

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**May 20, 2019**

**I. Call to Order**

The MCBDD Board Meeting was called to order by Board President, Wayne Carroll, at 5:31 p.m. Other Board Members present included the following: Elaine Orlandi, Lisa Morrison, Sally Albrecht, and Dave Hartman. Sandra Thomas Fain and Christy Matthey were excused.

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

Others in attendance included: Joelyn Karlson, new SSA Director; Melanie Kasten-Kraus and Deborah Haumesser from SHC; Rebecca Miller; Fran Koenig and Barb Drager, parents; Jim Brown, Windfall Industries; Kenlynn Sundby, Donor Scholarship Recipient, and her family.

**II. Executive Session**

A Motion was made by Ms. Orlandi, seconded by Mr. Hartman, 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 was approved with a unanimous "yes" vote. The Board entered into Executive Session at 5:33 p.m. The Board exited Executive Session at 5:50 p.m.

**III. General Session**

- A. Pledge of Allegiance**
- B. Mission Statement Affirmation**
- C. Donor Scholarship Presentation**

Lisa Morrison, Board Member, present the Donor Scholarship to Medina High School Senior Kenlynn Sundby. Kenlynn has already spent time learning and giving to the field of DD. Her passion is to help children and comes from her own experience growing up. She feels a connection to people with disabilities and has been heavily involved in Special Olympics and has also volunteered with SHC. In the fall, Kenlynn plans to attend Kent State University where she hopes to complete a degree in Exercise Science with a minor in American Sign Language. On behalf of the MCBDD and its staff, we extend our sincere congratulations to Kenlynn on this honor.

**D. Approval of Minutes**

- 1. Approval of the Minutes from the Regular Board Meeting, April 22, 2019  
A Motion was made by Ms. Orlandi, seconded by Ms. Morrison, to approve the Minutes from the Regular Board Meeting on April 22, 2019. Ms. Orlandi asked if the adult campership opportunities were advertised and how many were awarded. Dr. Stanley Bryson responded that

advertisement is done and 30 adult camperships were given. The Motion was approved with a unanimous "yes" vote.

**E. Old Business**

There was no Old Business.

**F. Follow Up**

1. Revenue from facility rentals

Ms. Bates reviewed the information that was provided in the board packet. Mr. Hartman asked if we know the overhead costs for these rentals. Ms. Bates stated that we do have the costs; however, she did not have the information with her at the time. Ms. Bates stated that the cost is midway for a similar facility at about \$9 per square foot.

2. Transit becoming a Medicaid provider

Ms. Bohner reviewed the information that was provided in the board report. Due to the fewer number of individuals with disabilities served by the Board needing transportation after the transition, MCPT has decided to not pursue becoming a Medicaid provider at this time. We will continue to work with them in other ways to provide needed transportation for people with disabilities. In regard to the Medina Leadership group using the issue of transportation in Medina County as a group project, the proposal has been submitted; however, it has been put on hold at this time.

Ms. Finnerty introduced Joelyn Karlson as the new Director of SSA; beginning on June 5. Ms. Karlson comes to us from Summit County. The Board welcomed Ms. Karlson.

3. Assistant Director of Children's Services position

Ms. Finnerty stated that Celeste Bajorek has been accepted the position of Assistant Director of Children's Services and will begin on June 10.

**G. Discussion Items**

1. Transition of Voc Hab update

Ms. Finnerty stated that on May 13, Midwest began providing services at the MCAC building to those who were in the Voc Hab area and chose Midwest as their provider. The transition is going well, including transportation. MCBDD staff continue to support both individuals and Midwest staff during this transition.

**H. New Business**

**1. Excess Property-Auction Resolution #20-19 (ACTION)**

A Motion was made by Mr. Hartman, seconded by Ms. Albrecht, to declare the requested vehicles as excess property and unusable by the Medina County Board of Developmental Disabilities and will be sold through internet auction.

