

**Stark County Board of Developmental Disabilities
Board Meeting
April 26, 2016
Minutes**

Call to Order:

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, April 26, 2016, at 2950 Whipple Avenue NW, Canton, Ohio. The meeting was called to order by President Dan Sutter at 6:09 p.m.

Roll Call:

Present:

Absent:

Board Members:

President Dan Sutter
Vice President Todd Frank
Recording Secretary Roger Gines
Carlene Harmon
Richard Hoffman
Larry Marcus
Rebecca Stallman

None

Also Attending:

Bill Green, Superintendent
Tim Beard, Buildings/Grounds Maintenance Manager
Myrna Blosser, Principal of School Programs
Diana Lashley, Manager of Health & Therapy Services
Tammy Maney, Early Childhood Director
Emily Martinez, Director of SSA/Investigative Services
Leigh Page, CFO/Business Manager
Lisa Parramore, Communications Manager
Connie Poulton, Director of Human Resources
Randy Rhodebeck, Director of IT
Mike Seaman, Director of Adult Services
Diane Sidwell, Manager of Transportation

In Memoriam:

A moment of silence was observed for the following: Mary Rita Seaman, she was the mother of Mike Seaman, Director of Adult Services; Faye Evelyn Royer, she was the mother of Lynn Royer, a Workshop Specialist II at Higgins; Lynette Geriann Gelmini, she received SSA services, was employed at Creative Learning Workshop, and previously worked in the Stark County Board of DD workshop program; Michael Steven Kovik, received SSA services, formerly worked for ARRAY, and previously worked in the Stark County Board of DD workshop program; Ronald Dean Fitzwater, he received SSA services; and Richard Matthew Matri, he received SSA services.

Minutes of the Previous Meeting:

President Dan Sutter requested a motion for approval of the Board Meeting minutes of March 22, 2016.

Carlene Harmon moved for approval. Roger Gines seconded.

The Board duly adopted.

Minutes of the Special Board Meeting:

President Dan Sutter requested a motion for approval of the Special Board Meeting minutes of March 30, 2016.

Todd Frank moved for approval. Rebecca Stallman seconded. Richard Hoffman abstained.

The Board duly adopted.

Recognition of Retiree:

Robin Hill, Workshop Specialist I, was recognized for her nine years of service.

Amazing. Every. One:

Aaron Williams was recognized for his community volunteerism.

Public Speaks:

Janice Giffin, a Speech and Language Pathologist at Southgate School, spoke as an advocate for individuals and families of our adult services program, who she indicated have already had too many unnecessary changes placed upon them. She said change is difficult for any of us, let alone individuals with special needs. Change needs to be made gradually to provide the least amount of stress to individuals and their families. She requested that the Board look at the impact it will make on the individuals if they close the workshops by January 2018. She also requested that the Board look at this change as more than just a financial move. The CMS rule gives us until 2024. She ended by asking, "Why are you rushing?"

President's Report:

On behalf of the Board, President Sutter thanked the management team for the information on the conflict-free case management task force and being updated on the specifics of the concerns and issues discussed. We look forward to hearing the input and feedback from the focus groups in May and do request that each issue and concern be codified for the Board to review.

Board members Richard Hoffman, Roger Gines, and President Sutter were able to attend the Arc Awareness Dinner on Thursday, April 6, 2016. We were able to see people with intellectual disabilities and support professionals being recognized and honored. We also

heard from Abbey Curran, Miss Iowa 2008, on the challenges and opportunities of having cerebral palsy and becoming Miss Iowa. She was also the first person with a disability to have competed in the Miss USA pageant. She has now developed pageants for students who have disabilities. Her story was heart-warming and inspirational. It was a good event.

