

**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**  
**February 18, 2016**

**PRESENT:**

Eric Kibler, Stacie Schmid, David Stuck, Bob Wright, Carrie Beier, Rachel Malone and Laurie Martin.

**VISITORS WHO SIGNED IN:**

Jim Meade, Lisa Bilger, Mike Metzger, Jennifer Kinney, Felicia Zendejas, Megan Etzel, Becki Walter, Sharon Travis, Diane Corso

**I. CALL TO ORDER AND ROLL CALL: 5:02 p.m.**

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENT**

- A. Jim reminded those present about Art Show on March 10<sup>th</sup>. The Board welcomed him back from recent absence.
  
- B. Jill Gies, Erie County Special Olympics Coordinator provided an overview of the program which serves approximately 120-130 athletes. There was discussion regarding the need for donations to help fund the many sports opportunities offered through the Erie County Special Olympics program.

**III. NEW BOARD MEMBER**

Mr. Bob Wright was sworn in as a member of the Erie County Board of DD by Board President, Eric Kibler.

**IV. APPROVAL OF MEETING MINUTES**

Mr. David Stuck made a motion to approve the January 21, 2016 Board Meeting minutes. Mr. Bob Wright seconded the motion, with all members in favor, the motion passed.

**V. ANNUAL PLAN/DEPARTMENT REPORT**

IT Update- Rachel Malone reported that we are working with a vendor and ACC to upgrade our current website platform as the current platform is not able to handle the additional features we are adding to the website. The IT manager is waiting to hear back regarding the upgrade to the website. Additionally, Marcia Erickson with Datsmarts will be on-site next week to help set-up the portal. The IT manager is looking at mid/late March to go live with the portal.

**VII. BOARD ACTION ITEMS**

- A. Ethics Committee- did not meet

B. B. Finance-

1. Finance Committee Report- The Finance Committee met and David Stuck indicated some costs were higher based on some annual dues being paid in January; COG services billing, and encumbrance of computer monitors purchased in 2015.
2. Acceptance of January Financial Report- Ms. Stacie Schmid made a motion to approve the January 2016 Finance Report. Mr. David Stuck seconded the motion, with all members in favor, the motion passed.
3. Special Olympics- Discussion was had regarding donating to the Erie County Special Olympics Program following the public comment from Ms. Jill Gies. The Board members agreed that the same amount that was donated in 2009 should be again donated this year. That total was \$5000.00.

## **VIII. OLD BUSINESS**

A. Policy Approval-

1. Ms. Stacie Schmid made a motion to approve the reviewed/revise Sections 100 and 200 of Erie County Board of DD Policy and Procedures as reviewed and submitted to the Board by the Board Policy Committee. Mr. David Stuck seconded the motion, with all members in favor, the motion passed.
2. Ms. Stacie Schmid made a motion to approve the reviewed/revise Participation of Citizens at Board meetings as reviewed and submitted to the Board by the Board Policy Committee. Mr. David Stuck seconded the motion, with all members in favor, the motion passed.

- B. DODD Benchmark Approval letter- Carrie Beier shared and discussed the state approval of the Transportation benchmarks that were submitted October 1<sup>st</sup>, 2015.

## **IX. NEW BUSINESS**

- A. Approval of 2016 Employee Positions and Table of Organization – Ms. Stacie Schmid made a motion to approve the 2016 Employee Positions as presented with highlighted updates. Mr. Bob Wright seconded the motion and, with all members in favor, the motion passed.
- B. Review of DODD Required Board Training- Carrie Beier reviewed the 2 required DODD, 1-hour Board member trainings, indicating if not watched at live webinar, both will be shown after the April 2016 and July 2016 Board meetings.
- C. DODD Conflict of Interest report- Carrie Beier shared and reviewed with the Board a handout from DODD listing the status of each county's progress regarding Ohio CMS Transition Plan and Conflict of Interest. Erie County is one of nine counties at 100%.

## **X. Superintendent Report**

*The Superintendent reported on various events and initiatives happening at the Board. Below are highlights from this report in addition to providing information regarding 2 additional 2016 Board trainings to meet the 4 annual hours as well as additional topics of interest:*

- Public Relations: Monday February 15, 2016 the Sandusky Register ran an article Art Night All Right, Art Brings Children and Families Together featuring young families who attended an event celebrating the talents and skills of young children and including family members in the

experience. The Erie County Board of DD hosted the event and Early Intervention staff coordinated the activities. A collective art piece will be displayed on March 10 at the Sandusky Artisans at the Art and Advocacy Event.

- 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, Erie County Family Information meeting, Sandusky Kiwanis, Tenth District Court of Appeals Hearing.
- Two new SSA's started with us on February 8<sup>th</sup> and are participating in the orientation and training process. We are in the process of hiring a part time Service Coordinator for Help Me Grow and hire to fill an open SSA position.
- DODD CMS Transition Plan – Center for Medicare and Medicaid Services (CMS): Director Martin has shared that CMS is not willing to put in writing into the Ohio Transition Plan the time deadline for transition of Ohio Service System to 2024. Director Martin shared he believes CMS will allow Ohio to continue to work on its benchmarks past 2019 which is the Federal deadline for states to meet the CMS rule. Director Martin shared they will continue conversations with CMS and keep local county boards informed.
- Attached you will find the tentative Board Training calendar for 2016. There may be an addition or change as we move through the year.
- Erie Co. Bd. of DD management team hosted a staff appreciation Waffle Breakfast for all staff on Friday February 8<sup>th</sup>. Next we will host a Family Picnic on August 6<sup>th</sup> at Nickle Plate Park in Huron. Please mark your calendars and we hope you can attend.
- March is DD Awareness Month. Erie County Advocates will be attending the State wide Advocacy Day in Columbus and will meet with legislators/staff to advocate for minimum wage, accessible affordable housing and transportation and personal topics of interest. We have several Art and Advocacy events planned.
- OACBDD is advocating with legislators to propose changes to the current levy laws that will allow the removal of levy language that still use the term “mental retardation”. They are also looking at how boards might be able to combine levies upon renewal or replacement. It will also be explored to allow county boards to use local dollars for levy purposes. Mental Health Boards are permitted but DD is not at this time. OACBDD is also in the process of updating the Board Member Reference Manual to address system changes and make it more user friendly.

## **XI. EXECUTIVE SESSION- NA**

## **XII. ADJOURNMENT**

*Mr. David Stuck made a motion to adjourn the Board meeting at 5:53 p.m. The motion was second by Ms. Stacie Schmid and, with all members in favor, the February board meeting was adjourned.*

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*Recording Secretary*

*Date*