

Stark County Board of Developmental Disabilities

May 23, 2023

Board Meeting Minutes

Call to Order:

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, May 23, 2023, at 2950 Whipple Avenue NW, Canton, Ohio. The meeting was called to order by President Dan Sutter at 6:02 P.M.

Roll Call:

Board Members:

Present:

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

Absent (Excused):

Jennifer Moff
James Anderson

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: David P. Munger, age 66, passed away on Tuesday, May 2, 2023. David was a part of Stark DD's programs for over 50 years, and 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 April 25, 2023.

Dr. Falvo Lang moved for approval. Carmelita Smith seconded.

The Board duly adopted.

Recognition of Retirees

Connie Poulton, Director of Human Resources, introduced Karen Evans, the Board's Personnel Officer, retiring on June 2, with 21 years of service. Karen has many fine qualities, and she has shared those qualities with her coworkers in the HR Department, and our employees for the past 21 years. We have all benefited from her patience, expertise, kindness, knowledge, follow-through, professionalism, and sense of humor. In addition, Karen has been a trusted advocate for our employees and has guided many through various employment/life decisions. She has been there from interviewing to hiring, safety and benefits, training, legal matters, retirement counseling, and everything in between. Karen has been instrumental in the Board's HR function in too many ways to count, but most notably over the past two and a half years in implementing our new HRIS system, Kronos. As a result, we are able to build relationships with employees and give them some diplomacy. Still, Karen has been able to navigate those occasional difficult conversations with discernment while remaining thoughtful and sincere. I've had the privilege of working with Karen over the past 11 years, and it has been a pleasure, and she will be missed. She is so deserving of a long and happy retirement, and we wish her all the best. We thank her for her service to the Board and congratulate her on her retirement, and all the good adventures coming her way.

Karen then took the podium and shared that she was already ten years into her professional career when she came here some years ago. I had gone to college in a non-traditional way, as my son was actually at my graduation. I want to give a special thank you to my husband, because when I wanted to change my teaching career to HR and try to find a job, the person who hired me was Andy Evans, who was the treasurer of Harrison Paint Corporation. At the time, he had given me a chance in the HR Department, so over our 15 years of marriage, he has been my biggest cheerleader. He would always say, "Whatever you want to do, and however long it takes, go and do that; and I have really appreciated that. When I started here, I was looking to get back

to a place with a mission. I enjoyed teaching a lot, but it wasn't going to be full-time for me. When I interviewed with the Board, and got the offer, I just couldn't believe I had hit the jackpot with our mission and what we do. From an HR perspective, we do so much. We have a very exciting place in the organization; we don't work in a silo, we get to learn and know everybody. I was in a recruiting role in my first ten years here, and I really enjoyed it. I hired hundreds of people over that time, and I got to know everyone we hired, and it was nice to have those relationships. Now when I talk about the mission, I get to do so in my part of New Employee Orientation. I talk about our Strategic Plan, and our mission, and I put a slide up at the end that says, "Life is a relational experience. The quality of life depends on the quality of relationships," and I think that sums up the job that we do here; and it certainly sums up HR. I wanted to give a special thank you to Bill and Connie, as we have worked so closely over the last ten years, and that part is going to be hard for me; but I have a husband, children, and grandchildren at home, and I'm going to dive right in this summer with some of the grandkids. So I thank you for this honor, and for the time I spent here.

President Sutter offered that, on behalf of the Board, we would like to thank you for your dedicated years of service to the Board. We wish you many years of happiness and health in your retirement.

Public Speaks:

None.

President's Report:

President Sutter offered attendees greetings once again. I had the opportunity to attend the Southgate graduation last Friday, and to be present for that milestone for our students. I also got to attend the County Board Association Trustee Meeting last week, as well as the Spring Conference. The topics continue to be the State Budget, the Direct Support Professional wage increase, and parents as paid providers. Waiver design is also a topic on everyone's mind. Bill or I will share information as it becomes available.

Superintendent's Report

Superintendent Green welcomed everyone to the meeting. This is the time of year filled with joy and a mixture of trepidation as students transition from school. From the 17 school districts, we have about 60 students that will be moving on into the adult world, whether that is employment, vocational habilitation, or adult day support. On Friday, we did have ten graduates and a packed house. Special thanks for Dan being there. Ginna, our Principal, and her staff do such a nice job as always, it was warm, it was emotional, and there were many tears of joy. The trepidation typically comes from parents, as I had a parent ask me at the Southgate graduation if we could extend the age of students to 30 years of age. We had our Taft graduation on Monday, which will be the last time for our preschool class there, which is moving back to Eastgate for the new school year. Eastgate's preschool graduation is next Tuesday, which is always a very happy occasion.

We have great summer plans and are offering elementary and high school Southgate Summer Camps in two-week sessions for a total of 22 students. We are also funding a summer camp for children at Gentlebrook. Many students also go to the Rotary Camp in Akron, which is a beautifully located camp that is on the lake. Parents usually pay privately, or use FSS funds for this camp.

An information request has come from the Ohio Department of Developmental Disabilities that needs to be submitted by the end of the month for our August accreditation. The request is for their sample selection process, and includes everyone who is on an HCBS waiver, who has an OHIOISP and restrictive measures, all EI recipients with dates of birth, our staff roster, and how we support self-advocacy in the county. We are gathering all of the information that is required.

