

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, May 23, 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	x	
Julie Brinkman	x	
Thomas Fantin		x (excused)
Andrea Legg	x	
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

I. APPROVAL OF MINUTES

1. Recommendation to adopt a motion to approve the minutes of the April 25, 2022 Board meeting.

Motion: **Kathleen Arthurs**

Second: **Stephanie Wilson**

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

The President declares the motion **carried**.

2. Recommendation to adopt a motion to approve the minutes of the April 25, 2022 Ethics Committee meeting.

Motion: **Andrea Legg**

Second: **Julie Brinkman**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
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 April was provided for review. The noteworthy items were highlighted in the report. At the meeting, Mark Schott shared that property tax rollback revenue received in the month of April was only slightly less than last year. Other revenue received was from targeted case management and from the Ohio Department of Education. Mark noted that the revenue received from ODE so far in 2022 has been more than double the 2021 total, and overall revenue at this point in the year is up slightly over last year's total. Expenditures exceeded revenue for the month of April, resulting in a net loss. Nate Kamban shared that time is spent reviewing areas of the budget that are currently underspent at this point in the year, and it was noted that the provider support line item is one of them. The program was reworked to make it easier for providers to access these funds, but some still have not done so. This area will continue to be reviewed with a goal to see these remaining funds put to good use by year end. 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: **Donna Wayt**

Second: **Stephanie Wilson**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
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 \$216,568.93 and expenditures in the amount of \$844,576.68 for the month of April.

Motion: **Stephanie Wilson**

Second: **Kathleen Arthurs**

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

The President declares the motion **carried**.

III. **COMMITTEE REPORTS**

ETHICS COMMITTEE:

1. Presentation of Items Approved by the Ethics Committee

Tandi Slentz, a family-selected respite provider, was presented to Ethics Committee for review. All registry and background checks were conducted with no findings to report. A direct service payment was presented to reimburse a family for the purchase of essential oils from a vendor that does not accept purchase orders. This is an allowable expense and is within the limits set by the FSS policy and procedure. There were no ethical concerns or conflicts to be presented.

Recommendation to adopt a motion to approve the respite care provider contract with Tandi Slentz 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: **Julie Brinkman**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Julie Brinkman	x	
Thomas Fantin	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. Janitorial Services Agreement

Nate Kamban shared that the rates for janitorial services from Advocates for Success, LLC remain unchanged from the prior year. We are pleased with the quality of their work and are

happy to see this continue for another year.

Recommendation to adopt a motion to approve the agreement for janitorial services between the Tuscarawas County Board of DD and Advocates For Success, LLC per the terms and conditions of the agreement as submitted and approved by Assistant Prosecuting Attorney, Robert Stephenson II.

Motion: **Julie Brinkman**

Second: **Stephanie Wilson**

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

The President declares the motion **carried**.

2. Position Description Revisions

Mark Schott is retiring as Business Operations Director in December. Time was spent reviewing this position description, and content was updated as needed including the addition of duties related to the oversight of Family and Children First Council's budget. This position will be posted this summer with a goal to bring on a new person around September to allow time for cross training. The Family and Children First Council Manager position description was revised to include the addition of language related to the possibility that they would serve as a Community Health Worker for Bridges to Wellness. This allows for some of the cost of this position to be reimbursed and could increase sustainability.

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

- **Business Operations Director**
- **Family and Children First Council Manager**

Motion: **Donna Wayt**

Second: **Kathleen Arthurs**

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

The President declares the motion **carried**.

3. Board Policy Revision

The COVID-19 Face Covering Policy was originally a requirement from the Ohio Department of Education for schools and needed to contain some very specific information; however, it is no longer required. This policy has been simplified and updated so the content reflects current practices. We will continue to monitor guidance, and this policy gives the Superintendent the ability to require the use of face coverings whenever necessary based on this guidance. When face coverings are not required, employees are expected to honor all requests to wear a face covering when interacting with others.

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

- **2.8 COVID-19 Face Covering Policy**

Motion: **Andrea Legg**

Second: **Julie Brinkman**

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

4. 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:

- \$.40 from General Mills Box Tops for Education to Starlight School.

