



*"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
February 17, 2022

PRESENT

Board Members: Dave Danhoff, Mark Harrington, Eric Kibler, Katelyn Miller, Stacey Schmid and Tracey Susana.

ECBDD Staff: Carrie Beier and Michelle Kelley.

VISITORS SIGNED IN

Megan Etzel, Felicia Zendejas, Adrienne Keys, Erin McDougall, Diane Corso and Eric Wightman.

I. CALL TO ORDER

The February 17, 2022, Board Meeting was called to order at 6:01 p.m. by Board President, Mr. Dave Danhoff.

II. ROLL CALL

Roll Call was taken. All Board Members were present.

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENT

There was no Public Comment.

V. APPROVAL OF JANUARY 20, 2022, MEETING MINUTES

Mrs. Tracey Susana made a motion to approve the January 20, 2022, Board Meeting minutes as submitted. Mr. Eric Kibler seconded the motion. With all members in favor, the motion passed.

VI. BOARD ACTION ITEMS

A. **Ethics Committee:** The Ethics Committee did not meet.

B. **Finance Committee**

1. **Finance Committee Report**

The Finance Committee did not meet this month. Carrie Beier reported that the January report was reviewed by the Finance Committee. Carrie shared the following highlights:

- Revenue and expenses on target for year to date.
- We are awaiting finalization of our 2022 Budget by the Commissioner's office.

2. Fiscal Report

The Fiscal Report for Month Ending January 31, 2022 was provided for review and approval (handout). Mr. Eric Kibler made a motion to approve the January Fiscal Report as submitted. Mr. Mark Harrington seconded the motion. With all members in favor, the motion passed.

C. Policy Committee Report

Mrs. Stacie Schmid reported the Policy Committee reviewed four policies in February. These policies were the:

- Community Engagement Policy
- Employment First Policy
- Due Process for Medicaid Covered Services Policy
- Work from Home Policy

The above listed policies were reviewed and revised. Mrs. Stacie Schmid made a motion to approve these policies as revised. Mrs. Katelyn Miller seconded the motion. With all members in favor, the motion passed.

VII. DEPARTMENT REPORT

A. Providers, Incident Reporting, & Employment Report

The Providers, Incident Reporting, & Employment Report was distributed to Board Members (handout). Megan Etzel, IFS Manager, reviewed highlights from the report.

B. Information Technology, Records, & Security Report

The Information Technology, Records, & Security Report was distributed to Board Members (handout). Eric Wightman, IT Manager, reviewed highlights from the report.

VIII. OLD BUSINESS

There was no Old Business.

IX. NEW BUSINESS

A. Revision to 2022 Holiday & In-Service Calendar

The Spring In-Service date was revised to Tuesday, May 17, 2022. Mr. Mark Harrington made a motion to approve this revision to the 2022 Holiday & In-Service Calendar. Mrs. Tracey Susana seconded the motion. With all members in favor, the motion passed.

B. 2022 Board Member Training Schedule

The 2022 Board Member Training Schedule was provided for informational purposes (handout). Trainings are scheduled to be held, following the Board Meetings, in March, May and August.

C. Shared Agreement with Crawford County for Business Services

Mrs. Stacie Schmid made a motion to approve the contract for Shared Services with Crawford County Board of Developmental Disabilities for Business Services. This agreement shall be effective January 1, 2022 to December 31, 2022. This motion would authorize the Superintendent to execute the agreement. Mr. Eric Kibler seconded the motion. With all members in favor, the motion passed.

D. Union Contract with DD Employees Association (Non-SSA Unit)

The Non-SSA Unit Contract will expire on June 30, 2022. Compressed negotiations will take place in May. Mr. David Kessler, Jr., attorney, will once again represent the Board.

X. SUPERINTENDENT REPORT

- Carrie attended the following virtual/remote meetings, trainings and activities: OPRA Provider Friday Five, FCFC Erie County Executive Cmt., ECHO Multi-System Youth Technical Assistance, Erie County Health Dept. Erie County Cares, OPRA Legislative Advocacy, Ohio Early Intervention Comprehensive Professional Development Cmt., and OACB Superintendent Executive Cmt.
- **Media/Public Relations:**
 - Sandusky Register articles (handout):
 - January 22, 2022- **Thank you Educators!**
 - February 16, 2022- **Award winners 'build bridges'**
 - Community Connections Calendar- visit the ECBDD website at www.eriecbdd.org/events for our full calendar of events.
- **Personnel:**
 - We have posted and are interviewing for a HMG Home Visitor & a EI Service Coordinator.
 - We are interviewing to fill 2 SSA positions.
 - The Labor Management Team met and set dates for contract negotiations to begin for the Non-SSA unit in May.
- **Adult Day Services (ADS) & Residential Services:** Felicia and Carrie are continuing to reach out to Erie County providers to see what challenges they are experiencing and brainstorm possible solutions. We also share local board updates.
- **DODD:** The Ohio Department of Medicaid (ODM) has announced an upcoming OhioRISE community and provider training series. The trainings will be facilitated by ODM, Aetna Better Health of Ohio, the Child and Adolescent Behavioral Health Center of Excellence (CABH COE), and other state partners, to help prepare for implementing the OhioRISE program in July 2022. Each session covers a range of topics including OhioRISE implementation, systems, and operations.

We partnered with Erie County FCFC to apply for grant dollars to develop local respite supports for families with multi-system youth. We were awarded \$25,000.00 this year and \$50,000.00 next year. Carrie will be visiting Butler County, with Melissa Bayer-Smith, to develop a similar service in Erie County.

- **COVID:** We plan to continue masking and distancing in our building, at this time. Carrie has been in contact with the Erie County Health Dept. and we hope to begin easing COVID protocols in a few weeks with the surge decreasing and number of cases declining.
- **OACB:** OACB is continuing to lobby our legislators for a change in legislation to allow some virtual options to ORC Board Member attendance requirements as well

as educating legislators on the impact of the workforce shortage regarding direct support professionals.

- **DD Awareness Month:** We have multiple activities planned to highlight DD Awareness Month in March. Such as our annual coloring contest with local schools, a Sensory Friendly Movie, and a Legislative watch party for the events in Columbus.

XI. EXECUTIVE SESSION

There was no Executive Session.

XII. ADJOURNMENT

Mr. Mark Harrington made a motion to adjourn the Board meeting at 6:35 p.m. Mr. Eric Kibler seconded the motion. With all members in favor the motion passed, and the February Board meeting was adjourned.



Recording Secretary

3-17-22

Date