

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Main 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
December 19, 2013

PRESENT:

Eric Kibler, David Stuck, Kay Mackey, Howard Collins, Jude Theibert, Don Sieg, Carrie Beier, and Kristin Braun.

VISITORS:

James Meade, Bob Wright, Diane Corso, Eric Wightman, Sharon Travis, Rachel Malone, Jennifer Kinney, Felicia Zendejas and Pam Litzenberg.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

James Meade a member of the Self Advocates of Erie County presented the board with a monthly update:

- Jim Meade accepted a check for \$350 from Kay Mackey from the Huron Eagles for the Self Advocates of Erie County. This money was made from the Spaghetti dinner held November 10th at the Huron Eagles benefiting the Self Advocates.
- Jim stated that the Self Determination Christmas dinner at Ryan's Restaurant was a success with many members attending.
- Nine individuals volunteered their time on a Saturday to help out at the Erie County Board of DD Santa Workshop Event held December 7, 2013. A big thank you to: Mike Hoffman, Carly Sabo, Harry Miller, Jean Kubach, Lori Ward, John Ram, Lisa Bilger, Mike Metzger and James Meade for volunteering their time.

APPROVAL OF MEETING MINUTES

A Motion was made by Mr. Jude Theibert to approve the November 25, 2013 meeting minutes, second by Mr. David Stuck and with all in favor the motion carried.

DEPARTMENT REPORTS

Transportation and Community Connections Departmental Report

Jennifer Kinney discussed the Transportation and Community Connections Report reviewing some of the changes. A meeting addressing the upcoming changes will be discussed at the Self Advocates of Erie County meeting on January 6, 2014 at 4405 Galloway Road, Sandusky, Ohio 44870 at 4:00 pm, or by contacting your SSA with questions or the Transportation Dept. 419-624-0367 or 419-624-0374

Housing Report

Diane Corso reviewed the Housing report that was included in board members packets. Diane stated since the successful transfer of 18 of the homes on December 12th housing energies will now shift from the transfer of homes to acting as the liaison between North Coast Community Homes and Erie County Board of DD and Family Initiatives of Huron County, Inc. Some of these responsibilities will include working with entities to develop updated capital improvement schedules and day to day housing needs.

BOARD ACTION

A. ETHICS COMMITTEE

The Ethics committee met and reviewed the direct service contract (s) and recommend approval.

Approval of Service Contracts

Resolution # 12-26-2013

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 Superintendent to approve the following contracts upon receipt of a certificate of available funds from the Erie County Auditor:

1. Advanced Computer Connections, Inc. (IT support).
2. Advanced Health, LTD (occupational and physical therapy)
3. Anthem Blue Cross/Blue Shield (health insurance)
4. ARC of Erie County (family directed services)
5. Blaugrund, Herbert, Kessler, Miller, Myers & Postalakis, Inc. (legal services)
6. Clearwater COG (various services)
7. Kirra Day (Physical Therapy)
8. Delta Dental (Dental Insurance)
9. Dublin Management Group (human resources/labor negotiations)
10. North Coast Community Homes (Housing Management).
11. The Billing Connection (Medicaid and Title XX billing and monitoring).

The motion was second by Ms. Kay Mackey and with all in favor the motion carried.

B. FINANCE

Mr. David Stuck made a motion to approve the November 2013 Finance Report second by Mr. Jude Theibert and with all members in favor the motion carried.

Property Transfers

Resolution # 12-25-2013

Mr. David Stuck made a motion to authorize the Erie County Board to allocate up to \$50,000 for the purpose of completing the property transfers of housing for individuals with disabilities to Family Initiatives of Huron County, Inc. This motion was second by Ms. Kay Mackey and with all in favor the motion carried.

Approval of 2014 Operating Plan

Board members were given a copy of the 2014 Annual Operating plan to read and review. Carrie asked members to email comments and suggestions.

2014 Annual Budget

Our policy states that the annual budget must be set by December 31st of each year:

Mr. Jude Theibert made a motion to approve the 2014 Annual Budget second by Mr. Don Sieg and with all in favor the motion carried.

