



*"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 15, 2024

PRESENT

Board Members: Dave Danhoff (electronic), Brooke Gammie, Mark Harrington, Eric Kibler, Katelyn Miller, Mary Peters, and Stacie Schmid.

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

VISITORS SIGNED IN

Mike Riggle, Diane Corso, and Jennifer Kinney.

I. CALL TO ORDER

The February 15, 2024, Board Meeting was called to order at 6:02 p.m. by President, Mr. Eric Kibler.

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 18, 2024, MEETING MINUTES

Mr. Mark Harrington made a motion to approve the January 18, 2024, Board Meeting minutes as submitted. Mrs. Brooke Gammie seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE

With all members in favor, the motion passed.

VI. BOARD ACTION ITEMS

A. 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 are on track.
- We received our 1st quarter waiver fund match billing.

2. Fiscal Report

The Fiscal Report for Month Ending January 31, 2024, was provided for review and approval (handout). Mrs. Katelyn Miller made a motion to approve the January Fiscal Report as submitted. Mr. Mark Harrington seconded the motion.

Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE

With all members in favor, the motion passed.

3. Mileage Reimbursement Rate

Rescind Resolution #: 11-09-2023

Mrs. Katelyn Miller made a motion to rescind Resolution #: 11-9-2023, which stated each year, according to policy, the Erie County Board of DD sets the mileage reimbursement rate for all non-bargaining unit employees in January. Our negotiated rate for bargaining unit members is \$0.55 per mile or the counties rate whichever is higher. The county rate is \$.45. The IRS rate is \$.655 per mile. It is recommended that all non-bargaining unit members are reimbursed at a rate of \$0.55 per mile. Mrs. Mary Peters seconded the motion to rescind resolution #: 11-9-2023. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE

With all members in favor, the motion to rescind was passed.

Resolution #: 02-02-2024

Each year, according to policy, the Erie County Board of DD sets the mileage reimbursement rate for all non-bargaining unit employees in January. Our negotiated rate for bargaining unit members is \$0.55 per mile. The county rate is set at the current IRS rate. The IRS rate is \$0.67 per mile. It is recommended that all non-bargaining unit members are to be reimbursed at a rate of \$0.55 per mile per approved Erie County Board of DD 2024 Budget.

Mrs. Brooke Gammie made a motion to approve the non-bargaining mileage reimbursement rate of \$0.55/mile for calendar year 2024. Mrs. Katelyn Miller seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE

With all members in favor, the motion passed.

4. **ECBDD Accessibility/ HCBS ARPA Grant**
Resolution #: 02-03-2024

Whereas, the Erie County Board of Developmental Disabilities applied for and was awarded the Home and Community Based Services (HCBS) ARPA Grant in the amount of \$283,000 (Two Hundred Eighty Three Thousand Dollars), and

Whereas, the Erie County Board of Developmental Disabilities had not received notice of funding of the grant and had not appropriated this amount in its original budget proposal but has since received verification of the award, and

Therefore, be it resolved, that the Erie County Board of Developmental Disabilities authorizes the Superintendent to **contact the Erie County Commissioners and the Erie County Auditor immediately to inform them of approval by the Board and the need for a supplemental appropriation to the CY2024 budget:**

FROM:	Certified Unappropriated		\$283,000
TO:	Contract Services	20110-6519-530000	\$283,000

The Erie County Board of DD met this **15th day of February 2024**. Mr. Mark Harrington introduced the resolution and moved its adoption. Mrs. Katelyn Miller seconded the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE

Resolution Adopted: YES

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

C. Policy Committee Report

Mrs. Katelyn Miller reported that the Policy Committee reviewed the following three policies in February:

- Community Engagement Policy (reviewed, no revisions)
- Due Process for Medicaid Covered Services Policy (reviewed and revised)
- Employment First Policy (reviewed and revised)

The Community Engagement Policy was reviewed and there were no revisions. Board approval is not required for this policy.

The Due Process for Medicaid Covered Services Policy and the Employment First Policy were reviewed and revised. The Policy Committee recommended Board approval of these policies. Mrs. Brooke Gammie made a motion to approve these policies. Mrs. Mary Peters seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE

With all members in favor, the motion passed.

VII. OLD BUSINESS

A. 2024 Board Member Training

Carrie Beier reported that DODD has released the 2024 suggested training topics. Board Members were provided a copy of the 2024 DODD suggested training topics (handout). Board Members were also provided with a copy of the Board Member training plan for the year (handout). The plan was reviewed, and no changes were made. The next Board Member training is scheduled for March.