Superintendent's Report:

Superintendent Green reviewed some of the good things taking place in our program. On April 25, 2016, Superintendent Green and Principal Myrna Blosser attended the Education Celebration that is presented by the Stark County Educational Center. Mikayla Hackett was honored as the Stark DD "Rookie Teacher of the Year" and Lesley Reed was honored as the Stark DD "Teacher of the Year." They both teach at Rebecca Stallman Southgate School. There is a nice article in the About magazine about the Just Imagine store in downtown Canton. Lisa Parramore, Communications Manager, was interviewed on WNPQ 95.9, about the Board, what is occurring here, and the many good services we provide. We are also providing behavior support to school districts. We are up to about 20 behavior referrals where we are sending our staff to support students in their schools and provide our expertise. Also, we are receiving numerous awards from the Stark County Safety Council for the safety in all of our buildings in regards to reportable injuries.

Committee/Department/Other Reports:

- A. TWi Board Meeting
Next meeting: May 12, 2016, at 6:00 p.m.
- B. Personnel Committee – Minutes in Board packet
Next meeting: May 20, 2016, at 3:00 p.m.
- C. Finance Committee – Minutes in Board packet
Next meeting: May 20, 2016, at 4:00 p.m.
- D. Ethics Council – Minutes in Board Packet
Next meeting: May 24, 2016, at 5:45 p.m. (if needed)

Old Business:

None

New Business:

The Board has reviewed the recommendations of the Conflict-Free Case Management Task Force. President Sutter asked if the Board members who sat on the task force had anything to share about the process. Board member Richard Hoffman reported that he thought it was a very good process and very eye-opening for a lot of people. It was very well conducted and very informative to all of the stakeholders. President Sutter added that as far as the next steps for the Board, we know that focus groups are going to occur the third and fourth weeks of May and we will receive a copy of the issues and the concerns that will be discussed and they will be included within the Board packet for June. We also will receive any comments made during two public hearings that will occur on June 20, 2016, and that we will render our decision as to if we will accept the findings and recommendations as submitted, modify them, or if we will reject them in part or in full.

Presentation:

Emily Martinez, Director of SSA and Investigative Services, gave a presentation on Community Integration: What Does It Mean and How Are We Getting There? How are we helping the individuals that we have the honor and privilege to serve everyday live and participate in their community as equal citizens? Community integration is diversely defined as a term that encompasses the full participation of all people in community life. It is specifically referred to as the integration of people with developmental disabilities into U.S. society. Theorists have differentiated different types and levels of integration in special education to include: physical, functional, social, community and organizational. In disability circles, community integration means opportunities for participation to be equal in schools, careers, homes, relationships, leisure, and variety of interests in lifestyles. In short, it means equality. How are we helping the individuals that we serve to be able to live within their community and what resources do we have available from the state? The following types of waivers help individuals move away from an institutional type setting and move into the community. A Conversion waiver, which is an Individual Options (IO) waiver, is used when someone converts from an "institutional bed" to a waiver. An Exit waiver is also an IO waiver and is for individuals who live in an Intermediate Care Facility (ICF) and want to move out. A Diversion waiver is for individuals diverting from initial entry into an ICF. Stark DD received 39 state funded waivers in addition to the Conversion, Exit and Diversion waivers, as well as 18 IO waivers and 21 SELF waivers, over the next two years. We potentially have an estimated 100 Exit waivers and we receive allotments for them every month. When you live in an institution, all of your services are limited to that same provider, you do not have free choice of provider, and your funding does not move with you. When you have a waiver, you have free choice of provider, and your funding goes with you anywhere within the state. How are we helping people through this transition to live in the community? We have an SSA team that has recently been formed with one of them as a point person. When we are notified, the team is deployed and a team meeting is immediately held. The Community Integration SSA coordinates the meeting and is the main point of contact. What is available? The waivers that are state funded are available but there are also services and coordination as well as funding that is available directly from the state for individuals. Individuals have free choice of provider. Enrollment SSAs assist the individual and their family through the waiver enrollment process. There is additional funding available through Home Choice, which is a Medicaid program, and is offered to individuals who were once living in an institution for at least 90 days and are now going to be moving out into the community. This program provides up to \$2,000 for startup costs. Bridge funding is additional funding if someone has used all of their Home Choice dollars, they can get additional money through DODD. We are helping people integrate and accomplishing that through a collaborative effort with DODD, with Medicaid, and by working diligently to make sure that we have this team that has expertise in specific areas. The most important thing is that people feel comfortable transitioning. People will get the services they need and have all available resources, so when they are moving out into the community they are ready. They have this new transition, they are able to stay in the community, and their life continues to progress. Ms. Martinez then introduced Ashley Metz, who told everyone her success story of moving from an ICF into a home in the community.

