

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, March 27, 2023

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	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg		x (arrived at 5:33 pm)
Donna Wayt	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 February 27, 2023 Board meeting.

Motion: **Julie Brinkman**

Second: **Kathleen Arthurs**

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

The President declares the motion **carried**.

2. Recommendation to adopt a motion to approve the minutes of the February 27, 2023 Ethics Committee meeting.

Motion: **Donna Wayt**

Second: **Julie Brinkman**

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

The President declares the motion **carried**.

II. **FINANCIAL REPORT**

1. **Monthly Reconciliation**

Recommendation to adopt a motion to approve the financial statement as presented.

The financial reports for February were provided for review. The noteworthy items were highlighted in the reports. Tyler Smith explained that February 2023 revenue was 23% lower than February 2022. The most significant sources of revenue for the month were Targeted Case Management, ODE revenue, and Refunds and Reimbursements. Property tax revenue appears to be behind at this point in the year; however, that is typically received in March/April and August/September. The MAC billings were held up statewide in February at the state level, but that revenue has now been received and will be reflected in the March financial report. Refunds and Reimbursements reflect revenue in the month of February to include money from insurance settlements due to lightening damage, state funding for the purchase of the Dover youth stabilization home, and grant money. There were also donations in memory of Bernie and David Deioma that were received in February for Starlight School which will be used for the PBIS program. Expenditures for the month of February were 51% less than in February 2022 and were significantly attributable to Labor Costs, Contract Services, and Non-Waiver Services. Higher labor costs are to be expected and attributable to wage increases in September of last year. Capital Improvement costs are up due to the hub space changes at the Service and Support Center, and Family Support Services expenditures are high for this month simply due to timing of when payments were processed. The overall decrease in expenditures for this month was simply a timing issue. TuscBDD continues to operate at a net loss which remains in line with our current deficit spending plan. Comments or questions were welcomed from the Board members on the information contained in the report.

Motion: **Kathleen Arthurs**

Second: **Julie Brinkman**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	

Thomas Fantin	x
Andrea Legg	x
Donna Wayt	x
Ryan Yoss	x

The President declares the motion **carried**.

2. Recommendation to adopt a motion to approve salaries in the amount of \$238,674.61 and expenditures in the amount of \$219,039.67 for the month of February.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

III. COMMITTEE REPORTS

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. 2023-2024 Calendars of Operation

The calendars of operation contain the same basic structure and number of days as in previous years. The calendar for Starlight School is patterned after New Philadelphia City School District's calendar whenever possible since we purchase lunches from them for our students.

Recommendation to approve the 2023-2024 Twelve-Month Employee, Starlight School, and Starlight Preschool Calendars of Operation as submitted.

Motion: **Kathleen Arthurs**

Second: **Julie Brinkman**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

2. TuscBDD & ECOESC Partnership

Nate Kamban reviewed the document that was shared with public school districts outlining the services and costs for public school districts. He also shared graphs that reflected how this partnership will positively impact TuscBDD's long range financial plan with local school district contributions, even with TuscBDD's continued annual investment of approximately \$500,000 in the school. He then shared an overview of the structure of both the ESC and TuscBDD classrooms as well as the various positions that will be needed. A contract will be developed soon between TuscBDD and the ESC to specify the details regarding the shared use of space and any shared positions, such as Principal. Meetings continue to be held with the School Vision Committee, and the response has been positive.

Recommendation to adopt a motion to authorize the Superintendent to work with legal counsel to develop a contract between TuscBDD and the ECOESC to serve youth with intensive needs at the Starlight School which will include shared positions and shared use of space.

Motion: **Donna Wayt**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

3. Summit Housing Development Corporation Contract

Nate Kamban explained that we work with Summit Housing Development Corporation to purchase homes for people with developmental disabilities. Funding for these homes flows from the state through the county board to the non-profit housing corporation. Typically, these homes are permanent placements; however, since our homes are used for respite, this contract is needed by Summit Housing for tax purposes.

Recommendation to adopt a motion to approve the contract between the Tuscarawas County Board of DD and Summit Housing Development Corporation per the terms and conditions of the contract as submitted and approved by the Tuscarawas County Prosecutor's Office.

Motion: **Kathleen Arthurs**

Second: **Ryan Yoss**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	

Lucinda Bihari	x
Julie Brinkman	x
Thomas Fantin	x
Andrea Legg	x
Donna Wayt	x
Ryan Yoss	x

The President declares the motion **carried**.

4. The Stepping Stones Group LLC Contract

This contract is for the services of Mary Ellen Valentino who provides physical therapy services for our Early Intervention program. This contract contains a 10% increase; however, there was no increase from 2016 through 2019, then increases were provided at a rate of 1.6% in 2020, 3.7% in 2021, and 3% in 2022. This agreement will now remain in effect from year to year and will not increase by more than 4% annually without our prior written consent.