Motion: **Julie Brinkman**

Second: **Donna Wayt**

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

VI. PERSONNEL

1. Personnel Actions:

- a. Karl Hoop – new hire – Service and Support Administrator, effective April 25, 2022
- b. Christi Otte – new hire – FCFC Manager, effective May 22, 2022
- c. Kellie Rufener – new hire – Service and Support Administrator, effective May 31, 2022
- d. Taylor Boswell – new hire – Teacher, effective August 16, 2022
- e. Angelo Pirolozzi – retirement – Maintenance, effective August 31, 2022
- f. Mark Schott – retirement – Business Operations Director, effective December 2, 2022
- g. Alexis Pryor – resignation – Service and Support Administrator, effective May 6, 2022
- h. Stephanie Bond – rescission of employment offer – Behavior Support Assistant, effective May 6, 2022

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**

- **6.5% Increase Proposal for Provider Wage Rate:** A 6.5% wage increase for providers was submitted by the Ohio Department of Medicaid to the Centers for Medicare and Medicaid Services (CMS). It appears that the federal level is moving quickly on this, and it could be implemented as soon as July 1st.
- **State Budget & Rate Increase:** Nate Kamban shared that OACB has been meeting with stakeholders to discuss rate increases for providers in the next budget cycle. The goal is to see a 45% increase that is fully funded through general assembly; however, this is unlikely. Nate commented that he felt county boards should also contribute to this; however, there would need to be some type of hardship barrier for counties who are simply unable to do so.
- **Board Member with Developmental Disability:** At the OACB spring conference, Nate learned more about the importance of including individuals with disabilities on our Board. Nate attended a panel session led by individuals with disabilities who are currently serving on a county board. Nate would like to consider the addition of an individual with a disability to serve on our Board and plans to form a committee to seek to identify candidates to consider for appointment to a future vacancy.

3. **Local Issues**

- **Starlight School Considerations:** The ECOESC continues to look into the possibility of developing a more robust continuum of care regarding educational placements for youth with intensive needs and has asked us to be a part of these conversations. The ECOESC is gathering data regarding the specifics of the youth that this new program is seeking to serve. Based on this information, we will be able to determine how TuscBDD may be able to support this new program. Additional information will be presented to the Board as it becomes available.
- **Youth Stabilization Homes:** Progress continues to be made on the two youth stabilization homes. Property renovations are complete, and furniture is being delivered soon. REM has employed several staff members to operate these homes

and is still seeking to fill a few additional DSP positions. Our team is working closely with REM to support them in their recruitment efforts, including linking them up with Chris Sapp to learn more about the funds available in the Provider Support Program that they could use to attract new recruits. Nate shared how REM has made it possible for their staff to go into the home of a child with intensive needs to keep this particular placement intact until this child can transition into the home. Nate recognized Drew Litty and Kyle Wells for their work on this project.

- **Guardianship Services Board:** This project is moving along well with the ADAMHS Board, JFS, TuscBDD, and Probate Court all willing to contribute funding. The Tuscarawas County Commissioners are also working with Judge Wilgus to identify the funding they are able to contribute. Once this program is launched, we will then be able to hire professional guardians to serve families.
- **FCFC Update:** Nate recognized Stephanie Keen, Kyle Wells, the SSA Team, Mark Schott, Lisa Schilling, and Lynn Angelozzi for the extra efforts that they have put in to make this July 1st transition as smooth as possible for Family and Children First Council.
- **Levy Campaign Update:** Kerri Silverthorn provided the Board with an update on the various actions taken by the Levy Committee thus far in preparation for our levy being on the November 2022 ballot. Monthly levy committee meetings have been held and a general awareness campaign is underway. Board members were encouraged to share posts that they see on social media as the campaign progresses. Alec Worth and Chuck Heavilin have agreed to be spokespersons from the adult perspective, and Kerri is identifying an EI family and a school-age family who would also be willing to assist during the campaign. A marketing calendar has been developed and there will be more traditional methods of marketing, such as yard signs, letters to the editor, and special events as we approach November. Nate recognized Kerri for the time she has spent after hours working on the campaign.

VIII. MISCELLANEOUS

1. Major Unusual Incident (MUI) Report
2. Newspaper Articles

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: 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: **Andrea Legg**

Second: **Kathleen Arthurs**

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

Motion: **Stephanie Wilson**

Second: **Andrea Legg**

Roll Call:	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Donna Wayt	x	
Stephanie Wilson	x	
Ryan Yoss	x	

The President declares the motion **carried**.

Time out: **6:29** p.m.

XI. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Julie Brinkman**

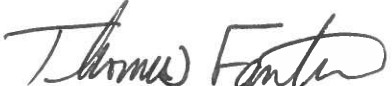
Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Julie Brinkman	x	
Thomas Fantin	absent	
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 May 23, 2022."


Thomas Fantin, President


Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the May 23, 2022 Board meeting.