VIII. NEW BUSINESS

A. Community Capital Assistance Program (CCAP) Funding and Rehab Renovation Program (RRP)/ Renovation for Handicap Accessibility Program (RHAP)

Resolution #: 02-04-2024

Whereas, the Erie County Board of Developmental Disabilities applied for and was awarded \$180,000 (One Hundred Eighty Thousand Dollars) in Community Capital Assistance monies to purchase a property to be owned by Family Initiatives of Huron County per ORC 5123-1-03, and

Whereas, the Erie County Board of Developmental Disabilities is responsible for contributing up to \$20,000 (Twenty Thousand Dollars) of the final purchase price, and

Whereas, the Erie County Board of Developmental Disabilities was also awarded \$25,000 (Twenty-Five Thousand Dollars) in Rehabilitation and Renovation Projects monies, and

Whereas, the Erie County Board of Developmental Disabilities had not received notice of funding of the awards and had not appropriated these amounts in its original budget proposal but has since received verification of the awards, and

Therefore, be it resolved, that the Erie County Board of Developmental Disabilities authorizes the Superintendent to **contact the Erie County Commissioners and the Erie County Auditor immediately to inform them of approval by the Board and the need for a supplemental appropriation to the CY2024 budget:**

FROM:	Certified Unappropriated		\$225,000
TO:	Contract Services	20110-6519-530000	\$225,000

The Erie County Board of DD met this **15th day of February 2024**. Mrs. Stacie Schmid introduced the resolution and moved its adoption. Mrs. Brooke Gammie seconded the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

Resolution Adopted: YES

IX. SUPERINTENDENT REPORT

- Carrie attended the following in-person/virtual/remote meetings, trainings, and activities: Ohio Provider Resource Association Provider Friday Five's virtual, Kiwanis, Rotary, Executive Committee meetings, OACB EI Committee meeting, SEC Superintendent Committee meeting, United Way of Erie County Bd. Meeting, Region 1 Superintendent Meeting, OACB Children and Families Advisory Committee, Night to Shine Event, and Primary Solutions Superintendent Update.
- **Media/Public Relations:**
 - Sandusky Register (handout):
 - *Board gets \$283K- January 22, 2024*
 - Town Money Saver Ad (handout): *Year in Review and Improvaneer Method- February/March 2024*
 - Community Connections Calendar- visit the ECBDD website at www.eriecbdd.org/events for our full calendar of events.
- **Night to Shine:** This event was sponsored by The Chapel and the Tim Tebow Foundation. We are partnered with The Chapel and supported this event on Friday February 9th. It was a huge success, with approximately 195 event participants supported by over 150 volunteers. We are getting feedback to make adjustments, as needed, and to plan for another great event in 2025. The Sandusky Register highlighted the event and the article was provided to Board Members (handout).

- **The Improvaneer Method:** Please join us for a wonderful night of comedy and laughter on March 14th at 6:00 P.M. at Firelands BGSU in Huron. This event is co-sponsored by the ECBDD, The Mylander Foundation, and Firelands BGSU. The tickets are free, please register to attend by scanning the QR code on the flyer provided (handout).
- **Personnel:**
 - All positions have been filled at this time.
 - We are planning an all staff Professional Development training on Tuesday February 27th from 9:00am to 11:30am.
- **OACB (Ohio Association of County Boards):**

HB 344 Update: Jake Dowling (New Legislative Liaison for OACB) and Steve Tucker (OACB Business Manager) facilitated a workgroup discussion on potential alternate language that could be incorporated into HB 344, which would eliminate the ability of local taxing authorities to propose replacement property tax levies for voter approval. The bill's sponsor—Rep. Adam Mathews (R-Warren County)—has indicated that he is open to suggestions for compromise that could either maintain the replacement mechanism as long as there are increased efforts to ensure voter transparency or make other funding opportunities (such as “renewal with increase”) more available for implementation by local taxing authorities. The workgroup—which includes Superintendents Megan Manuel (Warren), Michele Myerholtz (Lucas), Nancy Foglesong (Morrow), Lisa Kamlowsky (Summit), and Ed Stark (Trumbull) as well as Business Manager Scott Zielinski (Athens) will continue to meet on these alternatives and serve as a sounding board for potential solutions as the bill makes its way through the legislative process.