| UNIT # | YEAR /CHASSIS/BODY / ENGINE | VIN NUMBER        | PRICE/VALUE  | MILEAGE | TYPE         | COLOR | MISC            | Method of disposal/transfer: | Asset # |
|--------|-----------------------------|-------------------|--------------|---------|--------------|-------|-----------------|------------------------------|---------|
| 41     | 2009 FORD E-350 5.4L        | 1FBSS31189DA26157 | \$ 3,000.00  | 109,000 | 15 Passenger | Blue  |                 | Internet Auction: govdeals   | 55335   |
| 46     | 2013 FORD E-350SD 6.8L      | 1FDEE3F33DDA85556 | \$ 6,000.00  | 113,000 | LIFT, 2 W/C  | Blue  | Goshen Coach    | Internet Auction: govdeals   | 55548   |
| 47     | 2013 FORD E-350SD 6.8L      | 1FDEE3F33DD821716 | \$ 6,000.00  | 89,000  | LIFT, 2 W/C  | Blue  | Goshen Coach    | Internet Auction: govdeals   | 5748    |
| 53     | 2017 FORD E-450SD 6.8L      | 1FD0E4F59HDC06753 | \$ 20,000.00 | 46,000  | LIFT, 4 W/C  | White | Startrans Coach | Internet Auction: govdeals   | 8291    |
| 54     | 2017 FORD E-450SD 6.8L      | 1FD0E4F56HDC06757 | \$ 20,000.00 | 39,000  | LIFT, 4 W/C  | White | Startrans Coach | Internet Auction: govdeals   | 8290    |

Ms. Finnerty stated that a revision was made to the vehicle year on two of the models: Unit 53 and 54 were listed as 2016 and should be 2017. Ms. Bates reviewed the vehicle auction process including notification to stakeholders. The Motion was approved with a unanimous “yes” vote.

**2. Excess Property-Auction Resolution #21-19 (ACTION)**

A Motion was made by Ms. Orlandi, seconded by Ms. Albrecht, to declare the attached vehicles as excess property and unusable by the Medina County Board of Developmental Disabilities and will be sold to the listed Medina County Department(s).

| UNIT # | YEAR /CHASSIS/BODY / ENGINE | VIN NUMBER        | \$ PRICE/VALUE | MILEAGE | TYPE         | COLOR | Method of disposal/transfer:  |
|--------|-----------------------------|-------------------|----------------|---------|--------------|-------|---|
| 38     | 2010 FORD E-350 5.4L        | 1FB5S3B17ADA83131 | \$ 3,000.00    | 164,000 | 15 Passenger | Blue  | Medina County Building Maintenance Department to purchase for \$3,000 |
| 39     | 2010 FORD E-350 5.4L        | 1FB5S3B19ADA83132 | \$ 3,000.00    | 111,000 | 15 Passenger | Blue  | Medina County Building Maintenance Department to purchase for \$3,000 |

Ms. Bates reviewed the process of these vehicles being transferred to other county agencies. The Motion was approved with a unanimous “yes” vote.

**3. Policy Review and Approval (ACTION)**

A Motion was made by Mr. Hartman, seconded by Ms. Morrison, to approve the requested policy revisions as presented. Ms. Finnerty stated that a correction was made to the Chapter 8 title only on the policy memo. The change does not affect the policy revisions. There was no discussion. The Motion was approved with a unanimous “yes” vote.

**4. Approval of Ethics Committee Report (ACTION)**

The Ethics Committee Meeting had to be cancelled due to a lack of quorum. It will be rescheduled for June 24 at 5:00 p.m. Mr. Carroll requested that the Board Members update their Conflict of Interest form, if needed. All Board Members stated that their forms were up to date.

**I. Reports Review**

- Superintendent’s Report – The following was discussed:
  - Three graduates in the STEP program have community jobs.
  - Preschool Graduation is Friday, May 24.
  - Ms. Finnerty reviewed the proposed state budget including the increase in DSP rates for HPC services only and \$150m in new funding for the DD system.
  - The state is looking to go to a uniform ISP form. They are welcoming input from parents/guardians/individuals.
  - Mr. Hartman asked why the Community Supports Department presentation can’t be done before July. Ms. Finnerty stated that the staff working on this presentation needed to get through the transition and can now focus on the presentation. Because some of the areas are new, time is needed for planning and development.
  - Mr. Carroll asked if we are where we should be with the waiver wait list assessments. Ms. Kolarovsky stated that we are where we should be. Most counties are reporting that they are falling in the state projection that 75% would not fall within the definition of current or immediate need. We are also working with individuals who fall outside the cap of the service funding policy.

