



*"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
SEPTEMBER 19, 2019**

PRESENT

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

ECBDD Staff: Carrie Beier and Michelle Kelley.

VISITORS SIGNED IN

Adrienne Keys, Megan Etzel, Rebecca Walter, Felicia Zendejas, Diane Corso and Tiffany Felter.

I. CALL TO ORDER AND ROLL CALL

The September 19, 2019 Board Meeting was called to order at 5:00 p.m. by Vice President, Mr. Howard Collins. Roll Call was taken. Mr. Mark Harrington and Mr. David Stuck were absent excused. All other Board Members were present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

James Meade was not attendance but did provide a flyer to Board Members on the upcoming Halloween Dance Party on 10/15 from 5:30pm-8pm at the Harbor House Bar & Grill in Huron. The dance is put on by the Self-Advocates of Erie County and the cost is \$5 (handout).

IV. APPROVAL OF AUGUST 15, 2019 MEETING MINUTES

Mr. John Hoty made a motion to approve the August 15, 2019, Board Meeting minutes. Ms. Melissa Tomaro seconded the motion. Mrs. Stacie Schmid abstained. With all other 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

Carrie Beier reported the August Finance report was reviewed by the Finance Committee in detail. Carrie shared the following highlights:

- 2nd half tax revenue funds were received.
- The Finance Committee will be reviewing the amount of dollars spent in Erie County.
- The HVAC system in the Gym has been replaced.
- We are awaiting a quote on the large HVAC system building project.

2. Fiscal Report

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

3. Policy Committee Report

The Policy Committee reviewed one policy in September. The Administrative Resolution of Complaints for Individuals policy was reviewed and revised. Mrs. Stacie Schmid made a motion to approve the Administrative Resolution of Complaints for Individuals Policy. The motion was seconded by Ms. Melissa Tomaro. With all members in favor, the motion passed.

VI. DEPARTMENT REPORT

A. Community Supports Department Report

The Remote Supports Report was shared with Board Members (handout). Tiffany Felter, SSA and Technology Resource, reviewed the report with Board Members.

VII. OLD BUSINESS

A. Wavier Waiting List Update

Carrie Beier provided Board Members a Waiver Waiting List Update (handout). The report included State data and Erie County data. The Waiver Waiting List in Erie County will be completed by year-end.

VIII. NEW BUSINESS

A. STABLE Account

Carrie Beier provided Board Members with information on STABLE Accounts (handout). STABLE accounts may be available to families.

B. Superintendent's Travel to DC

Mr. David Danhoff made a motion to approve the Superintendent's travel to Washington D.C. on 9/25-9/26/19 for the Ohio Association of County Boards (OACB) Federal Fly-In. The OACB will cover the cost of meals and the hotel room. The Erie County Board of DD authorizes the cost of flight travel associated with the trip to Washington D.C. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

IX. SUPERINTENDENT REPORT

- Carrie attended the following meetings, trainings and activities: Kiwanis meetings, OACB Trustee meeting, Superintendent Executive Committee, DODD EI Advisory,

Statewide SSA Forum, Region 1 Superintendent meeting, Erie County Community Corrections meeting, Erie County Safety Training on Medical Marijuana, Clearwater COG Board meeting, OACB Policy Symposium and Superintendent Development Region 1 meeting (hosted).

- **Media/Public Relations:**

- Erie County Board of DD & HMG Social Media Statistics – August 2019 (handout).
- Sandusky Register newspaper articles: None.
- Community Connections Calendar- September 2019 (handout).

- **Waiver Waiting List:**

- Update provided under Old Business.

- **Personnel:**

- Open Positions:
 - Individual & Family Support Specialist (vacated position of Lesley Swope)– this position is posted both internally and externally until the right candidate can be found.
 - SSA Manager (vacated position of Felicia Zendejas)– First round interviews have been completed for this position. Second round interviews will be completed this month with 4 SSA's participating in the interview process.
 - SSA Assistant- Debbie Crosby has submitted her resignation as SSA Assistant to be effective December 31, 2019. She will be completing her requirements for her Master's program.
 - SSA (vacated position of Kristen Barone)- the SSA position has been posted internally and externally. Interviews will be completed in the coming weeks.
 - Part-Time Transportation Driver (2 positions) – Levi Jones is retiring at the end of September. Another driver has reduced his availability, so we will be hiring two part-time drivers. We are receiving applications and setting up interviews.
- Health Insurance: We recently went out to bid and received quotes from three health care providers. We will be meeting with the Health Care Committee on 9/24 and finalizing our health care package by November 1st.

- **House Bill 166 (Budget Bill)**

- The OACB Budget Symposium was held in Columbus on September 17th. Information was provided on Non-Medical Transportation proposed rule changes, Early Intervention funding and the new requirements for cost projections and annual plans. OACB and SEC are working closely with DODD on the template to be used when submitting our local 5-year forecast to DODD. Business Managers and Superintendents are at the table giving input on the final format.

- **OACB Winter Conference:** the OACB Winter Conference will be held December 4th, 5th and 6th, 2019 in Columbus. We are awaiting session information from OACB and will forward this to Board Members once we receive.

- **Building Bridges Awards Banquet:** The 2019 ECBDD Building Bridges Awards Banquet will be held on Thursday, October 10th, 2019 at Mesenburg's in Huron. Doors open at 5:00pm and dinner will be served at 5:30pm. Please be sure to

RSVP to Carolyn Wiseman or Michelle Kelley as soon as possible. We had 47 nominations for the 5 award categories. The Awareness Committee reviewed all the nominations and selected the following winners of this years' awards:

- Above and Beyond: Bill Myers
 - Betty Rinderle Award for Success: Shaun Zeno
 - Employer of the Year: Sandusky Central Catholic School
 - Opening Doors: Sgt. Tracey Susana
 - Steve Lippert Advocacy Award: Donna Senko
- **Speakers Bureau:** The ECBDD Speakers Bureau has three community presentations scheduled in the upcoming weeks. If you have a group that would like to learn more about the ECBDD, please have them contact Diane Corso to schedule a presentation.

X. EXECUTIVE SESSION

Mr. Howard Collins 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 for confidential matters required to be kept confidential by federal or state law. The motion was seconded by Mr. David Danhoff. Roll call vote followed:

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

At 5:27 p.m. the Board entered into Executive Session.

At 5:55 p.m. the Board exited from Executive Session.

XI. ADJOURNMENT

Mr. John Hoty made a motion to adjourn the Board meeting at 5:56 p.m. Ms. Melissa Tomaro. seconded the motion. With all members in favor, the motion passed and the September Board meeting was adjourned.


Recording Secretary

10-17-19
Date