



*"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
Main Conference Room (Room 107), 4405 Galloway Road, Sandusky, Ohio 44870

BOARD MEETING MINUTES AUGUST 15, 2019

PRESENT

Board Members: David Danhoff, Mark Harrington, John Hoty, David Stuck and Melissa Tomaro.

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

VISITORS SIGNED IN

Sharon Travis, Adrienne Keys, Megan Etzel, Jennifer Kinney, Rebecca Walter, Felicia Zendejas, Diane Corso, James Meade and Vicki Lezon.

I. CALL TO ORDER AND ROLL CALL

The August 15, 2019 Board Meeting was called to order at 5:00 p.m. by President, Mr. David Stuck. Roll Call was taken. Mr. Howard Collins and Mrs. Stacie Schmid were absent excused. All other Board Members were present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

- James Meade reported the following:
 - The Self-Advocacy Summer Dinner Series continues to meet.
 - The Aktion Club meets the second Wednesday of each month at the ECBDD. Jim distributed an informational brochure on the Aktion Club.

IV. APPROVAL OF JULY 18, 2019, MEETING MINUTES

Mr. John Hoty made a motion to approve the July 18, 2019, Board Meeting minutes. Mr. Mark Harrington seconded the motion. With all members in favor, the motion passed.

V. BOARD ACTION ITEMS

A. **Ethics Committee:** The Ethics Committee did not meet.

B. **Finance Committee:**

1. Finance Committee Report

Rachel Malone reported the July Finance report was reviewed by the Finance Committee in detail. Rachel shared the following highlights:

- The 2015 Cost Report settlement was received.
- Revenue- The Crawford County payment received for the shared Business Manager position is higher than expected, as this revenue was not previously budgeted for. The shared position began in March.
- Expenses:
 - A large amount was paid to Loris Printing for the semi-annual newsletter that was sent to approximately 32,000 Erie County residents.
 - The Board has one individual placed at Northern Ohio Developmental Center (NODC) and is funding this placement.
- 2020 Budget planning has begun.
- The Individual Budget policy is being reviewed to ensure the Direct Service Provider (DSP) wage limits reflect the recent statewide DSP wage increase.

2. Fiscal Report

The Fiscal Report for Month End July 31, 2019 was distributed for review and approval (handout). Ms. Melissa Tomaro made a motion to approve the July Fiscal Report as submitted. Mr. John Hoty seconded the motion. With all members in favor, the motion passed.

VI. DEPARTMENT REPORT

A. Community Supports Department Report

The Community Supports Department Report was shared with Board Members (handout). Diane Corso, Director of Community Supports, reviewed the report with the Board Members. There were no questions.

VII. OLD BUSINESS

A. DODD Director Davis State Budget Video

Board Members viewed a video in which DODD Director Davis reviewed the recently passed State Biennium Budget.

B. DODD Budget Symposium

See Superintendent Report.

VIII. NEW BUSINESS

A. Board Committee Appointments

The Board Committee Appointments for 2019 were reviewed and discussed. Mr. David Danhoff made a motion to add new Board Member, Mr. Mark Harrington to the following Board Committees: Ethics Committee, Appeals Committee and the Superintendent Review Committee. Ms. Melissa Tomaro seconded the motion. With all members in favor, the motion passed.

B. Board Member Training Update

The current Board Member Training Attendance Record was provided for informational purposes.

C. 2020 Census

Guest Speaker, Christine Zess from U.S. Census Bureau presented to Board Members on the upcoming 2020 Census.

