



# Delaware County Board of Developmental Disabilities

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

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## **Delaware County Board of Developmental Disabilities**

### **Regular Board Meeting**

**October 18, 2018**

### **Call to Order**

Board Chair, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6: 41 p.m. on Thursday, October 18, 2018.

### **Roll Call**

Members present: Louis Borowicz, Howard Heffelfinger, Rita Seese, David Moser, and Gerald Plassenthal

Not present: Alice Nicks and Tracie Davies-Toot

### **Excused from Meeting**

#### RESOLUTION 18-10-01

Rita Seese moved to excuse Alice Nicks and Tracie Davies-Toot from the October 18, 2018 Board Meeting. David Moser seconded the motion. The motion carried.

### **Introductions**

Superintendent Kristine Hodge introduced new Service Coordinator, Danielle Hudson, to the Board. Danielle, who began her employment on August 27, 2018, shared information about herself and her previous work experience with the Board Members.

### **Public Comments**

Anne Miller reported to the Board Members that the Focus on Abilities raffle ticket sales earned approximately \$2,000. The fundraiser at Buffalo Wild Wings took place on Wednesday, October 10, 2018, but the proceeds had not been reported at the time of the Board Meeting. Focus on Abilities is also holding a fundraiser at the BJ's Brewhouse (Polaris) on October 22, 2018 from 11:00 a.m. until 9:00 p.m. Twenty percent (20%) of receipts go to Focus on Abilities with a flyer.

### **Approval of Minutes**

#### RESOLUTION 18-10-02

David Moser moved to approve the minutes from the September 19, 2018 Board Meeting as presented. Gerald Plassenthal seconded the motion. The motion carried.

### **Approval of Financial Reports**

#### RESOLUTION 18-10-03

Jared Zirillo, Director of Operations/Business Manager, reviewed the September 2018 financial reports. Howard Heffelfinger moved to approve the list of September expenditures and the financial reports as submitted. Rita Seese seconded the motion. The motion carried.



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## **Ethics Council Report**

The Ethics Council met at 5:15 p.m. to review the MEORC contract, thirteen (13) direct service contracts and seven (7) Core Team contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review (MEORC, Simply Speech, Personalized Care Providers, Close to Home, Hope Ohio, LLC, Nina's Health Care, Total Education Solutions, The Learning Spectrum, Flourish Integrated Therapy, LLC, Reflektions, LTD, Alpha Group, Inc., ViaQuest Day Services, ViaQuest Residential Services, Covenant Contract Services; ABC Therapies, Keller Speech Therapy, Let's Talk!, LLC, Petras Pediatric Rehab, LLC, Professional Speech Services, Inc., Sensory Solutions, LLC, and Something to Say, LLC ).

### RESOLUTION 18-10-04

Howard Heffelfinger moved to approve the Ethics Council Report as presented. Gerald Plassenthal seconded the motion. The motion carried.

## **Board Committee Updates**

### *Building Utilization Committee*

Howard Heffelfinger, Building Utilization Committee Chairperson, reported that the Committee met on October 16, 2018. The Committee discussed the mini roof project, the complete roof repair update, building use policy and building usage updates. The Building Assessment was reviewed and will be revised and presented at the next Building Utilization Committee meeting.

### *Personnel Committee Update*

Howard Heffelfinger, Personnel Committee Chairperson, reported that today, Board Members received a formatted draft of the Personnel Manual to review. The final draft will be reviewed at the November Personnel Committee meeting and will be presented to the November full Board meeting for approval. The policies will be effective January 1, 2019.

## **New Business - Board Action Items**

### A. Proclamation of Service

Louis Borowicz read the proclamation of service for Barb Rollins, who is retiring at the end of this month. Barb has provided 43 years of dedicated work to children and adults with developmental disabilities.

### B. Disability Awareness Month

Louis Borowicz announced that the month of October is National Disability Employment Awareness, Rett Syndrome Awareness and Down Syndrome Awareness.

### C. Agency Calendar

The 2019 agency calendar was presented to the Board, reflecting the holidays observed by the Delaware County Board of Developmental Disabilities.

### RESOLUTION 18-10-05



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David Moser moved to approve the agency calendar. Rita Seese seconded the motion. The motion carried.

