

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, February 24, 2020

PLACE: Service & Support Center, 610 Commercial Avenue SW, New Philadelphia, Ohio

TIME: 5:30 p.m.

CALL TO ORDER: President

1.1 RECORD OF OATH OF OFFICE FOR REAPPOINTED MEMBERS:

- **Robert Glasgow** – Reappointed by the Tuscarawas County Probate Judge to his third four-year term beginning January 1, 2020 and ending December 31, 2023. *Since Robert Glasgow was excused in January, the oath of office was administered prior to the start of the February meeting.*

1.2 ROLL CALL: Executive Assistant Lisa Sidoti

	<u>Present</u>	<u>Absent</u>	
Julie Brinkman		x	(excused)
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson		x	(excused)
Ryan Yoss	x		

1.3 PLEDGE OF ALLEGIANCE

1.4 REVIEW OF TuscBDD MISSION AND VISION

- **Mission Statement:** The Mission of the Tuscarawas County Board of Developmental Disabilities is to enhance the lives of individuals with disabilities through quality services and community partnerships.
- **Vision Statement:** The Vision of the Tuscarawas County Board of Developmental Disabilities is for a community that recognizes the importance and potential of all citizens.

1.5 INNOVATION COMMITTEE UPDATE

The Innovation Committee is an internal committee at TuscBDD that was created to brainstorm ideas related to the pursuit of innovative services for the people we support and the promotion of a positive work environment for employees of TuscBDD. Committee members Stacy Savage and Alexis Pryor were present to represent the committee and share some of the current topics of conversation which include ways to develop leadership in the agency, training opportunities for staff, ideas to encourage positive morale/team building opportunities, video clips to spotlight various positions to educate internal and external audiences, as well as discussion on the use of space at TuscBDD. Nicole Donant-Moore, also a member of the Innovation Committee, shared about some upcoming FANS Network events scheduled in the month of March which include the Book Club at Tuscarawas County Library, the Sensory Friendly Movie at Quaker Cinema, and Game Time at YMCA. Nicole also shared

that the Autism Society of Ohio awarded TuscBDD with a grant to show three additional sensory-friendly movie events in 2020. Details on the FANS Network events and other March events are included on the schedule of Developmental Disabilities Awareness Month activities, which was given to each Board member.

1.6 ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

I. APPROVAL OF MINUTES

1. Recommendation to adopt a motion to approve the minutes of the January 27, 2020 Organizational Board meeting.

Motion: **Donna Wayt**

Second: **Thomas Fantin**

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman		excused	
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson		excused	
Ryan Yoss	x		The President declares the motion carried .

2. Recommendation to adopt a motion to approve the minutes of the January 27, 2020 Board meeting.

Motion: **Andrea Legg**

Second: **Thomas Fantin**

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman		excused	
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson		excused	
Ryan Yoss	x		The President declares the motion carried .

II. FINANCIAL REPORT

1. Monthly Reconciliation

The financial report for January was provided for review. The noteworthy items were highlighted in the report. At the meeting, Mark Schott noted that revenue received in January was the lowest January total in 16 years due to the state's discontinuation of the January operating subsidy. Mark also shared that we had a record high amount of expenditures this

January due to the fact that Auditor's office had no restriction on invoices to be paid thanks to a seamless transition to the 2020 budget year. Low revenue combined with high expenditures resulted in a large net loss; however, that is only temporary until the levy revenue is received in March. Nate Kamban and Mark Schott recently held meetings with the County Commissioners as well as the Auditor and Treasurer to keep them informed of our long term financial outlook and levy plan for TuscBDD. Nate Kamban commented that we are very fortunate to have such supportive partners here in Tuscarawas County and mentioned how thankful he was for their willingness to take time out of their busy schedules to meet. Comments or questions were welcomed from the Board members on the information contained in the report.

Recommendation to adopt a motion to approve the financial statement as presented.

Motion: **Thomas Fantin**

Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman			excused
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson			excused
Ryan Yoss	x		

The President declares the motion **carried**.

2. Recommendation to adopt a motion to approve salaries in the amount of \$193,823.67 and expenditures in the amount of \$825,588.70 for the month of January.

Motion: **Andrea Legg**

Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman			excused
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson			excused
Ryan Yoss	x		

The President declares the motion **carried**.

III. COMMITTEE REPORTS

ETHICS COMMITTEE:

1. Presentation of Items Approved by the Ethics Committee

Nate Kamban shared that the direct service contracts are presented for review on an annual basis due to the fact that the use of these family-selected respite providers will result in payment to an immediate family member of an individual receiving services from the Board.

All of the family-selected providers were already reviewed on an individual basis and approved by the Ethics Committee prior to any provision of services. One provider is an immediate family member of a former employee; however, this did not result in anyone receiving any preferential treatment or unfair advantage over another. All families are limited to a maximum of \$4,200 per calendar year for respite services in accordance with the Family Support Services policy and procedure. Direct service payments are made directly to families to reimburse them for purchases made to vendors that do not accept purchase orders. These payments were allowable expenses and were within the limits set by the FSS policy and procedure.

Recommendation to adopt a motion to approve the list of direct service contracts for Family Support Services family-selected respite services and the list of direct service payments as presented in accordance with standards in ORC §5126.033 as reviewed and approved by the Ethics Committee.

Motion: **Thomas Fantin**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman		excused
Thomas Fantin	x	
Robert Glasgow	x	
Andrea Legg	x	
Donna Wayt	x	
Stephanie Wilson		excused
Ryan Yoss	x	

The President declares the motion **carried**.

