

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"

Meeting Minutes
March 23, 2017

PRESENT:

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

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

VISITORS SIGNED IN:

Jim Meade, Harry Miller, Jennifer Kinney, Becki Walters, Felicia Zendejas, Sharon Travis, Megan Etzel, and Diane Corso.

I. CALL TO ORDER AND ROLL CALL

The March 23, 2017 Board Meeting was called to order at 5:01 p.m. by President, David Stuck. Roll Call was taken with Bob Wright absent excused.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

- A. Jim Meade reported the following on behalf of the Self-Determination group:
- a. On 3/6/17 individuals meet with local city and county officials. On 3/8/17 individuals traveled to Columbus to meet with the House of Representatives. On 3/10/17 the Dance to Awareness event was held at Mesenburg's in Huron. The event was very well attended.
 - b. Steve Arndt, State Representative, will be attending the next meeting as a guest speaker.
 - c. On 4/4/17, individuals will be attending the State of the State Address.
 - d. A Summer Dinner Theater Series will begin on 4/13/17 at Quaker Steak & Lube. Jim distributed an event flyer.
 - e. Synergy Club has a group of 14 interested in attending the annual conference. They have a fundraising goal of \$4,000.

IV. APPROVAL OF MEETING MINUTES

Mr. Eric Kibler made a motion to approve the February 16, 2017, Board Meeting minutes with a revision to page 2: insufficient to sufficient. Mr. Don Sieg seconded the motion. Mr. Jude Theibert abstained from the vote and with all other members in favor the motion passed.

V. BOARD ACTION ITEMS

A. **Ethics Committee:** The Ethics Committee met.

Resolution #: 03-06-2017

The following provider has been selected by an individual and their family to provide services through an Individual Budget. The individual is a new provider of services for whom the Board does not have a current signed contract. The contract listed below will result in payment by the Board to an immediate family member of an eligible individual. This resolution authorizes the Superintendent to sign the service contract on behalf of the Board.

Mr. Don Sieg made a motion to authorize the Superintendent to approve the following contract:

a. Wendy Gardner

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

B. **Finance Committee:** The Finance Committee did meet.

1. The Fiscal Report for Month End February 28, 2017, was distributed for review and approval. Rachal Malone reported an expected amount of approximately \$150,000 was received from tangible personal property tax. Mr. Jude Theibert made a motion to approve the February Fiscal Report. Mr. Eric Kibler seconded the motion. With all members in favor the motion passed.
2. The Proper Use of Public Funds Policy memorial expenditures section was discussed. The current memorial expenditure amount is not to exceed \$35.00. Mr. Jude Theibert made a motion to revise section VII., A. increasing the memorial expenditure amount to \$50.00. Mr. Eric Kibler seconded the motion and with all members in favor the motion passed.
3. Mr. Eric Kibler made a motion to send a memorial gift to Mr. Steve Lippert, former Superintendent, due to the recent passing of his wife. Mr. Howard Collins seconded the motion and with all members in favor the motion passed.
4. Rachel Malone presented the revised Compensatory Time and Hours of Work/Overtime Policy. The revisions will allow for all overtime to be converted to compensatory time. The policy revisions have been presented and approved by Labor Management and the Management Team. Mr. Don Sieg made a motion to approve the Compensatory Time and Hours of Work/Overtime Policy revision as presented. Mrs. Stacie Schmidt seconded the motion and with all members in favor the motion passed.
5. Rachel Malone reported the budgeted transfer of \$500,000.00 from the general fund to the waiver match fund to cover waiver match.

C. **Policy Committee:** The Policy Committee met. The Policy Committee recommended the following reviewed and revised policies for Board approval:

- Early Intervention Policy
- Third Party Fees and Billing Policy

- Administrative Resolution of Complaints for Individuals Policy
- Transportation
- Medicaid Administrative Claiming Policy (MAC)
- Major Unusual Incident Reporting Policy (MUI)

It was determined that all Board members will review the revised (mark-up version) policies prior to the next board meeting in April. Revisions should be discussed with a Policy Committee member prior to the next meeting. Therefore, approval of these policies will be tabled until the April meeting.

- D. **Superintendent Review Committee:** The Superintendent Review Committee did meet. The committee is working to revise the annual review process. Mr. Eric Kibler and Mrs. Stacie Schmid provided a verbal update on the documents they are revising. They will provide the completed plan to all Board members once it is finalized. Mr. Eric Kibler has been added to the Superintendent Review Committee along with current members Mrs. Stacie Schmid and Mr. Howard Collins.

VI. DEPARTMENT REPORT

- A. **Individual & Family Supports Department:** Megan Etzel reviewed department reports provided- Individual and Family Supports Department 2017 Reports. Megan also presented the updated Provider Search Tool to Board members. The new version of the Provider Search Tool is anticipated to go live in April 2017.

VII. OLD BUSINESS

- A. **Provider Contracts Update:** Carrie Beier and Sharon Travis provided and reviewed the Contracting with Independent Providers Timelines. The importance of the timeline was emphasized and the Provider Contract will be presented for approval at the April Board Meeting.
- B. **Board Advocacy Chair:** Carrie Beier reported Mr. Collins will act on behalf of the Board to serve as the Advocacy Chair. Information will be shared with the Board as it is obtained.