IX. SUPERINTENDENT REPORT

- Carrie attended the following meetings, trainings and activities: Kiwanis meetings, Erie County Self-Advocate meeting, Early Childhood Advisory quarterly meeting, OACB Trustee meeting, Superintendent Executive Committee Summer Conference, ECDEC Annual meeting, SEC County Board Authority Workgroup meeting and Superintendent Development Region 1 meeting (hosted).
- **Media/Public Relations:**
 - Erie County Board of DD & HMG Social Media Statistics – July 2019 (handout).
 - Sandusky Register newspaper articles (handout):
 - *Area residents earn awards at state competition- 7/16/19*
 - *Cars on display today- 7/18/19*
 - Community Connections Event Calendar- August 2019 (handout)
- **Waiver Waiting List:** As of August 1, 2019, 4 individuals have met the waiver waiting list qualifications to receive waiver supports within the next 12 months. We continue to move forward with completing our assessments for Erie County by September 2019.
- **Personnel:**
 - Felicia Zendejas will begin her duties as Director of Individual and Family Supports after Friday, August 16th. Sharon Travis last day is Friday, August 16th.
 - Open Positions:
 - Individual & Family Specialist (vacated position of Lesley Swope)– this position is posted both internally and externally. Interviews are being planned.
 - SSA Manager (vacated position of Felicia Zendejas)– this position is posted both internally and externally. Interviews have begun for this position.
 - Kristen Barone, SSA, has resigned to take a position with the City of Sandusky. We will be filling this position.
- **Erie County Community Resource Guide (handout):** This guide was developed by Adrienne Keys, SSA Manager, as an initiative from the MIID Collaborative Team subcommittee. The guide serves as a resource for local law enforcement agencies, government agencies, schools, community partners, etc. Board Members were provided a copy of the guide.
- **Building Bridges Awards:** Annually, the ECBDD recognizes individuals, community employers, providers, advocates and community members who support those with a disability. Nominations for awards are being accepted through August 30th, 2019 (handout). Nominees and award recipients will be honored at the Building Bridges Award Banquet on October 10th at 5:00 p.m. at Mesenburg's in Huron. Please mark your calendar and plan to attend, if available.
- **OACB:**
 - House Bill 166 (Budget Bill)
 - OACB is providing a training in September to give an analysis and summary of Ohio's Budget as it pertains to Developmental Disabilities. Carrie will provide further information after the training. If you are interested in

attending, please let Carrie know. The Budget (Policy) Symposium will be held in Columbus on September 17th, 10:00am to 3:00pm.

- OACB and SEC are working closely with DODD on the template to be used when submitting our local 5-year forecast to DODD. Business Managers and Superintendents are at the table giving input on the final format.
- **DODD:**
 - Training is being provided statewide on the new EI Rules. Erie County provided technical assistance to the state regarding the new IFSP (Individualized Family Service Plan) and converted the statewide form to a word document, so staff could use the form efficiently. DODD has shared the word version of the form statewide on their website for all to use.
 - DODD is leading a workgroup of stakeholders (33) to help develop the new statewide ISP (Individualized Service Plan) template. A draft version is expected late Fall of 2019. Opportunities for input and feedback will be ongoing.
 - DODD is in the process of restructuring the Certification/Accreditation Department at the state level. Our next cycle for Accreditation will be Spring 2021.

X. EXECUTIVE SESSION

Ms. Melissa Tomaro made a motion to enter into Executive Session for certain personal matters to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee and for confidential matters required to be kept confidential by federal or state law. The motion was seconded by Mr. Mark Harrington. Roll call vote followed:

Mr. David Danhoff	AYE
Mr. Mark Harrington	AYE
Mr. John Hoty	AYE
Mr. David Stuck	AYE
Ms. Melissa Tomaro	AYE

At 5:47 p.m. the Board entered into Executive Session.

At 6:08 p.m. the Board exited from Executive Session.

Ms. Melissa Tomaro made a motion to approve the Individual Budget Request for additional funding for A.R. in the amount of \$10,424.88. (Total Budget of \$30,538.88). Mr. John Hoty seconded the motion. With all other members in favor, the motion passed.

XI. ADJOURNMENT

Mr. John Hoty made a motion to adjourn the Board meeting at 6:09 p.m. Mr. Mark Harrington seconded the motion. With all members in favor, the motion passed and the August Board meeting was adjourned.



Recording Secretary

9-19-19

Date