



*"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 JULY 15, 2021**

### **PRESENT**

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

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

### **VISITORS SIGNED IN**

Jennifer Kinney, Felicia Zendejas, Adrienne Keys, Erin McDougall, and Megan Etzel.

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

The July 15, 2021, Board Meeting was called to order at 6:00 p.m. by Board Vice President, Mr. John Hoty. Roll Call was taken. Mr. Mark Harrington and Mrs. Melissa Laughlin were 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, and it will be shared via email.

### **IV. APPROVAL OF JUNE 17, 2021, MEETING MINUTES**

Mrs. Stacie Schmid made a motion to approve the June 17, 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. Rachel Malone reported that the June report was sent to the Finance Committee for review. Rachel shared the following highlights:

- Revenue and expenses are on target for year-to-date.

- \$2,000 will be transferred to the Operations Department as a budget modification.
- Exterior brick work was completed under the Capital Improvement fund.
- The Finance Committee has shifted back to in person meetings and are exploring alternative meeting times.
- Health Insurance renewal will occur in November. We are exploring options.

## 2. **Fiscal Report**

The Fiscal Report for Month End June 30, 2021, was provided for review and approval (handout). Mr. Eric Kibler made a motion to approve the June Fiscal Report as submitted. Mrs. Tracey Susana seconded the motion. With all members in favor, the motion passed.

## 3. **Policy Committee Report**

The Policy Committee reviewed four policies in June. These policies were the:

- Help Me Grow Home Visiting Policy
- Title XX Policy
- Emergency Operations Procedures Manual
- MUI Reporting Policy

No revisions were made to the Help Me Grow Home Visiting Policy and the Title XX Policy. Therefore, approval by the Board is not required on these policies.

The Emergency Operations Procedures Manual and the MUI Reporting Policy were reviewed and revised. Mr. David Danhoff made a motion to approve these policies as revised. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

## **VI. DEPARTMENT REPORT**

### **A. Strategic Plan- 2<sup>nd</sup> Quarter Report**

The Strategic Plan, 2<sup>nd</sup> Quarter Report was distributed to Board Members (handout). Carrie Beier asked Board Members to review the information and reach out with any questions.

## **VII. OLD BUSINESS**

### **A. Provider Supports**

Carrie Beier reported the labor shortage, specifically with direct support professionals, continues to be a concern. A Medicaid rate increase for direct support professional was in the recently approved State budget. Carrie Beier and Felicia Zendejas continue to meet with providers on a regular basis to address concerns and provide support as appropriate.

## **IV. NEW BUSINESS**

### **A. Management Vacation Payout**

Mrs. Stacie Schmid made a motion to authorize up to a two-week payout annually for Management Team members vacation leave. This authorization is effective, January 1, 2021. Mr. David Danhoff seconded the motion. With all members in favor, the motion passed.

**B. 2021 ECBDD Holiday & In-Service Calendar- Proposed Revision**

Mr. John Hoty made a motion to add the Juneteenth Holiday to the ECBDD Holiday & In-Service Calendar. In 2021, the holiday will be observed on Friday, September 3<sup>rd</sup>. In subsequent years it will be observed on or around June 19<sup>th</sup>. Mrs. Tracey Susana seconded the motion. With all members in favor, the motion passed.

**C. 2021 Board Meeting Schedule- Proposed Revisions**

The 2021 Board Meeting Schedule with proposed revisions was distributed (handout). Mr. John Hoty made a motion to move the Board Meeting start time back 1-hour to 6:00 p.m. for the remainder of 2021 Board Meetings. Mr. Eric Kibler seconded the motion. With all members in favor, the motion passed.

