



*"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**  
4405 Galloway Road, Sandusky, Ohio 44870

**BOARD MEETING MINUTES  
JUNE 17, 2021**

**PRESENT**

Board Members: David Danhoff, Mark Harrington, John Hoty, Eric Kibler, Stacey Schmid, and Tracey Susana.

ECBDD Staff: Carrie Beier and Michelle Kelley.

**VISITORS SIGNED IN**

Felicia Zendejas, Diane Corso and Adrienne Keys.

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

The June 17, 2021 Board Meeting was called to order at 5:01 p.m. by Board Vice President, Mr. John Hoty. Roll Call was taken. Mrs. Melissa Laughlin was absent excused. All other members were present.

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENT**

The Self-Advocate group provided an update to Board Members through a video report. Diane Corso introduced the Self-Advocate video and it was viewed.

**IV. APPROVAL OF MAY 20, 2021, MEETING MINUTES**

Mrs. Tracey Susana made a motion to approve the May 20, 2021, Board Meeting minutes as submitted. Mr. David Danhoff 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 met this month. Carrie Beier reported that the May report was sent to the Finance Committee for review. Carrie shared the following highlights:

- Revenue: is on target for this month at 60%. Levy dollars are expected in the coming month(s).
- Expenditures: on target for the year. Usual expenses occurred in May.

- Budget adjustments- two have occurred thus far, year-to-date.
- Waiver match payment- was approximately \$100,000 more than usual. This is due to COVID, as two lump sum payments were allocated to providers.
- Notable bills paid included: continued placement of individual at a developmental center.

## 2. **Fiscal Report**

The Fiscal Report for Month End May 31, 2021, was provided for review and approval (handout). Mr. Eric Kibler made a motion to approve the May 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 two policies in June. These policies were the:

- Electronic Signature Policy
- Individual Supports Policy

No revisions were made to the Electronic Signature Policy. Therefore, approval by the Board is not required on this policy.

The Individual Supports Policy was reviewed and revised. Mrs. Tracey Susana made a motion to approve this policy as revised. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

## **VI. DEPARTMENT REPORT**

### **A. SSA Department Report**

The SSA Department Report was distributed to Board Members (handout). Adrienne Keys, SSA Manager, reviewed the information with Board Members.

## **VII. OLD BUSINESS**

### **A. Provider Supports**

Carrie Beier provided Board Members a copy of a letter recently sent to Individuals, Families, Providers and Guardians on the labor shortage and specifically a concern of the direct support professionals shortage.

### **B. COVID Update- House Bill 404**

Carrie Beier provided Board Members a copy of House Bill 404, which states effective, July 1, 2021, Board Members must return to attend Board Meetings in person. Attendance virtually or by phone, will no longer be permitted. Board Members acknowledged receipt and understanding.

## **IIV. NEW BUSINESS**

### **A. Home Visiting Services Contract Extension with Ohio Department of Health**

Mr. Mark Harrington made a motion to continue the provision of the Ohio Department of Health (ODH) Home Visiting Services for State Fiscal Year 2021 (July 1, 2021-June 30, 2022) and enter into contract extension with the Ohio Department of Health (ODH) to provide Home Visiting Services. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

## **B. Early Intervention Service Coordination Services Contract with Erie County Family and Children's First Council**

Mr. Mark Harrington made a motion to continue the provision of the Ohio Department of Developmental Disabilities (DODD) Early Intervention (EI) Service Coordination Services, for State Fiscal Year 2021 (July 1, 2021-June 30, 2022) and enter into contract with the Ohio Department of Developmental Disabilities (DODD) to provide Early Intervention (EI) Service Coordination Services. Mr. Eric Kibler seconded the motion. With all members in favor, the motion passed.

## **IX. SUPERINTENDENT REPORT**

- Carrie attended the following virtual/remote meetings, trainings and activities: Region 1 and Statewide Superintendent conference calls (bi-weekly), OPRA member Friday Five call, Kiwanis, FCFC Executive Board meeting, OPRA conference, ECHO TA session, Erie County DD Provider Zoom Meetings, United Way Board Meeting, Business Managers statewide zoom meeting, OACB Spring Conference and EI OACB Committee meeting.
- **Media/Public Relations:**
  - Sandusky Register article(s): none
  - Community Connections Calendar- visit the ECBDD website at [www.eriecbdd.org/events](http://www.eriecbdd.org/events) for our full calendar of events.
- **Personnel:**
  - We have filled one open SSA position with an internal applicant. We are currently accepting applications to fill an additional SSA position, 1 SSA Assistant, 1 Quality Assurance Specialist and 1 HMG Home Visitor.
- **Facility:** We are in the process of finalizing the vendor contract for the parking lot maintenance and paving. Maintenance has been completed on our exterior brick work.
- **Accreditation Reminder:** We are scheduled for our DODD Accreditation Review on July 26<sup>th</sup> and 27<sup>th</sup>. We will be coordinating interviews during that time for reviewers to speak with one to two of our Board Members. We will be reaching out to schedule this closer to the time of the review.
- **Adult Day Services (ADS) & Residential Services:** Felicia Zendejas and Carrie are continuing to connect with Residential and Adult Day providers, through monthly Zoom meetings. We are also meeting one-on-one with residential providers to discuss staffing concerns, capacity issues and possible supports for retention and recruitment. As we move forward, will be developing ways to support providers with recruitment and retention of staff.
- **DSP-Labor Workforce Shortage:** DODD has developed a statewide DSP shortage task force with multiple stakeholders to address possible long-term and short-term supports regarding recruitment and retention of direct care workers. Felicia and I are in regular contact with our residential and day habilitation providers to monitor any crisis workforce issues and discuss supports the board may be able to provide locally. We have individuals who are looking for in home supports, but not able to find providers at this time and we continue to work to find a provider.
- **State Budget:**

### Budget Updates At a Glance

1. Maintained: Funding for state support for EI services.
2. Maintained: Support for multi-system youth and their families.

3. Maintained: Provisions to reduce administrative red tape by making certain departmental audits discretionary and inserting cleanup language related to county board business managers.
4. Maintained: Funding for assistive technology and remote supports.
5. Removed: Requirement that DD service providers be dually licensed by DODD and ODH.
6. Removed: An amendment that would have allowed boards of DD to continue meeting remotely through December 31, 2021.
7. Added: An amendment that would prohibit DODD from prioritizing exit waivers for ICF residents.
8. Added: An exemption for the OhioRISE program from a managed care contract re-procurement requirement.

Next Steps in the State Budget Process: The differences between the House and Senate versions of the bill will now be resolved by a conference committee before HB 110 heads to Governor Mike DeWine for his signature. The budget must be complete by the end of June.

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

There was no Executive Session.


#### **XI. ADJOURNMENT**

Mr. Mark Harrington made a motion to adjourn the Board meeting at 5:32 p.m.. Mr. David Danhoff seconded the motion. With all members in favor the motion passed, and the June Board meeting was adjourned.

#### **XII. BOARD MEMBER TRAINING**

Board Member Training was held following the meeting on the topics of: Community Integration, Multi-System Youth, and Director Davis Statewide Updates. The training began at approximately 5:33 p.m. and ended at 6:33 p.m.

  
Recording Secretary

7-15-21  
  
Date