First Reading of Board Policies:

Connie Poulton, Director of Human Resources, gave the first readings on the following policies. These policies will be presented during the May Board meeting for second reading and Board approval:

- 2.05 Public Records Requests – Reviewed
- 2.14 Delivering Necessary Residential Supports via HCBS Waivers – Reviewed
- 4.04 Background Checks on Employees – Revised
- 4.22 Policy Against Harassment – Revised

Financials and Board Resolutions:

04-17-16: Operating Fund #071

A. Two Payrolls for March	\$1,609,768.75
B. Bills for Payment in March	<u>\$1,587,094.45</u>
Sub-Total	\$3,196,863.20

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Bills for Payment in March	<u>\$1,587,094.45</u>
TOTAL	\$3,196,863.20

Larry Marcus moved for approval of Resolution 04-17-16. Roger Gines seconded.

Discussion:

Leigh Page, CFO/Business Manager, reported that the total revenue for March was approximately \$17.9 million. We received our first half real estate tax revenue. Our total expenditures were about \$3.2 million. Our net change in financial position for the month of March was \$14.7 million. Our beginning year cash balance was \$34.9 million. Our prior year, year-to-date 2015 expenditures paid in 2016, were \$615,000 giving us an ending cash balance on 3/31/16, of \$45.9 million. The cash balance at the end of the year was \$34.9 million. Our outstanding prior year purchase orders are still at about \$1.5 million. Our unencumbered cash at the beginning of the year of \$33.3 million less our current 2016 open purchase orders of about \$16.3 million, gives us an unencumbered cash balance on 3/31/16 of \$28.7 million.

There was no activity in the capital fund during the month of March, so we still have an unencumbered cash balance of \$26,802 as of 3/31/16.

During the month of March, there were two payrolls totaling \$1.6 million. Also, our total other expenditures for March were \$1.5 million. The increases in the payrolls were due to payouts for employee incentives and Special Olympic stipends.

The Board duly adopted.

04-18-16: Resolution to amend the Table of Organization

Richard Hoffman moved for approval of Resolution 04-18-16. Todd Frank seconded.

Discussion:

Connie Poulton, Director of Human Resources, explained that this resolution is for approval to create one Service and Support Administration Supervisor position. This position is being requested to oversee the Provider Compliance Program, which as of December 31, 2016, will no longer be a service that is contracted with NEON. The Service and Support Supervisor will be responsible for the Provider Compliance Program and will serve as the Board's primary point of contact for area Providers pertaining to feedback, technical support, citations, and the quality improvement processes. By delivering these services locally, the Board believes that efficiencies will be attained and overall effectiveness will be enhanced. The expense associated with the addition of the Service and Support Supervisor will be partially off-set because the Board will no longer contract for the service.

The Board duly adopted.

Second Readings of Board Policies:

Connie Poulton, Director of Human Resources, gave a brief summary of the following policies that were presented for second reading:

- Policy 4.09 Employee Reasonable Accommodation – Reviewed
- Policy 4.41 Compensatory Time – Reviewed
- Policy 4.61 Summary of Benefits and Coverage – Reviewed
- Policy 5.23 Employment First – Reviewed

04-19-16: Resolution to approve the Board policies presented for second reading

Carlene Harmon moved for approval of Resolution 04-19-16. Richard Hoffman seconded.

The Board duly adopted.

Adjournment:

Dan Sutter, Board President, requested a motion to adjourn. Larry Marcus moved for approval. Roger Gines seconded. The Board adjourned at 6:53 p.m.

The next Board meeting is scheduled for Tuesday, May 24, 2016, at 6:00 p.m.