

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, June 22, 2020

PLACE: Via Zoom Video/Phone Conference

Public access to meeting is granted by phone. Call 1-646-558-8656, follow prompts to enter meeting ID 83281216583 and password 997313.

TIME: 5:30 p.m.

CALL TO ORDER: President

1.1 ROLL CALL: Executive Assistant Lisa Sidoti

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

1.2 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.

1.3 ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

- Motion 8 was added under New Business.

I. APPROVAL OF MINUTES

1. Recommendation to adopt a motion to approve the minutes of the May 26, 2020 Board meeting.

Motion: **Julie Brinkman**

Second: **Donna Wayt**

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

The President declares the motion **carried**.

II. FINANCIAL REPORT

1. Monthly Reconciliation

The financial report for May was provided for review. The noteworthy items were highlighted in the report. At the meeting, Mark Schott noted that very little revenue was received during the month of May. Mark shared previously that it was uncertain if county boards would receive Title XX revenue; however, it was approved and TuscbDD received \$14,000. During the month of May, TuscbDD had a total of \$18,915 of COVID-19 related expenditures to help support providers. The year-to-date total paid to local providers through the Provider Support Program for COVID-19 expenditures was \$43,650. Other costs, such as non-waiver costs, supporting living expenditures, and travel have been reduced due to the pandemic. These savings will be needed to help offset increased costs due to the expected loss of the Family Support Services subsidy and the higher cost for developmental center placements starting July 1st. The month of May saw a net loss of \$242,000; however, that was offset by revenue received earlier in 2020. 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: **Andrea Legg**

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

2. Recommendation to adopt a motion to approve salaries in the amount of \$185,777.97 and expenditures in the amount of \$174,128.53 for the month of May.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

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

III. COMMITTEE REPORTS

ETHICS COMMITTEE:

1. Presentation of Items Approved by the Ethics Committee

Recommendation to adopt a motion to approve 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: **Julie Brinkman**

Second: **Thomas Fantin**

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

The President declares the motion **carried**.

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. Position Description Revision

The position description for the Behavior Support Specialist is being revised to include the ability for them to supervise TuscBDD employees who have credentials such as a Registered Behavior Technician (RBT) or a Board Certified Assistant Behavior Technician (BCaBA). Nate Kamban shared that the MOU has been signed by the union to now move forward to have Classroom Assistants become RBTs. Our BCBA-credentialed Behavior Support Specialists will also be utilized to provide training to public school districts who have requested this service which is another opportunity for TuscBDD to continue to strengthen our relationship with the public school community.

Recommendation to adopt a motion to approve the revisions to the following position descriptions as presented:

- **Behavior Support Specialist**

Motion: **Andrea Legg**

Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	x	
Thomas Fantin	x	
Robert Glasgow	x	

Donna Wayt	x
Stephanie Wilson	x
Ryan Yoss	x

The President declares the motion **carried**.

4. Usual and Customary Rate

Nate Kamban shared that this rate is approved on an annual basis. Mark Schott added that our rate typically matches the Medicaid rate since our costs currently exceed this rate.

Recommendation to adopt a motion to approve the usual and customary rate for targeted case management services for July 1, 2020 to June 30, 2021 of \$19.50 per 15-minute unit.

Motion: **Julie Brinkman**

Second: **Donna Wayt**

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

The President declares the motion **carried**.

5. Health Insurance Discussion and Recommendation

The usage rate for health insurance was very favorable for the second year in a row due in part to employees' high utilization of in-network providers. Aultcare originally quoted a 0% increase for the health insurance plan, but was willing to offer a 3% decrease when Keystone requested a rate reduction due to the low usage numbers for two consecutive years. That decrease combined with a 2% prepayment discount resulted in a 5% decrease in health insurance costs for the next year.

Recommendation to adopt a motion to approve making no change to the existing health insurance plan and accepting the 5% decrease which includes a prepayment discount of 2% for the renewal from Aultcare.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

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

Ryan Yoss x The President declares the motion **carried**.

6. Superintendent Contract

Stephanie Wilson shared that the Board met with legal counsel in accordance with Board policy and completed the superintendent contract negotiation process to include a salary increase and extra week of vacation. Bob Glasgow clarified that his vote is not a reflection of a lack of confidence, but is being cast in terms of the current global economic situation. Stephanie Wilson thanked all members for their willingness to invest their time and their due diligence throughout this process.

Recommendation to adopt a motion to enter into a five year contract to appoint Nate Kamban to the position of Superintendent effective July 1, 2020.

Motion: **Thomas Fantin**

Second: **Andrea Legg**

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

The President declares the motion **carried**.

7. Additional Agenda Item

Recommendation to adopt a motion to approve the addition of one item to the agenda related to the use of vacation days.

