



*"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

February 21, 2019

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

Jennifer Kinney, Becki Walter, Jessi Cray-Smith, Jennifer Myers, Jason Myers, Amanda Buser, Julie Geiger, Tara Kamman, Courtney Orshoski, Janie Heston, Megan Etzel, Felicia Zendejas, Adrienne Keys, Diane Corso, James Meade and Carly Sabo.

I. CALL TO ORDER AND ROLL CALL

The February 21, 2019 Board Meeting was called to order at 5:00 p.m. by President, Mr. David Stuck. Roll Call was taken. Mr. Howard Collins was absent excused. All other members were present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

On behalf of the Self-Advocates, James Meade, reporting the following:

- The Blue Spectrum, music and dancing, event will be held on Saturday, April 6, 2019 at the Ten Fifty Eight Event Center in Sandusky. Tickets are available for purchase by contacting Jennifer Yingling.
- A Bowling Fundraiser will be held in June 2019 and more details will be available next month.
- The group is selling Malley's chocolate bars for \$1. Proceeds will be used to attend the Synergy conference in October.
- The group is participating in Project Stir Training.
- Carly Sabo, President, was in attendance and introduced herself to Board Members.

Jennifer and Jason Myers introduced themselves to the Board. Their daughter, Josie, graduated from the Early Intervention (EI) program and they shared their positive experience with the EI program, including the annual Night to Shine event. They also stated that Josie would not be where she is today, without the services and assistance of

the EI Program. They are very grateful for the services Josie has received over the years. The Board thanked the Myers family for sharing their story.

Jessi Cray-Smith, Early Intervention (EI) Specialist, talked about how the Night to Shine began seven years ago. Board Members were given an invitation and encouraged to attend this year's Night to Shine on Wednesday, 3/20/19 at 6:00pm at the Ten Fifty Eight Event Center.

Adrienne Keys introduced two new SSAs, Courtney Orshoski, SSA and Janie Heston, SSA. The employees shared some information about themselves and were welcomed by the Board.

IV. APPROVAL OF JANUARY 17, 2019, MEETING MINUTES

Ms. Melissa Tomaro noted two corrections to the minutes:

- Page 5, Section E., Committee Appointments to the Finance Committee remove Stacie Schmid and add Melissa Tomaro.
- Page 9, Section XI., Adjournment- misspelling of Mrs. Stacie Schmid's name.

Mr. John Hoty made a motion to approve the January 17, 2019, Board Meeting minutes with the corrections noted. 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.

B. **Finance Committee:**

1. **Finance Committee Report**

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

- Expenses noteworthy included: dues, postage, Early Intervention (EI) supplies, travel in Information Technology (IT), phone reimbursement, Family Directed Resources (FDR) quarterly payment, match payment made and gas cards. These noteworthy expenses are not associated with regular monthly expenses and therefore will even out throughout the year.

2. **Fiscal Report**

The Fiscal Report for Month End January 31, 2019 was distributed for review and approval (handout). Mrs. Stacie Schmid made a motion to approve the January Fiscal Report as submitted. Mr. David Danhoff seconded the motion. With all members in favor, the motion passed.

3. **Draft Budget Update**

Rachel Malone and Carrie Beier continue to work with the Erie County Finance Department to amend the draft budget. The budget is expected to be reviewed and approved by the Erie County Commissioners in mid to late March.

4. Capital Plan

Rachel Malone, Kevin Ferback, and Carrie Beier met with Doug Smith from IAP Government Services Group to update our Capital Plan. A capital plan was completed in 2014 and has been updated with the new group at no cost. Rachel Malone and Kevin Ferback will also be meeting with Jim Benedict from H.E.A.T Total Facility Solutions to go over the suggestions from IAP, specifically related to the HVAC systems throughout the building. Additionally, we will be looking at the overall efficiencies throughout the building, not only with the HVAC systems, but with office configuration as well.

C. Policy Committee Report

The Policy Committee reviewed three policies in February.

- The Behavior Support Strategies and the Human Rights Committee Policy was reviewed with no revisions.
- The Third-Party Fees and Billing Policy was reviewed with no revisions.
- The Medicaid Administrative Claiming Policy was reviewed and revised.

Mrs. Stacie Schmid made a motion to approve the Medicaid Administrative Claiming Policy as revised. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

VI. DEPARTMENT REPORT

A. Individual and Family Supports Department

The Individual and Family Supports Department report (handout) was distributed and reviewed by Megan Etzel, IFS Manager.

