

BOARD BASICS
A SUMMARY OF THE ACTIONS AND DECISIONS MADE
AT THE MOST RECENT MEETING OF THE
STARK COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

April 24, 2018

Call to Order:

The meeting was called to order at 6:03 p.m. by President Dan Sutter.

Roll Call:

All Board members were in attendance except Maria Heege and Carmelita Smith. They were both excused.

In Memoriam:

A moment of silence was observed for the following: Jennie Louise Hensley, she received services from the Community Services and Supports Department and had attended the Higgins Workshop; Tiffany Nichole Moore, she received services from the Community Services and Supports Department; and Dennis “Denny” Martin Burkhart, he received services from the Community Services and Supports Department and had attended the Stark County Board of DD workshops.

Minutes of the Previous Board Meeting:

Minutes from the March 27, 2018, Board meeting were approved. (Gines/Harmon)

Public Speaks:

Donna Siburt of 6380 Easton Street in Louisville addressed the Board regarding her sister, Pam Homola. Pam goes to West Stark Center. Mrs. Siburt does not understand how after 19 years that Pam is still not on a waiver and cannot get anyone to work to get her on a waiver. Pam lives in Mrs. Siburt’s house but she is not her guardian. Pam is her own guardian. She makes sure she has everything she needs and is taken care of. She used to come to the workshop five days a week but because she does not have a waiver and is not on Medicaid, she can only attend two days a week. She wants Pam to be able to get into a group home because she physically cannot take care of her anymore and neither can her husband. Pam passed out in the workshop two times last year but a cause has not been determined. President Sutter asked for a motion to extend public speaks 3 more minutes for Mrs. Siburt. Roger Gines approved the motion, Rebecca Stallman seconded it and it was approved. Mrs. Siburt continued and explained that Pam was off at the beginning of November and ended up receiving a 20 day letter. Because she only attended twice a week, the date was recalculated and extended. Pam came back to West Stark by the deadline. Her SSA Supervisor said she would assign Pam to another SSA but another SSA still has not been assigned. She was also told that Pam needs to be re-evaluated. She said she doesn’t know what to do and feels she is not receiving any help.

Donald Siburt of 6380 Easton Street in Louisville, husband of Donna Siburt and brother-in-law of Pam Homola addressed the Board. He said they took her in when she had nowhere else to go, except into state assisted living. Their attorney advised them to not be her guardian. They promised Pam’s mother that they would take care of Pam as long as they could. Mr. Siburt provided some stories about how in the past Pam was mistreated by several peers and a bus driver, who was fired. He said there was never any follow-up communication about the bus driver incident. President Sutter asked for a motion to extend public speaks 3 more minutes for Mr. Siburt. Dr. Jessica

Falvo Lang approved the motion, Rebecca Stallman seconded it and it was approved. Then he said they have had continual problems in seeking help and services from their SSA. He cannot understand why they want to re-evaluate Pam after she has been here for 19 years. He explained that Pam has no money, she has to live with them, he has a son who is ailing, and if something happens to Pam, he will have to award her to the state. They want to get her into a safe place where she can be cared for. Mr. Siburt would like to retire but can't until this situation is resolved. They just want help and they aren't getting it. President Sutter asked for a motion to extend public speaks 2 more minutes for Mr. Siburt. Rebecca Stallman approved the motion, Roger Gines seconded it and it was approved. Mr. Siburt continued by saying that an SSA came out to their house, apologized and said, "We dropped the ball." She said she didn't know what happened but we are going to fix it. He said we are still waiting. He then thanked the board for their time.

Superintendent Green told Mr. and Mrs. Siburt that he appreciated them bringing these issues before the Board. On behalf of the Board, he apologized in regards to some of the things that have happened to Pam through the course of the years. In regards to the issue of a Home and Community Based Service waiver, certainly Pam meets all of the criteria. For anyone to be enrolled, they do have to go through an evaluation, no matter how long they have been here. Emily Martinez is our Director of Service and Support Administration. Arrangements were made for Mr. and Mrs. Siburt to meet with her after the meeting. We can help with the process and get the ball rolling again. Board member Rebecca Stallman asked that the Board receive a progress report next month on this situation.

President's Report:

President Sutter reported that he had a good experience a couple of weeks ago attending the Special Olympics qualifying swim meet for summer games at the natatorium. This is a positive event for the community. It was good to see inspiring athletes compete and interact with families and other providers. It is good that Special Olympics is thriving in our county and it is part of our strategic plan to keep that going. Special Olympics has a strong brand and everyone identifies with it. We look forward to the summer games in June.