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. Board Policy Revisions

Revisions were made to the Administrative Resolution of Complaints and Due Process Rights Policy to remove archaic or unnecessary content and align policy language to match the content and flow of the revised administrative rule. The revision made to both Policy 2.1 and 2.2 consisted of only a revision to the administrative rule reference due to a renumbering of the rule.

Recommendation to adopt a motion to approve the revisions to the following Board policy as presented:

- **1.23 Administrative Resolution of Complaints and Due Process Rights**
- **2.1 General Health Services and Well-Being For Individuals Receiving Services**
- **2.2 Safety, Security, and Building Emergency Plans**

Motion: **Donna Wayt**

Second: **Thomas Fantin**

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman			excused
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson			excused
Ryan Yoss	x		The President declares the motion carried .

2. Personnel Manual Revision

Nate Kamban mentioned that position titles of directors were updated throughout the Personnel Manual as a result of the title changes that were approved at the January Board meeting. There was also a removal of the one reference to Special Olympics which is no longer applicable due to the revision to the Special Olympics policy which went into effect January 1, 2020.

Recommendation to adopt a motion to approve the revision to the Personnel Manual as presented which consists of an update to position titles throughout the manual.

Motion: **Donna Wayt**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>	
Julie Brinkman			excused
Thomas Fantin	x		
Robert Glasgow	x		
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson			excused
Ryan Yoss	x		The President declares the motion carried .

VI. PERSONNEL

1. New Hires/Resignations/Retirements:

- a. Marty Gossett – resignation – Classroom Assistant, effective February 3, 2020

VII. PROGRAM REPORTS

VIII. REPORTS OF THE SUPERINTENDENT

- 1. Ohio Department of Developmental Disabilities Pipeline Newsletters** – These can be accessed online at <http://dodd.ohio.gov/pipeline/Pages/Pipeline-Quarterly.aspx> (*Copies are also available upon request.*)
- 2. Additional Miscellaneous Information**

- **Horizons:** Horizons will be vacating the space they occupy in the TuscBDD workshop by March 1st.
- **Starlight School:** The behavioral team at Starlight School continues to brainstorm ideas and meet with Kendal Behavioral Solutions to develop three, six, and nine month goals for the school program. Nate Kamban reported that nearly every district in the county has now referred students to the outreach program through Starlight School.
- **Advance Leadership Symposium:** The administrative team recently attended the Advance Leadership Symposium in Columbus. This was an invitation-only event for forward-thinking stakeholders across the entire DD system to envision the DD system of the future. Nate shared that it was helpful to meet with and hear from other stakeholders across the state. We came away very thankful for the relationships that we have with our local providers and our ability to offer the Provider Support Program here in Tuscarawas County as we learned that many providers do not feel supported by their county boards. There was a lot of discussion about the need to simplify the state system and foster greater collaboration among all partners. Our team was able to brainstorm as a group to identify goals for continued improvement in areas related to simplification, communication, and culture change. Our plan is to include this information in the development of our next strategic plan.
- **State Update:** Nate shared about House Bill 76, which is the ballot language uniformity bill. The goal of this legislation is to make ballot language easier to understand for the general public. Language currently reflects tax increases from levies in terms of \$100 of property value, but they are proposing to change it so tax increases are reflected in terms of \$100,000 of property value. Opinions vary on the pros and cons of this change.
- **Federal Update:** There is increasing attention at the federal level about block grants for Medicaid. This concept would limit Medicaid spending to a specific amount at the state level. Local entities would then apply to the state for funding as needed until it is gone. There is some concern about this model as it could have a notable effect on Medicaid in Ohio.
- **Public School Collaboration:** Nate shared about a meeting held at Indian Valley recently where he was able to see collaboration between the county board and a public school to support a child which was very encouraging. The team continues to meet with districts to ask what is working and what is not working in order to continue to improve our model for outreach.

IX. MISCELLANEOUS

1. Major Unusual Incident (MUI) Report
2. Newspaper Articles

X. PUBLIC PARTICIPATION

XI. EXECUTIVE SESSION

1. Recommendation and motion to enter into and conduct an executive session in accordance with Revised Code 121.22(G) for the purpose of consideration of the following matter: The employment and discipline of a public employee. A majority of the quorum of the Board determined by roll call vote is required to hold an executive session. A roll call vote will be taken.

Motion: **Thomas Fantin**

Second: **Donna Wayt**

Roll Call:	<u>Yea</u>	<u>Nay</u>
Julie Brinkman		excused
Thomas Fantin	x	
Robert Glasgow	x	
Andrea Legg	x	
Donna Wayt	x	
Stephanie Wilson		excused
Ryan Yoss	x	

The President declares the motion **carried**.

Time in: **6:05** p.m.

2. Recommendation and motion to adjourn executive session and return to the open meeting. A roll call vote will be taken.

Motion: **Andrea Legg**

Second: **Donna Wayt**

Roll Call:	<u>Yea</u>	<u>Nay</u>
Julie Brinkman		excused
Thomas Fantin	x	
Robert Glasgow	x	
Andrea Legg	x	
Donna Wayt	x	
Stephanie Wilson		excused
Ryan Yoss	x	

The President declares the motion **carried**.

Time out: **6:06** p.m.

XII. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Thomas Fantin**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman		excused

Thomas Fantin	x	
Robert Glasgow	x	
Andrea Legg	x	
Donna Wayt	x	
Stephanie Wilson	excused	
Ryan Yoss	x	The President declares the motion carried .

Time: **6:07** p.m.

“This is a true and accurate record of the meeting of February 24, 2020.”

Minutes were Board-approved at the March 30, 2020 Board meeting. Signatures will be obtained when in-person Board meetings resume.

Stephanie Wilson, President

Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the February 24, 2020 Board meeting.

2020-0224 minutes