

## TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

**DATE:** Regular Meeting, Monday, April 27, 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 95197426553 and password 461058.*

**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	(arrived at 5:55 p.m.)
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**

- Executive session was added to the agenda in section XI, and the former section XI was renumbered to section XII.

**I. APPROVAL OF MINUTES**

1. Recommendation to adopt a motion to approve the minutes of the March 30, 2020 Board meeting.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	x	
Thomas Fantin	x	
Robert Glasgow	x	
Andrea Legg	absent	
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 March was provided for review. The noteworthy items were highlighted in the report. At the meeting, Mark Schott noted levy revenue of \$3.75 million was received in March with \$860,000 of that coming from the Rover pipeline. March revenue also included \$382,000 from the Medicaid waiver reconciliation. Mark explained that this will be the highest amount of revenue received during all of 2020, and we can expect most of the months remaining to reflect expenditures that are higher than revenue. On the expenditure side, salaries and labor costs remain stable when compared to last year. There is currently a net gain reflected in the general fund due to the higher-than-normal revenue received in March. Nate Kamban asked Mark Schott to share what we currently know about the impact to our financial situation in light of the current crisis. Mark shared that the Rover Pipeline has submitted a waiver request for a reduction in their taxes which would result in \$350,000 less levy revenue next year if their request is approved. In looking at current expenditures, we still have three individuals at developmental centers in Ohio which means that those will exceed the budgeted amount. We will also exceed our 2020 budgeted figures by \$40,000 for personal protective equipment and approximately \$158,000 for the Provider Support Program. Our Medicaid match cost is anticipated to be lower this year due the provision of ADS being restricted as a result of COVID-19; however, we will incur more HPC costs during this crisis. Supported living and room and board costs will continue. Mark anticipates finishing 2020 with a net gain, but that will not be the case in the years ahead especially with the anticipated budget cuts at the state level. 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: **Julie Brinkman**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman	x	
Thomas Fantin	x	
Robert Glasgow	x	
Andrea Legg	absent	
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 \$190,402.12 and expenditures in the amount of \$250,656.74 for the month of March.

Motion: **Julie Brinkman**

Second: **Ryan Yoss**

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

**III. COMMITTEE REPORTS**

**IV. OLD BUSINESS BEFORE THE BOARD**

**V. NEW BUSINESS BEFORE THE BOARD**

**1. 2020-2021 Calendars of Operation**

*The calendars of operation contain the same basic structure and number of days as in previous years. Nate Kamban explained that we always review the calendars of New Philadelphia City School District when preparing our school calendar due to the fact that we purchase lunches from them for Starlight School students.*

Recommendation to approve the 2020-2021 Twelve-Month Employee, Starlight School, and Starlight Preschool Calendars of Operation as submitted.

Motion: **Donna Wayt**

Second: **Thomas Fantin**

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

**2. Board Policy Revisions**

*Nate Kamban explained that there was a rule change at the state level that required some minor revisions to the Pre-Admission Screening and Resident Review policy. Lisa Sidoti added that there were some changes to several of the definitions within the policy, and the content of the policy was re-ordered to line up with the flow and order of the rule.*

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

presented:

- **8.4 Pre-Admission Screening and Resident Review (PASRR)**  
*This policy is being renumbered to 12.3 with this revision.*

Motion: **Ryan Yoss**

Second: **Julie Brinkman**

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

The President declares the motion **carried**.

### **3. Position Description Revisions**

*Only minor revisions were made to this position description to remove a reference to the Charmed Store and include a mention of the staff supervised as well as adding a reference that this position manages the FANS Network.*

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

- **Community Relations/Special Projects Director**

Motion: **Donna Wayt**

Second: **Julie Brinkman**

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

The President declares the motion **carried**.

### **4. Position Description Abolishment**

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

- **Substitute Store Attendant**

Motion: **Ryan Yoss**

Second: **Thomas Fantin**

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

**5. Supplemental Appropriation**

*The supplement appropriation for supplies was needed to cover the cost of additional personal protective equipment and other COVID-19 expenditures for both the county board and providers. The increase to the other expenses line item was necessary to cover the cost of a rate increase for direct support professionals that was added to our Provider Support Program. Mark Schott mentioned that the ability for TuscBDD to provide that rate increase is currently on hold while we wait for approval from the Ohio Department of Medicaid in order to proceed. Nate Kamban added that the Provider Support Program developed by TuscBDD was shared with other counties and has been mirrored in other areas across the state.*

Recommendation to adopt a motion to approve the following supplemental appropriations:

- **\$40,000 from S50-S40 Unappropriated Balance to S50-S18 Supplies**
- **\$200,000 from S50-S40 Unappropriated Balance to S50-S31 Other Expenses**

Motion: **Julie Brinkman**

Second: **Ryan Yoss**

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

**6. Advocates For Success, LLC (AFS) Memorandum of Understanding (MOU)**

*This is the standard MOU language that has been used by providers who rent workshop space. AFS has grown and will be renting additional space in the TuscBDD workshop.*