- Mr. Harman asked about the Gohio software that Medina County Public Transit (MCPT) had said they were going to use. Ms. Bates stated that the new director plans to use a different software upgrade that will have the same functionality as Gohio and can tie in to other counties. The new director of MCPT is focusing on the community as a whole rather than only one population.
- Financial Report - Ms. Bates reviewed the Financial Reports. The following was discussed:
  - Expenditures:
    - We are at 37% of budget.
    - \$7,581 was used for interactive projectors for the school.
    - April was a two-pay month.
    - 58K was sent for the DODD quarterly administrative fee.
    - 972K was paid for quarterly match payment.
  - Revenue:
    - We are at 43% of budget.
    - The first half 2019 tax payment was received.
    - \$57.10 in donations was received for Box Tops for Education.
    - DODD subsidy is at 100%; final 4<sup>th</sup> quarter FY19.
    - Medicaid settlement for FY17 match reconciliation was received for \$142,641.
    - The first payment of \$8,000 was received for the Remote Monitoring Grant (grant is for \$20,000).
    - The first quarterly sales tax payment of \$4,486 was received.
    - Ms. Albrecht stated that in 2020, new grant money will be available from the state. She will send the link to Ms. Bates.
    - Mr. Hartman stated that he feels we need to work harder to find grant money and would be willing to discuss a new position or adding these duties to an existing position.
  - Cash Balance Report:
    - The increase is due to property tax receipts.
  - Cash Flow Report – There were no questions/comments from the Board.
- Voucher Reports – The Voucher Report was reviewed. Questions were addressed regarding the following:
  - Mr. Carroll asked about the lawyer fees for the levy. Ms. Bates stated that the attorney assisted us with levy ballot language. This cost is permissible from county board funds: county board funds can be used to provide information but not to influence voters to vote one way or another regarding the levy.
  - Mr. Hartman asked about the cost for BitBoys. Ms. Bates stated our IT Department consults with BitBoys when needed due to the complicated structure of our system. Ms. Albrecht stated she feels our IT staff should be trained to handle whatever system we have. Ms. Bates stated that the cost for this type of training could outweigh the cost for consulting with another agency. The cost on the voucher report is for the entire year. The MCBDD used to contract out IT services; however, that did not prove to be beneficial for the agency.
  - Mr. Hartman asked about the cost for physician ambulance service for September of 2019. Ms. Bates stated that this is a pre-scheduled medical service and we went ahead and paid the cost now.

A Motion was made by Mr. Hartman, seconded by Ms. Orlandi, to approve Resolution #19-19 to accept the Financial Reports for April, 2019. The Motion was approved with a unanimous "yes" vote.

- MCBDD Enrollee Statistics Report
  - Adult Services and Transportation will show the decrease next month from the transition of Voc Hab to Midwest and other providers.
  - Mr. Carroll asked if any districts have requested ESY. Dr. Stanley Bryson stated that 28 kids were approved to receive ESY services. The ESC will be using the MCAC as the location for ESY this year.
- Community Provider Report
  - The increase from the Voc Hab transition will show next month.
- Personnel Control Report – The Personnel Control Report was reviewed. The following was addressed:
  - The request to abolish positions will come to the Board in June.
  - Mr. Hartman requested that the abolished positions be crossed out rather than deleted from the report.
- Committee Reports
  - Levy Fundraising Committee – Ms. Albrecht reported that things are moving ahead for the Summer Solstice event in June. Tickets are \$50 and sponsorship is increasing.

#### **J. Public Relations**

The following was shared with the Board:

- Website Update: Focus groups have been held. The complete functionality is being tested today and tomorrow. The website will go live on Wednesday, May 22. It may take a few days to propagate. The official launch will be Tuesday, May 28.
- DODD will be showcasing MCBDD in a Field Trip video that highlights innovative practices and gathers individual stories.

Upcoming Events:

- Special Olympics Invitational – June 1
- Kids Day of Safety and Play – June 1
- Medina County Pizza Palooza – June 15
- Brunswick Summer Celebration – June 19-23
- Ice Cream Social – June 27

#### **K. Open Forum**

Mr. Carroll asked that speakers respect state regulations and the privacy of individuals and families regarding incidents that are still under investigation.

#### **Barb Drager**

Ms. Drager discussed the process of a recent MUI involving her son. Ms. Drager is not in agreement with the outcome or how the final report was submitted. She stated that she feels some of her son's rights were violated.

**Fran Koenig**

Ms. Koenig thanked Ms. Hetkey for a recent article regarding adult children who also have a child with a disability. Ms. Koenig expressed concern regarding the current DSP rates and the proposed increase that does not include day habilitation staff. Ms. Koenig also stated that she does not feel the agency that is now providing services to Voc Hab in the MCAC building is bringing enough to Medina County.

**IV. Adjournment**

A Motion was made by Ms. Orlandi, seconded by Ms. Morrison, to adjourn the meeting at 7:40 p.m. The Motion was approved 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