



Delaware County Board of Developmental Disabilities

To inspire, empower, and support people to achieve their full potential.

REVISED

July Board Meeting Agenda

Thursday, July 19, 2018

Room 165 at 6:30 p.m.

Call to Order

Roll Call

Introductions

Public Comments

Approval of Minutes

- June 21, 2018 Board Meeting

Approval of Financial Reports

- Income – June 2018
- Expenditures – June 2018
- Fund Report – June 2018

Ethics Council Report

Board Committee Update

- Building Committee

New Business – Board Action Items

- Waiting List Policy
- HMG Addendum

Superintendent's Report

Department Reports

- Quarterly Waiver Report
- Enrollment Report
- Personnel Report
- Provider Report

Adjournment



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Regular Board Meeting

June 21, 2018

Call to Order

Howard Heffelfinger, Board Vice - President, called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6: 30 p.m. on Thursday, June 21, 2018.

Roll Call

Members present: Howard Heffelfinger, Alice Nicks, Rita Seese, Tracie Davies Toot, David Moser, and Gerald Plassenthal

Not present: Louis Borowicz

Excused from Meeting

RESOLUTION 18-06-01

Alice Nicks moved to excuse Louis Borowicz from the June 21, 2018 Board Meeting. Rita Seese seconded the motion. The motion carried.

Introductions

Superintendent Kristine Hodge introduced Kathe Pierce, Fiscal Specialist and Debbie Sonner in her new role as Human Resources Manager. Kathe and Debbie both shared information about themselves and their work experience.

Ms. Hodge also introduced Steve Lewis, Chief Technology Officer for Delaware County, and welcomed him to the meeting.

Public Comments

Self-Advocate Christine Brown presented information on the ABLE Age Adjustment Act, which amends the ABLE program by increasing the age limit for eligibility from twenty-six (26) to forty-six (46). Ms. Brown reported that she is currently advocating for changes to be made to the retirement age for people with disabilities in order to prevent their social security benefits from being jeopardized. Ms. Brown also informed the Board that Representatives Andrew Brenner and Rick Carfagna will be attending the State-wide Project Stir Meeting held at DCBDD on August 17, 2018, and shared that she intends to nominate Representative Andrew Brenner for Legislator of the Year. Ms. Brown requested Board Members write letters supporting Representative Brenner's nomination.

RESOLUTION 18-06-02

Alice Nicks moved to authorize Superintendent Kristine Hodge to create a letter supporting the nomination of Representative Brenner for Legislator of the Year. David Moser seconded the motion. The motion carried.

Rita Seese thanked Ms. Brown for all her hard work advocating for others.



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Director of Support Services Cheryl Smart shared that the Self Advocates of Delaware County are having a fund raiser at the Polaris California Pizza Kitchen (CPK) on Wednesday, June 27. Superintendent Hodge will share the flyer with the Board Members in her Superintendent's update.

Approval of Minutes

RESOLUTION 18-06-03

Alice Nicks moved to approve the minutes from the May 17, 2018 Board Meeting as presented. Gerald Plassenthal seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 18-06-04

Jared Zirillo, Director of Operations/Business Manager, reviewed the May 2018 financial reports. David Moser moved to approve the list of May expenditures and the financial reports as submitted. Tracie Davies Toot seconded the motion. The motion carried.

Ethics Council Report

The Ethics Council met at 6:15 p.m. to review five (5) direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review (Hamzone LLC, Total Educational Solutions Inc., Treehouse Speech Therapy LLC, Mercy Home Health Services LLC, and The Missing Piece LLC).

RESOLUTION 18-06-05

Tracie Davies Toot moved to approve the Ethics Council Report as presented. Gerald Plassenthal seconded the motion. The motion carried.

Board Committee Updates

Building Utilization Task Force Update

Howard Heffelfinger, Building Utilization Committee Chairperson, reported that during the May 30, 2018, meeting the Committee members requested Director of Operations/Business Manager Jared Zirillo follow up with potential renters to gauge interest of leasing the first floor of the South Wing as well as with the Fire Marshall to determine if the space would need a second exit. Mr. Zirillo reported that the space would require at least one additional exit and that the potential renters are still very interested in the space. Committee Members requested that Assistant Prosecutor Eric Penkal attend the next Committee Meeting.