**IX. SUPERINTENDENT REPORT**

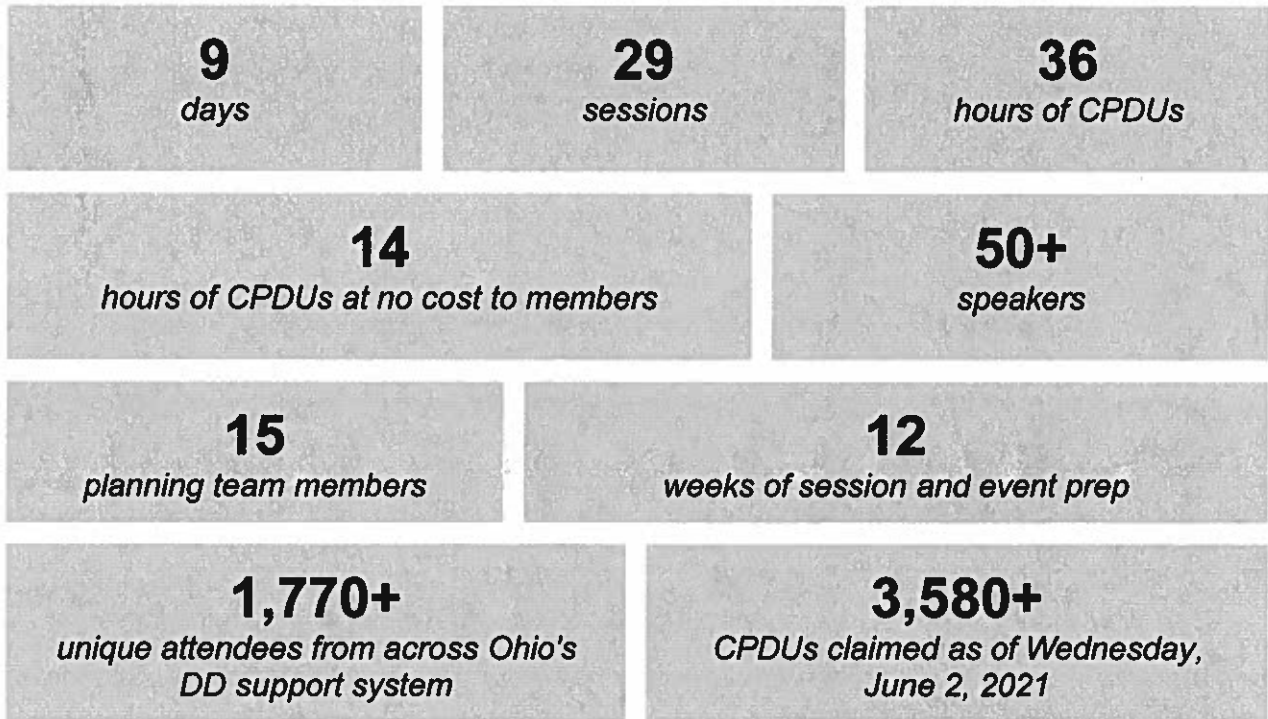
- Carrie attended the following virtual/remote meetings, trainings and activities: Region 1 and Statewide Superintendent conference calls (bi-weekly), OPRA member Friday Five calls, Kiwanis, FCFC Executive Board meeting, FCFC Council meeting, ECHO TA session, Erie DD Provider Zoom Meeting, United Way Board Meeting, Statewide Tech Alliance meeting, EI OACB Committee meeting, National Association for the Dually Diagnosed - MIID Conference, Clearwater Council of Governments Board meeting, Business Managers Budget Training and OACB Communications Network meeting.
- **Media/Public Relations:**
  - Sandusky Register article: *Stars & Stripes Celebration*- July 3-4, 2021 (handout).
  - 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 are in the process of interviewing for 1 SSA, 1 SSA Assistant, 1 Quality Assurance Specialist (internal) and 1 HMG Home Visitor.
- **Facility:** The parking lot resurfacing is scheduled to begin on July 19<sup>th</sup> and may take approximately one week to complete. We are exploring options for more functional signage for our building entrances and parking areas.
- **Accreditation:** We are scheduled for our DODD Accreditation review on July 26<sup>th</sup> and July 27<sup>th</sup>, 2021. We have coordinated all interviews and meetings. All requested documents have been submitted to DODD. Carrie met virtually with the DODD review team leader and Lisa Burt, Director of accreditation and provider review department, to touch base on any issues to focus on during the two-day 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 connecting with providers, sharing information, and developing interventions or supports as requested.
- **DSP-Labor Workforce Shortage-** Carrie provided a list of activities and supports the County Board has coordinated or developed to support those who are providing direct care to the individuals we support (handout).

- **Ohio's State Budget: Budget Outcomes at a Glance**

1. **Approved:** Funding for an across-the-board waiver rate increase equivalent to 2% per year in both years of the biennium.
2. **Approved:** Funding for state support for EI services.
3. **Approved:** Support for multi-system youth and their families.
4. **Approved:** Provisions to reduce administrative red tape by making certain departmental audits discretionary and inserting cleanup language related to county board business managers.
5. **Approved:** Funding for assistive technology and remote supports.
6. **Removed:** An amendment that would have required managed care re-procurement, including potentially for the OhioRISE program. This was line-item vetoed by Governor DeWine.
7. **Removed:** An amendment that would have prohibited DODD from prioritizing exit waivers for ICF residents.
8. **Removed:** A requirement that DD service providers be dually licensed by DODD and ODH.

- **OACB updates:**

**2021 Spring Conference by the Numbers**



**OACB highlighted accomplishments for 2<sup>nd</sup> quarter:**



- Worked alongside provider partners to successfully advocate for an across-the-board reimbursement rate increase in the state budget bill.

- Successfully advocated for the removal of a provision in the state budget bill that would have required DD staff to be dually licensed under DODD and ODH.

- Coordinated with members of the DD Caucus to set system priorities for upcoming meetings.

- Communicated with senior DODD staff to receive clarity on the lifting of public health orders, giving members advance notice of upcoming regulatory changes.

- Directly advised three county boards of DD on sensitive media relations issues and/or urgent public outreach questions.

- Sent 39 publications providing news and event updates and clipped 60 stories for the [MemberConnect News Archive](#).

### **Technical Assistance**

- Delivered extensive, localized support to a county board on the topics of board leadership and local relationship building.

- Assisted multiple county boards (in person and over Zoom) with accreditation, board member training, behavior support, budgeting questions, and personnel issues.

- Helped a county board of DD begin its search for a new superintendent.

### **Professional Development**

- Conducted the 2021 Spring Conference virtually over Zoom, which featured 29 sessions and more than 50 speakers and delivered more than 3,580 CPDUs to more than 1,770 unique attendees. ([Claim CPDUs in MemberConnect](#))

- Finalized and opened registration for county-specific guardianship trainings as well as an upcoming series of health and safety webinars. [Browse events in MemberConnect](#).

## **X. EXECUTIVE SESSION**

There was no Executive Session.

## **XI. ADJOURNMENT**

Mr. Eric Kibler made a motion to adjourn the Board meeting at 6:25 p.m. Mrs. Tracey Susana seconded the motion. With all members in favor the motion passed, and the July Board meeting was adjourned.

*Stacie Schmel*

Recording Secretary

9-16-21

Date