Motion: **Julie Brinkman**

Second: **Donna Wayt**

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

The President declares the motion **carried**.

8. Vacation Carryover

Recommendation to adopt a motion to approve permitting the Superintendent to carryover two vacation days from the current contract into the next contract year.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

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

The President declares the motion **carried**.

9. Superintendent Development Plan

Nate Kamban provided the Board with an overview of the accomplishments of his Superintendent Development Plan for last year. This included completion of 28.5 hours of continuing education units, attendance at seven Superintendent Executive Committee meetings, and participation in ten state-wide conferences, all of which exceeded the goals set in the plan. Nate then reviewed the details of next year's plan and added that he has included the priority to attend a leadership conference over the course of the next year.

Recommendation to adopt a motion to approve the Superintendent Development Plan for July 1, 2020 through June 30, 2021 as presented.

Motion: **Andrea Legg**

Second: **Julie Brinkman**

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

The President declares the motion **carried**.

10. Bus Garage Shared Use Agreement

A revision was made to the Bus Garage Shared Use Agreement to permit New Philadelphia Schools to utilize the bus garage as a site for their maintenance staff when they are not working within district buildings. New Philadelphia Schools also requested a revision that would require TuscBDD to give a termination notice 18 months in advance rather than the 12 months required previously. The Board was hesitant to make a change to the length of the termination clause due to the inability to plan that far in advance if TuscBDD would need to utilize that building in a different manner in the future.

Original motion:

Recommendation to adopt a motion to approve the revisions to the Bus Garage Shared Use Agreement between the Tuscarawas County Board of DD and the New Philadelphia School District per the terms and conditions of the agreement as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Amended motion:

Recommendation to adopt a motion to approve the revisions to the Bus Garage Shared Use Agreement between the Tuscarawas County Board of DD and the New Philadelphia School District per the terms and conditions of the agreement as approved by Assistant Prosecuting Attorney, Robert Stephenson II and amended to revise the termination clause from 18 months to 12 months.

Motion: **Ryan Yoss**

Second: **Julie Brinkman**

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

The President declares the motion **carried**.

VI. PERSONNEL

1. Personnel Actions:

- a. Jami Baker – new hire – Teacher, effective August 18, 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

- Nate Kamban shared that there are several families with significant needs at the present time due to behaviors they are experiencing in the home. Families are seeing the effects of broken routines as their children struggle through the current situation brought on by COVID-19. The respite grant has been a great resource for Tuscarawas County as we seek to provide assistance to families in crisis.
- In accordance with the visitation guidance from DODD for intermediate care facilities, TuscBDD has begun to permit some face-to-face meetings to take place when necessary. All Early Intervention (EI) services continue to be provided remotely while

we wait on state guidance for safely initiating EI home visits.

- Nate Kamban recognized Lisa Sidoti, Lynn Angelozzi, and Drew Litty for their efforts to develop safe work practices for TuscBDD amidst the pandemic and modifications for the safe operation of TuscBDD buildings. Most employees continue to work from home in accordance with the recommendation from the Governor and the Director’s order from the Ohio Department of Health. Most employees have currently been given the opportunity to work from the office one day per week. This committee continues to monitor the most recent guidance from local and state sources as well as the CDC with current operations being structured around the five protocols for Ohio’s businesses. Research continues on the subject of remote work and the potential impact that this will have on our remote working policy in the future. Plans are being made to survey staff to gather their feedback as we look at future remote work options for TuscBDD employees.
- County boards may be receiving some financial relief as the federal government will be paying a larger share of the Medicaid match portion resulting in savings for counties. These savings will be needed as county boards are projected to lose the Family Support Services subsidy and see increases in other costs.
- Nate was invited to meet with the Director of the Ohio Department of Medicaid to share some of the work that is being done in Tuscarawas County to serve multi-system youth. It was a great opportunity to build this relationship at the state level and share about the collaboration taking place locally.
- Providers in our county and across the state are struggling as they are being asked by families to resume normal visitation practices. This is especially difficult for residential providers as families desire to take their family member home for the weekend, opening up the residential facility to increased risk of exposure when their family member returns to the residential setting. We continue to reach out to the state for further guidance.

IX. MISCELLANEOUS

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

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Julie Brinkman**

Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	x	
Thomas Fantin	x	
Robert Glasgow	x	

Andrea Legg x
Donna Wayt x
Stephanie Wilson x
Ryan Yoss x

The President declares the motion **carried**.

Time: **6:32** p.m.

*“This is a true and accurate record of the meeting of June 22, 2020.”
Minutes were Board-approved at the August 24, 2020 Board meeting. Signatures will be
obtained when in-person meetings resume.*

Stephanie Wilson, President

Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the June 22, 2020 Board meeting.

2020-0622 minutes