VIII. NEW BUSINESS

- A. **2017 Board Member Reference Manual:** Board Members were provided a new OACB Board Member Reference Manual as a resource tool.
- B. **Director John Martin Visit on 4/4/17:** John Martin, Director of Ohio Department of Developmental Disabilities will visit our facility on 4/4/17.
- C. **Waiting List Workgroup Update:** Carrie Beier reported the new rule on the Waiver Workgroup Waiting List is expected in July. More information will be shared as it becomes available.
- D. **Help Me Grow/ Central Coordination/ EI/ HV:** Carrie Beier reported the DODD took over as the lead agency for Part C Early Intervention in July 2016. Handouts on Early Interview Updates were provided for review and informational purposes.

- E. **Management Training 2017:** The Management Training Schedule for 2017 was provided for informational purposes.

IX. SUPERINTENDENT REPORT

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

- I attended the following meetings, trainings and activities: Sandusky Kiwanis meeting, Superintendent Executive Committee, Erie County Self Advocate meeting, Region 1 Superintendent meeting, Ohio Association of County Boards of DD (OACB) Board Trustee meeting Family, Clearwater Council of Government Adult Rule Training, Clearwater Council of Governments Provider Forum, Superintendent Winter Conference, Clearwater COG Board meeting, Erie County Family Information Network, Erie DD Staff In-service and Dance to Awareness event.

- Public Relations:
 - April 2017 Erie County Board of DD Community Connections (attached)

 - March April Fans Network edition (attached)

 - Sandusky Register articles, March 20, 2017
 - Dance to Awareness** by Andy Ouriel
 - Aspiring printer impresses state** by Andy Ouriel
 - Everyone has a voice in Erie County** by Jennifer Yingling

- The SSA department will be starting 2 new SSA's in April 2017. The maintenance department has hired Joe Watts to fill the maintenance position, he started on Monday, March 20th.

- Ball vs. Kasich Lawsuit update: No update from OACB or DODD at this time. I will be attending a meeting facilitated by OACB and their legal counsel on May 24th and 25th.

- April 4, 2017 - State of the State Address Gov. John Kasich – Sandusky State Theater:
 - I have contacted Director John Martin (DODD) to invite him to visit the Erie County Board of DD on April 4th in the morning prior to the evening State of the State Address. I have requested tickets to the event should the department receive tickets that can be shared with Board members and staff. **The tentative schedule for the day is:**
 - Morning: (Director Martin arrives at the Board of DD at 10:00)
 - 10:00 to 10:45 Director Martin will visit with EI families

 - 11:00 to 11:45 Director Martin and Erie DD visit Sport Force Park

Afternoon:

- 12:00 to 12:45 Lunch at the Erie DD with staff. Board Members should notify Michelle Kelley if interested in attending lunch.
- 1:00 to 1:45 Sawmill Creek Resort (Director Martin & Director Miller)
- 2:00 to 2:45 Steak and Shake (Director Martin & Director Miller)
- I have contacted Representative Arndt's office to request State of the State Address tickets and am still trying to access additional tickets. Board Members should let Carrie know if they would like to attend, if tickets become available.
- Jennifer Yingling has secured 10 tickets from Senator Gardner's office for Erie County Self Advocates to attend the Governor's State of the State Address.
- Attached you will find information on the Ohio Developmental Disabilities Council (aka DD Council). This statewide council has 31 members with 60% of the membership being individuals with disabilities, parents and guardians as well as state agencies, not for profits agencies and other agencies who provide services to individuals with disabilities. All council members are appointed by the Governor. Heather McFarlan from Erie County DD is currently servicing on the DD Council and we strive to have Erie County Board of DD representation into the future (attachments provided).
- **DODD Rule Revisions:**
 - April 1, 2017 there will be 19 rule revisions that will begin implementation. These rule revisions affect services offered through the Level 1, Individual Options (IO) and SELF waivers as well as our locally funded Individual Budgets. There will also be an Employment First Rule update that will affect all adults who receive our supports and services.
 - The changes will affect people in a couple of ways:
 - Integration and community inclusion are the driving forces around these changes.
 - Traditional services and supports that people have typically received will change and look different.
 - Traditional workshop/sheltered employment services will need to change how they do business and change what types of services they may choose to provide. Federal and state funds are moving away from supporting segregated settings, services and supports and will now fund community integrated services and supports.
 - County Board SSA's will start having discussions and conversations with individuals and families about the future and how to identify what services and supports are most important. At that time they will make a decision

as to what changes are to take place. The SSA managers and SSA's recently attended a training provided by the Clearwater COG on the rule revisions.

- Attached you will find a summary of the Rules that have been revised (attached).

X. EXECUTIVE SESSION

Mr. Eric Kibler 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 and confidential matters required to be kept confidential by federal or state law. The motion was seconded by Mr. Jude Theibert. Roll call vote followed:

Howard Collins	AYE
Eric Kibler	AYE
Stacie Schmid	AYE
Don Sieg	AYE
David Stuck	AYE
Jude Theibert	AYE

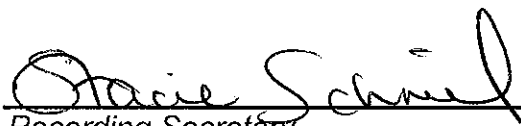
At 7:04 p.m. the Board entered into Executive Session.

At 7:34 p.m. the Board exited Executive Session.

Mr. David Stuck made a motion to approve the Individual Budget for S.C. in the amount of \$40,167.86 to be split with the Erie Ottawa Mental Health & Recovery Board. Mr. Eric Kibler seconded the motion and with all members in favor the motion passed.

XI. ADJOURNMENT

Mr. Howard Collins made a motion to adjourn the Board meeting at 7:36 p.m. The motion was seconded by Mr. Eric Kibler. With all members in favor the motion passed and the March board meeting was adjourned.


Recording Secretary

5-18-17
Date