



*"The mission of the Erie County Board of Developmental Disabilities is to:
Inspire, empower and support individuals and their families."*

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Main Conference Room (Room 107), 4405 Galloway Road, Sandusky, Ohio 44870

**BOARD MEETING MINUTES
AUGUST 16, 2018**

PRESENT:

Board Members: Howard Collins, John Hoty, Stacie Schmid, David Stuck and Melissa Tomaro.

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

VISITORS SIGNED IN:

Sharon Travis, Adrienne Keys, Jennifer Kinney, Felicia Zendejas, Diane Corso, Megan Etzel and Jim Meade.

I. CALL TO ORDER AND ROLL CALL

The August 16, 2018 Board Meeting was called to order at 5:00 p.m. by President, Mr. David Stuck. Roll Call was taken. Mr. Don Sieg was absent excused, with all other members present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Jim Meade reported the Self-Advocates will be holding a Synergy Fundraiser at Mikey's in Sandusky on 8/10 from 12-8pm. Raffle tickets will be available for sale at Mikey's, they are \$10 each. Jim provided Board Members a handout (attachment). The new drawing date for the raffle is 8/22.

IV. APPROVAL OF JULY 19, 2018, MEETING MINUTES

Mr. John Hoty made a motion to approve the July 19, 2018, Board Meeting minutes. Mrs. Stacie Schmid 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:

- The 3rd quarter Family Directed Resources (FDR) has been paid.
- The 3rd quarter waiver match funds have been paid to the State.
- An expense exceeding \$25,000 was paid for renovations to a home. These home renovations will be made to improve accessibility in a home.

2. **Fiscal Report**

The Fiscal Report for Month End July 31, 2018 was distributed for review and approval (attachment). Ms. Melissa Tomaro made a motion to approve the July Fiscal Report as submitted. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

C. **Policy Committee Report**

The Policy Committee reviewed and revised one policy this month and recommended Board approval of the following:

- Help Me Grow Home Visiting Services Policy

Mr. Howard Collins made a motion to approve the policy. Ms. Melissa Tomaro seconded the motion. With all members in favor, the motion passed.

VI. OLD BUSINESS

A. **Board Member Appointment Update**

Carrie Beier reported that Mr. David Danhoff was appointed to the Board by the Erie County Probate Court on August 8, 2019. Mr. Danhoff has been appointed to serve the remaining term of former Board Member Mr. Bob Wright, effective May 9, 2018 through December 31, 2019. Mr. Danhoff will take the Oath of Office at the next Board Meeting.

B. **Senator Gardner Visit/ Representative Arndt**

See Superintendent Report.

C. **Staff Appreciation Picnic**

See Superintendent Report.

D. **Attendance Waiver for Mr. Don Sieg**

Carrie reported that the Attendance Waiver for Mr. Don Seig has been granted by the Ohio Department of Developmental Disabilities (DODD). This attendance waiver will be in effect for the remainder of 2018.

VII. NEW BUSINESS

A. Board Committee Appointments

The following Committee Appointments revisions were discussed and determined:

- Finance Committee- Ms. Melissa Tomaro will be added and Mrs. Stacie Schmid will be removed.
- Policy Committee- Mrs. Stacie Schmid will remain on this committee and Mr. David Danhoff will be added.

Mr. John Hoty made a motion to approve these revisions to the Board Committee Appointments. Mrs. Stacie Schmid seconded the motion. With all members in favor, the motion passed.

B. September Board Meeting

It was discussed and determined that the September Board Meeting will be cancelled. The Board Member training previously scheduled to follow the September Board Meeting will be rescheduled to follow the October Board Meeting. Mr. Howard Collins made a motion to approve this schedule change and cancel the September Board Meeting. Mrs. Stacie Schmid seconded the motion. With all members in favor, the motion passed.

C. New SSA Staff

Mr. Howard Collins requested the new SSA staff attend the October meeting to introduce themselves to the Board Members. All agreed, and Adrienne Keys will coordinate their attendance.

VIII. SUPERINTENDENT REPORT

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

- Carrie attended the following meetings, trainings and activities: Sandusky Kiwanis meeting, SEC Superintendent Conference, Chamber After Hours/Chamber of Commerce events (2), Self-Advocates of Erie County meeting, DODD Early Intervention State Advisory meeting, FCFC Shared/Pooled Funding meeting and Ohio Association for Children's Services meeting.
- **Public Relations:**
 - Erie County Bd. DD & HMG Social Media Statistics – January through July (attachment).
 - Erie County Board of DD Community Connections Calendar September 2018 (attachment).
 - Sandusky Register Articles (attachment):
 - State Champs- Erie County Bucks fare well at state- July 17, 2018
 - Free Inclusive Football Clinic- July 21-July 22, 2018 and July 28-July 29, 2018
 - Office receives praise, 3-year accreditation- August 4-August 5, 2018

- **Ball vs. Kasich Lawsuit Update:** No updates to report.
- **Waiver Waiting List Rule:** The new Rule went into effect on July 1, 2018, but implementation will not begin until September 1, 2018. SSA staff are taking on-line training to administer the new waiting assessment tool. Families have received a mailing from the Board with contact information should they have any questions or concerns.
- **Personnel:** Two new SSA staff have been hired, Michelle Cobb and Christa Eastman. Michelle has started and is in the process of completing her orientation activities. Ms. Eastman will start in September.

Management hosted the annual all staff/family picnic on Sunday August 5th at Lions Park in Sandusky. Approximately 60 guests attended and enjoyed a picnic lunch, door prizes and games.

- **Legislative Contacts:** I am working with Eric Bittner, from the Ohio Association of County Boards, to coordinate a group meeting with Senator Randy Gardner, including Superintendents from the Northwest Region. Carrie is also working to coordinate a meeting with Representative Arndt on August 28th to update him on our agency's priorities, activities and challenges.
- **TCM (Targeted Case Management) Documentation:** Primary Solutions gave a presentation to management staff to assess their new product "Talk to Text" in our gatekeeper TCM module. We have decided to move forward and purchase this product for our SSA and EI staff to use to help them be more efficient with their documentation.
- **Annual Superintendent Conference:** There were 62 Superintendents in attendance at the annual County Board Superintendent Association Conference recently held in Holmes County. Superintendents identified several priorities to be addressed through 2019, including:
 - 1) Sustainability/Funding
 - 2) County Board Authority
 - 3) Strong presence and voice with new DODD leadership and with Legislators.
- **2018 Building Bridges Awards:** Attached you will find a copy of our nomination form for the Annual Building Bridges Awards. You may also find this nomination form on our website and Facebook page. Nominations are being accepted through August 31st. The awards banquet and dinner will be held on October 11, 2018 at Mesenburg's in Huron.

IX. 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. The motion was seconded by Ms. Melissa Tomaro. Roll call vote followed:

Howard Collins	AYE
John Hoty	AYE
Stacie Schmid	AYE
David Stuck	AYE
Melissa Tomaro	AYE

At 5:15 p.m. the Board entered into Executive Session.

At 5:36 p.m. the Board exited from Executive Session.


X. ADJOURNMENT

Mr. Howard Collins a motion to adjourn the Board meeting at 5:36 p.m. Mrs. Stacie Schmid seconded the motion. With all members in favor the motion passed, and the August Board meeting was adjourned.

XI. BOARD TRAINING

Following the Board Meeting, Rachel Malone and Carrie Beier presented to Board Members on the topics of Key Statewide Data and the Data Warehouse & Cash Projection Tools. The training began at 5:38 p.m. and ended at 6:56 p.m.


Recording Secretary


Date