

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
September 25, 2023

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board Secretary Ann Salek at 5:07 p.m. Other Board Members present included the following: Dave Hartman, Andy Olah, Lisa Dreaden, Mark Gryskiewicz, and Sandra Thomas Fain. Wayne Carroll arrived at 5:16 p.m.

Staff present included the following: Stacey Maleckar, Annie Finnerty, Shannon Lees, Rose Koty, Diana Davis, Sabrina Johnson, Carey Bates, Patti Hetkey, Ed Dryer, Bobby Richards, Paula Majoros, John Krebs, Christie Kimbler, Sarah Hartman, Brian Sommers, Nicole Richter, Michelle Fortney, Angie Keys, Molly Usner, Melissa Swain, Diane Gearing, Rob Ziemkiewicz, Marie Friss, and Samantha Gryzbowski.

Others present included the following: Kiesha Thomas, Tyler Rasey, Logan Detwiler, Adina Kolar, Bill Peters, Beth Ann Rasey, Scott Rasey, Lori Barton, Candace Peters, Rosanne Shepherd, Ron Detwiler, Sue Detwiler, and Sally Albrecht.

II. General Session

A. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Mission Statement Affirmation

The Mission Statement was recited.

C. Recognitions

1. DSP Appreciation – Superintendent Stacey Maleckar read a letter of appreciation from the Board for the more than 800 DSPs in Medina County acknowledging their dedication and hard work for people with developmental disabilities.
2. Retirement – Superintendent Stacey Maleckar read a letter of recognition and appreciation from the Board for Sandy Snack, a long-time employee of the Medina County Board of DD (Windfall School). The Board thanked Sandy for her service and wished her the best in her upcoming retirement.
3. MCBDD Leadership Academy Graduation – The four participants of the inaugural MCBDD Leadership Academy were in attendance: Bill Peters, Adina Kolar, Tyler Rasey, and Logan Detwiler. Nicole Richter, Training and Compliance Specialist, shared a brief overview of the program and bio for each participant. All participants were given a graduation plaque. There will be another Leadership Academy offered in 2024.

At this time, Wayne Carroll began presiding over the meeting.

D. Approval of Minutes

1. Approval of the Minutes from the Regular Board Meeting, July 24, 2023

A Motion was made by Ms. Salek, seconded by Ms. Dreaden, to approve the Minutes from the Regular Board Meeting on July 24, 2023. Ms. Thomas Fain stated that she was not present at the July 24, 2023 Board Meeting due to her husband being in the hospital. Ms. Thomas Fain abstained, all others voted “yes.” The Motion was approved.

2. Approval of the Minutes from the Special Board Meeting, August 7, 2023

A Motion was made by Ms. Thomas Fain, seconded by Mr. Hartman, to approve the Minutes from the Special Board Meeting on August 7, 2023. Ms. Salek abstained, all others voted “yes.” The Motion was approved.

E. Presentation

1. Supportive Technologies

Ed Dryer, Director of Community Supports, and Sabrina Johnson, Director of SSA, shared information with the Board regarding:

- Why Supportive Technology is important
- The Technology First Rule (5123.2.01)
- The Remote Supports Rule (5123.9.35)
- The Assistive Technology Rule (5123.9.12)
- Gathering information and taking action to increase use of Remote Supports
- Benefits of using Remote Supports
- Results data
- Future plans

Questions from the Board were addressed by Mr. Dryer, Ms. Johnson, and Brian Sommers (SSA Manager). A parent in the audience questioned if using remote supports causes issues with more isolation. Mr. Dryer stated that it is a possibility. He also stated that remote supports are not for everyone and use should be evaluated by the team. A parent in the audience asked about the process for a remote supports referral (the parent needs to contact their SSA). Mr. Olah requested regular updates regarding this topic. Mr. Dryer stated that updates will be provided as part of the regular Action Plan reporting. Ms. Thomas Fain stated she was very impressed and proud of the MCBDD.

F. Old Business

There was no Old Business.

G. New Business

1. Appropriation Transfer Resolution #28-23

A Motion was made by Mr. Hartman, seconded by Ms. Dreaden, to approve Resolution #28-23 to authorize the Medina County Auditor to make the appropriation transfer (\$650.00) from Vehicle Insurance to Liability Insurance to cover the cost of additional cyber insurance. The Motion was approved with a unanimous “yes” vote.

