



*"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

Main Conference Room (Room 107), 4405 Galloway Road, Sandusky, Ohio 44870

BOARD MEETING MINUTES

FEBRUARY 20, 2020

PRESENT

Board Members: Howard Collins, David Danhoff, John Hoty, Mark Harrington, Stacie Schmid, David Stuck and Melissa Tomaro.

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

VISITORS SIGNED IN

Felicia Zendejas, Erin McDougall, Megan Etzel, Jennifer Kinney, Diane Corso and Jim Meade.

I. CALL TO ORDER AND ROLL CALL

The February 20, 2020 Board Meeting was called to order at 5:00 p.m. by President, Mr. David Stuck. Roll Call was taken. All Board Members were present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Jim Meade, on behalf of the Self-Advocate group reported the following:

- The Synergy Club Bowling Fundraiser held on 1/24/20 was successful.
- Three Seasons Bowling began on 2/7/20. This group meets every other week at Cedar Lanes and the cost is \$5.00. A 2020 schedule was provided (handout) and Jim invited all Board Members to attend.

IV. APPROVAL OF JANUARY 16, 2020 MEETING MINUTES

Mr. Mark Harrington made a motion to approve the January 16, 2020, Board Meeting minutes. Mr. John Hoty seconded the motion. With all other members in favor, the motion passed.

V. BOARD ACTION ITEMS

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

B. Finance Committee:

1. Finance Committee Report

The Finance Committee met this month. Rachel Malone reported the January Finance report was reviewed by the Finance Committee in detail. Rachel shared the following highlights:

- The month-end report was discussed and reviewed.
- Bills paid were reviewed.
- The 10-year budget projection was discussed. The projection will be submitted by April 1, 2020.
- The 2020 Budget is expected to be reviewed by the Erie County Commissioners on March 11, 2020.

2. Fiscal Report

The Fiscal Report for Month End January 31, 2020 was provided for review and approval (handout). Mr. John Hoty made a motion to approve the January Fiscal Report as submitted. Ms. Melissa Tomaro seconded the motion. With all members in favor, the motion passed.

**3. Annual Financial Resolution
Mileage Reimbursement Rate
Resolution #: 02-06-2020**

Each year, according to policy, the Erie County Board of DD sets the mileage reimbursement rate for all non-bargaining unit employees. Our negotiated rate for bargaining unit members is \$0.45 per mile or the counties rate whichever is higher. The county rate is \$0.45. The IRS rate is \$.575 per mile. It is recommended that all non-bargaining unit members are to be reimbursed at a rate of \$0.50 per mile, effective March 1, 2020.

Mr. David Danhoff made a motion to approve the non-bargaining mileage reimbursement rate of \$0.50/mile for calendar year 2020, effective March 1, 2020. Mr. Howard Collins seconded the motion. Ms. Melissa Tomaro abstained. With all other members in favor, the motion passed.

**4. Then & Now Resolution- Sunray Window Films
Resolution # 02-07-2020**

The Erie County Commissioners require a Board **THEN and NOW resolution** for expenses exceeding \$5,000.00 that are being submitted for payment without a previously encumbered purchase order. This **THEN and NOW resolution** confirms that the DD Board has sufficient money in the budget at year end **2019** (THEN) and also has sufficient money in the expense line item in **2020** (NOW) to pay this invoice. The resolution authorizes payment to **SUNRAY WINDOW FILMS, LLC (inv #2428)** services in the amount of **\$9,475.00 (Nine Thousand, Four Hundred, Seventy-five Dollars and 00/100 Cents)**.

RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO SUNRAY WINDOW FILMS, LLC.

The Erie County Board of DD met this **20th DAY OF FEBRUARY 2020** Ms. Melissa Tomaro introduced the following resolution and moved its adoption:

WHEREAS, SUNRAY WINDOW FILMS, LLC, requires payment for goods and/or services provided; NOW, THEREFORE BE IT RESOLVED BY THE ERIE COUNTY BOARD OF DD:

THAT SUNRAY WINDOW FILMS, LLC is herewith approved for payment in the amount of 9,475.00 (Nine Thousand, Four Hundred, Seventy-five Dollars and 00/100 Cents) provided for the Erie County Board of DD out of appropriation account #20131-6500-540100 CAPITAL CONSTRUCTION LINE.

