

**Stark County Board of Developmental Disabilities
Board Meeting
February 21, 2017
Minutes**

Call to Order:

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, February 21, 2017, at 2950 Whipple Avenue NW, Canton, Ohio. The meeting was called to order by President Dan Sutter at 6:03 p.m.

Roll Call:

Present:

Absent:

Board Members: President Dan Sutter
Recording Secretary Roger Gines
Maria Heege
Richard Hoffman
Rebecca Stallman

Vice President Todd Frank
Carlene Harmon
(Both were excused)

Also Attending: Bill Green, Superintendent
Brandon Haney, Information Technology Manager
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
Mike Seaman, Director of Adult Services
Diane Sidwell, Manager of Transportation

In Memoriam:

A moment of silence was observed for the following: Barbara L. Bell, she received SSA services; Guidance Ulmer, he had received services from Stark County Board of DD's early intervention department and was currently enrolled in the preschool program at Eastgate Early Childhood and Family Center as part of the typical peer program; Jim Robert Mack, he received SSA services and previously attended the Stark County Board of DD workshop program; Deborah Lynn Moorhead, she received SSA services and previously attended the Stark County Board of DD workshop program; Jonathon Lee Nidy, he received SSA services, graduated from Rebecca Stallman Southgate School in 2010, worked at REM Ohio, and previously attended the Stark County Board of DD workshop program.

Minutes of the Previous Board Meetings:

President Dan Sutter requested a motion for approval of the Annual Organizational Meeting minutes and the Board Meeting minutes of January 24, 2017.

Roger Gines moved for approval. Maria Heege seconded.

The Board duly adopted.

Public Speaks:

None

President's Report:

President Sutter informed the Board members that the combined Annual Board Evaluation was included in their board notebook. He presented it on the screen for the public's information as well. The Board members agreed, strongly agreed, or were neutral on most of the performance dimensions. It was noted that there are opportunities for improvement, as could be seen within the comments.

Mr. Sutter also reviewed each of the Board member self-assessments and there were themes that emerged in regards to wanting to know more about waivers, compliance, financials and safety topics. He directed Superintendent Green to schedule training on these topics, preferably with someone who can speak to the statewide issues that all boards are facing at this time. Mr. Sutter then thanked the Board members for taking the evaluation process seriously. We will use it as a springboard to become a better board in 2017 by creating training to increase our knowledge.

Superintendent's Report:

Superintendent Green started his report with an impact story presented by Rose Morgan, Service and Support Administration Supervisor, and Jen Massar, Physical Therapist. The story was about Southgate School and the SSA Department working together. When things go wrong in a family home, we work hard to help keep the children safe. We have so many families who are in need of help. In conjunction with Southgate, our Kid's Service and Support Administrator, Lilly Davenport, has been assigned to be the contact for families at Southgate when they need SSA assistance. The student discussed was in high school and was discovered to weigh only 42 pounds. Due to low weight impasse and issues of vomiting, she was put on a schedule to be weighed weekly when in attendance at school. We made several adjustments to her tube feed schedule and increased her caloric intake when she was with us and put her on continuous feed while she was at school. The classroom started reporting decrease in weight again in November of last year and a drastic increase in appetite and willingness to eat by mouth after she had been at school for a few days. Our nursing department was notified and started doing Monday and Friday weights. By January, we had fairly consistent data that she was gaining 1-3 pounds per week while at school but losing it again when not in attendance. Nursing spoke with the family that reported the student was eating and drinking at home and that they were not using her tube feed or following her modified diet. Jen Massar consulted with a dietitian from the health

department who had worked with the student for several years and they were all concerned about her health and safety. Everyone pitched in to help the family and worked together for a number of months. When it was apparent that the child was not safe, the team worked together to get her to safety. The SSA Department at Southgate School worked together to get her to the hospital and eventually to a residential setting where today she is flourishing. Although this was a sad situation, it felt good to know that when something is wrong for a child that we can work together to make a difference. Even though she could not remain with her family, we have stayed involved to offer the family support and try to maintain that relationship. She weighs close to 70 pounds now. Superintendent Green added that this is the type of thing we do on a regular basis. We connect people with the services they need and ensure the follow up to resolution.

