

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
June 19, 2014

PRESENT:

Eric Kibler, David Stuck, Kay Mackey, Jude Theibert, Don Sieg, Carrie Beier, Rachel Malone, and Kristin Braun.

VISITORS:

Jim Meade, Bob Wright, Jennifer Kinney, Felicia Zendejas, Eric Wightman, and Diane Corso.

CALL TO ORDER AND ROLL CALL: 5:02 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 May 10th "Spring Fling" dance was a great success with 67 people coming out to enjoy the event.
- Mr. Meade stated that the Self Advocates of Erie County will be attending the Provider Palooza & Family Fun Fest on Saturday, June 21st. They will be selling lunch items in the pavilion.
- On August 15th & 16th the Self Advocates of Erie County will be hosting their annual Garage Sale.
- The Self Advocates are making plans to attend the OSDA/PAR SENERGY Conference that is scheduled for October 1-3, 2014 in Dublin, Ohio.

APPROVAL OF MEETING MINUTES

A Motion was made by Mr. David Stuck to approve the May 15, 2014 meeting minutes, second by Ms. Kay Mackey and the motion carried.

DEPARTMENT REPORTS

Diane Corso reviewed the Individual and Family Supports department report that was included in the board members packets.

BOARD ACTION

A. ETHICS COMMITTEE

The Ethics Committee did not meet.

B. FINANCE

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

C. THEN & NOW

RESOLUTION # 06-35-2014

The Erie County Commissioners require a Board THEN and NOW Resolution for payment without a previously encumbered purchase order. This THEN and NOW Resolution confirms that the DD Board has sufficient money in the budget a year end 2013 (THEN) and also has sufficient money in the expense line item in 2014 (NOW) to pay this invoice. The resolution authorizes payment to Goodwill industries of Erie, Sandusky, Ottawa, and Huron Counties, Inc. (Invoice # 1006797) services in the amount of \$285.25 (Two Hundred Eighty Five Dollars and 25/100 Cents).

RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO GOODWILL INDUSTRIES OF ERIE, SANDUSKY, OTTAWA, AND HURON COUNTIES, INC.

The Erie County Board of DD met this 19th DAY OF JUNE, 2014. Mr. Jude Theibert introduced the following resolution and moved its adoption:

WHEREAS, GOODWILL INDUSTRIES OF ERIE, SANDUSKY, OTTAWA, AND HURON COUNTIES, INC. is herewith approved for payment in the amount of **\$285.25 (Two Hundred Eight Five Dollars and 25/100 Cents)** provided for the Erie County Board of DD out of appropriation account **#20110-6524-530000 Individual Support and Services Line.**

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 requirement of the Revised Code.

Mr. David Stuck second the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

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

ADOPTED: YES

Howard Collins & Stacie Schmid Absent

RESOLUTION # 06-36-2014

The Erie County Commissioners require a Board THEN and NOW Resolution for payment without a previously encumbered purchase order. This THEN and NOW Resolution confirms that the DD Board has sufficient money in the budget at year end 2013 (THEN) and also has sufficient money in the expense line item in 2014 (NOW) to pay this invoice. The resolution authorizes payment to Goodwill industries of Erie, Sandusky, Ottawa, and Huron Counties, Inc. (Invoice # 1006796) services in the amount of \$1,183.38 (One Thousand One Hundred Eighty-Three Dollars and 38/100 Cents)

RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO GOODWILL INDUSTRIES OF ERIE, SANDUSKY, OTTAWA, AND HURON COUNTIES, INC.

The Erie County Board of DD met this 19th DAY OF JUNE, 2014. Mr. David Stuck introduced the following resolution and moved its adoption:

WHEREAS, GOODWILL INDUSTRIES OF ERIE, SANDUSKY, OTTAWA, AND HURON COUNTIES, INC. is herewith approved for payment in the amount of **\$1,183.38 (One Thousand One Hundred Eight-Three Dollars and 38/100 Cents)** provided for the Erie County Board of DD out of appropriation account **#20110-6524-530000 Individual Support and Services Line.**

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 requirement of the Revised Code.

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

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

ADOPTED: YES

Howard Collins & Stacie Schmid Absent

RESOLUTION # 06-37-2014

The Erie County Commissioners require a Board THEN and NOW Resolution for payment without a previously encumbered purchase order. This THEN and NOW Resolution confirms that the DD Board has sufficient money in the budget at year end 2013 (THEN) and also has sufficient money in the expense line item in 2014 (NOW) to pay this invoice. The resolution authorizes payment to Ability Works, Inc. (reimbursement of December 2013 services – invoice #1006885) services in the amount of \$435.54 (Four Hundred Thirty-Five Dollars and 54/100 Cents).

RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO ABILITY WORKS, INC.