VII. OLD BUSINESS

A. Open Board Member Seat

One Board Member seat remains open and is an Erie County Commissioner appointed position. The position has been posted in the newspaper. Carrie has submitted an application to the Commissioners office of an interested person for consideration. Carrie remains in contact with the Commissioners office to check on the status of the vacant seat.

VIII. NEW BUSINESS

A. OACB Board Member Reference Manual- 2019 Updates

Board Members were provided a packet containing the 2019 Updates to the OACB Board Member Reference Manual. Board Members were asked to update their manuals accordingly.

B. New Ohio Department of Developmental Disabilities (DODD) Director, Jeff Davis- New Initiatives

Carrie provided Board Members a copy of the new weekly DODD Director's Corner newsletter dated February 10, 2019 (handout). The newsletter was shared for informational purposes.

C. Shared Business Manager Contract with Crawford County

Crawford County approached the Board regarding a shared Business Manager position. The portion at Crawford County would be approximately 20 hours per

month. The contract has been drafted and it will be a 1-year contract. Ms. Melissa Tomaro made a motion to approve the shared Business Manager position with Crawford County. Mr. John Hoty 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: Self-Advocates of Erie County meeting, Erie County Family and Children First Executive Committee meeting, Governors Committee on Home Visiting, Superintendents Executive Committee meeting, Ohio Assoc. of County Boards of DD Trustee meeting and Serving Our Seniors (Sue Daughtery) meeting.
- **Public Relations:**
Erie County Bd. DD & HMG Social Media Statistics – January 2019 (handout).
- **Ball vs. Kasich Lawsuit Update:** Lori Stanfa (OACB) reported that the parties are working towards a settlement and are hopeful they will have a settlement in the near future.
- **Waiver Waiting List:** We currently have 4 individuals, who have met the waiver waiting list qualifications to receive waiver supports within the next 12 months.
- **Personnel:** We have hired Tyler Cooney as an SSA with a planned start date of March 4th. We have one additional SSA positions to be filled in 2019.
- **Executive Order:** Carrie has been serving on the Governors Home Visiting Committee representing Early Intervention and Help Me Grow Home Visiting on behalf of County Boards of DD. The committee is drafting recommendations that will support the expansion of Home Visiting Services in Ohio. The Governor hopes to triple the current number of families served. The committee will have final recommendations to the Governor by March 1st.
- **Ohio Superintendents Executive Committee:** At the February meeting, Director Jeff Davis, spoke to county board superintendents regarding his top priorities. Director Davis discussed the need for quality case management (SSA), hands on delivery of care (provider development and support), system simplification (get rid of what is not working or making the system too hard). Director Davis specifically addressed the issue that our industry needs to be focused on “being helpful and kind” in our supports and services. Director Davis stated the department will be looking to implement a statewide Individual Service Plan (ISP).
- **County Board Awareness:**
 - A. The Community Engagement Department has been working on developing a Speakers Bureau. Materials are being developed and staff are being trained. Speakers will be available to provide presentations to local agencies

and groups to spread awareness about the Board and our services and supports.

- B. We are working with Mark Advertising to update our website. We are also expanding our presence on social media through Twitter.
- C. The Awareness Committee is coordinating our annual coloring contest with the county elementary schools to take place in March for DD Awareness Month, along with other awareness activities.

- **Vocational Habilitation Service:** Information from DODD on upcoming changes was distributed (handout). A statewide stakeholder's group is working with DODD on this transition. The SSA department and Carrie will keep families and individuals informed as the group moves forward.

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:

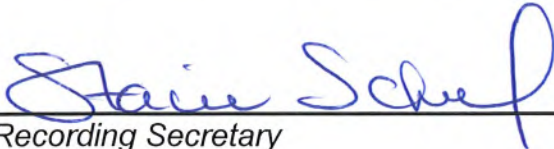
Mr. David Danhoff	AYE
Mr. John Hoty	AYE
Mrs. Stacie Schmid	AYE
Mr. David Stuck	AYE
Ms. Melissa Tomaro	AYE

At 5:50 p.m. the Board entered into Executive Session.

At 6:41 p.m. the Board exited from Executive Session

XI. ADJOURNMENT

Mr. John Hoty made a motion to adjourn the Board meeting at 6:42 p.m. Ms. Melissa Tomaro seconded the motion. With all members in favor, the motion passed and the February Board meeting was adjourned.


Recording Secretary

3-21-19
Date