Superintendent Green reported that two years ago, Governor Kasich, with the endorsement of the Ohio Legislature, passed the most historic budget for people with developmental disabilities. There was \$286 million dollars infused into the system that supports people with developmental disabilities in Ohio. The Executive Budget submitted for the next biennium was released about a month ago. It continues to prioritize funding for people with disabilities and invests \$122 million dollars more into the system. This funding will further increase opportunities for individuals who want to live in the community and also provide additional support for Intermediate Care Facilities (ICFs) to meet the needs of their residents with the most complex needs. The additional \$122 million dollars will specifically do the following: add 300 state funded IO waivers for those who would like to move from an ICF/IID into the community; add 700 state funded IO waivers and 300 SELF waivers to assist in reducing the waiting lists; increase reimbursement rates to incentivize providers to serve people with complex needs; increase direct support professional wages by 6% for those who have been in the field two years and receive 60 hours of training; ensure safety in delegated nursing – funding will be made available to pay a registered nurse to conduct assessments, provide training, and consult with direct support staff performing health related tasks delegated by a nurse; and expand technology to support community living to reduce reliance on direct care staff and use remote monitoring where appropriate.

Next month starts Disability Awareness Month and we are going to start a campaign that has been operationalized by the county board association. It is the 50th year for the Ohio County Boards of Developmental Disabilities and the theme of this campaign is “Always There.” We were there 50 years ago, we look different today, but we are going to be always there for people with developmental disabilities.

For Disability Awareness Month, Lisa Parramore, Communications Manager, explained that we are going to be premiering the movie “How to Dance in Ohio” in collaboration with Plain Local Schools. This is a free movie night for the community and will be held on Thursday, March 16, 2017, at Glen Oak High School. Doors will open at 6:30 p.m. and at 6:45 p.m. there will be a pre-film discussion on Autism. The movie will then be shown at 7:00 p.m. This will also be “Flight Night” which is a transition fair for Glen Oak students. The Special Ed Director at Plain Local Schools has also reached out to the Social Justice Students at all of the school districts. These are students that want to make a change among young adults and they have been invited to attend the movie.

Upcoming Events in March

- Disability Awareness Month
- March 1st – Launching the new E-Newsletter
- March 8th – Legislative Advocacy Day
- March 16th – Free Movie Premier
- March 20th – ARC Awareness Dinner
- TWIG Transitions to TWi
- Labor Negotiations

Upcoming Events in April

- April 8th – Autism Forum
- April 16th – OSDA Legislative Advocacy Day
- All in the Family Spring Edition
- Labor Negotiations

Upcoming Events in May

- May 11th & 12th OACB Spring Conference
- Rebecca Stallman Southgate Prom
- May 19th – Citizens Who Care Golf Outing
- Preschool Graduation
- May 26th – Rebecca Stallman Southgate Graduation

Committee/Department/Other Reports:

- A. TWi Board Meeting
Next meeting: March 9, 2017, at 6:00 p.m.
- B. Personnel Committee – Minutes in Board Packet
Next meeting: March 24, 2017, at 3:00 p.m.
- C. Finance Committee – Minutes in Board Packet
Next meeting: March 24, 2017, at 4:00 p.m.
- D. Ethics Council – Minutes in Board Packet
Next meeting: March 28, 2017, at 5:45 p.m. (if needed)

Old Business:

Superintendent Green gave an update on the status of the strategic plan. We had 175 respondents to our electronic survey, we had 21 people attend our public forums, and 43 self-advocates participated in discussion sessions. The feedback we received first and foremost was about safety; making sure loved ones are safe. Respondents also wanted to see more specifics for the action plans, which were added; monitoring of provider oversight; and access to transportation for advocates and being able to get places on their schedules. When we developed the plan, we recognized it was to be broad themes and it would be up to the management team to operationalize the plan. Management team will start putting benchmarks in place after the strategic plan is approved and then incorporate them into the annual plan.

02-05-17: The Board passed a resolution to accept the 2017-2020 Strategic Plan.

Richard Hoffman moved for approval of Resolution 02-05-17. Roger Gines seconded.

Discussion:

Board member Rebecca Stallman asked about the specific strategies that were listed in the resolution. Superintendent Green explained that Ohio Administrative Code requires us to include those specific strategies in our strategic plan.

The Board duly adopted.

