

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, November 22, 2021

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 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 October 25, 2021 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 October 25, 2021 Ethics Committee 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 \$208,664.19 and expenditures in the amount of \$759,513.68 for the month of October.

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 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>	
Kathleen Arthurs	_____	_____	
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. Transfer of Funds

Recommendation to adopt a motion to approve the following fund transfers:

- **\$2,000.00 from S50-S32 Transfers to U25-U09 Transfers In From the General Fund**
- **\$33,000.00 from S50-S32 Transfers to U30-U02 Transfers In From the General Fund**
- **\$37,574.82 from S52-S01 Title XX to S50-S44 Transfers In From the Title XX Fund**

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. Annual Appropriation Resolution

Recommendation to adopt a motion to approve the following resolution as specified from the Tuscarawas County Auditor’s Office:

Be it resolved, by the Tuscarawas County Board of Developmental Disabilities, that to provide

for the current expenses and other expenditures of the Board, during the fiscal year ending December 31, 2022, the following sums be set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as submitted.

A copy of the 2022 appropriations is located under the "New Business" tab in the Board book. The grand total for appropriations is \$9,806,867.

Motion: _____ Second: _____

Roll Call:	<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. 2022 Annual Waiver Plan

Recommendation to adopt a motion to approve the 2022 Annual Waiver Plan as submitted in accordance with ORC §5126.054.

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. Position Description Revisions

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

- **Speech/Language Pathologist – Early Intervention**
- **Speech/Language Pathologist – Preschool/School Age**

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. Board Policy Revisions

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

- **1.3 Board Operations**
- **1.18 Volunteer Services**
- **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 _____.

6. Board Policy Recission

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

- **2.1 General Health Services and Well-Being for Individuals Receiving Services**

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. Personnel Policy Revisions

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

- 2.8 Evaluation of Applicants and Basis for Selection/Disqualification
- 4.8 Insurance Benefits
- 6.28 Conviction of a Felony

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. Dental Insurance

Recommendation to adopt a motion to accept the Met Life PDP Plus dental plan for dental insurance benefits for TuscBDD employees, which includes a 10% rate reduction from our existing plan from CBA Benefits Services, effective January 1, 2022 through December 31, 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 _____.

9. Vision Insurance

Recommendation to adopt a motion to accept the Met Life Vision plan for vision insurance benefits for TuscBDD employees, which includes a 10% rate reduction from our existing plan from CBA Benefits Services, effective January 1, 2022 through December 31, 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 _____.

10. Resolution to Amend Health Flexible Spending Account to Increase the Maximum Contribution Amount and the Maximum Carryover Amount

Recommendation to approve the following resolution:

WHEREAS, the Tuscarawas County Board of Developmental Disabilities (the "Employer") previously adopted a Code Section 125 plan; and

WHEREAS, the Internal Revenue Service permits participants to contribute a maximum of \$2,850.00 annually to a Section 125 plan; and

WHEREAS, the Internal Revenue Service permits participants to carryover a maximum of \$570.00 annually to a Section 125 plan which can be retroactive to the 2021 plan year; and

WHEREAS, effective December 31, 2021 the Employer desires to amend the Plan to permit participants to contribute up to the maximum amount of \$2,850.00 annually and to carryover up to the maximum amount of \$570.00 annually, retroactive to the 2021 plan year, as outlined in the amendments and Summary of Material of Modifications;

NOW, THEREFORE, BE IT RESOLVED that the Board has hereby reviewed the amendments and Summary of Material Modifications and does hereby approve of these amendments to increase the maximum contribution to the limit of \$2,850.00 and to increase the maximum carryover amount to the limit of \$570.00 retroactive to the 2021 plan year.

Motion: _____ Second: _____

Roll Call:	<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 _____.

11. Substitute Employee Rates

Recommendation to adopt a motion to approve the revision to the proposed list of substitute employee rates as presented to be effective on January 1, 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 _____.

12. Youth Stabilization Home Provider Contract

Recommendation to adopt a motion to accept the RFP from REM Ohio, Inc. as the provider for the Youth Stabilization Home(s) as presented and authorize the Superintendent to develop a contract with this provider for the purpose of expanding residential/respice options for youth with developmental disabilities and intensive behavioral needs.

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 _____.

13. Youth Stabilization Home Multi-County Agreement

Recommendation to adopt a motion to approve the agreement between Tuscarawas County Board of DD, Knox County Board of DD, Coshocton County Board of DD, Guernsey County Board of DD, and Muskingum County Board of DD for the establishment and operation of youth stabilization home(s) that provide residential and respice services to youth with developmental disabilities and intensive behavioral needs 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 _____.

14. Disposal of Unneeded, Obsolete, or Unfit Equipment

Recommendation to adopt a motion to approve the disposal of the 2007 Toyota Carolla and 2015 Ford Transit E350 XLT considered unneeded, obsolete, or unfit by the Tuscarawas County Board of DD. This motion will be submitted to the Tuscarawas County Commissioners for final approval. The Toyota Carolla will then be disposed of by either trading the vehicle in at a local dealership if another van is purchased or posting it for sale on the internet auction website GovDeals.com. The Ford Transit will then be disposed of by selling it directly to the New Philadelphia School District. In the event that the vehicle is not purchased by the New Philadelphia School District, it will be included in the trade in at a local dealership or posted for sale on the internet auction website GovDeals.com.

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 _____.

15. Board Nominating Committee for 2022 Slate of Officers and Committee Assignments

Recommendation to adopt a motion to appoint the following members to serve on the Board Nominating Committee to develop the 2022 slate of officers and list of committee assignments to be adopted at the January organizational meeting.

A copy of the 2021 slate of officers and committee assignments has been included in the

Board books.

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 _____.

16. Community Survey Overview (discussion only)

VI. PERSONNEL

1. Personnel Actions:

- a. Miles Ballentine – new hire – Service and Support Administrator, effective December 6, 2021

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. State Issues
- 3. Local Issues
- 4. Extra Mile Service Award
- 5. OACB Distinguished Service Award
- 6. Additional Miscellaneous Information

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: Matters required to be kept confidential by federal law or regulations or state statutes. 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: _____

Roll Call:	<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 _____.

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:	<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 _____.

Time out: _____ p.m.

XII. ADJOURNMENT

1. Adopt a motion to adjourn.

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 _____.

Time: _____ p.m.

2021-1122 agenda