President Sutter asked Superintendent Green if the board could have a demonstration of the ProviderGuidePlus tool at the next board meeting. He thinks it will be a good resource for the families. Looking at the pilot, it seems like getting buy-in and families using it will be the key to its success. Superintendent Green added that it will go live May 16, 2018, so we will be able to do a short demonstration at the May board meeting.

President Sutter reminded everyone that the 8th Annual Citizens Who Care Golf Outing is scheduled for Friday, May 18, 2018. This is one of the key fundraisers for our next levy. This event raises between \$35,000 - \$40,000 each year. If you know of any golfers, or possible sponsors, please contact Lisa Parramore, Communication s Manager. Looking back to our 2013 levy campaign – it cost us around \$130,000 to fund that campaign so events like this are pretty important to that effort.

Our board presentation this month is a continuation of the topic of incidents that adversely affect health and safety and we look forward to learning more. This month the MUI category will be Unapproved Behavior Supports.

In conclusion, President Sutter recognized Superintendent Green for receiving the Dr. Karen M. Williams Leadership Award at the Conference for Families and Educators with Diverse Learning Needs that was held April 14, 2018, at the R.G. Drage Technical Center. Board member Carmelita Smith was also present at the conference. This special award is to honor a leader whose efforts have improved the quality of education and opportunities for all students. He was nominated by Teresa Purses, President of the Stark Education Partnership and by Mike Gallina, VP of Communications and Community Engagement for AultCare.

Superintendent's Report:

Superintendent Green thanked the board members for serving on the board because being on a board is a huge responsibility. You hear from the public about issues that they face. Today was an opportunity to make sure we provide information and support to people in need. He again thanked the board for the responsibility they carry in regards to support of our agency staff.

Superintendent Green gave a quarterly report on our strategic plan. We have 38 different metrics that all figure into the progress of the plan. We are clearly progressing on our four focus areas which are: advocate, educate, provider oversight and monitoring, and sustainability. Under our advocacy role, we want to increase the number of people that are integrated into the Stark County community. We do not have a measure for this because it is based on survey data and we should be getting that shortly. Another is increase the number of people that work competitively in the community. We are doing very strongly in this area, with 158 people working competitively in the community. The scores are lower for creating a family to family network and expanding self-advocacy training throughout Stark County, but we are working to get them up. In regards to our public awareness campaign education, it will be based on survey data so there is no score for that measure at this time. However, family training and self-advocacy training is very strong. We are also making progress on sharing expertise and supporting the birth to career learning environments. We continue to make progress with provider oversight. We now have nine providers that are part of our Gold Standard Network. We are also working with providers to improve employee recruitment and retention. On sustainability, we continue to increase the number of home and community based service waivers and every decision we make will result in a 2023 levy renewal request that results in no new taxes. This is the strongest part of our strategic plan at this time and we are working to strengthen the other parts as well. During the past quarter, the following areas needed the most improvement: the family mentor's impact needed more momentum; Project STIR, but it will have a state-wide training here in the fall; It's My Turn training, but it is taking place this week at Rebecca Stallman Southgate School; provider first aid and CPR training is below our projected figures for March; and we did not enroll anyone on the SELF waiver and only enrolled two people on the Level One waiver, our goal is five per month. We will be focused on improving these initiatives over the next quarter.

Superintendent Green recognized Liz Shisler and Rebecca Shade, from Rebecca Stallman Southgate School. They were named to the All-County Teacher Team and All-County Rookie Team. Andrea Thomas received Honorable Mention for the Walter B. Franklin Award at the SST Nine conference.

Superintendent Green thanked President Sutter for mentioning that he received the Dr. Karen M. Williams Leadership Award. Mr. Green said in regards to any award, it is about all the people that are working to fulfill our mission, not just one person. He has a wonderful management team that does the work and he has a wonderful board that supports him.

Board member Rebecca Stallman added that Eastgate received a five star rating and Taft did also.

Committee/Department Reports:

- A. Finance Committee – Minutes in Board packet
Next meeting: May 15, 2018, at 12:00 p.m.
- B. Personnel Committee – Minutes in Board packet
Next meeting: May 18, 2018, at 3:00 p.m.
- C. Ethics Council – Minutes in Board packet
Next meeting: May 22, 2018, at 5:45 p.m. (if needed)
- D. TWi Board Meeting
Next meeting: May 31, 2018, at 6:00 p.m.