House Bill 321: Adam Herman and Jake Dowling joined Delaware DD Superintendent Kris Hodge and Chase Waits at the Ohio Statehouse to provide proponent testimony to the House Homeland Security Committee during its second hearing of House Bill 321—also referred to as “Keith’s Law.” HB 321 proposes to create a voluntary, statewide registry for people with disabilities and their families to provide helpful information to first responders through 911 dispatching systems that can assist them during crisis situations. During the hearing, the bill was amended to include DODD on the list of state-level regulatory agencies that would provide input on the system’s implementation. In addition, Seneca DD Board President Erin Simmons and former board member Sandy Hallett testified in support of the bill. Adam Herman and Jake Dowling joined Delaware DD Superintendent Kris Hodge and Chase Waits at the Ohio Statehouse to provide proponent testimony to the House Homeland Security Committee during its second hearing of House Bill 321—also referred to as “Keith’s Law.” HB 321 proposes to create a voluntary, statewide registry for people with disabilities and their families to provide helpful information to first responders through 911 dispatching systems that can assist them during crisis situations. During the hearing, the bill was amended to include DODD on the list of state-level regulatory agencies that would provide input on the system’s implementation. In addition, Seneca DD Board President Erin Simmons and former board member Sandy Hallett testified in support of the bill.

Ohio General Assembly: Jake Dowling also attended the Ohio General Assembly’s Joint Committee on Property Tax Review and Reform where testimony was provided by the Ohio Farm Bureau as well as various business groups on the impact of property tax values on farmland and commercial real estate. The

committee will continue to hear from various stakeholders and prepare a report of recommendations by the end of the year.

- **DODD (Department of Developmental Disabilities):**
DODD Accreditation Review scheduled for May 8th and 9th, 2024: We have been contacted by DODD to begin the accreditation review process by providing initial information. We have provided them the initial information requested and are awaiting to receive further information so we can plan accordingly for meetings, appointments, and visits which will be part of the review process.
2022 Direct Service Professional Compensation Survey Results: The 2022 DSP Compensation Survey collected comprehensive data on the direct support professional (DSP) workforce providing homemaker/personal care (HPC) services to people with developmental disabilities in Ohio. The 2022 summary report is below.

Report Summary:

- Overall turnover is down 4 percentage points from 56% to 52%.
- The median starting wage is up \$1.00 from \$12.00 to \$13.00.
- Median regular wage is up \$1.34 from \$13.00 to \$14.34.
- Median overtime wages went up \$.95 from \$18.73 to \$19.68.
- 56% of agencies report an increase or equal number of people served.
- 55% of agencies report an increase or equal number of DSP's.
- 65% of agencies report an increase in starting wage.
- 63% of agencies report an increase in regular wages.
- 57% of agencies report an increase in total annual bonuses.

Section 751.20 of House Bill 33 now requires annual reporting of HCBS direct care worker wages to the Ohio General Assembly, the Governor, and the Joint Medicaid Oversight Committee. **All providers who delivered HPC and adult day program services in CY2023** will be required to complete the next survey beginning in April 2024.

X. EXECUTIVE SESSION

Mr. Mark Harrington made a motion to enter into Executive Session for **personnel matters** to consider the appointment, employment, dismissal discipline, promotion, demotion or compensation of a public employee or official and **confidential matters** to be kept confidential by federal law or regulations or state statues. Mrs. Stacie Schmid seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

With all members in favor, the motion passed.

At 6:34 p.m. the Board entered Executive Session.

At 7:09 p.m. the Board exited Executive Session.

Mrs. Katelyn Miller made a motion to approve the Individual Budget Request for additional funding for G.S. in the amount of \$14,185.08 (Total Budget of \$34,370.08). Mr. Mark Harrington seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

With all members in favor, the motion passed.

Mr. Dave Danhoff made a motion to approve the Individual Budget Request for additional funding for S.C. in the amount of \$56,929.93 (Total Budget of \$87,269.02). Mr. Mark Harrington seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

With all members in favor, the motion passed.

Mrs. Brooke Gammie made a motion that the ECBDD abolish the following authorized employee positions, effective May 1, 2024, and that the Superintendent is directed and authorized to implement the abolishment of each of the following positions in accordance with Board policy and the collective bargaining agreement, and that these positions be removed from the authorized employee positions list and the table of organization:

- Custodial/Maintenance FT
- Maintenance FT
- Facility Manager FT

Mrs. Katelyn Miller seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

With all members in favor, the motion passed.

Mrs. Katelyn Miller made a motion that the ECBDD authorize the creation of the following position, effective May 1, 2024, and that the position be added to the authorized employee positions list and the table of organization:

- Maintenance/Custodial Specialist FT

Mrs. Mary Peters seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

With all members in favor, the motion passed.

XI. ADJOURNMENT

Mr. Mark Harrington made a motion to adjourn the Board meeting at 7:12 p.m. Mrs. Katelyn Miller seconded the motion. Roll call vote followed:

David Danhoff	AYE
Brooke Gammie	AYE
Mark Harrington	AYE
Eric Kibler	AYE
Katelyn Miller	AYE
Mary Peters	AYE
Stacie Schmid	AYE

With all members in favor the motion passed, and the February Board meeting was adjourned.

XII. 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 7:15 p.m. and ended at 8:45 p.m.



Recording Secretary

3-21-24

Date