

**Stark County Board of Developmental Disabilities
Board Meeting
August 22, 2017
Minutes**

Call to Order:

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, August 22, 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
Vice President Todd Frank
Recording Secretary Roger Gines
Carlene Harmon
Rebecca Stallman

Maria Heege (Excused)

Also Attending: Bill Green, Superintendent
Tim Beard, Buildings/Grounds Maintenance Manager
Myrna Blosser, Principal of School Programs
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

Minutes of the Previous Board Meeting:

President Dan Sutter requested a motion for approval of the Board Meeting minutes of June 27, 2017.

Roger Gines moved for approval. Carlene Harmon 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 July 27, 2017.

Roger Gines moved for approval. Carlene Harmon seconded.

The Board duly adopted.

Recognition of Retirees:

Carol Infield, a Southgate Adaptive Physical Education Teacher with 30 years of service, was recognized. The following employees were recognized but were not in attendance: Lowell Byrd, a Mechanic Supervisor with 31 years of service; Trish Faist, a Business Office and Records Clerk with 20 years of service; Sharon Mullane, a Bus Driver with 26 years of service; Karen Patton, an Eastgate Early Childhood Clerk with 20 years of service; and Paul Wolf, a Job Coach with 30 years of service.

Public Speaks:

Victoria Walker introduced herself as an early childhood educator for Ohio who also taught in the Stark County public school system. She is also the parent of a son with autism and a dual diagnosis of mental health disorders. She is now a board certified behavior analyst and works with children with behaviors. She explained that she waited on the waiver list for five years and her son was not diagnosed until he was fourteen. Her passion is to help families in Stark County that are struggling like her own. She feels people need to be educated about autism. Many cases are passed on to mental health services that are not effective because autism is a developmental disorder. She wants her son to have the same opportunities as other individuals. Superintendent Green thanked Ms. Walker for sharing her story and let her know that we are here to help keep her son safe so he can live the life she wants him to live.

President's Report:

President Sutter reported that we have school back in session with all the excitement that a new school year brings. The board extends its warmest regards and best wishes to all those working in our schools. Mr. Sutter applauded the work of the board, the negotiating committee for the board, and the support staff association for coming to a three year labor agreement. As board president, he was delighted at the work and collaboration that took place to make this a reality. He extended appreciation to the Board of Stark County Commissioners for their work and follow-up with their final approval of the agreement earlier in the month.

Superintendent's Report:

Superintendent Green started his report with our impact story for the month. Tammy Maney, Early Childhood Director, introduced this month's story which featured Lily Croston. When the early intervention staff begins working with families, the parents are often still in shock. They experience grief and are often in denial that they have a child with developmental needs. The service coordinators and service providers must learn how to balance their compassion and understanding for what the families are going through with getting the parents to see their role as their child's number one teacher during those three most important years in a child's life. From the moment the Stark County intervention service coordinator and our Stark DD service providers walked into Lily's home, her parents were enthusiastically involved in learning about everything they could to help her grow and progress. Often her parents instructed our staff, when they went for a visit, on things Lily had learned or on a better way to work with her. The collaboration between the parents, service coordinator and Stark DD service providers was incredible and fully embodied what

early intervention is supposed to look like when done right. This collaboration is carried into preschool; although, in an educational environment we do not have as much face-to-face time between parents and staff. However, both of Lily's parents volunteered at all school events and frequently requested information and knowledge from the staff. Ms. Maney was pleased to add that the Ohio Department of Developmental Disabilities, with our permission, has embedded Lily's video onto the statewide early intervention site.

Superintendent Green reviewed the dashboard showing the July progress on the Stark DD 2017-2020 strategic plan.

Committee/Department/Other Reports:

- A. TWi Board Meeting
Next meeting: September 14, 2017, at 6:00 p.m.
- B. Personnel Committee – Minutes in Board Packet
Next meeting: September 22, 2017, at 3:00 p.m.
- C. Finance Committee – Minutes in Board Packet
Next meeting: September 22, 2017, at 4:00 p.m.
- D. Ethics Council – No Meetings in June and July
Next meeting: September 26, 2017, at 5:45 p.m. (if needed)

Old Business:

None

New Business:

None

Presentation:

Emily Martinez, Director of SSA/Investigative Services, gave an overview of the Gold Star Standard, which originated in Hamilton County. Stark DD was one of only five county boards selected to be in the pilot. The objectives of the Gold Star Standard are to implement a monitoring system to ensure that individuals are receiving services and supports they need to keep them healthy and safe; and to develop a plan with the provider community to improve employee recruitment and retention in order to provide stability and consistency for the individuals they serve. The expected outcomes of the Gold Star Standard are: quality in the community; stable providers with supports; consistent, qualified staff; well-trained staff; and making the Direct Support Professional a career.

