



*"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 16, 2023**

**PRESENT**

Board Members: Mark Harrington, Eric Kibler, Katelyn Miller, and Mary Peters.

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

**VISITORS SIGNED IN**

Jennifer Kinney, Felicia Zendejas, and Steve Shoffner.

**I. CALL TO ORDER**

The February 16, 2023, Board Meeting was called to order at 6:01 p.m. by Vice President, Mr. Eric Kibler.

**II. NEW BOARD MEMBER INSTALLMENT (OATH OF OFFICE)**

Mr. Steve Shoffner, Erie County Commissioner, administered the Oath of Office to new Board Member, Mrs. Mary Peters. Mrs. Peters was appointed to the Board by the Erie County Commissioners on January 26, 2023, to complete the unexpired term of Tracey Susana through March 10, 2025. Mrs. Peters was welcomed to the Board.

**III. ROLL CALL**

Roll Call was taken. Mr. Dave Danhoff and Mrs. Stacie Schmid were absent excused. All other Board Members were present.

**IV. PLEDGE OF ALLEGIANCE**

**V. PUBLIC COMMENT**

There was no Public Comment.

**VI. APPROVAL OF JANUARY 19, 2023, MEETING MINUTES**

Mr. Mark Harrington made a motion to approve the January 19, 2023, Board Meeting minutes as submitted. Mrs. Katelyn Miller seconded the motion. With all members in favor, the motion passed.

## **VII. BOARD ACTION ITEMS**

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

### **B. Finance Committee**

#### **1. Finance Committee Report**

The Finance Committee met this month. Rachel Malone reported that the January financials were reviewed by the Finance Committee. Rachel shared the following highlights:

- Revenue and expenses were on target for YTD.
- Annual dues to the COG were paid and 1st quarter match was paid.
- A budgeted transfer of funds occurred, from the general fund to waiver funds, to cover match dollars.

#### **2. Fiscal Report**

The Fiscal Report for Month Ending January 31, 2023, was provided for review and approval (handout). Mr. Mark Harrington made a motion to approve the January Fiscal Report as submitted. Mrs. Katelyn Miller seconded the motion. With all members in favor, the motion passed.

#### **3. 2023 Draft Budget**

The Budget remains in draft form until it is reviewed by the Erie County Commissioners in early 2023 and may be edited as appropriate. We anticipate the budget will be approved in late February or early March.

### **C. Policy Committee Report**

The Policy Committee reviewed three policies in February. These policies were the:

- Individual Supports Policy (reviewed and revised)
- Medicaid Administrative Claiming Policy (reviewed)
- Third Party Fees and Billing (reviewed)

The Individual Supports Policy was reviewed and revised. The Policy Committee recommended Board approval of this policy. Mr. Eric Kibler made a motion to approve this policy as revised. Mr. Mark Harrington seconded the motion. With all members in favor, the motion passed.

No revisions were made to the Medicaid Administrative Policy and the Third Party Fees and Billing Policy. Therefore, approval by the Board is not required on these policies.

## **VIII. DEPARTMENT REPORTS**

### **A. MUI, Providers, & Employment**

The MUI, Providers, & Employment Report was distributed (handout). Felicia Zendejas, Director of Individual & Family Supports (IFS), reviewed highlights from the report on behalf of Megan Etzel, IFS Manager.

### **B. Information Technology, Records, & Security**

The Information Technology, Records & Security Report was distributed (handout). Rachel Malone, Director of Business Services, reviewed highlights from the report on behalf of Eric Wightman, Systems Manager.

## **IX. OLD BUSINESS**

### **A. Strategic Planning Update**

Carrie Beier reported that we have contracted with the Impact Group to work with us this year to update our Strategic Plan. Board Members will meet with Lori Sandel from the Impact Group on Thursday, March 16, 2023, following the Board Meeting. Lori will lead Board Members through a SWOT (strengths, weakness, opportunities, and threats) Analysis.

### **B. Board Member Open Seat Update**

Carrie Beier remains in contact with the Erie County Commissioners Office to seek a replacement for the open Board Member seat.

## **X. NEW BUSINESS**

There was no New Business.