## D. Board Appeals Committee

Kristine Hodge informed Board members of the appeals process and presented three options on how the Board can respond, should the appeal reach the Board level. First, as a full Board, second form a Board Appeals Committee, and third, appoint a hearing officer to hear appeals. Kristine will send the Board members information and continued discussion will occur at the November Board meeting.

### RESOLUTION 18-10-06

David Moser moved to table this issue to the November Board meeting. Howard Heffelfinger seconded the motion. The motion carried.

## E. Superintendent Development Plan

Kristine Hodge presented her Superintendent professional development plan. The plan shows how required CEUs will be obtained.

### RESOLUTION 18-10-07

Gerald Plassenthal moved to adopt the Superintendent Development Plan. David Moser seconded the motion. The motion carried.

## F. Appropriation of CCA Funds

Kristine Hodge advised the Board members of resolutions needed to appropriate funds to the Summit Housing Development Corporation. Three separate resolutions are required.

### RESOLUTION 18-10-08

David Moser moved to increase estimated resources (29519000-4530) for the pass-through of the CCA funds to SHDC. Rita Seese seconded the motion. The motion carried.

### RESOLUTION 18-10-09

Rita Seese moved to increase supplemental appropriations (29519000-5601) for the pass-through of the CCA funds to the SHDC. Howard Heffelfinger seconded the motion. The motion carried.

### RESOLUTION 18-10-10

Gerald Plassenthal moved to approve Superintendent Kristine Hodge to approve the expenditure in the amount of \$274,500 to pass the CCA funds through to SHDC. David Moser seconded the motion. The motion carried.

## G. MEORC Contract

Kristine Hodge provided an update of the terms of the MEORC contract.

### RESOLUTION 18-10-11

Gerald Plassenthal moved to enter into contract with MEORC. David Moser seconded the motion. The motion carried.

## H. Core Team Contracts

Kristine Hodge presented the Board with Core Team contracts for approval.



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## RESOLUTION 18-10-12

ABC Therapy, Inc

Gerald Plassenthal moved to enter into contract with ABC Therapy, Inc. David Moser seconded. The motion carried.

## RESOLUTION 18-10-13

Keller Speech Therapy, LLC

Howard Heffelfinger moved to enter into contract with Keller Speech Therapy, LLC. Rita Seese seconded the motion. The motion carried.

## RESOLUTION 18-10-14

Lets' Talk!, LLC

Gerald Plassenthal moved the enter into contract with Let's Talk!, LLC. David Moser seconded. The motion carried.

## RESOLUTION 18-10-15

Petra's Pediatric Rehab, LLC

Rita Seese moved to enter into contract with Petra's Pediatric Rehab, LLC. Howard Heffelfinger seconded. The motion carried.

## RESOLUTION 18-10-16

Professional Speech Services, Inc.

David Moser moved to enter into contract with Professional Speech Services, LLC. Gerald Plassenthal seconded the motion. The motion carried.

## RESOLUTION 18-10-17

Sensory Solutions, LLC

David Moser moved to enter into contract with Sensory Solutions, LLC. Gerald Plassenthal seconded the motion. The motion carried.

## RESOLUTION 18-10-18

Something to Say, LLC

Howard Heffelfinger moved to enter into contract with Something to Say, LLC. David Moser seconded the motion. The motion carried.

## **Superintendent Report**

Kristine Hodge reported on the following topics:

- Inclusion presentation
- Zoo Inclusion
- Fact based presentations
- SourcePoint Health and Wellness Expo
- Attendance of the Delaware Morrow Mental Health and Recovery Services Board Annual Meeting in Morrow County
- All Staff Public Records training with Attorney Eric Penkal
- Various Transition Fairs
- Trunk or Treat
- Cub Scout Disability Night
- Tree removal occurring on November 10



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- OACB Conference

## **Department Reports**

*Enrollment, Personnel, and Provider Reports*

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

## **Adjournment**

### RESOLUTION 18-10-19

Gerald Plassenthal moved to adjourn the meeting. David Moser seconded the motion. The motion carried. The meeting adjourned at 7:34 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Kenney". The signature is written in a cursive, flowing style.

Executive Assistant