The next Building Utilization Committee Meeting is scheduled for Tuesday, July 17, 2018 at 10:00 a.m.

Personnel Committee Update

Howard Heffelfinger, Personnel Committee Chairperson, reported that approximately twenty (20) hours have been spent reviewing the revisions to the personnel policies. The group is scheduled to meet again on July 16, 2018 at 9:30 a.m. Interviews are currently being conducted for the vacant Service and Support Administrator and Service Coordinator positions. Tim Hackworth accepted the Operations Coordinator position and will start on June 25. To date, more than eighty (80)



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applications have been received for the Executive Assistant position. Interviews for the Executive Assistant are tentatively scheduled for the second week of July.

The next Personnel Committee Meeting is scheduled for Tuesday, July 10, 2018 at 4:00 p.m.

New Business - Board Action Items

A. Behavior Support Policy

Director of Support Services Cheryl Smart and Support Administration Manager Susan Eckman reviewed the proposed changes to the Behavior Support Policy.

RESOLUTION 18-06-06

Alice Nicks moved to approve the Behavior Support Policy as presented. Rita Seese seconded the motion. The motion carried.

B. Financial Management Policy

RESOLUTION 18-06-07

David Moser moved to approve the Financial Management Policy as presented. Alice Nicks seconded the motion. The motion carried.

C. Ohio School Plan Contract

RESOLUTION 18-06-08

Rita Seese moved to approve the Ohio School Plan contract as presented. David Moser seconded the motion. The motion carried.

D. Primary Solutions Contracts

RESOLUTION 18-06-09

Alice Nicks moved to approve the Primary Solutions Software contract for July 1, 2018 through June 30, 2019 not to exceed \$56,067.00. Tracie Davies Toot seconded the motion. The motion carried.

RESOLUTION 18-06-10

Gerald Plassenthal moved to approve the Primary Solutions Web Services contract for July 1, 2018 through June 30, 2019 not to exceed \$3,112.00. David Moser seconded the motion. The motion carried.

E. Delaware County IT Contract

Steve Lewis, Chief Technology Officer for Delaware County, reviewed the details of the contract with the Board and thanked Mike Massaro for his help in getting the fiber line connection established.

RESOLUTION 18-06-11

After brief discussion, Alice Nicks moved to approve the Delaware County IT Contract for July 1, 2018 through June 30, 2019 not to exceed \$92,000.00 David Moser seconded the motion. The motion carried.



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Superintendent Report

Superintendent Kristine Hodge reported on the following topics:

- Assistant Prosecutor Eric Penkal is working on finalizing the levy resolutions for the Commissioner's approval
- The Director of Job and Family Services resigned – Will be participating in the new Director interviews next week
- The 2017 Annual Report is finished
- Provider Meet and Greet on May 29 was a huge success – Will be doing the event quarterly
- Staff attended a Tech Summit on June 15
- Gratitude Graffiti Wall is up and being used
- National Disability Voter Registration Week – July 16 – 20, 2018
- Participation in the Recreation Unlimited Resource Fair
- Safety Town – June 18-22, 2018
- Staff are participating in Supplies for Scholars
- People In Need (PIN) Summer Fan Drive
- Strengthening Families Open Gym
- Staff In-Service – Monday, June 25 at North Orange Park
- Block Party – July 25 from 4:00 – 7:00 at Village Green Park in Powell

Department Reports

EVV Report

Melinda Draper, Medicaid Manager, reported that Electronic Visit Verification (EVV) is part of the Twenty-First (21st) Century Cures Act, and that it is currently being used for Ohio Home Care Waivers to verify home health services and private duty nursing. New legislation has delayed EVV for waivers offered by DODD until January 2020.

Social Media Update

Anne Miller, Communications and PR Coordinator, shared that any post on social media discussing Board Business can be considered a public record. Ms. Miller is researching third party systems to assist with tracking and archiving social media posts.

Superintendent Kristine Hodge reviewed May 2018 Enrollment, Personnel, and Provider reports.

Adjournment

RESOLUTION 18-06-12

Alice Nicks moved to adjourn the meeting. Tracie Davies Toot seconded the motion. The motion carried. The meeting adjourned at 7:33 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Debra Stover".

Executive Assistant