

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Kaleidoscope Center conference Room, 4405 Galloway Road, Sandusky, Ohio 44870

**“The Erie County Board of Developmental Disabilities supports people and
their families in making choices to pursue the lives they want to live”**

Meeting Minutes
September 20, 2012

PRESENT: Eric Kibler, Kay Mackey, Don Sieg, Howard Collins, Jude Theibert, Connie Balek,
Carrie Beier, Jackie Riedy and Kristin Braun.

VISITORS: Diane Corso, Rebecca Criswell, BriAnne Holtz, David Kessler, Jo Miller, Sharon Travis, and
Eric Wightman.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MEETING MINUTES

A motion was made by Mr. Jude Theibert to approve the August 16, 2012 Meeting Minutes, seconded by Ms Kay Mackey with all in favor the motion carried.

PUBLIC COMMENT

Sharon Travis introduced the two new Service and Support Administrators to board members:

- BriAnne Holtz started her new position as a Service and Support Administrator on August 6, 2012.
- Rebecca Criswell began her position as a Service and Support Administrator on August 27, 2012.

DEPARTMENTAL REPORT

SSA Departmental Report

Ms Travis stated that the Individual and Family Support Department is still short one SSA position which she is in the process of filling. Ms Travis also stated that this is the first time she has had to implement a waiting list for Service and Support Administration. Once this new SSA position has been filled there shouldn't be a need for a waiting list.

EI/HMG Department Report

Carrie Beier shared the data that they have been tracking locally that reflects family supports and services provided through evidenced based practices. These services are provided in partnership with the family during everyday routines and activities. The complete data was shared in board members packets.

BOARD ACTION

A. ETHICS COMMITTEE

The Ethics Committee didn't meet this month.

B. FINANCE

1. Finance Committee Report

Ms Kay Mackey made a motion to approve the Financial Report, seconded by Mr. Jude Theibert, all were in favor and the motion carried.

2. Financial Contract (s)

According to the Board's fiscal policy, any program and professional contracts over \$25,000 must be approved by the Board before it is encumbered.

A motion was made by Mr. Howard Collins to authorize the Interim Superintendent to approve the following contracts upon receipt of a certificate of available funds from the Erie County Auditor:

- 1. Blaugrund, Herbert, Kessler, Miller, Myers & Postalakis, Inc.: for services (contract period 9/10/12 through 9/09/13) in an amount not to exceed \$30,000.*
- 2. Dublin Management Group Limited for human resource services (contract period 9/16/12 through 12/31/13) in an amount not to exceed \$29,500.*

This motion was seconded by Ms Kay Mackey and with all board members in favor the motion carried.

3. Authorized Employee

A copy of the most updated revised authorized employee positions was distributed to board members in their board packets.

A motion was made Mr. Howard Collins and seconded by Ms Kay Mackey to approve the Authorized Employee Position Revision list. All members were in favor and the motion carried.

4. Employee Health Care Plan

Resolution # 09-13-2012

The health Care Committee has been involved with reviewing several health insurance plans and is prepared to propose two alternatives to the bargaining units, a PPO (Preferred Provider Option) and an HSA (Health Savings Plan). These plans will become effective November 1, 2012, with a one month bridge plan covering October, 2012. The additional cost to the Board for the October bridge Plan will not exceed \$5,600.00 and the maximum annual increase in cost to the Board for the plan starting November 1, 2012 will be \$25,000 or 6.8 %.

A motion was made by Mr. Jude Theibert to authorize the Superintendent to enter into an agreement for health insurance for the Board's fulltime employees at a total additional annual cost not to exceed \$30,600.00. The motion was seconded by Ms Kay Mackey with all members in favor the motion carried.

C. Policy

Individual Budget Policy

Individual Supports administered through the Erie County Board of Developmental Disabilities are community based support options designed to assist eligible individuals to live in homes of their choice, participate in their community, and earn a living with the supports needed to be successful. Individual Supports must provide control and choice to individuals and families to direct the support services they need and receive. The Board recognizes that there are limited resources but is committed to offering individual supports to as many individuals as possible.

A motion was made by Mr. Jude Theibert to approve the revised Individual Supports Policy seconded by Ms Kay Mackey with all members in favor the motion carried.

OLD BUSINESS

Superintendent Search

Mr. Howard Collins stated that the committee reviewed a little more than ten (10) applications for the Erie County Board of DD Superintendent position. The committee will be interviewing at least five (5) of these applicants. The interviews are planned for Oct. 10th and 11th.

NEW BUSINESS

Mr. Howard Collins requested an update at the next board meeting in October about the upcoming state waiver changes.

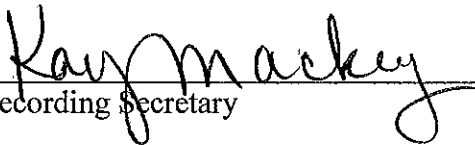
Mr. Jude Theibert requested that *Executive Session* be left off the Board Agenda unless an Executive Session is actually scheduled.

INTERIM - SUPERINTENDENT REPORT

Ms Beier gave the board a brief summary of the Health Care insurance and an overview of the In-Service staff training that is scheduled for Friday, September 21, 2012.

ADJOURNMENT

Mr. Jude Theibert made a motion to adjourn the Board meeting at 6:00 pm seconded by Mr. Don Sieg and with all in favor the meeting was adjourned.


Recording Secretary

11/15/12
Date