

Stark County Board of Developmental Disabilities

April 25, 2023

Board Meeting Minutes

Call to Order:

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, April 25, 2023, at 2950 Whipple Avenue NW, Canton, Ohio, and by video teleconference. The meeting was called to order by President Dan Sutter at 6:58 P.M.

Roll Call:

Board Members:

Present:

President Dan Sutter
Vice President Carmelita Smith
Recording Secretary Dr. Jessica Falvo Lang
James Anderson

Absent (Excused):

Cindi Sutter
Jennifer Moff
Maria Heege

Also Attending:

Bill Green, Superintendent
Brandon Haney, Information Technology Manager
Leigh Page, CFO/Business Manager
Lisa Parramore, Communications Manager
Connie Poulton, Director of Human Resources

In Memoriam:

A moment of silence was observed for the following: Julie Marie James, age 32, passed away on Wednesday, April 12, 2023. Julie attended Eastgate Preschool and graduated from Rebecca Stallman Southgate School in 2011. She also received services from our SSA Department.

Minutes of the Previous Board Meeting:

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

James Anderson moved for approval. Dr. Jessica Falvo Lang seconded.

The Board duly adopted.

Public Speaks:

None.

President's Report:

President Sutter started his report by welcoming everyone to the meeting. President Sutter shared that before the Board Meeting, the Board Members attended an In-Service training and that this Board Meeting would be abbreviated. The topics covered included the Ohio Individual Service Plan, Stark DD's revised approach, and the Financial Scorecard that will be going into place for all County Boards. The training concluded with an overview of the Department's Medicaid Redesign Project. Given the abbreviated meeting, President Sutter shared that there would be no Superintendent's Report or presentations, which concluded the President's Report.

Committee/Department/Other Reports:

- A. Finance Committee – Minutes in Board packet
Next Meeting: May 15, 2023, at 4:00 p.m.
- B. Personnel Committee – Minutes in the Board packet
Next Meeting: May 18, 2023, at 3:00 p.m.
- C. Ethics Council – Minutes in Board packet
Next Meeting: May 23, 2023, at 5:45 p.m., if needed

Old and New Business:

None.

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.

Policy 1.03 Meetings of the Board – Reviewed
Policy 4.50 Cell Phones, Smart Phones, Tablets, and Personal Devices – Reviewed
Policy 4.58 Fitness for Duty – Revised
Policy 5.26 School Age Excess Costs – Reviewed

Financials and Board Resolutions:

04-16-23: Operating Fund #071

A. Three Payrolls for March	\$2,009,308.67
B. Bills for Payment in March	<u>\$1,463,755.48</u>
TOTAL:	<u>\$3,473,064.15</u>

Dr. Jessica Falvo Lang moved for approval of Resolution 04-16-23. Carmelita Smith seconded.

Discussion:

Leigh Page, CFO/Business Manager, reported that for March 2023, total local revenue was \$721,650, total state revenue was \$258,688; and total federal revenue was \$2.94 million.

For March 2023 expenditures, there were three payrolls totaling \$2.01 million, total benefits paid of \$845,308, and total other expenditures of \$618,447. This gives us total expenses of \$3.47 million for March, resulting in our revenues exceeding our expenses by \$450,217. As a result, our ending cash balance at the end of March was \$53.24 million. Adding back in 2022 purchase orders of \$38,214, \$14.08 million in current year open purchase orders, and our net change in the financial position of negative \$7.9 million, the month ended with unencumbered cash of \$39.12 million. Deducting our reserve balance account in the amount of \$10 million, the actual unencumbered cash at the end of March was \$29.12 million.

Looking at the March budget versus actual statement, focusing on year-to-date, we have received \$5.7 million in revenue, which is 11.48% of the total revenues that we expect to receive. We have spent \$13.6 million, which is 22.77% of the total expenditures budgeted. The available budget at the end of March was \$29.12 million, made up mostly of personnel and unencumbered waiver match.

In the review of prior year encumbrances, the Board carried over \$558,089 in encumbrances from 2022. To date, \$327,937 of the purchase orders have been paid, \$191,938 have been canceled, and there is a remaining balance of \$38,214, for 2022 purchase orders.

For Resolution 04-16-23, Leigh noted that there were three March payrolls totaling \$2.01 million, with nothing to note, and other non-payroll expenses of \$1.46 million.

The Board duly adopted.

Second Reading of Board Policies:

04-17-23: Resolution to approve the Board policies presented for second reading.

James Anderson moved for approval of Resolution 04-17-23. Dr. Jessica Falvo Lang seconded.

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

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

The Board duly adopted.

Adjournment:

President Sutter requested a motion to adjourn. James Anderson moved for approval. Dr. Jessica Falvo Lang seconded. The Board adjourned at 7:07 p.m.

Note: The next Board meeting is scheduled for Tuesday, May 23, 2023, at 6:00 p.m. in the Ernest Cohen Room at Whipple-Dale Centre.