

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, October 26, 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 87295871714 and password 074823.

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	(excused)
Thomas Fantin	x		
Robert Glasgow		x	(excused)
Andrea Legg	x		
Donna Wayt	x		
Stephanie Wilson	x		
Ryan Yoss		x	(arrived at 5:55 p.m.)

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 September 28, 2020 Board meeting.

Motion: **Thomas Fantin**

Second: **Donna Wayt**

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

2. Recommendation to adopt a motion to approve the minutes of the September 28, 2020 Ethics Committee meeting.

Motion: **Andrea Legg**

Second: **Thomas Fantin**

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

3. Recommendation to adopt a motion to approve the minutes of the October 14, 2020 Finance Committee meeting.

Motion: **Donna Wayt**

Second: **Andrea Legg**

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

II. FINANCIAL REPORT

1. Monthly Reconciliation

The financial report for September was provided for review. The noteworthy items were highlighted in the report. Mark Schott explained that September was a very low revenue month with only \$56,300 received. The total year-to-date revenue in 2020 is slightly lower than in 2019. Total labor costs for 2020 are currently 3% less than in 2019. In September, \$15,200 was paid to providers for fixed cost assistance, PPE, and COVID-related supplies bringing the annual total to \$126,000. For the year, 2020 expenditures are approximately \$800,000 less than in 2019. Due to the low revenue for the month of September, there was a net loss of \$349,000 this month. 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: **Andrea Legg**

Second: **Donna Wayt**

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

2. Recommendation to adopt a motion to approve salaries in the amount of \$197,382.77 and expenditures in the amount of \$208,257.14 for the month of September.

Motion: **Thomas Fantin**

Second: **Andrea Legg**

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

III. COMMITTEE REPORTS

FINANCE COMMITTEE:

1. 2021 Proposed Budget

The Finance Committee met on October 14, 2020 to review the budget and make their official recommendation to the Board. A copy of the proposed 2021 budget was included in the Board book for review. Nate Kamban reviewed levy scenarios, revenue generating strategies, cost saving measures, and comparisons showing actual versus budgeted amounts over a ten year period. The budgeted amounts for 2021 in the revenue and expenditure accounts were then reviewed. The 2021 budget reflects a projected net loss of approximately \$1,000,000 which can be alarming; however, it is normal at this point in our levy cycle to begin tapping in to our carryover. The tentative levy plan involves a renewal levy in 2022 with a potential vote for an additional 1.0 mills around 2025 or later depending on actual budget performance.

Recommendation to adopt a motion to approve the proposed budget for 2021 as recommended by the Finance Committee.

Motion: **Andrea Legg**

Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>
Julie Brinkman		absent
Thomas Fantin	x	

Robert Glasgow	absent	
Andrea Legg	x	
Donna Wayt	x	
Stephanie Wilson	x	
Ryan Yoss	absent	The President declares the motion carried .

ETHICS COMMITTEE:

2. Presentation of Items Approved by the Ethics Committee

Nate Kamban shared that direct service payments are made directly to families to reimburse them for purchases made to vendors that do not accept purchase orders. This payment was for an allowable expense and was within the limits set by the FSS policy and procedure.

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: **Donna Wayt**

Second: **Andrea Legg**

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

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. Provider Support Program 2021 Initiatives and Memorandum of Understanding

Nate Kamban explained that the Provider Support Program MOU is being revised to remove the details about what is being offered during a specific calendar year. This detail will be captured in an appendix to the MOU, known as the Provider Support Program Initiatives, and will be brought to the Board annually for approval in accordance with the annual Provider Support Program budget. The actual MOU with providers will renew automatically and will no longer need to be brought for further action before the Board unless a revision to the MOU language is necessary in the future.

Recommendation to adopt a motion to approve the Provider Support Program Initiatives for 2021 and the revised memorandum of understanding for the Provider Support Program between TuscBDD and each participating provider agency per the terms and conditions of the

MOU as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II. This MOU will serve as the template to be used with all providers.

