

Stark County Board of Developmental Disabilities

March 28, 2023, Board Meeting

Minutes

Call to Order

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, March 28, 2023, at 2950 Whipple Avenue NW, Canton, Ohio, and by video teleconference. The meeting was called to order by President Dan Sutter at 6:05 p.m.

Roll Call:

Board Members:

Present:

President Dan Sutter
Vice President Carmelita Smith
Recording Secretary Dr. Jessica Falvo Lang
Jim Anderson
Maria Heege
Jennifer Moff
Cindi Sutter

Absent:

None

Also Attending:

Bill Green, Superintendent
Leigh Donatella, CFO/Business Manager
Lisa Parramore, Communications Manager
Connie Poulton, Director of Human Resources

In Memoriam:

A moment of silence was observed for the following: Laura Marie Juhasz, age 46, passed away on Saturday, February 11, 2023. Laura graduated from Southgate School and received services from our SSA Department; Alvin McHenry, age 71, passed away on Friday, February 24, 2023. He received services from our SSA Department; Amelia Hawk, age 14, passed away on Sunday, March 26, 2023. Amelia's family was the victim of a house fire that claimed the lives of four people, including Amelia, her brother Javen, age 11, and her parents, Jeff and Talina Hawk. Amelia received Preschool and School Age Services and services from our SSA Department. Her brother, Javen, previously attended our Preschool Program at Taft as a Typical Peer.

Minutes of the Previous Board Meeting:

President Dan Sutter requested a motion to approve the minutes from the Board Meeting held on February 28, 2023.

Maria Heege moved for approval. Dr. Jessica Falvo Lang seconded.

The Board duly adopted.

March Awareness Presentation

Lisa Parramore, Communications Manager, shared a PowerPoint presentation highlighting the Stark DD Ambassadors. She began her presentation by sharing information about events that showcase DD Awareness Month, noting that this year seems to be the first year since the onset of COVID that the excitement for events is back. She said events including the North Canton Library's Inclusion Fair, which hosted over 300 people; the dates in March, which highlighted DD Awareness by people wearing orange; the Mall Awareness Walk at Belden Village Mall, which hosted over 1,000 people; Rock Your Socks on March 21 for Down Syndrome Awareness Day; the success of the Book Donation Program where we donated books to all first-grade teachers in Stark County; and ended the event discussion by sharing a visual of the 31 Days of Advocacy Activities Calendar.

Ambassador, Tannesha, her SSA Susan Barillari, and Tannesha's mom approached the podium to share Tannesha's story. Susan shared that Tannesha is a remarkable, brave, resilient person, noting that she has been so impressed by her. Susan shared a story of an event she attended with Tannesha at Sippo Lake Park, where they volunteered at the Wildlife Center, as Tannesha is an animal lover. Tannesha's mom spoke next, sharing that she was an educator for 46 years, working in Special Education. She and her husband met

Tannesha at Akron Children's Hospital and adopted Tannesha shortly after. She shared her appreciation for the Board and that they feel blessed that Tannesha could get a waiver, which allowed her mom to retire and finally spend time at home with Tannesha. She, again, expressed her thanks to the Board and Stark DD.

Next, Jennifer Massar, Stark DD Early Intervention Physical Therapist, Ambassador Carter, and his mom Darnella, approached the podium. Jen shared that Carter is a happy and determined little boy. Carter came to Early Intervention because he was not meeting his milestones. Jen shared that Carter entered EI during COVID when their sessions were still completed over WebEx. She shared that with the support of the EI team and his mom, Carter has come so far since entering Early Intervention. Jen concluded, noting that Carter is aging out of Early Intervention but that the time she spent with Darnella and Carter had been a pleasure and that she enjoyed working with Carter. Darnella shared her appreciation for Stark DD's EI program and all of the resources she could connect to through working with Stark DD. She is a single mom and noted that while being a single parent is hard enough, being a parent of a child with special needs can be even more difficult. Darnella expressed her appreciation for everything the Board has done for her and Carter and shared how much of an impact Stark DD made on not only Carter's life but also her own.

Emma, our third Ambassador, could not attend the meeting, but Ginna St. Clair, School Age Principal, shared that Emma is a charismatic, fun 10th grader at Rebecca Stallman Southgate School. She shared that while Emma is nonverbal, she can communicate with you through facial expressions. She is working towards obtaining a communication device that will allow her to communicate even more clearly. Ginna shared that Emma is such a pleasure to work with.