OLD BUSINESS

Policies

Board members were given the following policies to review over the past month:

- Early Intervention for Children Birth up to age three.
- *Funding for Individuals with Comprehensive Needs.*
- Administration of Social Networking.

Two of the policies; *Early Intervention for Children Birth to age three and Administration of Social Networking* will be reviewed further by the policy committee.

Funding for Individuals with Comprehensive Needs Policy

Ms. Kay Mackey made a motion to approve the Funding for Individuals with Comprehensive Needs Policy, second by Mr. David Stuck and with all members in favor the motion carried.

NEW BUSINESS

Approval of 2014 Holiday and In-Service Calendar

Mr. David Stuck made a motion to approve the 2014 Holiday and In-Service Calendar. The motion was second by Mr. Howard Collins and with all in favor the motion carried.

Approval of the 2014 Board Meeting Schedule

Ms. Kay Mackey made a motion to approve the following dates for board meetings for calendar year 2014: *January 16, 2014; February 20, 2014; March 20, 2014; April 17, 2014; May 15, 2014; June 19, 2014; July 17, 2014; August 21, 2014; September 18, 2014; October 16, 2014; November 20, 2014 and December 18, 2014*, the motion was second by Mr. David Stuck and the motion carried with all in favor.

SUPERINTENDENT REPORT

Ms. Carrie Beier reviewed her December Superintendent Report:

- Carrie congratulated and thanked board members, Mr. Eric Kibler, Don Sieg and Jude Theibert on their reappointment to our board.
- The Early Intervention Department hosted a visit with Dustin McKee, Ohio Association of County Boards, Kim Crandall, Vice President of Clinical Operations, and Mike Mesewicz, Executive Director Optum Health Behavior Solutions. The goal of the visit was to share with those in the health care field the type of services and supports County Boards of DD provide for infants and toddlers. OACB is working to educate those who are unfamiliar with types of services provided to families so that we can look for opportunities for collaboration in the future.
- Contract Negotiations update: The Employees Association met and voted to accept the proposed Mediated Supposal.
- The Draft 2014 Annual Plan and questionnaire was shared with the public at the Secret Santa Event on December 7, 2013 and was also shared with area School Superintendents, Social Service Agency Directors, and local county Officials. The Draft Plan was also posted on our website for input. The feedback received by December 16th was reviewed by management and used in establishing priorities for the future. We are continuing to receive feedback and will use this feedback in 2014 in refining and developing activities and supports for those we serve and work with.

Carrie stated that we had approximately 270 people attend the Santa's Workshop event. The Lion's Club once again did a fantastic job with the Pancake Breakfast. The Friends of DD made a profit of approximately \$225.00.

- We are moving forward with the employee wellness initiative. A survey has been sent out to staff to assess the wants and needs of employees regarding wellness activities.
- Several management staff attended the Ohio County Board Association Annual Conference. Carrie stated that she attended the annual delegate meeting and will share the minutes when they become available.

- Ms. Beier attended the following meetings: Superintendent Executive Committee, Clearwater COG Board Meeting, Region 1 Superintendent Meeting, Ohio Association of Children's Services Association, Erie County Family and Children First Council Meeting, Erie County Health Department Partners in Community.

EXECUTIVE SESSION

At 6:35 pm Mr. Eric Kibler made a motion that the Board move into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee and prepare, conduct or review collective bargaining strategy. This motion was seconded by Mr. Howard Collins and a roll call vote followed:

Eric Kibler	AYE
Jude Theibert	AYE
Kay Mackey	AYE
Howard Collins	AYE
Don Sieg	AYE
David Stuck	-----

(Mr. Stuck had another appointment and had to leave before the vote)

Approved	YES
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Board members came back to Open Session at 7:10 pm and made the following motion:

Mr. Eric Kibler made a motion to agree that this Board accepts the Mediated Supposal Agreement between the Erie County Board of DD Employee Association/OEA/NEA and the Erie County Board of DD, second by Ms. Kay Mackey and with all in favor the motion carried.

ADJOURNMENT

Mr. Howard Collins made a motion to adjourn the Board meeting at 7:10 pm. This motion was second by Ms. Kay Mackey and with all members in favor the meeting was adjourned.

Kay Mackey
 Recording Secretary

2/20/14
 Date