

**TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**DATE:** Regular Meeting, Monday, February 28, 2022

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

**TIME:** 5:30 p.m.

**CALL TO ORDER:** President

**1.1 ROLL CALL:** Executive Administrative Director

	<u>Present</u>	<u>Absent</u>
Kathleen Arthurs	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____
Donna Wayt	_____	_____
Stephanie Wilson	_____	_____
Ryan Yoss	_____	_____

**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**

**I. APPROVAL OF MINUTES**

1. Recommendation to adopt a motion to approve the minutes of the January 27, 2022 Organizational Board meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve the minutes of the January 27, 2022 Board meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**II. FINANCIAL REPORT**

**1. Monthly Reconciliation**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve salaries in the amount of \$206,680.95 and expenditures in the amount of \$528,063.31 for the month of January.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**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 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: \_\_\_\_\_

Second: \_\_\_\_\_

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

**IV. OLD BUSINESS BEFORE THE BOARD**

**V. NEW BUSINESS BEFORE THE BOARD**

**1. Adult Developmental Services, Inc. (ADS) – Contract for Adult Day Habilitation Services and Transportation Services to Persons without Waivers**

Recommendation to adopt a motion to approve the contract with Adult Developmental Services, Inc. for adult day habilitation services and transportation services to persons without waivers per the terms and conditions of the contract as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**2. Stepping Stone Residential, LLC – Contract for Adult Day Habilitation Services and Transportation Services to Persons without Waivers**

Recommendation to adopt a motion to approve the contract with Stepping Stone Residential, LLC for adult day habilitation services and transportation services to persons without waivers

per the terms and conditions of the contract as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

### 3. Position Description Revision

Recommendation to adopt a motion to approve the revision to the following position description as presented:

- **Behavior Support Supervisor**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

### 4. Personnel Policy Revisions

Recommendation to adopt a motion to approve the revisions to the following Personnel Policies as presented:

- **5.2 Vacation**
- **6.10 Employee Driver Abstracts & Insurability Requirements**
- **8.1 Resignation/Retirement**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	

Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**5. Management Employee Contract Addendum**

Recommendation to adopt a motion to approve the revision to the management employee contract addendum as presented.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**6. Substitute Employee Rates**

Recommendation to adopt a motion to approve the revision to the proposed list of substitute employee rates to include the addition of a rate for TuscBDD Retired Teachers as presented to be effective on February 28, 2022.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**7. Transfer of Appropriation**

Recommendation to adopt a motion to approve the following appropriation transfer:

- **\$245,000 from S50-S31 Other Expenses to S50-S50 Provider Support Program**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**8. School Inclusion Fund Authorization and Supplemental Appropriation**

Recommendation to adopt a motion to authorize the Superintendent to develop a School Inclusion Fund for the purpose of supporting public school districts in Tuscarawas County to educate children with developmental disabilities in the local public school environment thereby approving the following supplemental appropriation:

- **\$225,000 from S50-S40 Unappropriated Balance to S50-S49 School Inclusion Costs**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**9. Board Policy Revision**

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

- **12.1 Service and Support Administration**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

10. **Strategic Plan Annual Report – Highlights from 2021** (discussion only)

11. **Community Integration Survey Results** (discussion only)

VI. **PERSONNEL**

1. **Personnel Actions:** none

VII. **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. State Issues
3. Local Issues
4. Additional Miscellaneous Information

VIII. **MISCELLANEOUS**

1. Major Unusual Incident (MUI) Report

IX. **PUBLIC PARTICIPATION**

X. **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: \_\_\_\_\_ Second: \_\_\_\_\_

<b>Roll Call:</b>	<b><u>Yea</u></b>	<b><u>Nay</u></b>	
Kathleen Arthurs	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Stephanie Wilson	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

Time in: \_\_\_\_\_ p.m.

2. Recommendation and motion to adjourn executive session and return to the open

meeting. A roll call vote will be taken.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

**Roll Call:**

**Yea**    **Nay**

Kathleen Arthurs

\_\_\_\_\_

Julie Brinkman

\_\_\_\_\_

Thomas Fantin

\_\_\_\_\_

Andrea Legg

\_\_\_\_\_

Donna Wayt

\_\_\_\_\_

Stephanie Wilson

\_\_\_\_\_

Ryan Yoss

\_\_\_\_\_

The President declares the motion \_\_\_\_\_.

Time out: \_\_\_\_\_ p.m.

**XI. ADJOURNMENT**

1. Adopt a motion to adjourn.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

**Yea**    **Nay**

Kathleen Arthurs

\_\_\_\_\_

Julie Brinkman

\_\_\_\_\_

Thomas Fantin

\_\_\_\_\_

Andrea Legg

\_\_\_\_\_

Donna Wayt

\_\_\_\_\_

Stephanie Wilson

\_\_\_\_\_

Ryan Yoss

\_\_\_\_\_

The President declares the motion \_\_\_\_\_.

Time: \_\_\_\_\_ p.m.