Hadassah, our fourth Ambassador, joined via WebEx with her grandma, Shirley. Tammy Maney, Early Education Director, shared a few sentiments about Hadassah, noting the long strides Hadassah has made towards gaining more independence. Tammy shared that Hadassah is finishing her second year at Eastgate, noting that when Hadassah started, she could only take a few steps at a time; today, where she is climbing the steps of the school bus, and no longer needs her stroller for assistance when walking about the school. Tammy shared that Grandma Shirley adopted Hadassah, but she still goes by Grandma, noting that Shirley is an outstanding advocate for Hadassah. Shirley shared her gratitude and thanks to everyone involved in Hadassah's life at Stark DD. She said that she feels they are so blessed to live where they do, where Hadassah can access everything she needs and everything Shirley needs to help support Hadassah. Shirley noted that Hadassah has come so far since starting with Stark DD, and thanked the Board and all involved for the support they can receive.

Lisa concluded the presentations and shared that all Ambassador's stories are available on Stark DD's Website, StarkDD.org.

Public Speaks:

None

President's Report:

President Sutter started his report by welcoming everyone to the meeting and thanking the Ambassadors and their supporters. It is always great to celebrate disability awareness month, and we appreciate our ambassadors and Lisa for highlighting them. I always love to see the billboards around town with the familiar faces of our Ambassadors. In addition, I have had the opportunity to speak to several civic and church groups and talk about the work the Board does. The feedback and support we receive are unrivaled and so appreciated. The consistent theme we receive is the breadth and depth of our responsibilities to keep the people we support safe, healthy, and happy.

What has been clear from talking with people, is that many people know our name but need to know what we do or how we are funded. So it has been meaningful to share what the Stark County Board of Developmental Disabilities does and how we have done so with the same funding that has been in place for the past ten years. When people find this out, it is clear we have their support.

President Sutter reminded the Board Members that Board Training would occur after next month's meeting. With no questions, this concluded the President's Report.

Superintendent's Report:

Superintendent Green welcomed everyone again to the meeting. Regarding the superintendent's report, a State update is in order. The State Budget continues to be a focus and something that we are watching closely. Our County Board Association, the Budget Coalition, self-advocates, and families have been providing testimony to the House Finance Committee. The testimony focuses on the Direct Support Professional workforce crisis and the need for additional funding to boost wages. The Budget Coalition, comprised of provider associations, the ARC of Ohio, and the CB Association, are lobbying in unison for a \$20 per hour average wage. As a reminder, Governor DeWine's budget proposed a \$16.00 per hour average. Ongoing work will occur publicly and behind the scenes to continue lobbying efforts until the biennium budget is finalized on or about June 30, 2023.

The Canton Repository published a newspaper article on Thursday, March 23, 2023, indicating that a woman was severely burned by her caregivers. We want to emphasize that everything we do is essential, but our top priority is ensuring that the people we serve are healthy and safe. This is why we have a system to detect abuse and neglect through our Major Unusual Incident Rule, why we have seven investigative agents, why we contract with the Sheriff's Office for a detective, why we have a Provider Compliance and Support Department, along with nurses to complete Register Nurse Quality Assessments. Our SSAs are pivotal on the front end to ensure a proper assessment occurs, any risks are identified, there are clear plans to address those risks, and continuous monitoring and visits are occurring to ensure each person is healthy, safe, and living the life they want to live.

Please also know that the quality of our Individual Service Plans continues to improve. The Ohio Individuals Service Plan has helped in part; the training provided to our SSAs over the past year has been instrumental, and our revised onboarding and training process has also played a role. We have hired and retained 37 new SSAs in the past year. We thank Ed Lewis, the Director of SSA, and his team for our incremental improvements. Finally, please know that when we meet Accreditation standards, we do our part to ensure each person's health and safety and support them to live the life they want to live.

This concluded the Superintendent's report.

Committee/Department/Other Reports:

- A. Finance Committee – Minutes in Board packet
Next Meeting: April 17, 2023, at 4:00 p.m.
- B. Personnel Committee – Minutes in Board packet
Next Meeting: April 20, 2023, at 3:00 p.m.
- C. Ethics Council – Minutes in Board packet
Next Meeting: April 25, 2023, at 5:45 p.m.

Old and New Business:

None.

