

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, April 24, 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	(excused)
Thomas Fantin	x		
Andrea Legg		x	(excused)
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**

- Motion 1 under Committee Reports was deleted.

I. **APPROVAL OF MINUTES**

1. Recommendation to adopt a motion to approve the minutes of the March 27, 2023 Board meeting.

Motion: **Kathleen Arthurs**

Second: **Donna Wayt**

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

The President declares the motion **carried**.

II. **FINANCIAL REPORT**

1. Monthly Reconciliation

The financial reports for March were provided for review. The noteworthy items were highlighted in the reports. Tyler Smith explained that March 2023 revenue was largely made up of property tax revenue and was 1% higher than March of 2022. There were no receipts in March for Targeted Case Management as this has been delayed due to refining our internal billing processes. Expenditures for the month of March were 26% less than in March 2022 and were significantly attributable to labor costs since there were three pays in March. As of the end of March, approximately 23% of the budgeted expenditures had been paid out which is slightly under the expected 25% at this time in the year. Nate Kamban added that there was a small expenditure to Kendall Behavioral Solutions in March due to contracting with them to handle a unique situation that arose with the child of an employee who works as a Behavior Support Specialist. Their child needed behavioral services that we were not able to directly supervise due to ethical concerns, so Kendall Behavioral Solutions stepped in to provide the necessary services. 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: **Ryan Yoss**

Second: **Kathleen Arthurs**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	absent	
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 salaries in the amount of \$358,988.13 and expenditures in the amount of \$251,754.22 for the month of March.

Motion: **Ryan Yoss**

Second: **Donna Wayt**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	absent	
Thomas Fantin	x	
Andrea Legg	absent	
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. Guardianship Services Board Memorandum of Understanding

Nate Kamban reviewed the work that was done in 2022 as TuscBDD partnered with the ADAMHS Board, Job and Family Services, and Probate Court to get the support necessary to establish a guardianship services board with a goal to then hire professional guardians. This was made possible by money that the Probate Judge was able to save the county in addition to monetary contributions of \$35,000 from the ADAMHS Board and TuscBDD. There has been some hesitation at the county-level to hire these employees due to cost concerns; however, it would be difficult for one agency to hire these individuals due to conflict of interest issues. The Commissioners preferred this MOU be put into place for each of the partners agencies to confirm their commitment to give \$35,000 towards this for the next three years. Nate explained that this cost is included in our 10 year plan. We are also waiting to see how much the Commissioners are willing to contribute toward this as well. The goal is to hire these two positions by July 1st.

Recommendation to adopt a motion to approve the MOU for the Tuscarawas County Guardianship Services Board per the terms and conditions of the MOU as prepared by the Tuscarawas County Prosecutor's Office.

Motion: **Donna Wayt**

Second: **Ryan Yoss**

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

The President declares the motion **carried**.

2. Personnel Policy Revisions and Recission

Nate Kamban explained that the content that was formerly in a separate policy on Lactation Breaks was moved into the policy on Workplace Accommodation. Revisions were also made to the Workplace Accommodation policy to clarify the procedure for employees to follow when requesting an accommodation. The policy on Title IX was revised to designate the new Human Resources Director, Amy Adam, as the Title IX Coordinator. The policy on Workers' Compensation was revised to include a reference to forms that staff must complete if they seek medical attention. A minor revision was also made to the policy on Benefits Available to

Reemployed Retirees to remove an unnecessary statement about vacation time to match changes that were made to permit employees to use vacation as it is earned in the first year of employment.

Recommendation to adopt a motion to approve the revisions to the following Personnel Policies as presented, which includes approval of the rescission of Personnel Policy 6.7 – Lactation Break, as this content will now be included within Personnel Policy 2.3 – Workplace Accommodation:

- **2.3 Workplace Accommodation**
- **2.22 Title IX Sex Discrimination and Sexual Harassment**
- **4.7 Workers’ Compensation**
- **4.10 Benefits Available to Reemployed Retirees**

Motion: **Kathleen Arthurs**

Second: **Lucinda Bihari**

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

The President declares the motion **carried**.

3. Supplemental Appropriation

Due to the fact that an insufficient amount was included in the 2023 budget, it is necessary to increase appropriations in the Youth Stabilization Homes line item to accommodate all items that were outlined in the contract for the two homes. Nate Kamban clarified that all costs are shared with the four other partner counties; however, we pay the actual bill and are then reimbursed by the other counties after the fact.

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

- **\$140,000 from S50-S40 Unappropriated Balance to S50-S48 Youth Stabilization Homes**

Motion: **Donna Wayt**

Second: **Ryan Yoss**

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

Ryan Yoss

x

The President declares the motion **carried**.

