

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Main Conference Room, 4405 Galloway Road, Sandusky, Ohio 44870

“The Erie County Board of Developmental Disabilities empowers people and their families while living, working, learning and being part of their community”

Meeting Minutes
January 21, 2016

PRESENT:

Eric Kibler, Jude Theibert, Stacie Schmid, David Stuck, Don Sieg, Howard Collins, Carrie Beier, Rachel Malone and Laurie Martin.

VISITORS WHO SIGNED IN:

Jim Meade, Jennifer Kinney, Felicia Zendejas, Megan Etzel, Becki Walter, Bob Wright, Sharon Travis, Diane Corso, Jaclene Pisano, and Heidi Staltaro.

I. CALL TO ORDER AND ROLL CALL: 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

- A. Jennifer Kinney introduced Becki Walter as the new Children’s Options Manager.

- B. Diane Corso introduced Jaclene Pisano as the new Community Engagement Specialist and Heidi Staltaro as the new Community Support Specialist.

- C. Jim Meade shared the following information on behalf of the Self Advocates of Erie County: Garden of Advocacy announcement as well as inviting Board members to attend the Self-Advocacy meetings on the first Monday of each month at 4:30 p.m.

IV. APPROVAL OF MEETING MINUTES

Mr. Jude Theibert made a motion to approve the December 17, 2015 Board Meeting Minutes with the following corrections: correct the spelling of Stacie Schmid’s name in minutes and add needed information regarding corrections from the November meeting.

Mr. David Stuck seconded the motion and, with all members in favor, the motion passed.

V. ELECTION OF OFFICERS

A. President, Vice President and Secretary-

Howard Collins made a motion to accept the proposed 2016 slate of officers as submitted.

President- Eric Kibler

Vice President- David Stuck

Secretary- Stacie Schmid

Mr. Don Sieg seconded the motion and, with all members in favor, the motion passed.

B. Committee Appointments-

Mr. Jude Theibert made a motion to accept the following committee assignments:

1. Ethics- Don Sieg, Howard Collins, and Stacie Schmid
2. Finance- Eric Kibler, David Stuck, and Jude Theibert
3. Policy- Stacie Schmid, Jude Theibert, and new Board member
4. Appeals- Howard Collins, David Stuck, and Eric Kibler
5. Capital- after discussion, this committee will be rolled under finance
6. Superintendent Review-Howard Collins and Stacie Schmid

Mr. David Stuck seconded the motion and, with all members in favor, the motion passed

VI. DEPARTMENT REPORT

- A. Community Engagement (formerly known as Community Connections)- Diane Corso provided a brief overview of the department; discussed a department meet and greet; and provided a copy of the new Community Engagement brochure. A new initiative, FANS Network (Friends, Allies and Neighbors) was also explained.

VII. BOARD ACTION ITEMS

A. Ethics Committee

1. The Ethics Committee – The Ethics Committee met and recommended the following items:

Resolution #: 01-01-2016

The following providers have been selected by an individual and their family to provide services through an Individual Budget. The individual is a provider of service for whom the Board does have a current signed contract. The contracts listed below will result in payment by the Board to an immediate family member of an eligible individual. This resolution authorizes the Superintendent to sign the service contract on behalf of the Board.

Ms. Stacie Schmid made a motion to authorize the Superintendent to approve the following contracts:

- a. Mary Kate Bodkin
- b. Koren Orman
- c. Susan Stewart

Mr. David Stuck seconded the motion and, with all members in favor, the motion passed.

B. FINANCE

1. Finance Committee Report- The Finance Committee met and provided an update on year end balances.

2. Acceptance of December Financial Report-

Mr. Jude Theibert made a motion to approve the December, 2015 Finance Report.

Mr. Howard Collins seconded the motion and, with all members in favor, the motion passed.

3. Medicaid Waiver Match-

Resolution #: 01-02-2016

Each year the Erie County Board is required to pass a resolution setting the amount of non-federal share for Medicaid waiver match the Board is willing and/or able to commit.

Mr. Jude Theibert made a motion to approve the use of up to \$2,000,000 of the CY 2016 budget and funds appropriated under Section 5123.0413 of the Ohio Revised Code to pay the non-federal share of the services required by section 5126.0511 of the Ohio revised Code for Medicaid expenditures to assure the services will be available in a manner that conforms to all applicable state and federal laws. It is fully understood the payment of the non-federal share represents an ongoing financial commitment of the Erie County Board of DD.

Mr. David Stuck seconded the motion and, with all members in favor, the motion passed.

4. Mileage Reimbursement-

Resolution #: 01-03-2016

Each year, according to policy, the Erie County Board sets the mileage reimbursement rate for all non-bargaining unit employees in January. Our negotiated rate for bargaining unit members is \$0.45 per mile or the county's rate, whichever is higher. The county rate is \$0.45. The IRS rate is \$ 0.54 per mile. It is recommended that all non-bargaining unit members continue to be reimbursed at a rate of \$0.45 per mile.

Mr. David Stuck made a motion to approve the non-bargaining mileage reimbursement rate of \$0.45/mile for calendar year 2016 as **reworded**.

Mr. Howard Collins seconded the motion and, with all members in favor, the motion passed.

5. Donated Funds Expenditures-

Resolution #: 01-04-2016

Each year, according to policy, the Erie County board sets an annual ceiling for donated fund expenditures in January. Our cash balance in the donation fund is \$69,777. It is recommended that the 2016 expenditure ceiling for donated funds is set at \$2500.

David Stuck made a motion to approve the **amended** donated fund expenditure ceiling for calendar year 2016 at **\$5000**.