The Erie County Board of DD met this 19th DAY OF JUNE, 2014. Mr. David Stuck introduced the following resolution and moved its adoption:

WHEREAS, ABILITY WORKS, INC. is herewith approved for payment in the amount of **\$435.54 (Four Hundred Thirty-Five Dollars and 54/100)** provided for the Erie County Board of DD out of appropriation account **#20110-6524-530000 Individual Support and Services Line.**

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 requirement of the Revised Code.

Mr. Jude Theibert seconds the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

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

ADOPTED: YES

Howard Collins & Stacie Schmid Absent

OLD BUSINESS

POLICY APPROVAL

Administrative Social Network Policy

Mr. David Stuck made a motion to approve the Administrative Social Network Policy the motion was second by Ms. Kay Mackey and with all in favor the motion carried.

Early Intervention (EI) Policy

Ms. Kay Mackey made a motion to approve the Early Intervention Policy second by Mr. David Stuck and with all in favor the motion carried.

Removal of Early Childhood Wellness Policy

Mr. Don Sieg made a motion to approve the removal of the Early Childhood Wellness Policy second by Ms. Kay Mackey and with all in favor the motion carried.

NEW BUSINESS

Contract Approval

- **Ohio Department of Health, Help Me Grow, & Home Visiting 2015 Contracts.**

A motion was made by Ms. Kay Mackey to continue the provision of the Help Me Grow- Home Visitation services for SFY 2015 (July 1, 2014 through June 30, 2015) and enter into contract with the Ohio Department of Health to provide Help Me Grow Home Visitation Services. Mr. David Stuck second the motion and with all in favor the motion carried.

- **Early Intervention (EI) Contracts 2015**

A motion was made by Mr. David Stuck to continue the provision of Help Me Grow – Early Intervention Services for SFY 2015 (July 1, 2014 through June 30, 2015) and enter into contract with Erie County Commissioners – Children and Family First Council to provide service coordination, central coordination and referral services. Ms. Kay Mackey second the motion with all in favor the motion carried.

SUPERINTENDENT REPORT

- The Provider Palooza and Family Fun Fest will be held Saturday, June 21, 2014 at the Erie County Board of Developmental Disabilities from 10:00 am until 2:00 pm. Approximately 25 providers and more than a dozen fun family activities are planned for those who attend.
- Carrie Beier attended the following meetings, training and activities: Region 1 Superintendent meeting; COG Board meeting; OACBDD Spring Conference; DODD-Leadership Strategic Planning/Training; Monthly Erie County Self Advocate meeting; 2 local Employment First Community/LEA Organizational meetings and provided a semi annual report to the Erie County Commissioners.
- Ms. Beier has contacted Mel Marsh from Acorn Consulting to facilitate the County Board and Management team in reviewing the Strategic Plan and facilitate the development of a system for tracking and reporting our progress regarding goals, initiatives and priorities. This meeting will begin as early as July, 2014. Ms. Beier will keep the Board posted on activities.
- We are planning a Parent Networking meeting with Peggy Martin, Parent Advocate (DODD) Ohio Department of Developmental Disabilities tentatively for July 31st, 5:00 pm to 6:00 pm. Ms. Martin will be sharing information about Parent Networking Opportunities, Family Chat, Family Advocacy and Hot

Topics (family perspective). Ms. Martin has also announced her retirement this year at the end of November, 2014.

- A Community Connections employee, an SSA, and EI staff member are attending Community Connections Training 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 two 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.
- Ms. Beier offered two possible Board Training dates and topics: September – OACB Update and Hot Topics with Bridget Gargan; October – EI/HMG – SSA Dept. – SSA staff member.

EXECUTIVE SESSION

Mr. David Stuck made a motion to go into Executive Session at 5:42 pm to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee and discuss confidential matters required to be kept confidential by federal or state law. The motion was second by Ms. Kay Mackey. A roll call vote followed:

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

Motion carried to enter into Executive Session at 5:42 pm.

The board exited Executive Session at 6:41 pm:

- *Mr. David Stuck made a motion to approve the new Table of Organization, Mr. Jude Theibert second the motion and all with all members in favor the motion passed.*
- *Jude Theibert motioned to approve three year Management contracts (commencing July 1, 2014 and expiring July 1, 2017) for Kristin Braun, Diane Corso, Kevin Ferback, Jennifer Kinney, Rachel Malone, Sharon Travis, Eric Wightman, and Felicia Zendejas. Motion was second by Mr. David Stuck. Motion passed with Mr. Theibert requesting that the Superintendent, Carrie Beier inquire about additional information on wording that may need to be added into contracts.*

ADJOURNMENT

Mr. David Stuck made a motion to adjourn the Board meeting at 6:42 pm. This motion was second by Mr. Jude Theibert and with all members in favor the meeting was adjourned.

Kay Mackey
Recording Secretary

July 17, 2014
Date