THAT the Erie County Board of DD hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and of its committees, if any, which result in formal action, were taken in meetings open to the public, in full compliance with the applicable legal requirements of the Revised Code.

Mr. Mark Harrington seconded the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

Howard Collins	AYE
David Danhoff	AYE
Mark Harrington	AYE
John Hoty	AYE
Stacie Schmid	AYE
David Stuck	AYE
Melissa Tomaro	AYE

5. Policy Committee Report

Mrs. Stacie Schmid reported the Policy Committee reviewed three policies in February. These policies were:

- o Family Directed Resources Policy
- o Employment First Policy
- o Community Engagement Policy

All three policies were reviewed and revised. Mrs. Stacie Schmid a motion to approve these three policies as revised. The motion was seconded by Mr. Mark Harrington. With all members in favor, the motion passed.

VI. DEPARTMENT REPORT

A. Individual & Family Supports Department

The Individual & Family Supports Department Report was shared with Board Members (handout). Megan Etzel, Manager of Individual & Family Supports reviewed the report with Board Members. The report included information on Eligibility, Providers, Major Unusual Incidents and Family Information Network.

VII. OLD BUSINESS

A. 2020 Board Member Training Update

Carrie Beier reported that DODD has released suggested training topics for Board Members in 2020 (handout). These topics will be incorporated into our trainings for the year. Proposed training dates of May 21, 2020 and August 20, 2020 were

discussed. It was suggested that trainings be held in the following months: April, May, September and/or October. Carrie and Michelle will review the schedule, contact speakers and propose a plan at the March Board Meeting.

VIII. NEW BUSINESS

A. Shared Service Agreement with Crawford County for Business Services

Ms. Melissa Tomaro made a motion to approve the contract for Shared Services with the Crawford County Board of Developmental Disabilities for Business Services. The agreement shall be effective from March 1, 2020 to February 28, 2021. This motion would authorize the Superintendent to execute the agreement. Mrs. Stacie Schmid seconded the motion. With all members in favor, the motion passed.

B. Board Member Self-Evaluation

A Board Member Self-Evaluation was proposed by Carrie Beier (handout). The intent of this evaluation is to identify Board strengths and areas for potential improvement. The evaluation will be sent to Board Members via email.

IX. SUPERINTENDENT REPORT

- Carrie attended the following meetings, trainings and activities: FCFC Executive Committee Meeting, Region 1 Superintendent Meeting, Family Initiatives Housing Board Meeting, Ohio Association for Services for Children and Families, Kiwanis, DD Self-Advocates Meeting, Erie County 2020 Complete Census Committee Meeting, Early Intervention Statewide Advisory Meeting, OACB DD Trustee Board Meeting and the Superintendent Executive Committee.
- **Media/Public Relations:**
 - Erie County Board of DD & HMG Social Media Statistics – January 2020 (handout).
 - Sandusky Register newspaper articles (handout):
 - DeWine picks Carrie Beier for three-year state board term- 1/18-1/19/2020
 - Board shows love for Kids- 2/15-2/16/2020
 - Community Connections Calendar- February 2020 (handout).
 - March 2020 DD Awareness Month Special Events Calendar (handout).
- **Personnel:**

Positions:

 - SSA Assistant- This position has been posted internally and externally and we are interviewing applicants.
 - SSA Positions- We have posted externally and internally to fill Traci Beaverson and Cathy Smith's SSA positions they are vacating. Both Traci and Cathy accepted other internal positions. We are in the process of interviewing for the open SSA positions.
- **Ball v. DeWine Lawsuit Updates:** Additional language was submitted by OACB and DODD as part of the settlement agreement with DRO. All parties are awaiting a decision from the judge to approve the final agreement.
- **Director Jeff Davis:** Statewide ISP and Assessment- Director Davis continues to support the process for a statewide ISP and assessment. Selected counties are currently piloting (6 to 8 weeks) the new assessment and a draft template for a

statewide ISP has been shared. The stakeholders workgroup will continue to meet throughout 2020 as the assessment and plan process move forward.