2. Appropriation Transfer Resolution #29-23

A Motion was made by Ms. Thomas Fain, seconded by Ms. Dreaden, to approve Resolution #29-23 to authorize the Medina County Auditor to make the appropriation transfers (\$17,400.00) from Local Residential Contract Services to Various Divisions for Travel due to an increase in post-COVID travel and training. The Motion was approved with a unanimous “yes” vote.

3. Abolishment & Creation of Positions Resolution #30-23

A Motion was made by Ms. Salek, seconded by Ms. Thomas Fain, to approve Resolution #30-23 to abolish the following positions: Cook (approximately 30 hours per week) and Custodian (approximately 10 hours per week) and to create the following position: 9-month Operations Floater. Mr. Hartman asked why we were limiting the position to 9 months. Mr. Richards stated that because the position is mostly working with dietary needs for the school, there isn’t as much need during the summer months and there are two other Operations Floaters that work all year. The Motion was approved with a unanimous “yes” vote.

4. Excess Property Resolution #31-23

A Motion was made by Ms. Salek, seconded by Mr. Olah, to approve Resolution #31-23 to declare the requested items as Excess Property and unusable by the Medina County Board of DD. Ms. Thomas Fain asked if the HPs are just not usable for the MCBDD. Mr. Richards stated yes. The Motion was approved with a unanimous “yes” vote.

5. Award Bid Resolution #33-23

A Motion was made by Ms. Salek, seconded by Mr. Hartman, to approve Resolution #33-23 to accept and award the bid to Crown Commercial Construction for the MR-733 project. Mr. Hartman asked who the four bidders were. Mr. Maleckar shared this information. Mr. Richards stated that the bid from Crown Commercial Construction met all of the requirements of the bid packet and they were recommended by the architect. Mr. Gryskiewicz asked where their bid was on the list (relating to cost). Mr. Richards stated they were the second lowest bid. The Motion was approved with a unanimous “yes” vote.

H. Reports Review

- Superintendent’s Report – Ms. Maleckar reviewed the Superintendent’s Report and addressed questions from the Board.
- Financial Reports (July-August) – Ms. Bates reviewed the following:
 - Revenue-July
 - \$6,624.19 – Second quarter Sales Tax payment.
 - No donations.
 - Expenses-July
 - \$356.00 – Pollution insurance.
 - \$63.3K – DSP workforce support (training reimbursement).
 - \$10K – Equipment: Assistive technology and school projector, iPads (Donated Funds).
 - \$44K – Six individuals in a developmental center.
 - Cash Balance

- Fund Balance: \$36M.
- Cash Flow
 - Monthly Cash Flow: \$1.2M of fund balance used.
- Revenue-August
 - \$856,616.52 – CY19 Cost Report settlement.
 - \$18,461.00 – January through June waiver income (transit).
 - \$1046.24 – Ohio Electric litigation (Smith vs. First Energy/class action).
 - \$6200.00 – Prior FY NSLP equipment grant.
 - \$10K – Keeping Families Together Crisis Intervention Training grant for youth with complex needs.
 - \$5.00 – Donation toward Special Events received at Medina County Fair.
- Expenses-August
 - \$86,948.00 – Medicaid administration fees for fourth quarter FY23.
 - \$14,309.00 – Cyber insurance.
 - \$66,200.00 – DSP workforce/DSP referral.
 - Final payment made for school gutter replacement (project partially paid with GEER grant funds).
 - Medicaid Match:
 - Q1FY24 - \$1.4M (16% increase over FY23)
 - Q3FY23 - \$132,663.00 for DSP retention
 - FY23 Supp. - \$251,987.00
 - Six individuals in a DC - \$37,829.00
- Cash Balance
 - Fund Balance: \$34M.
- Cash Flow
 - Monthly Cash Flow: \$2M of fund balance used.
 - YTD use of fund balance: \$301,601.26.
- Voucher Report
 - Questions from the Board were addressed.

A Motion was made by Ms. Thomas Fain, seconded by Ms. Dreaden, to approve Resolution #32-23 to approve the Financial Reports for July through August, 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 position open at this time.
- Other Reports – The following reports were reviewed.
 - Focus Area 1 Dashboard
 - Semi-annual Bullying Report

III. Open Forum

No speakers.

IV. Executive Session

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

- Personnel Matters

The Motion was approved with a unanimous “yes” vote. The Board entered Executive Session at 6:45 p.m. The Board exited Executive Session at 7:09 p.m.

V. Adjournment

A Motion was made by Ms. Salek, seconded by Mr. Olah, to adjourn the meeting at 7:10 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