

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Main Conference Room, 4405 Galloway Road, Sandusky, Ohio 44870

"The Erie County Board of Developmental Disabilities empowers people and their families while living, working, learning and being part of their community."

Board Meeting Minutes
October 19, 2017

PRESENT:

Board Members: Eric Kibler, Stacie Schmid, Don Sieg, David Stuck, Jude Theibert and Bob Wright.

ECBDD Staff: Carrie Beier, Rachel Malone and Michelle Kelley.

VISITORS SIGNED IN:

Jim Meade, Mary Baughman, Sharon Travis, Diane Corso, Felicia Zendejas and Jennifer Yingling.

I. CALL TO ORDER AND ROLL CALL

The October 19, 2017 Board Meeting was called to order at 5:00 p.m. by President, David Stuck. Roll Call was taken with Mr. Howard Collins absent excused and all other members present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

- A. The Self-Advocate Report was given by Jim Meade. Jim reported the following:
- The Halloween Dance will be held on 10/30/17 at the Erie County Fairgrounds. Tickets are \$5.
 - Safety Town Training sessions are underway. An officer from the Bellevue Police Department is training on different safety topics each week for 5 weeks.
- B. Jim also reported the following on behalf of the Aktion Club:
- The Kiwanis Club Pancake Breakfast will be held on 10/29/17 at the Sandusky High School. Tickets are \$7. Carrie Beier has tickets available for sale. A flyer was distributed on the breakfast.
 - Jim is the President of the Aktion Club and introduced Mary Baughman, the new Club Advisor. Mary distributed an informational brochure on the Aktion Club.

IV. APPROVAL OF AUGUST 17, 2017, MEETING MINUTES

Mr. Jude Theibert made a motion to approve the August 17, 2017, Board Meeting minutes. Mr. Bob Wright seconded the motion. With all members in favor, the motion passed.

V. BOARD ACTION ITEMS

A. **Ethics Committee:** The Ethics Committee did not meet.

B. Finance Committee:

1. Finance Committee Report

The Finance Committee did meet. Rachel Malone reported the following on behalf of the Finance Committee:

- Both August and September financials were reviewed. Revenue is on target. Expenditures are on track. A new chiller unit was recently purchased.
- Ability Works has requested 4th Quarter FDR dollars.
- Working on merit increases for staff.
- Working on a 5-year budget projection plan, with levy projections included.
- The 2018 budget is being drafted and the Finance Committee will soon review.
- Health Insurance open enrollment was recently completed.
- SSA Negotiations are in process.

2. Fiscal Reports

The Fiscal Reports for Month End August 31, 2017, and Month End September 30, 2017 were distributed for review and approval (handout). Mr. Eric Kibler made a motion to approve the August and September Fiscal Reports. Mr. Don Sieg seconded the motion. With all members in favor, the motion passed.

C. Policy Committee:

1. Policy Committee Report

The Policy Committee did meet in September and did not meet in October.

2. Approval of Policy

Mrs. Stacie Schmid reported the Policy Committee has reviewed and revised the following policy for Board Approval:

- Personnel Policies Section 700-800 (format and content revisions).

Mrs. Stacie Schmid made a motion to approve the above listed policy. Mr. Jude Theibert seconded the motion. With all members in favor, the motion passed.

D. Superintendent Committee Report:

1. Superintendent Review Committee Report

The Superintendent Committee did meet in October. Board Members recently completed evaluations. These evaluations will be given to Board President, Mr. David Stuck for review with Carrie Beier.

2. Approval of Procedure for Superintendent Annual Performance Evaluation & Performance Review Evaluation Tool (handout)

Mrs. Stacie Schmid made a motion to approve the Procedure for Superintendent Annual Performance Evaluation and the Performance Review Evaluation Tool. Mr. Eric Kibler seconded the motion. With all members in favor, the motion passed.

VI. DEPARTMENT REPORT

A. Awareness Committee

Carrie Beier provided Board Members with a report on the Awareness Committee and reviewed the report (handout).

B. Employment and Self-Advocacy Report

Sharon Travis introduced Jennifer Yingling, Self-Advocacy and Employment Advisor. Jennifer provided Board Members with reports on Employment and Self-Advocacy and reviewed these reports (handout). The following discussion ensued:

- Shift in number of employers from 95 to 60. Number of individuals working in a non-entry level position. Jennifer stated she may be able to pull this info from Gatekeeper.
- Knowledge of our top employers. Jennifer does have a report on where employees are working and can provide this information. A suggestion was made by Mr. Theibert to run a newspaper ad thanking employers and/ or include a piece in the quarterly newsletter as a business spotlight. All agreed this is a great idea.

VII. OLD BUSINESS

A. Board Member Training- DODD Webinar Training

Carrie reported the following in regards to Board Member training opportunities:

- The COG is offering a training on 11/1/17 at Camden Falls in Tiffin. The topic is *Introduction to Supported Decision Making* and is from 5:30-8pm with dinner included.
- The Department has clarified up to two trainings may be DODD webinars. If unable to attend the webinar following the meeting, Michelle can provide you with the link.
- Michelle will provide a report to Board Members on training hours obtained year-to-date.

B. OACB Winter Conference

Carrie reported Board Member Training can be obtained by attending the OACB Winter Conference, 11/29-12/1/17, in Columbus. The cost would be covered by the Board. Registration and the Agenda have not been released. Michelle will send this information out as it becomes available.

Mr. Don Sieg made a motion for Mr. Howard Collins to represent the ECBDD Board Members at the evening session meeting on 11/29/17. Mr. Eric Kibler seconded the motion. With all members in favor the motion passed.