Board member Rebecca Stallman said she liked the new formats in the Financial Report and in the SSA/Investigative Services Report. She also asked about the number of transition caseloads.

Old Business:

None

New Business:

None

Presentation – Unapproved Behavior Supports:

Tom Vaughn, Supervisor of Investigative Services, gave a presentation on the Major Unusual Incident (MUI) category of Unapproved Behavior Supports. Unapproved Behavior Supports are aversive strategies that are implemented outside of a formerly implemented plan that has gone through the human rights committee process or something that is excessive and beyond the scope of the plan that is written. It does have to have some kind of a risk connected to it. If it does not have risk involved, we would look at it as an unusual incident.

Some of the things impacting this category are: an aging population, more medically fragile individuals, more individuals with behavioral challenges; more individuals living in the community with supports; and Intermediate Care Facilities are included. In 2015 to 2016, there was a significant jump in the number of Unapproved Behavior Supports (7.5% to 11.3%) that was impacted by the implementation of the revised Administrative Code rule on the subject. There were significant changes and a lot more people no longer have behavior support plans in place. In 2017 and 2018, the percentage has leveled off to 9%.

In 2017, the MUI count was 103, involving 71 individuals. We did have a number of individuals that had several Unapproved Behavior Supports; we had one that had eight. Out of those 71 individuals, 57 were males and 14 were females. You may have more than one MUI that comes out of a single incident. Some common examples of Unapproved Behavior Supports are: a peer to peer incident where restraint is used to protect one individual from another; staff step in to protect others in an area; or someone is engaging in self-injurious behaviors and staff intervene to protect that person. At the end of the day, it is always about health and safety.

MUIs are not always an indication that someone did something incorrect. Sometimes things happen when you have to intervene. The MUI process is taking a look back at what happened, what could have been done differently, and what kind of prevention could be put into place. Sometimes an unapproved behavior support occurs in order to protect someone's safety, such as a restraint to prevent someone from running into the street and getting hit by a car. When an incident happens, a report is made and it comes to the Investigative Services Department. If it is a Category C Unapproved Behavior Support, we enter it into the incident tracking system that generates an MUI number. The Investigative Agent receives and completes the investigation and final report, which includes prevention measures that were developed by the team. The prevention plan is then included in the individual's ISP. It is a team effort. The Service and Support Administrator (SSA) with the team, coordinates and implements a prevention plan. The prevention plan, follow-up, and monitoring are included in the individual service plan within the MUI section. There is lots of collaboration between the Investigative Services Unit, the SSA Team and Department and also collaboration with Provider Compliance.

First Readings:

The following policies were presented for First Reading:

- Policy 2.06 Cash Management – Revised
- Policy 2.07 Annual Inventory and Disposition of Property – Reviewed
- Policy 2.26 Use of Board Vehicles – Reviewed
- Policy 3.08 Workplace Violence Prevention – Revised
- Policy 5.04 Individualized Family Service Plan (IFSP) – Revised
- Policy 5.05 Early Intervention Staffing Ratios – Reviewed
- Policy 5.14 Suspension, Removal, Expulsion of Students – Reviewed
- Policy 6.23 Electronic Communication – Revised

Resolutions Approved:

- 04-19-18** The Board passed a resolution for payment of two March payrolls and other March monthly obligations. (Gines/Harmon)
- 04-20-18** The Board passed a resolution to approve the agreement with Stark County Family Council. (Harmon/Falvo Lang)
- 04-21-18** The Board passed a resolution to make revisions to the 2017-2018 program calendars. (Gines/Harmon)
- 04-22-18** The Board passed a resolution to approve the 2018-2019 program calendars. (Harmon/Gines)

Second Readings:

The following policies were presented for Second Reading:

- Policy 3.02 Dangerous Weapons and Firearms – Reviewed
- Policy 4.31 Political Activities – New
- Policy 4.34 Collective Bargaining Agreements – Reviewed
- Policy 5.08 Preschool Program – Revised
- Policy 6.13 Password – Revised
- Policy 6.16 Retention – Revised
- Policy 6.17 Third Party Connection – Revised
- Policy 6.18 Virtual Private Network – Revised
- Policy 6.19 Wireless Access – Revised

- 04-23-18** The Board passed a resolution to approve the Board policies presented for second reading. (Harmon/Falvo Lang)

The meeting was adjourned at 7:03 p.m. (Gines/Stallman)

The next Board meeting is scheduled for Tuesday, May 22, 2018, at 6:00 p.m. in the Ernest Cohen Room at Whipple-Dale Centre.