New Business:

None

First Reading of Board Policies:

Bill Green, Superintendent, gave the first reading on Policy 1.02. Emily Martinez, Director of SSA/Investigative Services, gave the first reading on Policy 2.27. Connie Poulton, Director of Human Resources, gave the first reading on Policy 4.50. These policies will be presented during the March Board meeting for second reading and Board approval:

Policy 1.02 Powers, Responsibilities, and Prohibition of Board Members – Revised
Policy 2.27 Managing Cost Effective Residential Support Services – Revised
Policy 4.50 Cell Phones, Smart Phones, Tablets and Personal Devices – Reviewed

Financials and Board Resolutions:

02-06-17: Operating Fund #071

A. Two Payrolls for January	\$1,476,231.10
B. Bills for Payment in January	<u>\$3,940,804.72</u>
Sub-Total	\$5,417,035.82

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Bills for Payment in January	<u>\$3,940,804.72</u>
TOTAL	\$5,417,035.82

Maria Heege moved for approval of Resolution 02-06-17. Richard Hoffman seconded.

Discussion:

Leigh Page, CFO/Business Manager, reported that for the month of January total revenue was about \$1.1 million. Total expenditures were \$5.4 million. We made a waiver match payment of approximately \$3.0 million during the month of January. The net change of our financial position for the month was \$4.3 million. Our open purchase orders for 2017, at the end of January, were \$21.16 million. Our 2016 canceled purchase orders for the month

were almost \$37,000. Our net change in financial position gives us unencumbered cash of just over \$12.0 million at the end of January. For the capital fund during the month of January there was no activity, so the unencumbered cash balance remained at \$26,802. We carried over \$1.2 million of prior year encumbrances to 2017. During the month of January, we expensed \$265,000 of that balance. We closed almost \$37,000 in purchase orders from last year so our remaining outstanding balance at the end of the month was about \$905,000.

For Resolution 02-06-17, the two January payrolls totaled \$1.47 million and total non-payroll expenditures were \$3.94 million.

The Board duly adopted.

02-07-17: Resolution to approve the purchase of computers

Roger Gines moved for approval of Resolution 02-07-17. Richard Hoffman seconded.

Discussion:

Brandon Haney, Information Technology Manager, requested approval to purchase computers for the Board's annual computer refresh program, at a cost not to exceed \$63,000. We had budgeted \$77,900 in this year's budget so we will be under budget. The refresh will consist of 41 devices. Thirteen of the laptops are to account for new SSAs that will potentially be hired in 2017 and for RNQA positions that do not currently have laptops assigned to them. We are also taking into account future building closures so we will be extending the life of some devices in those locations and cover any needed replacements with spare equipment.

The Board duly adopted.

02-08-17: Resolution to accept the bid for three new buses

Maria Heege moved for approval of Resolution 02-08-17. Roger Gines seconded.

Discussion:

Diane Sidwell, Manager of Transportation, requested approval to purchase three (3) model year 2018 yellow buses. On January 8th, 9th and 15th, 2017, the agency placed ads for three (3) yellow buses as part of BID 17-01-01. Three (3) bids were received and Cardinal Bus Sales met the required specifications with a bid of \$294,333. This was less than the \$315,000 that was budgeted. Once the sale is complete, the Board will receive an EPA Rebate from the National Clean Diesel Program in the amount of \$60,000, which will result in an expenditure of \$234,333. Twenty-five of the forty-four buses we currently maintain, are ten years or older and have at least 150,000 miles on them.

Board member Richard Hoffman asked if Cardinal Bus was a local company. They are not a local company but one of the other bidders was a local company. Board member Rebecca Stallman asked about the mileage on the buses.

The Board duly adopted. (Rebecca Stallman opposed.)

Second Reading of Board Policies:

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

Policy 1.01 Legal Structure and Basic Duties of the Board – Reviewed
Policy 5.26 School Age Excess Costs – New

02-09-17: Resolution to approve the Board policies presented for second reading

Maria Heege moved for approval of Resolution 02-09-17. Rebecca Stallman seconded.

The Board duly adopted.

Executive Session:

President Sutter called for an executive session for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Richard Hoffman moved for approval. Roger Gines seconded.

A roll call vote was taken.

<u>Roll Call Vote</u>	<u>All in Favor</u>
Todd Frank	Absent
Roger Gines	Yes
Carlene Harmon	Absent
Maria Heege	Yes
Richard Hoffman	Yes
Rebecca Stallman	Yes
Daniel Sutter	Yes

The Board went into executive session at 6:43 p.m.

The Board came out of executive session at 7:22 p.m. and no action was taken.

Adjournment:

Dan Sutter, Board President, requested a motion to adjourn. Roger Gines moved for approval. Maria Heege seconded. The Board adjourned at 7:23 p.m.

The next Board meeting is scheduled for Tuesday, March 28, 2017, at 6:00 p.m.