First Reading of Board Policies:

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

Policy 1.01 Legal Structure and Basic Duties of the Board – Reviewed
Policy 4.03 Health Examinations – Reviewed
Policy 4.26 Vacation – Reviewed

Financials and Board Resolutions:

03-12-23: Operating Fund #071

A. Two Payrolls for February	\$1,330,466.26
B. Bills for Payment in February	\$2,306,815.92
TOTAL:	<u>\$3,637,282.18</u>

Dr. Jessica Falvo Lang moved for approval of Resolution 03-12-23. James Anderson seconded.

Discussion:

Leigh Page, CFO/Business Manager, reported that for February 2023, total local revenue was \$91,087, total state revenue was \$253,237, and total federal revenue was \$330,598. Therefore, the total revenue received for February was \$674,923.

For February 2023 expenditures, there were two payrolls totaling \$1.3 million, total benefits paid of \$677,969, and total other expenditures of \$1.6 million.

For year-to-date cash, we started 2023 with \$61.1 million. We canceled \$195,332 in 2022 purchase orders, which leaves \$40,355 in open 2022 purchase orders. Open 2023 purchase orders totaled \$14.8 million at the end of February. With the net change in financial position of negative \$8.4 million, the month ended with unencumbered cash of \$37.8 million, and with our reserve balance account in the amount of \$10 million, the actual unencumbered cash at the end of February was \$27.8 million.

Looking at the February budget versus actual statement, focusing on year-to-date, we have received \$1.7 million, which is 3.58% of the total revenues that we expect to receive. We have spent \$10.2 million, 16.97% of the total expenditures budgeted. The available budget at the end of February was \$34.8 million, made up mostly of personnel and unencumbered waiver match.

In the review of prior year encumbrances, the Board carried over \$558,059 in encumbrances carried over from 2022. \$322,401 of the purchase orders have been paid to date, \$195,332 have been canceled, and there is a remaining balance of \$40,355, for 2022 purchase orders.

For Resolution 03-11-22, there were two February payrolls of \$1.21 million. Other non-payroll expenses of \$4.5 million for a waiver match payment and administrative fees in the second week, and \$626,000 for the FSS and annual transfer to NEON.

The Board duly adopted.

03-13-23: Resolution to approve Program Calendars

Maria Heege moved for approval of Resolution 03-13-23. Carmelita Smith seconded.

Discussion:

Connie Poulton, Director of Human Resources, informed the Board that the 2023-2024 program calendars were being presented for approval. Both unions have reviewed these calendars, which complies with the labor contracts. The Preschool calendars for Eastgate and Day Early Learning Center, and the school-age calendars for Avondale and Southgate comply with the hours required by the ODE, and are in compliance with the Staff work days as written in the labor contracts. In addition, the required number of service days for Early Intervention complies with regulations and is listed on the Administrative Calendar. The resolution also states that the Board has the right to amend the calendars after they are adopted in the event of unforeseen circumstances, including emergency shutdowns, excessive bad weather days, or even a pandemic.

The Board duly adopted.

03-14-23: Resolution to approve an Amendment to the Table of Organization

James Anderson moved for approval of Resolution 03-14-23. Jennifer Moff seconded.

Discussion:

Connie Poulton, Director of Human Resources, informed the Board that The Service and Support Administration (SSA) Supervisor provides supervision and evaluation of SSAs, as it relates to Individual Service Plan (ISP) administration and duties within assigned supervisory units. The addition of one SSA Supervisor will readjust the number of SSAs overseen by each Supervisor, as well as ensure that SSAs are receiving the needed amount of supports from their Supervisor.

The expense associated with the addition of one (1) Service and Support Administration Supervisor will be added to the 2023 budget. Once the position is approved, it will be assigned a Position Control Number (PCN) and will be placed on the Table of Organization.

The Board duly adopted.

Second Readings:

03-15-23: Resolution to approve the Board policies presented for second reading.

Maria Heege moved for approval of Resolution 03-15-23. James Anderson seconded.

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

Policy 4.15 Attendance, Tardiness, and Sick Leave – Reviewed
Policy 4.05 Volunteers, Interns, and Practicum Students – Reviewed

The Board duly adopted.

Adjournment:

Dan Sutter, Board President, requested a motion to adjourn. James Anderson moved for approval. Dr. Jessica Falvo Lang seconded. The Board adjourned at 6:43 p.m.

Note: The next Board meeting is scheduled for Tuesday, April 25, 2023, at 6:00 p.m. in the Ernest Cohen Room at Whipple-Dale Centre.