

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

January 19, 2012

PRESENT: Eric Kibler, Jude Theibert, Don Sieg, Howard Collins, Connie Balek, Lisa Guliano, Jackie Riedy and Kristin Braun.

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

SWEARING IN OF NEW BOARD MEMBER:

Sharon Sberna Notary Public of the State of Ohio swore in the newly appointed Board member Constance Balek.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:08 p.m. by President, Eric Kibler.

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICES

Mr. Theibert recommended the same slate of officers for 2012 with exception of Secretary which is vacant. Mr. Kibler stated Ms Mackey has volunteered to hold the office of Secretary. Mr. Theibert motioned the slate of officers for 2012 to be: Eric Kibler, President; David Stuck, Vice President and Kay Mackey, Secretary; Mr. Sieg seconded and the motion passed unanimously.

The official Erie County Board Officers for 2012 are as follows: *Mr. Kibler, President, David Stuck Vice President and Kay Mackey, Secretary.*

COMMITTEE APPOINTMENTS

Mr. Kibler, Board President accepted volunteers for the 2012 committee assignments. *The Ethics Council volunteers are as follows:* Don Sieg, Howard Collins and Connie Balek. *The Finance Committee volunteers are:* Eric Kibler, David Stuck and Jude Theibert. *The Policy Committee volunteers are:* Kay Mackey and Jude Theibert. *Appeals Committee volunteers are:* Howard Collins, Kay Mackey and David Stuck.

PUBLIC COMMENT

Mr. Wright asked where the ECBDD vans are housed and who coordinates the daily routes? Ms Guliano stated that the ECBDD vans are housed at the Erie County Service Center on Columbus Avenue in Sandusky and ECBDD transportation routes are coordinated by dispatchers; Wayne Golob and Jason Luzader.

APPROVAL OF MINUTES

On a motion made by Mr. Collins and seconded by Mr. Theibert the December 15, 2011 Meeting Minutes were approved.

DEPARTMENTAL REPORTS

Board members reviewed the Transportation and Community Connections reports that Ms Ferback provided in the board packets.

BOARD ACTION:

A. ETHICS COMMITTEE REPORT:

The Ethics Committee did not meet this month.

B. FINANCE

1. Finance Committee Report

The Finance Committee did not meet this month.

2. Acceptance of Financial Report

Ms Riedy reviewed and answered questions about the Financial Report with Board members.

The Financial Report was approved on a motion made by Mr. Theibert and seconded by Mr. Collins, with all in favor the motion carried.

3. APPROVED POSITIONS 2012

On a motion made by Mr. Sieg, seconded by Mr. Theibert the Erie County Board of Developmental Disabilities list of 2012 authorized employee positions were approved; effective February 1, 2012, with all in favor the motion carried.

4. MEDICAID MATCH

Each year the Erie County Board of DD is required to pass a resolution setting the amount of non-federal share for Medicaid waiver match the Board is willing and/or able to commit.

A motion was made by Ms Balek to approve the use of up to \$1,595,128 of the CY

2012 budget and funds appropriated under Section 5123.0413 of the Ohio Revised Code to pay the non federal share of the services required by section 5126.0511 of The Ohio Revised Code for Medicaid expenditures to assure the services will be available in a manner that conforms to all applicable state and federal laws. It is fully understood the payment of the non federal share represents an ongoing Financial commitment of the Erie County Board of DD. This motion was seconded by Mr. Theibert and with all members in favor the motion carried.

5. **MILEAGE REIMBURSEMENT**

Each year, according to policy, the Developmental Disabilities Board sets the mileage reimbursement rate for all non-bargaining unit employees in January. Our negotiated rate for bargaining unit members is \$0.42 per mile or the counties rate whichever is higher. The county rate is \$.40 which is the same since 2008. It is recommended that all non-bargaining unit members continue to be reimbursed at a rate of \$0.42 per mile also.

A motion was made by Mr. Theibert to approve the non-bargaining mileage reimbursement rate of \$0.42 per mile for calendar year 2012, seconded by Mr. Collins; with all in favor the motion carried.

Board members recommended staff add language to Fiscal Policy that employees will be reimbursed at county rate; and union contract language in the future negotiated to say same.

