

**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**  
**July 17, 2014**

**PRESENT:**

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

**VISITORS:**

James Meade, Bob Wright, Sharon Travis, Jennifer Kinney, Felicia Zendejas, Amanda Meyers, and Mel Marsh.

**CALL TO ORDER AND ROLL CALL: 5:03 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 will be hosting their Annual Garage Sale on Friday, August 15 and Saturday, August 16 from 9:00 am until 3:00 pm. If anyone would like to donate items for the garage sale, items will be collected at the Erie County Board of DD until August 12<sup>th</sup>. If you need items picked up please contact Joe Casey (419) 502-4196 or Pam Litzenberg (419) 502-4137.*

**APPROVAL OF MEETING MINUTES**

*A Motion was made by Mr. Don Sieg to approve the June 19, 2014 meeting minutes, second by Ms. Stacie Schmid and the motion carried.*

**DEPARTMENT REPORTS**

Jennifer Kinney reviewed the Children's Option and Community Supports quarterly report that was included in the board members packets and announced that the Help Me Grow Department has hired Courtney Fitzgerald as their new Help Me Grow Home Visitor.

**BOARD ACTION**

**A. ETHICS COMMITTEE**

*The Ethics Committee did not meet the month of July.*

## **B. FINANCE**

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

## **OLD BUSINESS**

### **POLICY APPROVAL**

#### **MUI/UI Policy**

*Mr. Don Sieg made a motion to approve the MUI/UI Policy as brought forward and approved by the Policy Committee. The motion was second by Ms. Stacie Schmid and with all members in agreement the motion carried.*

#### **Eligibility Policy**

*Ms. Kay Mackey made a motion to approve the Eligibility Policy that was brought forward and approved by the Policy Committee. The motion was second by Ms. Stacie Schmid and with all members in agreement the motion carried.*

## **NEW BUSINESS**

### **Sandusky City Land Bank Resolution**

#### **RESOLUTION # 07-38-2014**

Resolution of the Erie County Board of DD for the purpose of the City of Sandusky to retain the parcel of vacant real property identified as Erie County permanent parcel number 58-02208.000 located at 1616 Camp Street for devotion to public use.

**WHEREAS:** Section 5722.07 of the Ohio Revised Code requires the approval of the legislative authorities of those taxing districts entitled to share in proceeds for the sale of the real property for devotion to public use; and **NOW, THEREFORE BE IT RESOLVED BY THE ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES THAT:**

Mr. Jude Theibert made a motion for the Board of Erie County Developmental Disabilities to approve the request by the City of Sandusky, to retain the parcel of vacant real property identified as Erie County Permanent Parcel Number: 58-02208.00 located at 1616 Camp Street for devotion to public use. Mr. Don Sieg second the motion for the adoption of said resolution; and the roll being called upon its adoption:

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

**ADOPTION: YES**

## SUPERINTENDENT REPORT

- On June 21, 2014 the Erie County Board of DD hosted the Provider Palooza and Family Fun Fest from 10:00 am until 2:00 pm. The County Board hosted approximately 25 providers, 12 activities and several vendors. Approximately 175 people attended the event. Individuals and families that attended received provider information, enjoyed activities and good food. The Awareness Committee is reviewing feedback from the event to plan for next year's event.
- Superintendent, Carrie Beier attended the following meetings, trainings, and activities: Region 1 Superintendent meeting; COG Board meeting; DODD-Leadership Strategic Planning/Training; Monthly Erie County Self Advocates meeting; The Erie County Chamber of Commerce Awards Event; Erie County Community Services Networking luncheon; Quarterly NW Disability Housing Network meeting (w/ Diane Corso). Ms. Beier has scheduled to meet with Mr. Pete Daniels and County Commissioner Mr. Bill Monaghan to tour the ECBDD facilities on July 29<sup>th</sup> at 3:30 pm.
- The Erie County Board of DD will be hosting a parent networking meeting with DODD Parent Advocate, Peggy Martin on August 27<sup>th</sup> at 5:30 pm. Ms. Martin will be sharing information about Parent Networking Opportunities, Family Chat, Family Advocacy and Employment First Initiative.
- A Community Connections staff member, (SSA) Service and Support Administrator and (EI) Early Intervention staff member will all be attending Community Connections Trainings sponsored by the Clearwater COG. This is a series of trainings to promote Self Determination, Community Connections and Self Advocacy. The COG has brought in 2 trainers who are experts in the area of integration and long term community connectedness. Pat Carver and Jim Conroy professionals in the field of Self Determination and community connectedness are the facilitators.
- ECBDD is in the process of working with BizWit LLC to complete our 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 is comparable to "annual physical exam". We will get information that we can use to enhance our processes and plan. This process will aid us in identifying our areas of risk and security issues.
- Upcoming Board Trainings:
  1. *September, 2014 OACB Update & Hot Topics with Bridget Gargan*
  2. *November, 2014 EI/HMG – SSA Dept. with staff members from EI/HMG and SSA Dept.*

## EXECUTIVE SESSION

Mr. Eric Kibler made a motion to go into Executive Session at 6:20 pm to consider the appointment, employment dismissal, discipline, promotion, demotion, or compensation of a public employee. The investigation of charges or complaints against a public employee, official, licensed or regulated individual. The motion was second by Mr. Jude Theibert. A roll call vote followed:

Eric Kibler	AYE
Jude Theibert	AYE
Kay Mackey	AYE

Howard Collins      AYE  
Don Sieg            AYE  
Stacie Schmid      AYE

*\*David Stuck Absent*

*Motion carried to enter into Executive Session at 6:20 pm.*

*The Board exited Executive Session at 6:46 pm.*

**ADJOURNMENT**

*Mr. Jude Theibert made a motion to adjourn the Board meeting at 6:46 pm. This motion was second by Ms. Stacie Schmid and with all members in favor the meeting was adjourned.*

*Kay Machuy*  
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Recording Secretary

*8/21/14*  
\_\_\_\_\_  
Date