Motion: **Ryan Yoss**

Second: **Thomas Fantin**

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

2. 2021 Vacation Conversion Plan

The vacation conversion plan is presented on an annual basis and allows management employees to convert up to two weeks of vacation to cash. No revisions were made to the specifics of the plan for 2021.

Recommendation to adopt a motion to approve the 2021 Vacation Conversion Plan as presented for January 1, 2021 through December 31, 2021.

Motion: **Andrea Legg**

Second: **Donna Wayt**

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

3. Allocation of Funds for the Nonfederal Share of Medicaid Services

Recommendation to adopt a motion to approve the following resolution:
The Tuscarawas County Board of Developmental Disabilities (TuscBDD) shall in its calendar year 2021 budget, allocate the sum of \$2,034,795 to be used to pay the nonfederal share of the Medicaid Home and Community Based Services (Level One, Individual Options, and SELF waivers) and Case Management services provided to individuals who the TuscBDD determines under section 5126.041 of the Ohio Revised Code are eligible for TuscBDD services.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

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

4. Agreement to Provide Information Technology Services to Carroll County Board of DD

Over the course of the past year, TuscBDD provided almost no IT services to Carroll County Board of DD due to the fact that they hired someone onsite. That employee recently resigned, so Carroll County is interested in entering into this agreement for another year.

Recommendation to adopt a motion to approve the agreement to provide information technology services to the Carroll County Board of DD per the terms and conditions of the agreement as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: **Thomas Fantin**

Second: **Andrea Legg**

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

5. Starlight School Status Update (Discussion Only)

Nate Kamban shared that Starlight School was made aware of its first confirmed case of COVID over the weekend. As a result of contact tracing, we have one active case and five people in quarantine. In a discussion with the New Philadelphia City Health Department, they explained to us that this is the reality for many school districts at the present time due to the high rate of community spread. Rather than simply looking at the color designation for our county in Ohio's Public Health Advisory System, we also plan to monitor what is going on with cases within our school community. Our plans are to continue with in-person learning as long as it is possible and feasible to do so with adequate staff coverage. This will continue to be monitored on a weekly basis going forward.

VI. PERSONNEL

1. **Personnel Actions:** none

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 has been an uptick in multi system youth referrals over the past few weeks in Ohio. Some kids are unfortunately reaching the point that they cannot be safely served in the community. This has been the case in Tuscarawas County as well. Of the 70 referrals for eligibility in our county in 2020, the majority of those are for children.
 - The Ohio Department of Developmental Disabilities has a three-tiered system of acuity based on an individual's need. This acuity then determines the rate at which a provider can bill for services. Acuity C is the highest level, and providers have been permitted to bill at Acuity C for all persons served as a way to make up for the fact that they are earning less revenue due to the restrictions on the number of individuals they are permitted to serve at one time. Some county boards cannot afford paying this higher Acuity C rate much longer. It appears that providers will be permitted to bill at Acuity C through the end of 2020 and will then switch to Acuity B at the start of 2021.
 - Ohio continues to see an increase in COVID cases which we are monitoring closely. Nate attended a meeting with the Tuscarawas County Emergency Management Agency (EMA) recently as they are seeking to identify quarantine sites for those in congregate settings should that become necessary.
 - The legislature has permitted county boards to meet remotely through the end of the year. TuscBDD continues to follow the guidance from the Governor and the Ohio Department of Health to work remotely if possible and hold meetings virtually. We will continue to monitor the guidance from the state of Ohio in relation to virtual meetings and keep the Board updated as new information becomes available.

IX. MISCELLANEOUS

1. Major Unusual Incident (MUI) Report

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Thomas Fantin**

Second: **Ryan Yoss**

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

Time: **6:19** p.m.

“This is a true and accurate record of the meeting of October 26, 2020.”

Minutes were Board-approved at the November 23, 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 October 26, 2020 Board meeting.

2020-1026 minutes