6. **COUNTY CREDIT CARD AUTHORIZATION**

The Erie County Board of DD is seeking to make application to the citizen Bank/Elan Financial or Vacationland Federal Credit Union for a business credit card. According to policy, the issuance of county credit cards, and the approval of those employees who may use them, must be initiated by the Superintendent as approved by the DD Board to the Erie County Commissioners.

A motion was made by Mr. Theibert to submit the attached application to the Erie County Commissioners in order to obtain a business card from Citizens Bank or Vacationland Federal Credit Union (whichever has better terms/rates), seconded by Ms Balek with all Members in favor the motion carried.

7. **THEN AND 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 Sico America Inc. for tables in the amount of

\$7,938.00.

Resolution # 01-01-12

RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO SICO AMERICA INC. FOR CONSTRUCTION PROJECT FEES (MAINTENANCE SUPPLIES)

The Erie County Board of DD met this 19th DAY OF JANUARY, 2012

Mr. Theibert introduced the following resolution and moved its adoption:

WHERE AS SICO AMERICA INC. requires payment for goods and/or services Provided; NOW, THEREFORE BE IT RESOLVED BY THE ERIE COUNTY BOARD OF DD:

THAT SICO AMERICA INC. is herewith approved for payment in the amount of \$7938.00 for tables provided for the Erie County Board of DD out of appropriation account # 20120-6500-540100 and

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. Sieg seconded 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	Absent
Kay Mackey	Absent
Connie Balek	AYE
Howard Collins	AYE
Eric Kibler	AYE
Jude Theibert	AYE

Adopted: YES

C. CALENDAR OF MEETINGS 2012

Mr. Theibert made a motion to approve the calendar of the 2012 Erie County

Board meetings that was presented in the board packet (scheduled every third Thursday of the month at 5:00 pm) seconded by Mr. Collins, with all in favor the motion carried.

D. **SCHOOL AGE PROGRAMS**

Ms Guliano explained that annually the Board must declare whether or not they will be providing school age programs, so area districts can be notified by February 1, 2012.

On a motion from Ms Balek and seconded by Mr. Collins, the Board confirmed that they will not provide school age programs for the 2012/2013 school year.

E. **APPROVAL OF MULTI-YEAR (2 YEAR) MANAGEMENT CONTRACT**

Kristin Braun – Executive Administrative Coordinator

Ms. Balek motioned to approve multi-year (2 year) contract with Kristin Braun, seconded by Mr. Theibert with all in favor the motion carried.

F. **ON SITE FITNESS CLASSES**

A motion was made by Mr. Collins to allow on site fitness classes that will be held in the ECBDD facility; Monday through Friday. This motion was seconded by Mr. Sieg and with all in favor the motion carried.

Old Business

Update on Housing

Ms. Lisa Guliano, Ms Dee Zeffiro-Krenisky (HCBDD Superintendent), David Stuck, and members of the Huron County Housing Board attended the ARC of Erie County/NOAH Board meeting. Board staff will also meet with The Disability Housing Network on January 27, 2012. All options will be evaluated with a determination on housing management contract to be decided before March 1, 2012.

New Business

Nothing to report

SUPERINTENDENT REPORT

Ms Guliano presented the board members with her monthly report in writing. She updated the board on Developmental Disabilities Awareness Month (March, 2012); Board Continuing Education in 2012;

Community Assessment data collected by ECHD; Local Innovation Funds (A grant opportunity from the state of Ohio); and the Sandusky Transit System.

EXECUTIVE SESSION

Mr. Kibler motioned to go into Executive Session at 6:37 pm to consider the appointment, employment dismissal, discipline, promotion, demotion or compensation of a public employee, seconded by Mr. Sieg. A roll call vote followed:

Eric Kibler	AYE
David Stuck	Absent
Kay Mackey	Absent
Don Sieg	AYE
Howard Collins	AYE
Jude Theibert	AYE
Connie Balek	AYE

ADJOURNMENT

The Board exited executive session at 6:54 p.m. Mr. Sieg motioned to adjourn; Mr. Theibert seconded; motion passed

Recording Secretary

Date