

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

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board President Wayne Carroll at 5:08 p.m. Other Board Members present included the following: Dave Hartman, Andy Olah, Lisa Dreaden, Mark Gryskiewicz, and Ann Salek. Sandra Thomas Fain was not present (unsure of reason for absence).

Staff present included the following: Stacey Maleckar, Annie Finnerty, Shannon Lees, Diana Davis, Sabrina Johnson, Carey Bates, Patti Hetkey, Ed Dryer, Paula Majoros, Zachary Kascak, and Marcy Batke.

Others present included the following: Delphenia Gilbert from SandiCare.

II. 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

- Approval of the Minutes from the Regular Board Meeting, June 26, 2023

A Motion was made by Ms. Salek, seconded by Ms. Dreaden, to approve the Minutes from the Regular Board Meeting on June 26, 2023. The Motion was approved with a unanimous “yes” vote.

D. Presentation

1. Path to Employment/Career Planning

Mr. Dryer shared the following information with the Board:

There are four Paths to Employment:

- **Path 1** – Currently have a community job
- **Path 2** – Wants a community job but needs help
- **Path 3** – Not sure about a job, wants more information
- **Path 4** – Does not want a job at this time

Mr. Dryer focused on two components of Career Planning:

- **Career Discovery** – Individualized, comprehensive process to identify individual interests, skills and strengths related to competitive community employment.
- **Career Exploration** – Visiting a variety of worksites or informational interviews to better understand community employment jobs.
- The other three components are Job Development, Benefit Analysis, and Self-Employment.

Mr. Dryer shared the Action Plan Focus Areas to which this presentation relates (Focus Area 1, 4b; Focus Area 3, 3a; Focus Area 3, 3b).

- Everyone in our system should be on one of the four paths.
- Providers are involved in the process.
- Parents and guardians are involved through Team meetings.
- Parents or guardians are welcome to share job leads with the Community Supports Department.
- Most agencies who are providing Community Employment services have hired a job developer.

E. Follow Up

Ms. Maleckar reviewed the Follow Up information that was shared with the Board regarding the following topics.

1. Cost breakdown for June Resolution #20-23 – this was emailed to the Board Members on June 29, 2023.
2. SSA caseload assignment – assignments are made based on the specific needs of each individual.
3. Windfall pre-school children follow-along data – Mr. Carroll’s specific question was if the children who have moved out of specialized services continue to be out of specialized services when they leave the Windfall pre-school program and what is the long-term effect of Windfall pre-school. Ms. Batke stated that we do not track data regarding the children once they leave Windfall pre-school, but many move to specialized education programs at their home school. Mr. Carroll requested data regarding the long-term effects of EI and Windfall pre-school. Ms. Dreaden stated she is concerned about making decisions based on such a small sampling of children. The Board agreed. Mr. Olah stated that communication between the MCBDD and the school districts is very important.
4. Case management for those not assigned a MCBDD SSA – EI children are assigned to Service Coordinators. There are 142 individuals in Medina County residing in ICFs; these individuals are all assigned a Q through the ICF. The numbers on the enrollee stats report will never totally align due to constant changes in mainly EI children aging in and out.
5. CEUs for the Guardianship training – We will update on this once we have all the information needed to move forward.

F. Old Business

There was no Old Business.

G. New Business

1. Excess Property Resolution #25-23

A Motion was made by Mr. Hartman, seconded by Ms. Dreaden, to approve Resolution #25-23 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. Policy Review and Approval

A Motion was made by Mr. Olah, seconded by Mr. Gryskiewicz, to approve the policy revisions as submitted. Mr. Hartman referenced a few of the policy changes and asked if we are looking to make the agency accountable at the procedure level rather than the policy level. Ms. Finnerty stated it is at both levels. She stated that policy is the over-arching philosophy where procedures are more internal processes. She also stated that we are held accountable in a variety of ways from multiple outside agencies including CARF, State Accreditation, ODE, the Health Department, county financial audits, etc. Mr. Hartman asked Ms. Hetkey why the words “programs which serve them” were removed from the Coordination of Media policy. Ms. Hetkey stated that removing that portion actually allows us a broader ability to publicize not only the county board, but also those involved in our local system as well. 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.
- Financial Reports – Ms. Bates reviewed the following:
 - Revenue
 - We are currently at 55% as of June 30, 2023.
 - Donations: \$1135.00 from Shred Day (for scholarship fund); \$1134.92 from Ice Cream Social (for special events).
 - No concerns regarding revenue.
 - Expenses
 - We are currently at 42% as of June 30, 2023.
 - There were three pays in June.
 - Special Projects: DSP referral-\$750.00.
 - Match: six individuals residing in a DC.
 - There was one more pay period in June of 2023 vs. June of 2022.
 - Special Projects: provider support efforts restarted.
 - No concerns at this time.
 - Cash Balance
 - Fund Balance: \$37M.
 - Cash Flow
 - Monthly Cash Flow: \$1.2M of fund balance used.
- Voucher Report
 - Questions from the Board were addressed.

A Motion was made by Mr. Hartman, seconded by Mr. Gryskiewicz, to approve Resolution #26-23 to approve the Financial Reports for June, 2023. The Motion was approved with a unanimous “yes” vote.

- MCBDD Enrollee Statistics Report
 - Ms. Maleckar stated there is nothing significant to report at this time.
- Personnel Control Report
 - Ms. Davis stated there is one teacher assistant position open.

- Quarterly Reports – The following quarterly reports were reviewed.
 - Ombudsman
 - Community Employment
 - Community Providers
 - Contracts
 - Fiscal Indicators
 - Performance Outcomes

Mr. Carroll asked Ms. Maleckar how the new state budget will affect the MCBDD. Ms. Maleckar stated that match contribution will increase with the new rates. In addition, parents of minor children will be permitted to be providers for their children for HPC or HPC-like services.

III. Open Forum

No speakers.

IV. Executive Session

There was no Executive Session.

V. Adjournment

A Motion was made by Ms. Salek, seconded by Mr. Hartman, to adjourn the meeting at 6:31 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