



*"The mission of the Erie County Board of Developmental Disabilities is to:
Inspire, empower and support individuals and their families."*
ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
4405 Galloway Road, Sandusky, Ohio 44870

**BOARD MEETING MINUTES
APRIL 15, 2021**

PRESENT

Board Members: David Danhoff, Mark Harrington, John Hoty, Eric Kibler, Tracey Susana, Melissa Tomaro and Stacie Schmid.

ECBDD Staff: Carrie Beier, Rachel Malone, and Michelle Kelley.

VISITORS SIGNED IN

Felicia Zendejas, Diane Corso, Adrienne Keys, Erin McDougall, Megan Etzel, Andy Swaisgood and Steve Shoffner.

I. CALL TO ORDER AND ROLL CALL

The April 15, 2021 Board Meeting was called to order at 5:01 p.m. by Board President, Ms. Melissa Tomaro. Roll Call was taken. All members were present.

II. PLEDGE OF ALLEGIANCE

III. NEW BOARD MEMBER INSTALLMENT (OATH of OFFICE)

Mr. Steve Shoffner, Erie County Commissioner, administered the Oath of Office to new Board Member, Ms. Tracey Susana. Ms. Susana was appointed to the Board by the Erie County Commissioners on March 10, 2021 to complete a four-year term from March 11, 2021 through March 10, 2025. Ms. Susana was welcomed to the Board.

IV. PUBLIC COMMENT

The Self-Advocate group provided an update to Board Members through a video report. Diane Corso introduced the Self-Advocate video report, and it was viewed by Board Members.

V. APPROVAL OF MARCH 18, 2021 MEETING MINUTES

Mr. David Danhoff made a motion to approve the March 18, 2021 Board Meeting minutes as submitted. Mr. Mark Harrington seconded the motion. With all members in favor, the motion passed.

VI. BOARD ACTION ITEMS

A. **Ethics Committee:** The Ethics Committee did not meet.

B. **Finance Committee:**

1. Finance Committee Report

The Finance Committee meet this month. Rachel Malone reported that the March report was sent to the Finance Committee for review. Rachel shared the following highlights:

- Revenue: The fiscal year 2019 waiver reconciliation funds were received from DODD. The following transfers were made: \$500,000 to the Capital Fund, \$500,000 to the Waiver/ Residential Fund and \$500,000 to the Reserve Fund.
- Expenditures: an invoice was paid to the COG for the new Customer Care Coordinator, which is a shared service with the Huron County Board of DD.
- Bills paid: all payments have been made for the HVAC project.

2. Fiscal Report

The Fiscal Report for Month End March 31, 2021 was provided for review and approval (handout). Mr. Mark Harrington made a motion to approve the March Fiscal Report as submitted. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

3. Policy Committee Report

The Policy Committee reviewed five policies in April. These policies were the:

- Building/Conference Room Usage Policy
- Early Intervention for Children Birth to Age Three Policy
- Community Supports Waiting List Policy
- Fiscal Policy
- Work from Home Policy

No revisions were made to the Building/Conference Room Usage Policy and the Early Intervention for Children Birth to Age Three Policy. Therefore, approval by the Board is not required on these policies.

The Community Supports Waiting List Policy, the Fiscal Policy and the Work from Home Policy were reviewed and revised. The Policy Committee recommended Board approval of these policies. Mr. Harrington made a motion to approve these policies as revised. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

VII. DEPARTMENT REPORT

A. **Strategic Plan- 1st Quarter Report**

The Strategic Plan- 1st Quarter Report was deferred to the May Board Meeting.

VIII. OLD BUSINESS

There was no Old Business.

IV. NEW BUSINESS

A. OACB Spring Conference Registration

The OACB Spring Conference will be virtually on May 11-13, May 18-20 and May 25-27. Board Members were provided information about the conference (handout). Any training hours obtained may be used towards the annual Board Member Training requirement. Board Members interested in registering for sessions, should coordinate with Michelle Kelley.

A. Introduction of Andy Swaisgood, Customer Care Coordinator of Clearwater COG

Andy Swaisgood, Customer Care Coordinator, introduced himself to Board Members. Carrie Beier reported that this is shared services with the Huron County Board of DD and Andy is employed by the Clearwater COG. Andy's position initiatives will include the following: customer care, service excellence, trauma informed care, accreditation, and the ABC committee. Andy was congratulated on his position and welcomed to the team by Board Members.