As far as a State Budget update, the budget is in the Senate at this time, and the Chair of the Finance Committee, Senator Romachuk, made the request of what County Boards were going to put in money-wise. There is broad-based support among County Boards that we assist move the needle by one dollar, which, as it stands right now, would move it from \$17 to \$18 this year and \$18 to \$19 next year. The goal, though, is to get to a \$20 per hour average rate this year. Testimony continues. I did want to provide some context on the cost of a \$1/hour increase. Across the 88 county boards, a \$1/hour increase costs about \$59.3 million. Lots of money is being put into our system to try and boost the wages. In reference to the parents paid as caregivers, which is part of Appendix K, which was put into place because of COVID, which makes this permissible right now. We anticipate that the Department of Medicaid will add this to their Rule for our waivers. We will share more information when we know more.

This concluded the Superintendent's Report.

Committee/Department/Other Reports:

- A. Finance Committee – Minutes in Board packet
Next Meeting: June 20, 2023, at 4:00 p.m.
- B. Personnel Committee – Minutes in Board packet
Next Meeting: June 22, 2023, at 3:00 p.m.
- C. Ethics Council – Minutes in Board packet
Next Meeting: June 27, 2023, at 5:45 p.m., if needed

Old and New Business:

None

Presentation – Family Support Services

Tana Crouse, SSA Supervisor, shared a PowerPoint presentation highlighting the Family Support Services program. This is a large program, operated by Tana, two SSAs, and clerical support. FSS is a program that supports individuals and families in the family home. Stark DD provides the funding to support this program, which runs July 1 through June 30 each year. We are getting ready to ramp up now, with applications going out next week. Examples of what FSS funds can be used for include specialized equipment or modifications, special dietary items, incontinence supplies, recreation such as dance, horseback riding, camps, or swim lessons, counseling, and even respite care. To apply for FSS funds, the individual must be eligible for County Board services, live in the same home as their family, and individuals who have no other funding stream such as waivers, or subsidies. The household income must also fall under \$79,762.

FSS runs for an entire year, with a max allocation of \$750. As the year goes on, people are eligible for less funding, as there is less time to spend the funds. The process is simple; once determined eligible, they can request an application. After filling out the application, they can return the application to be considered for FSS funding. Families are given coupons and a vendor list of where they can use the coupons. If the vendor is not on the list, we will work with the family to reimburse them for the funding if we are not already linked to our vendor list. When FSS funds are exhausted, in the event that there is an emergency, our team will work with the person to figure out a way we can assist them. In 2022-2023, we assisted 454 individuals, totaling over \$300,000. The PowerPoint slide highlighted years back to 2017-2018, showing the amount of assistance we have been able to provide. Going forward, we are looking to gather some stories to show how families utilize the funds, and how the funds have made an impact on the families' lives.

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 2.16 Administrative Resolution of Complaints - Reviewed
- Policy 4.14 Layoff of Management Employees – Reviewed
- Policy 4.42 Visitors – Reviewed
- Policy 4.53 Criminal Offense – Reviewed

Financials and Board Resolutions:

05-18-23: Operating Fund #071

A. Two Payrolls for April	\$1,264,663.34
B. Bills for Payment in April	\$6,379,615.29
TOTAL:	<u>\$7,644,278.63</u>

Maria Heege moved for approval of Resolution 05-18-23. Carmelita Smith seconded.

Discussion:

Leigh Page, CFO/Business Manager, reported that for April 2023, total local revenue was \$18.5 million, total state revenue was \$227,084; total federal revenue of \$302,305; bringing us to total revenue of \$19.5 million.

For April 2023 expenditures, there were two payrolls totaling \$1.3 million, total benefits paid of \$738,152, and total other expenditures of \$5.6 million, totaling \$7.6 million for April, which resulted in our revenues exceeding our expenses by \$11.8 million, we did receive our first half of real estate distribution. As a result, our ending cash balance at the end of April was \$65.03 million. Adding back in 2022 purchase orders of \$2,417, \$8.6 million in current year open purchase orders, and our net change in the financial position of positive \$3.9 million, the month ended with unencumbered cash of \$56.4 million. Deducting our reserve balance account in the amount of \$10 million, the actual unencumbered cash at the end of April was \$46.4 million.

Looking at the April budget versus actual statement, focusing on year-to-date, we have received \$25.15 million in revenue, which is 50.6% of the total revenues that we expect to receive. We have spent \$21.3 million, which is 35.53% of the total expenditures budgeted. The available budget at the end of April was \$29.95 million, made up mostly of personnel expenses and unencumbered waiver match.

In the review of prior year encumbrances, the Board carried over \$558,089 in encumbrances from 2022. To date, \$333,925 of the purchase orders have been paid, \$221,746 have been canceled, and there is a remaining balance of \$2,417 for 2022 purchase orders.

For Resolution 05-18-23, Leigh noted that there were two April payrolls totaling \$1.3 million, with nothing to note, and other non-payroll expenses of \$6.4 million including a waiver match payment.

The Board duly adopted.

Second Reading of Board Policies:

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

- 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

05-19-23: Resolution to approve the Board policies presented for second reading.

Dr. Jessica Falvo Lang moved for approval of Resolution 05-18-23. Maria Heege seconded.

The Board duly adopted.

Adjournment:

President Sutter requested a motion to adjourn. Dr. Falvo Lang moved for approval. Maria Heege seconded. The Board adjourned at 6:31 p.m.

Note: The next Board meeting is scheduled for Tuesday, June 27, 2023, at 6:00 p.m. in the Ernest Cohen Room at Whipple-Dale Centre.