- **BluePrint Workgroup:** A new stakeholder's group called the "BluePrint Workgroup" has been formed to set out a comprehensive plan for Day Services, Vocational Service and Transportation in the next 5 years. The Clearwater COG Director, Nancy Richards, was selected as a member of the committee and will keep us informed regarding topics discussed and proposals for future initiatives or changes.
- **Next Level Leadership Training:** I have engaged Corporate Compass, LLC to provide Next Level Leadership Training for our senior management team. This opportunity includes:
 - Psychometric Assessment- Emotional Intelligence Testing (EQ-i 2.0) and a 90-minute private debriefing/coaching session.
 - Interdepartmental Connection Session (group review of skills and needs for team).
 - Deep Dive Huddle (phase 1)- Five Dysfunctions of a Team workgroup/discussion.
 - Deep Dive Huddle (phase 2)- Interactive group teaming activities.
- **OACB Updates:**
 - Centers for Medicaid and Medicare: At the end of January, the Centers for Medicare and Medicaid Services (CMS) announced a plan that would allow states to request capped Medicaid funding (i.e. block grants) to pay for benefits for low income adults covered by the Affordable Care Act's (ACA) Medicaid expansion. After looking into the proposal, OACB has determined that:
 - People with disabilities should not be affected, according to CMS;
 - States would have to opt-in to this proposal, and the Ohio Department of Medicaid has publicly stated it is not interested; and
 - OACB does not see an urgent advocacy need at this time.
- **Senate Bill 212:** Allows a city or township to designate territory as a Neighborhood Development Area (NDA), which would allow homeowners to apply for property tax exemptions for 10 years after new homes are built. If cities or townships seek 100% property tax exemptions for new builds, they must first receive approval from schools impacted by the exemptions. In its testimony, OACB requested that the Ohio Senate amend the bill to give boards of DD a similar role in the exemption review process and that a share of new housing stock be required to be accessible to people with disabilities. See testimony attached.
- **Intermediate Care Facility (ICF) Option for Multi-System Youth:** DODD will soon issue a rule to increase ICF system capacity to serve youth between 10-17 with developmental disabilities and who have complex behavioral needs. ICF's must meet rigorous criteria and families must enter into a contract with the state.
- **Direct Service Provider (DSP) Wage Reporting:** Collaborative efforts by OACB, OPRA, the ARC and others to ensure every HPC provider in Ohio will be required to submit data on their wages, overtime, and employee related expenses to DODD. The data will be used to show how each provider improved compensation for DSP's. The data will also be used to calculate statewide averages, which are anticipated to improve over time.

X. EXECUTIVE SESSION

Mr. Mark Harrington made a motion to enter into Executive Session for confidential matters required to be kept confidential by federal or state law. The motion was seconded by Mr. John Hoty. Roll call vote followed:

Howard Collins	AYE
David Danhoff	AYE
Mark Harrington	AYE
John Hoty	AYE
Stacie Schmid	AYE
David Stuck	AYE
Melissa Tomaro	AYE

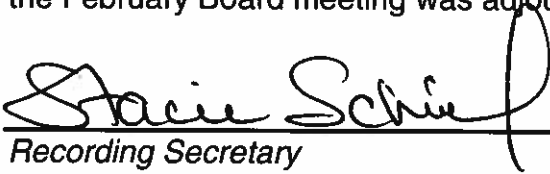
At 5:40 p.m. the Board entered into Executive Session.

At 5:47 p.m. the Board exited from Executive Session.

Mr. David Stuck made a motion to approve the Individual Budget Request for additional funding for A.R. in the amount of \$17,983.40 (Total Budget of \$35,318.40). Mr. Howard Collins seconded the motion. With all members in favor, the motion passed.

XI. ADJOURNMENT

Mr. Mark Harrington made a motion to adjourn the Board meeting at 5:48 p.m. Mr. Howard Collins seconded the motion. With all members in favor, the motion passed and the February Board meeting was adjourned. 3


Recording Secretary

4-17-20
Date