X. SUPERINTENDENT REPORT

- Carrie attended the following virtual/remote meetings, trainings and activities: Region 1 Superintendent conference calls (bi-weekly), Clearwater COG Board meeting, Governor DeWine press conference calls, OPRA member Friday Five call, Kiwanis, FCFC Executive Board meeting, Clearwater COG Board meeting and Business Managers meeting.
- **Media/Public Relations:**
 - Sandusky Register articles:
 - *Erie County children with disabilities honored through movie premiere-* March 25, 2021 (handout)
 - *Big shine for the little stars-* April 9, 2021 (handout)
 - Community Connections Calendar- visit the ECBDD website at www.eriecbdd.org/events for our full calendar of events.
- **Personnel:**
 - Carrie has established health and safety protocols, along with department directors, to move our agency forward in phasing staff back into the office with a mix of in office and remote work. In our building we are maintaining social distancing, wearing masks and frequently sanitizing. Carrie has identified a hard date of May 28th to move from our COVID Emergency Remote Work policy to our new Erie Bd. Of DD Work from Home policy.
 - We have filled all open positions at this time.
- **Facility:** We are having maintenance brick work done on the outside of our building and are planning to have our parking lots resurfaced this summer.
- **Accreditation:** We are scheduled for our DODD Accreditation site visit on July 26th and 27th. DODD has reached out to us and we will be coordinating documents and planning activities for their site visit. We will be coordinating a couple of interviews during that time for reviewers to speak with a couple of our Board members. We will be reaching out to schedule this closer to the time of the review.
- **Adult Day Services (ADS) & Residential Services:** Felicia Zendejas and Carrie are continuing to connect with Residential and Adult Day providers through monthly Zoom meetings.

- **State Budget:** On Tuesday, the Finance Committee of the Ohio House of Representatives released its substitute version of [HB 110](#), the two-year state budget bill that has now been amended with legislators' first round of desired changes. The committee's updated version of the bill does not include authorizing language for an across-the-board 5% rate increase for DD waiver services as requested by provider stakeholders in February and supported by OACB. Amendments will be proposed to again request a rate increase for Medicaid providers possibly at a 2.5% state funded increase. At that point local county boards will most likely be asked to partner the effort with an additional 2.5% match to the increase by the state.
- **COVID Update:** Carrie shared with staff updates to our practices and protocols for April and May. We are maintaining masking, social distancing, and sanitizing to keep our environment as safe as possible while providing needed supports and services. Carrie has reached out to local county officials, Erie County JFS and our local Health Dept. in moving forward with our practices and protocols. Vaccines continue to be available through various community resources to those who are wanting to get a vaccine.
- **OACB updates:**
 - This week, the Ohio House Ways and Means Committee voted to approve [HB 140](#), which would enact the "Ballot Uniformity and Transparency Act." The bill would change how the value of county board levies would need to be expressed on local ballots. Now that the bill has cleared committee, it may be considered for a full chamber vote on the House floor. OACB has opposed the bill on the grounds that it does not meaningfully improve ballot language transparency and may become the basis for future legal challenges in its current form.
 - OACB is planning a virtual Spring Conference and registration has opened. Please see the attached session options that are available for CEU credits for Board Members. If you are interested in registering, please coordinate that effort through Michelle Kelley.
 - System simplification efforts continue in collaboration with DODD, The ARC, OACB and other stakeholders to try to address the challenges of the SELF and Level 1 waivers. Recommendations will be developed to propose changes needed to Medicaid.

XI. EXECUTIVE SESSION

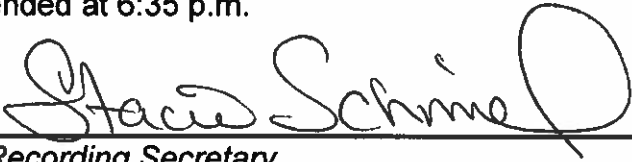
There was no Executive Session.

XII. ADJOURNMENT

Mr. Mark Harrington made a motion to adjourn the Board meeting at 5:32 p.m.. Mr. Eric Kibler seconded the motion. With all members in favor the motion passed, and the April Board meeting was adjourned.

XIII. BOARD MEMBER TRAINING

Board Member Training was held following the meeting on the topic Major Unusual Incident/Unusual Incident (MUI/UI). The training began at approximately 5:35 p.m. and ended at 6:35 p.m.



Recording Secretary

5-20-21

Date