The following are the proposed standards that must be achieved to receive the Gold Star Standard designation:

- Regulatory Compliance Standard - The provider has not had a suspension of certification in the past six years.
- Customer Satisfaction Survey Standard - Surveys would be completed by people served or their representative that receives services from the provider. The provider will also have a reference willing to speak to others about the provider's services.

- Passport Training Participant Standard - The provider participates in the Passport Training initiative in Stark County, which is currently under development.
- Stark DD Provider Meeting Attendance Standard - The provider will have representation at 8 of 10 meetings per year.
- Organizational Structure Stability Standard - Documentation showing that the provider has the ability to maintain long term service to the individuals they serve. Independent providers would demonstrate an ability to provide uninterrupted services.
- Employee Retention and Recruitment Standard - Participation in the staff retention and recruitment committee initiative in Stark County.
- Positive Community Culture and Innovation Standard - The ability of the provider to demonstrate how they have created and maintained a positive culture and have made strides toward innovation in the industry.
- Incidents that Adversely Affect Health and Safety Standard - The provider must be in good standing with MUI/UI preventative measures completion, maintaining MUI/UI logs and analysis forms, and have a consistent policy for working through MUI/UI occurrences.
- Safe and Informative Individual Service Transfers Standard - Providers assure safe and informative transfers of individual services from one provider to another by informing someone's new provider of all pertinent information.

Currently, providers can submit an application and show documentation that they have met the standards. They are vetted through our provider compliance unit. Then we have a Quality Initiative Committee that meets, reviews all the applications, and meets in person with the provider. The committee expects the following outcomes: an increase in family/guardian and individual satisfaction with services; improvement of provider direct support staff retention; a reduction in provider annual training cost; and an improvement in the quality of the service delivery system in Stark County through improved provider relations, increases in offered technical support, and collaboration among providers, families, individuals receiving services, and the county board. The committee met for the first time on August 21, 2017, and had five providers apply. We deemed three of these providers as Gold Star: X-Excel; Life Bridges, and First Christian.

Todd Frank, Board Vice President, asked if there was a limit on the number of Gold Star Providers. There is no limit and we hope to continually increase the number of Gold Star Providers.

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 September Board meeting for second reading and Board approval.

Policy 4.26 Vacation – Revised
Policy 4.28 Military Leave – Reviewed

Financials and Board Resolutions:

08-31-17: Operating Fund #071

A. Two Payrolls for June	\$1,484,130.46
B. Bills for Payment in June	<u>\$1,326,546.62</u>
Sub-Total	<u>\$2,810,677.08</u>

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Bills for Payment in June	<u>\$1,326,546.62</u>
TOTAL	<u>\$2,810,677.08</u>

08-32-17: Operating Fund #071

A. Two Payrolls for July	\$1,448,812.35
B. Bills for Payment in July	<u>\$6,717,662.80</u>
Sub-Total	<u>\$8,166,475.15</u>

Payrolls for July	\$1,448,812.35
Bills for Payment in July	<u>\$6,717,662.80</u>
TOTAL	<u>\$8,166,475.15</u>

Carlene Harmon moved for approval of Resolutions 08-31-17 and 08-32-17. Roger Gines seconded.

Discussion:

Leigh Page, CFO/Business Manager, reported that for the month of June, total revenues were \$1.29 million and total expenses were \$2.81 million. Current purchase orders open during the month of June were \$13.2 million. Our net change in financial position for the month of June for the operating fund was negative \$1.5 million. For the capital fund during the month of June, we paid for the buses that were purchased in the amount of \$294,333. There is no more activity in the capital fund planned or open purchase orders.

For the month of July, total revenues were \$1.38 million and total expenses were \$8.16 million. Included in the expenses was a waiver match payment of \$5.7 million. The net change in financial position for July was negative \$6.7 million. Our current open purchase orders at the end of July, dropped down to \$6.9 million. All of the 2016 purchase orders are closed. We canceled \$783,000 this year.

The Board duly adopted.

08-33-17: Resolution to approve the Title XX Federal Assistance Grant Program

Todd Frank moved for approval of Resolution 08-33-17. Carlene Harmon seconded.

