

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, October 25, 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 September 27, 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 September 27, 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 _____.

3. Recommendation to adopt a motion to approve the minutes of the October 4, 2021 Finance 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 _____.

4. Recommendation to adopt a motion to approve the minutes of the October 8, 2021 emergency 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 \$317,123.44 and expenditures in the amount of \$245,126.82 for the month of September.

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

FINANCE COMMITTEE:

1. 2022 Proposed Budget

The Finance Committee met on October 4, 2021 to review the budget and make their official recommendation to the Board. A copy of the proposed 2022 budget is included in the Board book for review.

Recommendation to adopt a motion to approve the proposed budget for 2022 as recommended by the Finance 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 _____.

ETHICS COMMITTEE:

2. 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. Provider Support Program 2022 Initiatives

Recommendation to adopt a motion to approve the Provider Support Program Initiatives for 2022 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. Advocates for Success, LLC – Contract for Adult Day Habilitation Services and Transportation Services to Persons without Waivers

Recommendation to adopt a motion to approve the contract with Advocates for Success, 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. ALCO Services, LLC – Contract for Adult Day Habilitation Services and Transportation Services to Persons without Waivers

Recommendation to adopt a motion to approve the contract with ALCO Services, 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 _____.

4. Position Description Revisions

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

- **Administrative Assistant Business Office**
- **Starlight School Principal**

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. 2022 Vacation Conversion Plan

Recommendation to adopt a motion to approve the 2022 Vacation Conversion Plan as presented for 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 _____.

6. 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 2022 budget, allocate the sum of \$1,903,590 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.

The Board will make additional funds available if needed to assure that these services will be available in a manner that conforms to all applicable state and federal laws. The payment of the nonfederal share represents an ongoing financial commitment for such services of the TuscBDD.

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 _____.

7. Supplemental Appropriations

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

- **\$5,000 from S50-S40 Unappropriated Balance to S50-S21 Repairs**
- **\$30,000 from S50-S40 Unappropriated Balance to S50-S22 Contract Services**
- **\$15,000 from S50-S40 Unappropriated Balance to S50-S41 Supported Living**
- **\$10,000 from S50-S40 Unappropriated Balance to S50-S43 Room & Board**

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. Youth Stabilization Home Request for Proposal

Recommendation to adopt a motion to approve the Youth Stabilization Home Request for Proposal (RFP) as presented and authorize the Superintendent to seek RFPs from qualified providers to expand residential/respite 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 _____.

9. Ohio Association of County Boards (OACB) Delegate Assembly

Recommendation to adopt a motion to approve the following nomination as the delegate from Tuscarawas County for the OACB Delegate Assembly being held on December 1, 2021 at 6:00 pm:

Delegate: _____

Alternate: _____

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. Donations

Recommendation to adopt a motion to accept the following donation, to deposit it in the County Treasury under U25 or S50, as appropriate, and to utilize it for it specific purposes as designated by the donor:

- \$4,440.00 from the Charlotte M. Johnson Charitable Trust to Starlight School

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 _____.

VI. PERSONNEL

1. Personnel Actions:

- a. Rachel Tybor – new hire – Substitute Teacher, effective October 18, 2021
- b. Holly Kinkade – probationary removal – Behavior Support Specialist, effective October 22, 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. Extra Mile Service Award
3. Individual Spotlight
4. 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: The employment 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: _____

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.