## **XI. SUPERINTENDENT REPORT**

- Carrie attended the following in-person/virtual/remote meetings, trainings and activities: Ohio Provider Resource Association Provider Friday Five's virtual, Ohio Association of County Boards Superintendent Executive Committee meeting, Clearwater Council of Government Board meeting, Kiwanis meeting, Rotary meeting, Region 1 Superintendent meeting, United Way Event, Erie County Executive Council FCFC meeting, Ohio Family and Children's Services Committee OACB, Inclusion and Diversity Training, Women in Leadership North Point ESC, Night To Shine Event, Strategic Planning SWOT meeting, Chamber Transportation-Freight Grant meeting, and Erie DD Provider meeting (virtual).
- **Media/Public Relations:**
  - Sandusky Register (attached): *Special night, special people*- February 14, 2023
  - 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 hired 2 SSAs to join our team. Adrian Fuehring and Tonya Smith will be coming on board, they both start on Monday March 6<sup>th</sup>.
  - In 2023 we will be moving away from the old "Mandatory Inservice" model of staff training to a new Professional Development model supporting staff development. The leadership team is leading this effort in order to build staff expertise and skills as well as promote a wide variety learning and wellness opportunities.
- **Erie County Providers:** Felicia and Carrie met for our quarterly Provider Meeting to share local initiatives and information as well as answer questions providers may have and offer support with any challenges, they may need assistance with.
- **Clearwater Council of Government:** The COG is also hosting SSA Boot Camp for new SSA's beginning in April 2023.
- **Strategic Planning:** Our first strategic planning meeting with the Impact Group was held on February 7<sup>th</sup> with our Leadership Team. Lori Sandel is our facilitator for Erie County strategic planning events and activities for the next 6 months.

- **Awareness Erie DD:** The Chapel hosted a Night to Shine event February 10, 2023. It was a great success! We had approximately 20 staff volunteering at the event and our building was used to support activities.
- **OACB - DODD:**
  - In the Governor's Budget, requested and supported by DODD, statutory changes to mandate the appointment of a person eligible for services from a county board of DD to be appointed to a county board as soon an opening occurs. This is set to be implemented July 1, 2023. Language for this proposal is being discussed, to clarify all responsibilities and requirements, should a county not have a qualified and interested individual available or willing to serve.
  - The Governor's Budget also transfers the responsibility for Early Intervention and Early Childhood Education/Preschool from DODD and ODE, respectively, to the new Ohio Department of Children and Youth. This is introduced in his budget as a new agency.
  - OACB and industry stakeholders are lobbying during this state budget season to increase Medicaid reimbursement to increase the wage for Direct Service Providers, and support other services and programs. The following increases, listed below, are proposed in the Governor's Budget, which is now being debated in the House. It will then go to the Ohio Senate and then to the Budget Committee for final approval to begin July 1, 2023:

**Additional State Funds: Homemaker Personal Care (HPC) Rates**

- HPC and related services (on-site on-call, shared living, remote support, and respite) increase by approximately **16.5%**, bringing the average hourly wage component for Direct Service Professionals (DSPs) to approx. \$16/hour for these services. These increases are funded exclusively with state general revenue fund (GRF) dollars and do not include any local funding component.
- **All waiver add-ons** – including Behavior, Medical, Complex Care, and Competency-Based Add-Ons – will *also* increase by **16.5%**. These increases are funded exclusively with state general revenue fund (GRF) dollars and do not include any local funding component.

**Additional State Funds: Other Waiver Services**

- Rates for following waiver services will increase by **10%**:
  - Adult Day Support (ADS)
  - Vocational Habilitation (VH)
  - Non-Medical Transportation
  - Individual Employment Support
  - Group Employment Support
  - Career Planning
  - Transportation
  - Self-Directed Transportation
- In addition to the 10% rate increase described above, one-time state funds in the amount of **\$30 million** will be set aside for ADS/VH services in FY 2024 to help implement the changes recommended through the so-called "Blueprint" effort. More

information on how these funds are intended to be used will be shared as it becomes known.

- All of these increases are funded exclusively with state general revenue fund (GRF) dollars and do not include any local funding component.

#### **Intermediate Care Facilities (ICF) Rate Increases**

- Baseline rates for ICFs will be allowed to increase in accordance with the statutory formula.
- In addition, each year of the biennium will see a 6.5% add-on to the direct care component of ICF reimbursement after the statutory growth formula has completed.
- Funding for the so-called "vent add-on" to support those who use a ventilator at an ICF will increase from \$300 to \$900 per day.
- All of these increases are funded exclusively with state general revenue fund (GRF) dollars and do not include any local funding component.

#### **XII. EXECUTIVE SESSION**

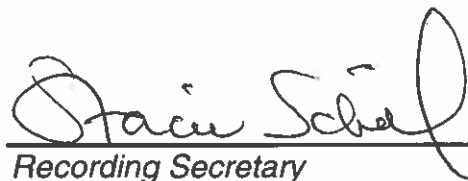
There was no Executive Session.

#### **XIII. ADJOURNMENT**

Mr. Mark Harrington made a motion to adjourn the Board meeting at 6:41 p.m. Mrs. Katelyn Miller seconded the motion. With all members in favor the motion passed, and the February Board meeting was adjourned.

#### **XIV. TRAINING**

Board Member Training was held following the meeting on the topics of Major Unusual Incident/Unusual Incident (MUI/UI) and COG Updates. The training began at approximately 6:45 p.m. and ended at 8:15 p.m.

  
Recording Secretary

4-20-23  
Date