



*"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 NOVEMBER 15, 2018**

### **PRESENT:**

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

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

### **VISITORS SIGNED IN:**

Sharon Travis, Jennifer Kinney, Becki Walters, Diane Corso, Megan Etzel and James Meade.

### **I. CALL TO ORDER AND ROLL CALL**

The October 18, 2018 Board Meeting was called to order at 5:03 p.m. by President, Mr. David Stuck. Roll Call was taken. Mr. Howard Collins and Don Sieg were absent excused, with all other members present.

### **II. PLEDGE OF ALLEGIANCE**

### **III. PUBLIC COMMENT**

James Meade invited Board Members to attend the next Self Advocacy event on Monday, December 3<sup>rd</sup>. Kitty Brandal will be the guest speaker and the topic is self-esteem.

### **IV. APPROVAL OF OCTOBER 18, 2018, MEETING MINUTES**

Mr. Dave Danhoff made a motion to approve the October 18, 2018, Board Meeting minutes. Ms. Melissa Tomaro seconded the motion. With all members in favor, the motion passed.

## **V. BOARD ACTION ITEMS**

A. **Ethics Committee:** The Ethics Committee did not meet and therefore there is no report.

B. **Finance Committee:**

### **1. Finance Committee Report**

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

- Due to early snow removal needs, monies may need to be moved from Contract Services in Operations department.
- \$500,000 will be moved from the General fund to the Waiver fund to cover match.
- Payment made for purchase of Gatekeeper Talk to Text.
- \$50,000 will be moved from the General fund to the Capital fund.

### **2. Fiscal Report**

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

C. **Superintendent Review Committee Report**

There was no Superintendent Review Committee report.

## **VI. DEPARTMENT REPORT**

A. **Children's Options Department Report**

The Children's Options Department Report was distributed to Board Members (handout). Jennifer Kinney briefly reviewed the report.

## **VII. OLD BUSINESS**

A. **OACB Annual Meeting Representative**

Mrs. Stacie Schmid made a motion to approve Mrs. Carrie Beier serve as the Erie County Board of Developmental Disabilities Delegate Representative at the OACB Annual Board Meeting in December 2018. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

## **VIII. NEW BUSINESS**

A. **Budget 2019- First Draft**

Rachel Malone distributed the Budget 2019- First Draft. Board Members were asked to review this information and contact Rachel Malone with any questions. The 2019 Budget will be discussed in more detail at the December meeting and approval will be sought.

B. **Erie County IRS Audit 2016**

Carrie Beier reported that Erie County underwent a random IRS Audit in the spring/summer of 2018 for tax year 2016. The result of the Audit found that county entities whom provide respite or supportive care may no longer contract with sole proprietor Limited Liability Corporations (LLC's). Therefore, as of January 1, 2019, the Erie County Board of Developmental Disabilities may no longer locally contract

with sole-proprietor LLC's for these services. This action is a result of the IRS audit findings and conclusions. Carrie provided Board Members a packet of information on the topic (handout)

The Individual & Family Supports (IFS) Department will be meeting with families on November 16, 2018, to communicate this information. Monies have been budgeted to assist families with transitions. Providers will also be updated on these changes.

Several questions were raised concerning moving forward in the best way possible regarding the IRS findings. Carrie Beier and Rachel Malone will follow-up.

Board Members were provided a copy of the Individual Supports Policy with revisions noted (handout). This policy may be revised and if approval needed will be approved at the December meeting. The Board recommended this policy be reviewed by legal counsel. Carrie will send to Gary Gross for review.

**C. Erie County Board of DD Santa's Workshop 10<sup>th</sup> Annual**

Carrie Beier encouraged Board Members to attend the upcoming Santa's Workshop event on Saturday, December 1<sup>st</sup> from 9:00 a.m. to 12:00 p.m. See the Superintendent Report for more information regarding the event.

**D. Levy**

Mr. John Hoty made a motion to approve a request to the Erie County Commissioners for placement of a .5 mill additional continuing Levy, effective immediately for 2019. Mr. David Danhoff seconded the motion. With all members in favor, the motion passed.

**IX. SUPERINTENDENT REPORT**

Carrie Beier, Superintendent, distributed and reviewed her monthly report (handout).

- Carrie attended the following meetings, trainings and activities: Sandusky Kiwanis meeting, OACB Superintendent Executive Committee meeting, Ohio Association for Children's Services EI committee meeting, Region 1 Superintendent Meeting, Clearwater Council of Governments Board meeting, Women in Leadership, Kiwanis Pancake Breakfast, Coaching and Mentoring for Managers, Family and Children First Council, Engage 2.0 meeting, Clearwater Council of Governments Board Training, Erie County Chamber Event, Superintendent Executive Committee (SEC) meeting.
- Public Relations:
  - Erie County Bd. DD EI-HMG Social Media Statistics – January through October (handout).
  - Erie County Board of DD Community Connections Calendar November 2018 (handout).

- Ball vs. Kasich Lawsuit Update: On November 9, 2018, Director Martin shared all parties in the lawsuit continue to mediate with no formal issues of agreement. OACB continues to represent local County Boards during mediation activities.
- Waiver Waiting List Rule: The new Rule went into effect as of July 1, 2018 and implementation began on September 1, 2018. In Erie County, approximately 20 new waiting list assessments have been completed with one person qualifying to remain or be placed onto the waiver waiting list.
- Personnel: One SSA has recently resigned. The SSA Department is continuing to interview to fill two of three open SSA positions. The Children's Options Department is interviewing to fill one open EI Developmental Specialist position.
- Ohio Association of County Boards of DD (OACB): The Association 2018 annual conference is being held next week. OACB has announced they will be revising their By-Laws to increase dues to address fiscal sustainability. Attached you will find the proposed Resolution regarding membership dues. This resolution will establish dues to be paid in alignment with county board enrollment. Erie County dues will increase from \$14,420.00 to \$22,145.00. (\$7,725.00 increase)
  - 32 counties will experience zero change in membership dues;
  - 34 counties will increase by one membership dues category;
  - 17 counties will increase by two dues categories;
  - 3 counties will increase by three dues categories; and
  - 2 counties will decrease by one dues category.
- Erie Bd. Of DD 10th Annual Santa's Workshop – Saturday, December 1st from 9:00 a.m. to 12:00 noon! Please stop by if you have time and enjoy the Lions Club Pancake Breakfast, Santa, the Sandusky High bell Choir, kids crafts and much more. The event is free and open to the public.

#### **X. EXECUTIVE SESSION**

Ms. Melissa Tomaro 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 Mr. John Hoty. Roll call vote followed:

David Danhoff	AYE
John Hoty	AYE
Stacie Schmid	AYE
David Stuck	AYE
Melissa Tomaro	AYE

At 5:45 p.m. the Board entered into Executive Session.

At 5:58 p.m. the Board exited from Executive Session.

**XI. ADJOURNMENT**

Mr. John Hoty made a motion to adjourn the Board meeting at 5:59 p.m. Ms. Melissa Tomaro seconded the motion. With all members in favor, the motion passed and the November Board meeting was adjourned.

**XII. BOARD TRAINING**

Following the Board Meeting, a training video was offered to Board Members on the topic of "Supportive Technology". The training began at 6:00 p.m. and ended at 7:13 p.m.

  
Recording Secretary

  
Date

---