

**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**  
**August 21, 2014**

**PRESENT:**

Eric Kibler, David Stuck, Kay Mackey, Don Sieg, Howard Collins, Jude Theibert, Stacie Schmid, Carrie Beier, Rachel Malone and Kristin Braun

**VISITORS:**

James Meade, Sharon Travis, Diane Corso, Jennifer Kinney, Felicia Zendejas, Eric Wightman, Kevin Ferback, Steve Postalakis, and David Kessler

**CALL TO ORDER AND ROLL CALL: 5:00 pm**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

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

- *The Self Advocates of Erie County wanted to thank everyone that donated items for the annual garage sale. This year the advocates earned \$1, 016.10 at their two day sale (Friday, August 15<sup>th</sup> and Saturday, August 16<sup>th</sup>).*
- *Jim Meade shared a copy of his quarterly newsletter with the board members. Some of the information you will find in Jim's newsletter includes recipes, games, and local sport schedules. If you or anyone you know is interested in receiving Jim Meade's quarterly newsletter please contact Jim Meade at [jmeade@eriecbdd.org](mailto:jmeade@eriecbdd.org).*

**APPROVAL OF MEETING MINUTES**

*A Motion was made by Mr. David Stuck to approve the July 17, 2014 meeting minutes, second by Ms. Kay Mackey and the motion carried.*

**DEPARTMENT REPORTS**

Kevin Ferback the Facilities Manager reviewed with board members his quarterly report for the Facilities Department. Eric Wightman, Systems Manager reviewed the IT Board Report and the Records Department report included in board members packets.

## **BOARD ACTION**

### **A. ETHICS COMMITTEE**

*The Ethics Committee did not meet the month of August, 2014.*

### **B. FINANCE**

*Mr. Jude Theibert made a motion to approve the July 2014 Finance Report, second by Mr. David Stuck and with all members in favor the motion carried.*

## **OLD BUSINESS**

### **Ohio Public Employees Retirement System Update (OPERS)**

Mr. Steve Postalakis reviewed the OPERS case with the Board and stated that he thought the OPERS Board should reach a decision on the case around September 17, 2014 or shortly thereafter.

## **NEW BUSINESS**

*Nothing to report.*

## **SUPERINTENDENT REPORT**

- The Erie County Board of DD is hosting a Parent Networking meeting with Peggy Martin, Parent Advocate of the Ohio Department of Developmental Disabilities (ODODD) on August 27<sup>th</sup> at 5:30 pm. Peggy will share information about the Parent Networking Opportunities, Family Chat, Family Advocacy, and Employment First Initiative.
- BizWit LLC has completed ECBDD's Risk Analysis as a required element of HIPAA compliance. This risk analysis will provide a comprehensive view and documentation of our organization information privacy, security and compliance posture. This process also documents our organizations due diligence regarding compliance. This process was comparable to "annual physical exam". The process will aid us in identifying areas of possible risk and security concerns. We are scheduling a summary meeting and staff will also receive information at the all staff training on September 19, 2014.
- The county Human Resource office provided CORSA training on July 29<sup>th</sup> to all county management staff. We had 4 management staff in attendance. Information was shared regarding time keeping, FMLA and other supervisory topics.
- Carrie Beier attended the following meetings, training, and activities; Region 1 Superintendent meeting; COG Board meeting; August Erie County Self Advocate meeting; Ability Works Open House; Ohio Association of County Board Superintendent Conference; Family Initiative of Huron County (housing) Board meeting.
- Pete Daniels, Commissioners Bill Monaghan and Tom Ferrell toured our facilities on July 29<sup>th</sup>. They are all aware of the availability of the workshop facility after the first of the year (2015). At this point they do not have an intended use for the building; Carrie Beier will continue to communicate with them if any changes should arise.

- Management Team has met twice with Mel Marsh to re-assess the strategic plan, goals and objectives in order to better address our needs for the next 3-5 years. Our team will meet again with Mel Marsh on September 5<sup>th</sup>. Mel will also be contacting Board members for their input and feedback in the next few weeks.
- The Ohio Auditor of the State has started the cost report audit for 2011 and 2012. The Business Department and Ken Albert are working with the Auditors. We are in discussions with the Ohio department of to Developmental Disabilities Medicaid Department (Patrick Stephens) to come to agreement on 2009 and 2010 final audit findings.
- Public Awareness: Erie County Board of DD hosted an informational table at the Erie County Fair and we also had employee participation in the Jail Break 5K Run Walk.
- The Business office is meeting with departmental directors and managers to begin development of departmental budgets for 2015 Budget.
- Board Trainings/Activities:
 

*September 18 <sup>th</sup>	ECBDD Local Awards	C. Beier and Providers
*October 16 <sup>th</sup>	EI/HMG/SSA Dept. Training	EI/HMG/SSA Staff
*November 20 <sup>th</sup>	Ohio County Board Assoc.	Bridget Gargon

## **EXECUTIVE SESSION**

Mr. Eric Kibler made a motion to go into Executive Session at 5:24 pm to prepare, conduct or review collective bargaining strategy and matters required to be kept confidential by federal or state law. The motion was second by Mr. David Stuck. A roll call vote followed:

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

*Motion carried to enter into Executive Session at 5:24 pm.*

*The Board exited Executive Session at 6:45 pm.*

***Mr. Eric Kibler made a motion to authorize the Superintendent to approve the increase of \$40,692.19 for an individual budget allocation for an individual (S.R) discussed in Executive Session. This motion was seconded by Ms. Kay Mackey. A roll call vote followed:***

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

***Motion Carried YES***

**ADJOURNMENT**

Mr. Jude Theibert made a motion to adjourn the Board meeting at 6:47 pm. This motion was second by Mr. Howard Collins and with all members in favor the meeting was adjourned.

*Kay Mackay*  
Recording Secretary

*9/18/14*  
Date