

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

February 16, 2012

PRESENT: Eric Kibler, David Stuck, Kay Mackey, Don Sieg, Lisa Guliano, Jackie Riedy and Kristin Braun.

VISITORS: Bob Wright, Sharon Sberna, Sharon Travis, Diane Corso, Carrie Beier and Eric Wightman

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:02 pm by President, Eric Kibler

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

No comments.

APPROVAL OF MINUTES

On a motion made by Mr. Stuck and seconded by Mr. Sieg the January 19, 2012 meeting minutes were approved.

DEPARTMENTAL REPORTS

Board members reviewed the MUI Report provided by Mr. Kemmes Keys in the Board Packet and Kevin Ferback reviewed his departmental report with the board. Mr. Ferback provided a spreadsheet detailing capital equipment for board buildings and estimated life expectancy. He is using software to track maintenance and repairs. He will work with Mr. Wightman to design a spreadsheet that provides cost of replacement information for budget purposes.

BOARD ACTION:

A. ETHICS COMMITTEE REPORT:

The Ethics Committee did not meet this month.

B. FINANCE

1. Finance Committee Report

Mr. Stuck provided a report from the finance committee. Ms Riedy will provide a quarterly report showing budgeted month to actual; starting in April, 2012.

With a motion presented by Mr. Sieg and seconded by Mr. Stuck; the Financial Report was approved, with all in favor motion carried.

2. Donation Fund – Expenditures for 2012

The Proper Use of Public Funds Policy, section 6. Use of donated funds states that the Board shall set aside an annual ceiling for donated funds expenditures.

Resolution #02-02-12

Ms Mackey made a motion for Erie County Board of Developmental Disabilities to set aside \$800.00 in donated funds for the Superintendent to expend in 2012 to support individuals served by the Erie County Board of Developmental Disabilities; seconded by Mr. Stuck; with all in favor motion carried.

3. THEN & NOW

The Erie County Commissioners require a Board THEN and NOW resolution for expenses exceeding \$5,000 that are being submitted for payment without a previously encumbered purchase order. This THEN and NOW resolution confirms that the DD Board had sufficient money in the budget at year end 2011 (THEN) and also has sufficient money in the expense line item in 2012 (NOW) to pay this invoice. The resolution authorizes payment to the Treasurer, State of Ohio in the amount of \$19,085.03 for 2nd quarter, fiscal year 2012 (10/1/11 – 12/31/11) administrative fees which equals 1.25 % of Medicaid claims.

Resolution # 02-03-12

**RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO THE TREASURER, STATE OF OHIO
The Erie County Board of DD met this 16th DAY OF FEBRUARY, 2012**

Mr. David Stuck introduced the following resolution and moved its adoption:

WHEREAS THE TREASURER, STATE OF OHIO requires payment for goods and/or services provided; NOW, THEREFORE BE IT RESOLVED BY THE ERIE

COUNTY BOARD OF DD:

THAT THE TREASURER, STATE OF OHIO is herewith approved for payment in the amount of \$19,085.03 provided for the Erie County Board of DD out of appropriation account # 20140-6500-531200 FOR OCTOBER THROUGH DECEMBER 2011 ADMINISTRATIVE FEES

THAT the Erie County Board of DD hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and of its committees, if any, which result in formal action, were taken in meetings open to the public, in full compliance with the applicable legal requirements of the Revised Code.

Mr. Don Sieg seconded the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

Eric Kibler	AYE
David Stuck	AYE
Kay Mackey	AYE
Don Sieg	AYE

Adopted YES

Absent: Connie Balek, Howard Collins and Jude Theibert.

4. **LOCAL GOVERNMENT INNOVATION FUND APPLICATION**

Resolution # 02-04-12

RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING THE APPLICATION FOR LOCAL GOVERNMENT INNOVATION GRANT FUNDS THROUGH THE OHIO DEPARTMENT OF DEVELOPMENT.

COLLABORATIVE PARTNERS IN THE GRANT APPLICATION INCLUDE: SERVING OUR SENIORS OF ERIE COUNTY, SANDUSKY TRANSIT SERVICE, ERIE COUNTY METROPOLITAN PLANNING ORGANIZATION, CITY OF HURON, CITY OF VERMILION, VERMILION COMMUNITY SERVICES AND BROWNHELM TOWNSHIP.

