

## **ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

*March 15, 2012*

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

**VISITORS:** Bob Wright, John Lizzi, Jeff Lizzi, Sharon Travis, Diane Corso, Carrie Beier, Eric Wightman, Deb Graves, Felicia Zendejas, Megan Etzel, Joe Casey, Olivia Bilger, Lisa Bilger, Norm Bilger and Darlene Bilger.

### **CALL TO ORDER AND ROLL CALL**

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

### **PLEDGE OF ALLEGIANCE**

### **AWARDS**

Mr. Kibler, President of the Erie County Board announced the Opening Doors Award and Steve Lippert Award winners. John and Jeff Lizzi from Star Lanes Bowling accepted the Opening Doors Award and the Bilger family accepted the Steve Lippert Award.

### **PUBLIC COMMENT**

No comments.

### **APPROVAL OF MINUTES**

*On a motion made by Mr. Stuck and seconded by Mr. Sieg the February 16, 2012 meeting minutes were approved; Jude Theibert, Howard Collins and Connie Balek abstained.*

### **DEPARTMENTAL REPORTS**

Ms Travis introduced Service and Support Administrators Felicia Zendejas and Megan Etzel. Beginning April 1, 2012 they will be “lead” SSA’s providing departmental oversight on procedures and special projects. Ms Travis also reviewed her departmental update with board members. Ms Beier reviewed her two month summary of the Early Intervention and Help Me Grow Departments. She also talked about the new Family Networking Group which meets to participate in community activities and venues.

**BOARD ACTION:**

**A. ETHICS COMMITTEE REPORT:**

The Ethics Committee did not meet this month.

**B. FINANCE**

**1. Finance Committee Report**

Ms Riedy provided the board with an updated Financial Report since part of the report was cut off in the packet.

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

**3. THEN & NOW**

The Erie 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 sufficient money in expense line item in 2012 (NOW) to pay this invoice. The resolution authorizes payment to Jamieson Ricca Co. in the amount of \$21,679 for the window replacement project from the stimulus fund.

**Resolution # 03-05-12**

**RESOLUTION OF THE ERIE COUNTY BOARD OF DD FOR THE PURPOSE OF AUTHORIZING PAYMENT TO JAMIESON RICCA COMPANY.**

**The Erie County Board of DD met this 15<sup>th</sup> DAY OF MARCH, 2012**

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

**WHEREAS THE JAMIESON RICCA COMPANY requires payment for goods and/or services provided; NOW, THEREFORE BE IT RESOLVED BY THE ERIE COUNTY BOARD OF DD:**

**THAT THE JAMIESON RICCA COMPANY is herewith approved for payment in the amount of \$21,679.00 provided for the Erie County Board of DD out of appropriation account # 20120-6500-540100 FOR STIMULUS MAINTENANCE CONTRUCTION PROJECT.**

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.

Ms Connie Balek 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
Don Sieg	AYE
Howard Collins	AYE
Jude Theibert	AYE
Connie Balek	AYE

Adopted	YES
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Absent: Kay Mackey

4. **CLEARWATER COG DESIGNEE AUTHORIZATION**

A motion was made by Mr. Kibler to allow Erie County Superintendent, Lisa Guliano to authorize Sharon Travis, Director of Service and Support Administration and Medicaid Services to be the designated representative to attend COG Board meetings and conduct business when Superintendent, Lisa Guliano is unable to attend; effective this 15<sup>th</sup> day of March, 2012. This motion was seconded by Mr. David Stuck and with all in favor the motion carried.

5. **COMMUNITY ASSISTANCE HOUSING STOCK**

*This subject was “tabled” for board members to discuss in executive session due to the need to consult with the board’s attorney.*

6. **PROPERTY MANAGEMENT CONTRACT**

**Resolution # 03-06-12**

North Coast Community Homes has been chosen as the property management company for any homes purchased with CCA dollars (Community Capital Assistance) or that the ECBDD has a financial interest in.

*Mr. David Stuck authorized the Superintendent to enter into contract with North Coast Community Homes for property management not to exceed \$75,000 for 2012; seconded by Mr. Howard Collins, with all in favor the motion carried.*

7. **MASTER HOUSING AGREEMENT**

**Resolution # 03-07-12**

Family initiative Huron County Inc. has agreed to accept ownership of the Erie County homes purchased with CCA (Community Capital Assistance) dollars or that the ECBDD has a financial interest in.

*Mr. Jude Theibert made a motion for the superintendent to enter into a master housing agreement with Family Initiative of Huron County Inc. contingent on the transfer of property, seconded by Mr. David Stuck and the motion carried with all in favor.*

8. **TRANSPORTATION COST ANALYSIS**

Ms Jackie Riedy reviewed and discussed Transportation Cost Analysis with a spreadsheet that was distributed to board members. The spreadsheet documented the actual cost for the various trips through out Erie County for Serving our Seniors, City of Vermilion, Erie County Board of Developmental Disabilities (ECBDD), and contract with Sandusky Transit Service (STS). Ms Guliano has been learning more about public transportation options in Delaware and Ottawa Counties in Ohio; as well as discussing transportation options with local partners. Ms Riedy and Ms Guliano will present the board with more scenarios of what the transportation department might look like in Erie County in the future; as currently expenses exceed revenue in this area. Board members requested recommendations be presented in two months.

C. **INDIVIDUAL BUDGET REQUEST**

The individual budget request is an addition to a request that was approved by the Board for an ISP span that began 7/11/2011. The amount originally approved by the board was \$42,073.76 The board approved the request based on the fact that the individual is enrolled on an Ohio Homecare Waiver and there are no certified day service providers in Erie County for the Homecare waiver. The additional \$210.56 requested is due to an increase in Erie County Board of DD transportation rates. This individual lives in Milan and requires specialized transportation to and from his day service provider because he is in an electric wheelchair.

*Mr. David Stuck made a motion to approve the individual budget request for an additional \$210.56, seconded by Ms Connie Balek and with all in favor this motion carried.*

**OLD BUSINESS** Nothing to report

**NEW BUSINESS** Nothing to report

**SUPERINTENDENT’S REPORT**

Ms Guliano, Mr. Kibler and Mr. Stuck attended Board President Training on February 28, 2012 in Columbus, Ohio.

**EXECUTIVE SESSION**

Mr. David Stuck motioned to go into Executive Session at 6:30 pm to consider the appointment employment, dismissal, discipline, promotion, demotion or compensation of a public employee and to discuss pending or imminent court action with the board’s attorney; seconded by Mr. Jude Theibert. A roll call vote followed:

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

Approved YES

*Absent: Kay Mackey*

The Board exited executive session at 8:19 pm. Mr. Eric Kibler made a motion to authorize the Superintendent to decide what course of action to take to secure our interest in housing stock currently held by ARC of Erie County after the Board’s contract ends with ARC of Erie County on March 31, 2012 including filing a lawsuit if necessary. Motion seconded by Mr. Howard Collins. Motion passed unanimously (Mr. David Stuck left prior to the vote).

**ADJOURNMENT**

Mr. Don Sieg motioned to adjourn the meeting at 8:20 pm; seconded by Mr. Howard Collins; with all members in favor the meeting ended.

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Recording Secretary

Date