VIII. NEW BUSINESS

A. Mock Accreditation

Carrie reported the ECBDD is due for accreditation in 2018. A 3-year accreditation is the current maximum number of years which can be obtained, it was previously 5-years. The accreditation tool has changed and so has our service delivery. The COG visited the ECBDD and performed a Mock Accreditation. The Management Team will be reviewing these results to make improvements. The Accreditation is expected to occur on 6/20/18 and 6/21/18.

B. Use of Donated Funds

Mr. Jude Theibert made a motion to approve the use of Donated Funds for specialized/ accessible transportation needs to out of town locations for Aktion Club members with developmental disabilities. This motion would authorize the Superintendent to approve payment for such services to the Aktion Club of Sandusky, Ohio, for a 1-year time period from 10/19/17-10/20/18, not to exceed the amount of \$2,000.00. Mr. Eric Kibler seconded the motion. With all members in favor, the motion passed.

C. Contract with Huron County Board of DD

Mr. Don Sieg made a motion to approve the contract for Shared Services with the Huron County Board of Developmental Disabilities (HCBDD) for the Self-Advocacy and Community Integration Specialist position up to \$30,000. This agreement shall be effective 6/5/17 and remain in effect until 6/4/18. This motion would authorize the Superintendent to execute the agreement. Mr. Bob Wright seconded the motion. With all members in favor, the motion passed.

IX. SUPERINTENDENT REPORT

Carrie Beier, Superintendent, distributed and reviewed her monthly report.

- Carrie attended the following meetings, trainings and activities: Sandusky Kiwanis meeting, Ohio Association of County Boards of DD (OACB) Board Trustee meeting, Superintendent Executive Committee meeting, SYNERGY Conference, Early Intervention Leadership meeting, Erie County All Staff In-service, Clearwater COG retreat and Board Meeting, Ohio Department of Health Central Coordination meeting, Region 1 Superintendent meeting, MUI Stakeholder Meeting, and OACBDD SSA Forum.
- Public Relations:
 - Erie County Board/ HMG Facebook Statistics – January through September 2017 (handout).
 - Erie County Board of DD Community October Connections Calendar (handout).
 - Sandusky Register Article: September 30, 2017 "From Remote to Realistic Shot" (handout).
- Ball vs. Kasich Lawsuit Update: The Ohio ARC has petitioned the Court to enter the suit on an Amicus Brief as an interested party on behalf of the Plaintiffs. They will have no voice in the action, but will be allowed information regarding the case and proceedings. Court implemented mediation is continuing. The content of these mediation meetings, remain confidential.
- Not for Profit Housing Tax Exempt Status Update: Our association has retained a legal counsel to represent the interests of persons with developmental disabilities. The Association is expecting guidance from legal counsel to be forthcoming soon to county boards.
- The ECBDD Building Bridges Awards Banquet was a great success with over 100 people attending. Commissioner Monaghan and Representative Steve Arndt

attended to support the Award winners, Advocates and the work we do. See pics attached (handout).

- Strategic Plan: Management Staff met with Mel Marsh on September 6th to discuss metrics to be used with our new strategic plan. Management is meeting and finalizing metrics and will share draft metrics with the Board at the November Board meeting. Mel Marsh will attend the December meeting to review the strategic planning process and report on final draft plan.
- Legislative Update: Draft Retirement Legislation – SB 164 is looking at reducing public employees to 10 days per year (currently at 15 days per year). Draft HB 214 – banning abortion for Downs Syndrome diagnosis. OACB watching for new bills that are being drafted regarding TAX Levies as well as watching Legislation at the Federal and State Level that may be eroding current programs.
- There is a State work group comprised of DODD staff, County Board Staff and families that is working on revising the Waiver Waiting List Rule. The workgroup will be sharing a draft and DODD hopes to have the new Draft rule out for public comment in January 2018.

X. EXECUTIVE SESSION

Mrs. Stacie Schmid made a motion to enter into Executive Session for certain personal matters to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee; for collective bargaining to prepare, conduct or review collective bargaining strategy; for confidential matters required to be kept confidential by federal or state law. The motion was seconded by Mr. Eric Kibler. Roll call vote followed:

Eric Kibler	AYE
Stacie Schmid	AYE
Don Sieg	AYE
David Stuck	AYE
Jude Theibert	AYE
Bob Wright	AYE

At 6:07 p.m. the Board entered into Executive Session.

At 7:28 p.m. the Board exited from Executive Session.

Mr. Eric Kibler made a motion to approve three Individual Budget Request for Additional Funding. These requests are as follows:

- Individual Budget Request for Additional Funding for S.M., with noted corrections, in the amount of \$35,995.25 (Total Budget of \$76,163.11).
- Individual Budget Request for Additional Funding for G.O. in the amount of \$148,076.14 (Total Budget of \$160,649.14).
- Individual Budget Request for Additional Funding for A.H. in the amount of \$21,918.85 (Total Budget of \$34,491.85).

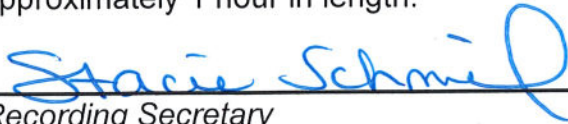
Mrs. Stacie Schmid seconded the motion. With all members in favor, the motion passed.

XI. ADJOURNMENT

Mrs. Stacie Schmid made a motion to adjourn the Board meeting at 7:31 p.m. The motion was seconded by Mr. Don Sieg. With all members in favor, the motion passed and the October Board meeting was adjourned.

XII. BOARD TRAINING

Following the Board Meeting, a DODD training webinar was offered on the topic of 'Resource to Bridge the Gap between Mental Health and DD'. The training was approximately 1 hour in length.


Recording Secretary

11/16/17
Date