WHEREAS, it is important to develop a more sustainable, innovative way to provide coordinated transportation to all Erie county citizens in Erie County,

WHEREAS, the Erie County Coordinated Transportation Plan and Coordinated Transportation Plan Update have both identified a number of strategies to coordinate transportation,

WHEREAS, a feasibility study is needed to develop a plan that will identify action steps to implement the strategies to benefit coordinated transportation to all citizens of our geographic area,

WHEREAS, the Local Government Innovation Fund Grant offers an opportunity to fund a feasibility study and for local agencies providing transportation to form a partnership to work together in Erie County for coordinated transportation,

NOW THEREFORE BE IT RESOLVED by the Erie County Board of Developmental Disabilities located in Sandusky, in the State of Ohio met this 16th day of February, 2012, and; Mr. David Stuck introduced the following resolution and moved its adoption:

THAT the Board authorize the Superintendent to submit the grant application with the Erie County Board of Developmental Disabilities as the lead applicant for Local Government Innovation Funds which, if awarded, will be used to fund a feasibility Study of the transportation needs of citizens in Erie County.

Ms. Kay Mackey seconded the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

Eric Kibler	AYE
David Stuck	AYE
Kay Mackey	AYE
Don Sieg	AYE

Adopted	YES
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Absent: Connie Balek, Howard Collins and Jude Theibert.

5. TEN YEAR FINANCIAL AND WAIVER HISTORY OVERVIEW

Ms Riedy discussed the past 10 years of Board fiscal operations. She reviewed a spreadsheet with revenue and expenditures by department from 2001 – 2011. Also, Ms Riedy provided a ten year history of waiver enrollment.

C. INDIVIDUAL BUDGET REQUEST

A motion was made by Mr. David Stuck to approve the individual budget request of \$11, 078.80 above the authorized planning amount, seconded by Mr. Don Sieg and motion carried.

D. POLICY COMMITTEE

1. Personnel Section 700

A finalized draft of Personnel Section 700 was distributed for board members to review. Any questions or suggestions can be presented to the Policy Committee.

2. Civil Rights Policy and Procedures

A motion was made by Kay Mackey to approve the Civil Rights Policy, seconded by David Stuck with all in favor the motion carried.

OLD BUSINESS

1. Update on Housing

Mrs. Guliano provided a summary of all activities that have occurred since the last board meeting with regard to the future of housing management for the Community Capital Assistance (CCA) homes. Mr. Kibler and Mr. Stuck have assisted Mrs. Guliano by attending some meetings with ARC of Erie County where discussions about NOAH occurred. Mrs. Guliano and other staff members also attended a Family Initiative of Huron County Board meeting where that board voted to accept the titles of Erie County CCA homes. After further discussion and no one from the ARC present to offer additional comments; Mr. Stuck motioned to terminate the housing contract with ARC of Erie County effective March 31, 2012; and authorized the superintendent to initiate the title transfer process to Family Initiative of Huron County and select a property management company. Mr. Sieg seconded the motion; with all in favor the motion passed.

2. Board Meeting Date Change

Mr. Eric Kibler made a motion to change the Thursday, May 17, 2012 board meeting to Thursday, May 24, 2012, seconded by Mr. David Stuck with all in favor the motion carried.

The time of the meeting will remain the same beginning at 5:00 pm. A board training session will follow this meeting from 6:00 pm to 8:00 pm.

NEW BUSINESS

Nothing to report.

SUPERINTENDENT'S REPORT

Ms. Guliano distributed a written report commenting on: DD Awareness month and the DD Awareness Day, March 24, 2012; Board Continuing Education in 2012; Erie County Health Department (ECHD) Community Assessment Data; ECBDD & ECHD partnering for federal grant titled "Collaborative for Healthy Weight". Also, Ms. Guliano announced that she has been appointed to the Ohio Public Images Board for 2012.

EXECUTIVE SESSION

Mr. Stuck motioned to go into Executive Session at 6:15 pm to consider the appointment employment, dismissal, discipline, promotion, demotion or compensation of a public employee and matters required to be kept confidential by law, seconded by Mr. Sieg. A roll call vote followed:

Eric Kibler	AYE
David Stuck	AYE
Kay Mackey	AYE
Don Sieg	AYE
Approved	YES

Absent: Howard Collins, Jude Theibert, and Connie Balek

ADJOURNMENT

The Board exited executive session at 6:30 p.m. Motion to adjourn made by David Stuck at 6:31 pm; seconded by Don Sieg with all in favor the board adjourned.

Recording Secretary

Date