Open Forum

Barb Drager

Ms. Drager thanked those involved in putting together the Nutrition Class. She stated that she will spread the word about Community Shred Day to the apartment complex in which she lives. She stated that she was concerned after hearing Midwest's presentation a few weeks ago. She felt they didn't focus enough on what quality services they would bring to individuals.

IV. Adjournment

A Motion was made by Ms. Thomas Fain, seconded by Ms. Orlandi, to adjourn the meeting at 8:45 p.m. The Motion was approved with a unanimous "yes" vote.

FOR APPROVAL

Board Chair
Medina County Board of DD

Secretary
Medina County Board of DD