4. Advocates for Success, LLC Memorandum of Understanding

Annually, the Business Operations Director reviews the cost involved in operating the workshop building to verify we are recouping our cost through the rent. As a result of this review, the cost per square footage to rent space is now 33 cents per square foot. Tyler Smith and Drew Litty worked together to verify the square footage numbers and ensure that is accurately represented in the contract. Nate added that AFS is now renting the largest portion of the workshop and a portion of the shed.

Recommendation to adopt a motion to approve the MOU between the Tuscarawas County Board of DD and Advocates for Success, LLC per the terms and conditions of the MOU 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	absent	
Thomas Fantin	x	
Andrea Legg	absent	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

5. 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 purpose as designated by the donors:

- \$100.00 from Donna Bellanco in honor of David Deioma to Starlight School
- \$500.00 Gold Sponsorship Donation from Alron Custom Fabrication and Machine to TuscBDD for the Healthy Human Connections Conference

Motion: **Ryan Yoss**

Second: **Lucinda Bihari**

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

The President declares the motion **carried**.

VI. PERSONNEL

1. Personnel Actions: none

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**
 - **Direct Support Professional Wage Increase & County Board of DD Contribution:** Nate Kamban shared that discussions continue at the state level surrounding the wage rate for direct support professionals employed by providers. The House introduced a budget that included a rate of up to \$17 per hour funded solely with state dollars, which now goes to the Senate for approval. Last year, county boards of DD agreed statewide to fund a 6.5% retention bonus for providers to help them keep staff engaged. At the time, this percentage equated to about a \$1.00 per hour increase; however, with the additional increase from the state, county boards would need to increase their percentage slightly to maintain a monetary increase that amounts to an additional dollar. Since we voted to do no more than a 10% increase, this would fall within those parameters and require no additional Board action.
 - **Continued Payment of Parents as Caregivers:** During the pandemic, flexibilities were granted from Medicaid at a Federal level to allow parents of children with intensive needs to serve as their provider and thus receive payment. This was permitted through the parent being employed by a provider agency. Now, the public health emergency is phasing out, and Medicaid wants to continue to permit this practice outside of the pandemic when such services are deemed necessary due to having “extraordinary care” needs. Nate explained that in some rare situations this may be needed; however, some within the system see this as something a parent could take advantage of which could lead to a county board financial crisis unless parameters are added to the definition of “extraordinary care”. Those parameters could include behavioral support or medical add-on guidelines that are already in place. Nate shared that Superintendents and SSA Directors from around the region met to discuss how to move forward with this proposed initiative and developed several parameters in order to qualify. This will be shared with the Director of DODD in order to gather her feedback.
3. **Local Issues**
 - **Human Resources Director:** Nate Kamban recognized Lynn Angelozzi for her time and caring approach to her role while serving as HR Director for TuscBDD. Lynn is set to retire on April 28th, and expressed that it was an honor to work alongside the Board. Nate then introduced Amy Adam, the new HR Director, and welcomed her to the role.
 - **ECOESC Partnership:** Work continues with the partnership with ESC for the next

school year. The ESC is finalizing an offer for the principal position and is making progress on hiring teachers. It has been more difficult to find classroom assistants. Nate has been working with legal counsel to develop a contract between TuscBDD and ECOESC which is needed since there is sharing of space and some positions. This contract will be brought to the Board in May. TuscBDD staff and public school partners have selected names for the two programs. TuscBDD's classes will be called "Foundations", and the ESC classes will be called "Bridges". Work is currently being done on class rosters.

- **ASL Interpretation Services:** A local family has requested ASL interpretation services for their adult child as they attend day programming. For many years, ASL interpreters could be reimbursed through a Medicaid waiver at a rate that was not comparable with fair market value. However, this reimbursement amount has been raised recently. Research is being done to determine if translation services can be offered at a regional level. Meetings on this topic continue, and Nate will keep the Board posted on what develops.
- **Therapeutic Respite Grant:** Merakey, the company we have contracted with to provide therapeutic respite through our grant, has made the initial hires including a program director. They have projected a June start date to begin the program with six therapeutic respite slots.

VIII. MISCELLANEOUS

1. Major Unusual Incident (MUI) Report

IX. PUBLIC PARTICIPATION

X. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Ryan Yoss**

Second: **Donna Wayt**

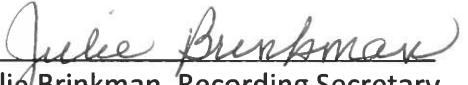
	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	absent	
Thomas Fantin	x	
Andrea Legg	absent	
Donna Wayt	x	
Ryan Yoss	x	

The President declares the motion **carried**.

Time: **6:13** p.m.

"This is a true and accurate record of the meeting of April 24, 2023."


Thomas Fantin, President


Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the April 24, 2023 Board meeting.

2023-0424 minutes