Recommendation to adopt a motion to approve the MOU between the Tuscarawas County Board of DD and AFS per the terms and conditions of the MOU as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: **Thomas Fantin**

Second: **Ryan Yoss**

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

## **7. Superintendent Contract Negotiation Resolution**

*In accordance with Board policy 1.8, the Board partners with legal representation during the superintendent contract negotiation process in order to promote understanding and transparency of the financial and long range implications of the contract provisions. Nate Kamban explained that his initial contact was for a term of three years, and any subsequent renewals can be for a length of five years. Steve Postalakis will work with the Board President to determine their preference to handle this through the Personnel Committee or work with the Board as a whole.*

Recommendation to adopt a motion to approve the following resolution:

Be it resolved, by the Tuscarawas County Board of Developmental Disabilities, that we hereby enter into a contract with Haynes Kessler Myers & Postalakis, Incorporated to partner with Attorney Stephen Postalakis as the Board's legal representation to assist in the superintendent contract negotiation process in accordance with Board Policy 1.8.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

<b>Roll Call:</b>	<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 <b>carried</b> .

## **8. Donations**

Recommendation to adopt a motion to accept the following donations, to deposit them in the County Treasury under U25 or S50, as appropriate, and to utilize them for their specific purposes as designated by the donors:

- \$121.02 from Charmed: Gifts with Meaning from the sale of snacks designated for Special Olympics to TuscBDD for Special Olympics.
- \$263.14 from Chipotle Restaurant Dine to Donate Fundraiser to TuscBDD for Starlight

School's PBIS program.

Motion: **Julie Brinkman**

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**.

## VI. PERSONNEL

### 1. Personnel Actions:

- a. Bonnie Hastedt – new hire – Classroom Assistant, effective April 27, 2020

## VII. PROGRAM REPORTS

*Lynn Angelozzi provided the Board with an update on how employees are doing throughout this time. Regular departmental meetings and agency-wide communication takes place on a regular basis in order to keep employees engaged with one another and able to carry out their duties for the students and adults that are served by TuscBDD. Lynn reviewed highlights from each department and shared that employees are functioning in their roles in an exceptional manner.*

## 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 provided the Board with an overview of inservice topics for Board members for 2020 which take into account topics that were suggested by DODD Director Jeff Davis as well as other topics identified as priorities for Tuscarawas County. The plan will include a one-hour, remote training that Board members can complete individually during the month of June to meet the training requirement in the UI/MUI rule. The remaining trainings will cover the following topics in a group setting immediately following select Board meetings tentatively scheduled as follows: DODD 2020 Initiatives & Local County Board Initiatives (June), Levy 101 (September), and Fiscal Obligations of County Boards and the New Five Year Forecasting Requirement (October).
  - Employees in each department continue to check in with families of those we serve on a regular basis. Most families continue to report that things are going well. People commonly share that they are just going stir crazy, which can lead to more

behaviors for some individuals as routines have been destabilized. Nate added that Ohio is seeing the need for more residential placements for kids as families begin to struggle in more significant ways. We continue to try to leverage our behavioral staff here in Tuscarawas County to assist families in creative ways with the hope of reducing the need for residential placements.

- Participation in the Provider Support Program has grown as TuscBDD and the local provider community work together during this time.
- Starlight School’s outreach team sent surveys to local school districts to gather their feedback on things that were successful throughout this past year and opportunities for improvement. We are currently exploring how Starlight School employees can assist public school districts to provide trainings for their employees.
- Nate shared that the Ball vs. DeWine lawsuit came to an end when a settlement agreement was approved last week. This settlement ended a four-year lawsuit that alleged the existence of institutional barriers to community-based care for Ohioans with developmental disabilities.
- Nate shared that although this is a difficult time, it has forced the provider community across Ohio to think about ways to reinvent or redesign their services. This has opened up opportunities for the provision of virtual support and activities that are more individualized in nature. This is helping Ohio’s system to grow and may have an impact on how services are delivered well into the future.

**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: Preparing for negotiations. 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: **Donna Wayt**

Second: **Julie Brinkman**

<b>Roll Call:</b>	<b><u>Yea</u></b>	<b><u>Nay</u></b>
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 in: **6:15** p.m.

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

Motion: **Ryan Yoss**

Second: **Julie Brinkman**

<b>Roll Call:</b>	<b><u>Yea</u></b>	<b><u>Nay</u></b>
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 out: **6:28** p.m.

## **XII. ADJOURNMENT**

1. Adopt a motion to adjourn.

Motion: **Thomas Fantin**

Second: **Donna Wayt**

	<b><u>Yea</u></b>	<b><u>Nay</u></b>
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: **6:29** p.m.

*“This is a true and accurate record of the meeting of April 27, 2020.”  
Minutes were Board-approved at the May 26, 2020 Board meeting. Signatures will be obtained when in-person meetings resume.*

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Stephanie Wilson, President

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Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the April 27, 2020 Board meeting.

2020-0427 minutes