Discussion:

Ed Cannane, Billing Administrative Assistant, explained that Title XX is a supplemental program that we bill for certain individuals that are not on a Medicaid waiver. Currently we have 20 individuals that receive services under this Federal Assistance grant program. To the present, Title XX has always been for the adults in the areas of employment and training, adult day care, and transportation. This year we are also going to include early intervention in with the services we bill. In the past, the contract had been for a one year time period. Starting this year, the contract is going to cover two fiscal years, from October 2017 through September 2019. Over the two year time period, this contract is going to provide the board \$492,430 in federal funding.

The Board duly adopted.

08-34-17: Resolution to approve a lease agreement with Plain Local Schools

Roger Gines moved for approval of Resolution 08-34-17. Carlene Harmon seconded.

Discussion:

Tammy Maney, Early Childhood Director, explained that this resolution is to allow the continuation of the two embedded classrooms in Plain Local Schools. The embedded classrooms allow for integration opportunities within the general education environment for our students with developmental disabilities. The lease agreement is for one preschool class at Taft Elementary and one school age class at Avondale Elementary.

The Board duly adopted.

08-35-17: Resolution to amend the table of organization

Todd Frank moved for approval of Resolution 08-35-17. Carlene Harmon seconded.

Discussion:

Connie Poulton, Director of Human Resources, explained that this resolution is to create two Service and Support Administrator positions. The positions are being requested due to the number of individuals that need to be assigned a Service and Support Administrator. This includes 40 newly eligible individuals, 75 individuals in career navigation in the process of selecting a day program, and 104 in the eligibility process.

The expense associated with the addition of two Service and Support Administration positions are included in the 2017 budget. Once the positions are approved, they will be assigned Position Control Numbers and be placed on the table of organization.

The Board duly adopted.

08-36-17: Resolution to approve a professional services contract with the Stark County Educational Service Center

Carlene Harmon moved for approval of Resolution 08-36-17. Todd Frank seconded.

Discussion:

Diana Lashley, Manager of Health & Therapy Services, explained that this resolution is for approval to enter into a service contract with the Stark County Educational Service Center (ESC) for Speech, Occupational and Physical Therapy Services for the time period of August 1, 2017 – July 31, 2018, at a cost not to exceed \$50,000. These ancillary services are specifically for those students attending the embedded classrooms at both Taft Elementary and Avondale Elementary. The board will continue to bill for these services, which are reimbursed from the students' home school district by their participation in the Medicaid School Program.

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.

Roger Gines moved for approval. Todd Frank seconded.

A roll call vote was taken.

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

The Board went into executive session at 7:18 p.m.

The Board came out of executive session at 7:48 p.m. Immediately after coming out of executive session, action was taken by voting on resolution 08-37-17.

08-37-17: Resolution to accept the Fact Finder's report for SCEPTA

Carlene Harmon moved for approval of Resolution 08-37-17. Roger Gines seconded.

Discussion:

Connie Poulton, Director of Human Resources, explained that the Board and the Stark County Educators and Professional Trainers Association (SCEPTA) jointly agreed to select and appoint a Fact Finder to issue recommendations for the resolution of the bargaining impasse in negotiations to obtain a successor collective bargaining agreement ("CBA") for the CBA that expired on May 31, 2017. This was done under a Mutually-agreed Alternate Dispute Settlement Procedure ("MADD") in accordance with Ohio Revised Code 4117.14(E).

The Board and SCEPTA both filed timely pre-position statements and the fact finding hearing was held on July 18, 2017. Mitchell B. Goldberg was the fact finder and he made fourteen recommendations to the Board and SCEPTA to resolve the impasse. His recommendations are not binding on the parties; however, the fact finding report requires a vote by August 25, 2017, and is to be accepted or rejected in totality by the Board and SCEPTA.

The Board duly adopted.

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 4.01 Identification Badges – Reviewed

Policy 5.06 Early Intervention Transition – Reviewed

08-38-17: Resolution to approve the Board policies presented for second reading

Carlene Harmon moved for approval of Resolution 08-38-17. Todd Frank seconded.

The Board duly adopted.

Adjournment:

Dan Sutter, Board President, requested a motion to adjourn. Roger Gines moved for approval. Carlene Harmon seconded. The Board adjourned at 7:52 p.m.

The next Board meeting is scheduled for Tuesday, September 26, 2017, at 6:00 p.m.