

**TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**DATE:** Regular Meeting, Monday, June 26, 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	_____	_____
Lucinda Bihari	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____
Donna Wayt	_____	_____
Ryan Yoss	_____	_____

**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 May 22, 2023 Board meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

1. Recommendation to adopt a motion to approve the minutes of the May 22, 2023 Ethics Committee meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
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	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

2. Recommendation to adopt a motion to approve salaries in the amount of \$243,429.68 and expenditures in the amount of \$987,049.14 for the month of May.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**III. COMMITTEE REPORTS**  
**ETHICS COMMITTEE:**

**1. 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	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**IV. OLD BUSINESS BEFORE THE BOARD**

**V. NEW BUSINESS BEFORE THE BOARD**

**1. Usual and Customary Rate**

Recommendation to adopt a motion to approve the usual and customary rate for targeted case management services for July 1, 2023 to June 30, 2024 of \$19.50 per 15-minute unit.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**2. Supplemental Appropriations**

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

- ***\$140,000 from S050-S40 Unappropriated Balance to S050-S51 Youth Respite***
- ***\$188,418 from S050-S40 Unappropriated Balance to S050-S22 Contract Services***
- ***\$70,000 from S050-S40 Unappropriated Balance to S050-S46 Developmental Center Invoices***

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

The President declares the motion \_\_\_\_\_.

**3. Superior Technology Group – Information Systems Technician**

Recommendation to adopt a motion to approve the contract for the provision of an information systems technician from Superior Technology Group, LLC per the terms and conditions of the contract as submitted and approved by the Tuscarawas County Prosecutor’s Office.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

The President declares the motion \_\_\_\_\_.

**4. East Central Ohio Educational Service Center (ECOESC) Resolution**

Recommendation to adopt a motion to approve the following resolution:  
Be it resolved, by the Tuscarawas County Board of Developmental Disabilities, that we hereby enter into an agreement with the ECOESC for the purchase of Resident Educator Mentor, Special Olympics Local Coordinator, Occupational Therapy services, and Outreach and Assessment Coordinator services for the 2023-2024 contract year.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

<b>Roll Call:</b>	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	_____	_____
Lucinda Bihari	_____	_____
Julie Brinkman	_____	_____
Thomas Fantin	_____	_____
Andrea Legg	_____	_____

Donna Wayt \_\_\_\_\_  
Ryan Yoss \_\_\_\_\_ The President declares the motion \_\_\_\_\_.

**5. ECOESC Contract for Shared Space and Services**

Recommendation to adopt a motion to approve the contract between the Tuscarawas County Board of DD and the East Central Ohio Educational Service Center Board of Education (ECOESC) for shared space and services for their respective school programs for the 2023-2024 school year per the terms and conditions of the contract as submitted and approved by the Tuscarawas County Prosecutor’s Office.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**6. Position Description Revisions**

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

- Administrative Assistant Business Office
- Administrative Assistant Service and Support Administration
- Business Operations Director
- Community Connections Specialist
- Community Relations/Special Projects Director
- Early Intervention Developmental Specialist
- Early Intervention Developmental Specialist, Part Time
- Early Intervention Developmental Specialist Manager
- Facilities Director
- Human Resources Director
- Service and Support Administration Manager
- Speech/Language Pathologist – Early Intervention

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**7. Guardianship Services Board**

Recommendation to adopt a motion to cease participation in the Guardianship Services Board due to the fact that it is being dissolved and approve reallocating the \$35,000 that TuscBDD previously committed to the Guardianship Services Board to the Tuscarawas County Probate Court to contract with Ohio Network for Innovation (ONI) for the provision of guardians as needed for TuscBDD.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**8. Provider Support Program 2023 Revised Initiatives Appendix and Memorandum of Understanding**

Recommendation to adopt a motion to approve the revised Provider Support Program Initiatives Appendix for 2023 and the revised memorandum of understanding for the Provider Support Program between TuscBDD and each participating provider per the terms and conditions of the MOU as submitted and approved by the Tuscarawas County Prosecutor’s Office. This MOU will serve as the template to be used with all providers.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**9. Superintendent Development Plan**

Recommendation to adopt a motion to approve the Superintendent Development Plan for July 1, 2023 through June 30, 2024 as presented.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

The President declares the motion \_\_\_\_\_.

**10. Superintendent Leave Approval Designees**

Recommendation to adopt a motion to authorize the Human Resources Director and Executive Administrative Director as leave approval designees for the Superintendent’s leave requests within the limits of all earned or accrued leave balances.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

The President declares the motion \_\_\_\_\_.

**11. 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:

- \$385.50 portion of the Gold Sponsorship Donation through Eventbrite from TuscoMFG to TuscBDD for the Healthy Human Connections Conference
- \$500.00 Gold Sponsorship Donation from Rich Industries, Inc. to TuscBDD for the Healthy Human Connections Conference
- \$100.00 Bronze Sponsorship Donation from Romig Insurance Agency, Inc. to TuscBDD for the Healthy Human Connections Conference
- \$222.54 from Chipotle Restaurant Dine to Donate Fundraiser to TuscBDD for Starlight

School's PBIS program.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	_____	_____	
Lucinda Bihari	_____	_____	
Julie Brinkman	_____	_____	
Thomas Fantin	_____	_____	
Andrea Legg	_____	_____	
Donna Wayt	_____	_____	
Ryan Yoss	_____	_____	The President declares the motion _____.

**12. Mid-Year Strategic Plan Progress Report (discussion only)**

**VI. PERSONNEL**

**1. Personnel Actions:**

- a. Breeanna Karam – new hire – Classroom Assistant, effective June 7, 2023
- b. Jason Scherley – new hire – Service and Support Administrator, effective June 12, 2023
- c. Kaitlyn Carte – new hire – Teacher, effective July 31, 2023
- d. Jami Baker – resignation – Teacher, effective June 1, 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
- 3. Local Issues

**VIII. MISCELLANEOUS**

- 1. Recognition/Good News
  - Various staff members went above and beyond to support children in need of care.
- 2. Major Unusual Incident (MUI) Report

**IX. PUBLIC PARTICIPATION**

**X. ADJOURNMENT**

- 1. Adopt a motion to adjourn.



Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

The President declares the motion \_\_\_\_\_.

Time: \_\_\_\_\_ p.m.

2023-0626 agenda