

Meeting Minutes

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
April 24, 2023

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board President Wayne Carroll at 5:02 p.m. Other Board Members present included the following: Dave Hartman, Andy Olah, Sandra Thomas Fain, Lisa Dreaden, and Mark Gryskiewicz. Ann Salek was not present.

Staff present included the following: Stacey Maleckar, Annie Finnerty, Shannon Lees, Bobby Richards, Patti Hetkey, Sabrina Johnson, Carey Bates, Ed Dryer, Celeste Bajorek, and Paula Majoros.

Others present included the following: Keisha Thomas and County Commissioner Aaron Harrison.

II. Executive Session

A Motion was made by Mr. Olah, seconded by Ms. Dreaden, to enter into Executive Session for the following reason:

- Personnel Matters

The Motion was approved with a unanimous “yes” vote. Ms. Davis was asked to remain for the Executive Session. The Board entered Executive Session at 5:03 p.m. The Board exited Executive Session at 5:32 p.m.

III. General Session

A. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Mission Statement Affirmation

The Mission Statement was recited.

C. Approval of Minutes

1. Approval of the Minutes from the Regular Board Meeting, March 27, 2023

A Motion was made by Ms. Thomas Fain, seconded by Mr. Gryskiewicz, to approve the Minutes from the Regular Board Meeting on March 27, 2023. The Motion was approved with a unanimous “yes” vote.

D. Presentation

1. DSP Curriculum at the Career Center – Annie Finnerty

Annie Finnerty, Assistant Superintendent, shared information regarding the new DSP-U at the Career Center. This new program will target the senior class at the Medina County Career Center who are in teaching fields. Partners include the Ohio Alliance of Direct Support Professionals (OADSP), the Medina County Career Center (MCCC), providers, and the Medina County Board of DD (MCBDD). The training will also include a front-line supervisor curriculum to assist those moving from a DSP position to a supervisory position. Students who complete the program will

leave with a Certificate of Initial Proficiency and be ready to enter the workforce as a DSP. Mr. Carroll stated that earning industry credentials is one new way to meet graduation requirements.

Ms. Maleckar introduced new County Commissioner Aaron Harrison, who was attending this Board Meeting.

E. Follow Up

1. Job descriptions for the new Community Supports Department positions
The new job descriptions were emailed to the Board for review. Individual questions were addressed by the Superintendent.

2. SB 83 and HB 1

Ms. Maleckar stated that Senate Bill 83 is in regard to diversity and higher education for staff. She does not feel this will affect the MCBDD. House Bill 1 is currently not going anywhere. Much testimony was given at the budget hearing regarding this HB. Ms. Maleckar will keep an eye on what is happening with this.

3. DSP wages

Ms. Maleckar stated that the House is recommending an average minimum wage of \$17.00 per hour and \$18.00 per hour in 2025. This would be part of the biennial budget.

F. Old Business – There was no Old Business

G. New Business

1. Excess Property Resolution #11-23

A Motion was made by Mr. Hartman, seconded by Ms. Dreaden, to approve Resolution #11-23 to declare the requested items as excess property and unusable by the Medina County Board of Developmental Disabilities. The Motion was approved with a unanimous “yes” vote.

2. MOU – AFSCME Resolution #12-23

A Motion was made by Mr. Olah, seconded by Mr. Gryskiewicz, to approve Resolution #12-23 to make the following changes to the Collective Bargaining Agreement between The Medina County Board of Developmental Disabilities, AFSCME Local 2868, and Ohio Council 8.

- a) Bargaining unit employees hired on and between dates of **02/01/2011** ~~6/6/2014~~ through 01/07/2019 will receive an increase of \$1,500 to their base salary followed by a 2.5% increase. **Any bargaining unit employee currently making (as of December 31, 2022) an annual salary of \$75,000 or more will receive compensation in accordance with Section 15.02(a) detailed in the previous paragraph.**

This request is to correct language agreed upon during negotiations which erroneously excluded one person from the above pay scale. This proposal will result in an annual increase of approximately \$1700.00. The Motion was approved with a unanimous “yes” vote.

3. Agency Credit Card Policy - Revision

A Motion was made by Ms. Thomas Fain, seconded by Ms. Dreaden, to approve the changes to Policy Chapter 3, Section 2 F – Agency Credit Cards. The revision includes removing the BP gas card and a duplicate paragraph regarding lost or stolen cards. The Motion was approved with a unanimous “yes” vote.

4. Cash Balance Policy - New

A Motion was made by Ms. Thomas Fain, seconded by Mr. Hartman, to approve the new policy as presented. This policy was created in response to the MCBDD Performance Audit that was recently completed. Mr. Hartman requested that the word “Board” and “MCBDD” be used consistently throughout the new policy. Ms. Bates stated there are two areas where this can be corrected. The Motion was approved with a unanimous “yes” vote.

G. Reports Review

- Superintendent’s Report – Ms. Maleckar reviewed the Superintendent’s Report and addressed questions from the Board.
 - A brief update was given regarding the new MCBDD Leadership Program. Four individuals with a variety of abilities have been chosen. The program is six months long. Updates will be given to the Board throughout the process.
- Financial Reports – Ms. Bates reviewed the following:
 - Revenue
 - First half tax payment received - \$9,651,782.33 (typically received in April).
 - FY21 waiver match reconciliation received - \$813,653.25.
 - Federal Grants: Title XX (EI) - \$15,587.00 and National School Lunch Program - \$1,565.39.
 - Donations - \$50.00 for Community Supports Dept.
 - Donated Fund Interest - \$4,736.00 (highest amount ever received).
 - Expenses
 - Repairs were made to the salt spreader, blower motor, and cooler.
 - Fees: three-year agency waiver provider renewal - \$1,600.00.
 - Property and Liability Insurance renewal - \$32,234.00.
 - Contracts/Special Projects: Employment Referral Program - \$500.00.
 - Match Payment: Five residents in a developmental center - \$33,349.00.
 - Prior Year Carryover: Mostly capital improvements - \$181,945.00.
 - Cash Balance
 - Received taxes earlier than usual.
 - Received waiver reconciliation settlement.
 - The projected cash balance at the end of this year is \$36.6M.
 - Cash Flow
 - \$9M added to fund balance.
 - Used \$6M YTD.
- Voucher Report
 - Questions from the Board were addressed by Ms. Bates.

A Motion was made by Mr. Gryskiewicz, seconded by Ms. Dreaden, to approve Resolution #13-23 to approve the Financial Reports for March, 2023. The Motion was approved with a unanimous “yes” vote.

- MCBDD Enrollee Statistics Report
 - No questions from the Board.
- Personnel Control Report
 - No questions from the Board.
- Quarterly Reports – Reports were reviewed and questions from the Board were addressed.
 - Ombudsman
 - Community Employment
 - Tech Plan
 - Community Provider
 - 2023 Contracts
 - Fiscal Indicators
 - 2023 Performance Outcomes

IV. Open Forum

County Commissioner Aaron Harrison stated that he read six articles regarding the MCBDD’s Performance Audit; they were all positive. He stated that the MCBDD performance audit was the first in the state and he’s glad to see Medina is ahead of the game. He stated the MCBDD has a lot to be proud of and told the Board to feel free to reach out him anytime.

V. Adjournment

A Motion was made by Mr. Hartman, seconded by Ms. Dreaden, to adjourn the meeting at 6:44 p.m. The Motion was approved with a unanimous “yes” vote.

FOR APPROVAL

Board Chair
Medina County Board of DD

Board Secretary
Medina County Board of DD