Recommendation to adopt a motion to approve the contract between the Tuscarawas County Board of DD and The Stepping Stones Group LLC for physical therapy services per the terms and conditions of the contract as submitted and approved by the Tuscarawas County Prosecutor's Office.

Motion: **Andrea Legg**

Second: **Julie Brinkman**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

5. 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:

- \$50.00 from Vic and Ruth Bazzoli in memory of David Deioma to Starlight School
- \$100.00 from Charlene and Marv Nevans in memory of Bernie and David Deioma to Starlight School
- \$50.00 from Martha Straker in honor of David Deioma and in memory of Bernie and Bernard Deioma
- \$250.00 Silver Sponsorship Donation from DoverPhila Federal Credit Union to TuscBDD for the Healthy Human Connections Conference

Motion: **Julie Brinkman**

Second: **Kathleen Arthurs**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

VI. PERSONNEL

1. Personnel Actions:

- a. Brittney Ecenbarger – new hire – Substitute Classroom Assistant, effective February 27, 2023

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**

- **House Bill 1:** House Bill 1 has been proposed to change how local taxes are collected. This legislation would make it harder to pass new levies and proposes the elimination of the homestead tax. There is currently a lot of opposition to this since it increases the burden for local tax entities.
- **Direct Support Professional (DSP) Wage Increase Request:** Discussions continue at the state level regarding county boards contributing more towards the DSP wage increase. Last year, county boards agreed to fund a 6.5% retention bonus for providers which equated to about a \$1.00 increase per hour for provider staff. Since then, the Governor's budget has introduced more money to the DSP wage, therefore, the percentage increase from county boards may need to be increased slightly for it to equate to a \$1.00 increase per hour. Discussions around this continue at the state level and will be brought back to the Board for further action, if necessary.

3. **Local Issues**

- **Guardianship Services Board:** TuscBDD has been working with the ADAMHS Board, Probate Court, and JFS to develop a guardianship services board. This board would hire two full-time guardians who could serve individuals with a variety of needs in our community. Most individuals served by TuscBDD have guardians who are family members; however, TuscBDD was willing to be a contributing partner to this worthwhile endeavor. Funding was secured from the county as well as all main partner agencies, and community entities to pay for two full-time guardians. Nate learned recently that the new County Commissioners requested that TuscBDD hire the two employees rather than the county. Nate discussed his concerns about a possible conflict of interest for a TuscBDD employee to also serve as a guardian to an

individual served by TuscBDD and has asked the County Prosecutor to review this. Research on other guardianship services boards in the state confirmed that the guardians are all employed by the county rather than the county board. Nate has also researched an alternative option offered through MEORC's non-profit partner, the Ohio Network for Innovation, to see if they would be willing to hire guardians on behalf of our county. Nate will keep the Board updated on this topic going forward.

- **Board Member In-Services:** Annually, Board members are required to complete a total of four hours of in-service training. A discussion was held on possible topics for 2023, and the Board was in favor of moving forward to schedule trainings on the following: FCFC in April, Technology First in June, and Strategic Planning in October. The annual MUI training will be handled online near the end of the year.
- **Preschool Changes:** One of the two full-day preschool classrooms is being restructured to serve two half-day classes next school year. This will enable our team to serve more students and reduce the waiting list. We will revert back to two full-day preschool classrooms, if necessary, based on enrollment.
- **Youth Stabilization Homes:** REM-Ohio, the provider that operates our two youth respite homes, is currently onboarding three new staff members. These new hires will enable them to serve another child in the Church Avenue home.
- **Star of Excellence Award:** Nate Kamban recognized Miss Miskimen, a teacher at Dover East Elementary, for receiving the Star of Excellence Award for her outstanding work with students with developmental disabilities in Dover City Schools. Nate also recognized Ben Kolbrich, Tiffini Gaskill, and Kelli Hepner for the impact that the Outreach Program has made for students served within their public school districts.
- **Tim Whytsell Recognition:** Nate recognized Tim Whytsell for the extra effort he has put forth recently with office moves and furniture relocation. Tim's expertise is on display through his recent work to reconfigure used cubicles into new workstations at the school for the Early Intervention team members.
- **FCFC Recognition:** Nate recognized FCFC staff for their incredible work that has generated compliments from community members who have taken notice of the quality services being provided.
- **Medicaid Reserve Fund:** A discussion was held on the topic of developing a Medicaid Reserve Fund to set aside a specific amount of funds to cover the Board's obligation to pay for Medicaid match. Nate will continue to research this as he prepares to bring this to the Board for action in a future month.

VIII. MISCELLANEOUS

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

IX. PUBLIC PARTICIPATION

X. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Julie Brinkman**

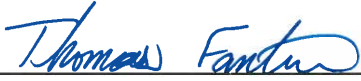
Second: **Kathleen Arthurs**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

Time: **6:07** p.m.

"This is a true and accurate record of the meeting of March 27, 2023."


Thomas Fantin, President


Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the March 27, 2023 Board meeting.

2023-0327 minutes