Mr. Jude Theibert seconded the motion and, with all members in favor, the motion passed.

VIII. OLD BUSINESS

A. Approval 2016 Annual Action Plan –The plan will remain as presented. No Board action was taken.

B. Approval 2016 Board Meeting Schedule-

Mr. Howard Collins made a motion to approve the Erie County Bd. Of DD Board Meeting Schedule as presented.

Ms. Stacie Schmid seconded the motion and, with all members in favor, the motion passed.

C.Approval Erie Co. Bd. Of DD Holiday/In-service Calendar-

Ms. Stacie Schmid made a motion to approve the Erie County Bd. Of DD Holiday and In-service Calendar as presented. Mr. David Stuck seconded the motion and, with all members in favor, the motion passed.

D. Policy Committee Report (Personnel Sections 100 & 200/Public Comments)-

In addition to these policies, the Board received the current Participation of Citizens at Board Meetings policy with plans for approval at the February Board meeting.

IX. NEW BUSINESS

A. Declaration of School Age Program

Resolution #: 01-05-2016

Mr. Jude Theibert made a motion to approve a resolution to declare the Erie County Board of Developmental Disabilities will not participate in providing educational services to school-age children ages six through twenty-one. This declaration is effective for the 2016-17 school year.

Mr. David Stuck seconded the motion and, with all members in favor, the motion passed.

X. Superintendent Report

The Superintendent reported on various events and initiatives happening at the Board. Below are highlights from this report:

- Public Relations: Sunday January 10, 2016 the Sandusky Register ran an article Diverse Workforce Includes those with Disabilities featuring Marcee Esposito. On December 28, 2015, the Toledo Blade also wrote a brief article announcing Heather McFarlin's reappointment to the Ohio Developmental Disabilities Council.
- I attended the following meetings, trainings and activities; Sandusky Kiwanis Meeting, Erie Co. Self-Advocate Meeting, OACBDD State Board of Trustee Meeting, Superintendent Executive Committee Meeting, Clearwater COG Board Meeting, Family Initiatives of Huron and Erie County Board meeting and Family and Children First County Executive Meeting.
- The Erie County Board of DD Family Information Network (FIN) met on January 13 2016 at the Erie County Board of DD. Dawn McDiffitt was the speaker for the night and shared information on Benefits Analysis and how those interested might access this support. Approximately 25 to 30 people were in attendance. The February meeting will feature 2 providers sharing their services and I will share information regarding the changes with conflict of interest and the required transportation benchmarks.
- We have finalized a contract with the Erie County Human Resources Department for participation in the County Wellness program. We will roll out the details to employees in the next couple of weeks. Amy Palsa, the Wellness Coordinator, will be coming to our building on February 1, to briefly review the program and the benefits to employees.

- The Ohio Dept. of Developmental Disabilities will become the lead agency for the EI/Service Coordination piece of the Help Me Grow Program. The State will now receive technical assistance from one state department (DODD) not two. The Ohio Department of Health will retain the Home Visiting and Central Coordination portions of the program at this time. There will be some months of transition as the rules will need to be opened up for change to reflect this change. See attached memo and map from Ohio Dept. of Health and Ohio Dept. of Developmental Disabilities.
- We have interviewing and will be hiring 2 new SSA's. One will specialize in high need individuals and will work to establish relationships with local law enforcement agencies and the court systems so that we can collaborate to better serve individuals who may be involved with the law enforcement system. We are also hiring a Child SSA and will be looking to hire 2 waiver SSA's. We had one waiver SSA resign and move out of state. We will need an additional waiver SSA to cover the new State Waivers and new eligibilities.
- The Erie County Board has submitted multiple entries to Ohio Public Images Media Awareness Awards Initiative for 2015. Jennifer Yingling has taken the lead on this and developed and submitted our entries. We hope to have the hard work and efforts of the individuals we serve and employees who serve them recognized and celebrated.
- Ability Works Inc. has received grant funding to look to create new and different opportunities for community integration access and support. A meeting with the County Board was held today to begin discussions on how we might partner or collaborate with this new initiative. We will share more details once we know more about the grant and opportunities it may provide.

XI. EXECUTIVE SESSION

Executive began 6:31 p.m. Mr. Jude Theibert made a motion to go into Executive Session for matters required to be kept confidential by federal and state law. The motion was second by Mr. David Stuck. Roll call vote followed:

Eric Kibler	AYE
David Stuck	AYE
Jude Theibert	AYE
Howard Collins	AYE
Don Sieg	AYE
Stacie Schmid	AYE

At 6:58 p.m. the Board exited Executive Session.

Mr. Jude Theibert made a motion to authorize the Superintendent to approve the requested Individual Budget amount of \$149,985.00 for S.R. for his new span year to cover the needed services and supports. Mr. David Stuck seconded the motion and, with all members in favor, the motion passed.

Mr. Don Sieg made a motion to authorize the Superintendent to approve the requested Individual Budget amount of \$20,985.00 for L.E. for her new span year to cover the needed services and supports. Mr. Howard Collins seconded the motion and, with all members in favor, the motion passed.

Roll call vote followed:

Eric Kibler	AYE
David Stuck	AYE
Jude Theibert	AYE
Howard Collins	AYE
Don Sieg	AYE
Stacie Schmid	AYE

XII. ADJOURNMENT

Mr. David Stuck made a motion to adjourn the Board meeting at 7:02 p.m. The motion was second by Mr. Jude Theibert and, with all members in favor, the December board meeting was adjourned.

Recording Secretary

Date