TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, April 22, 2024
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

	Present	Absent
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Thomas Fantin	x	
Andrea Legg	x	
Donna Wayt	x	
Ryan Yoss	x	

1.2 REVIEW OF TuscBDD MISSION AND VISION

- **Mission:** Enhancing Lives
- **Vision:** Inspiring Innovation

1.3 ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

- Motion 4 under New Business was added.

I. APPROVAL OF MINUTES

1. Recommendation to adopt a motion to approve the minutes of the March 25, 2024 Board meeting and the March 25, 2024 Ethics Committee meeting.

Motion: **Julie Brinkman** Second: **Kathleen Arthurs**

	Yea	Nay
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**.

II. FINANCIAL REPORT

1. **Monthly Reconciliation**

The financial report for March was provided for review. The noteworthy items were *highlighted in the report. Tyler Smith noted that the receipt amount reflected on the financial bullet points for March should also have included $521,000 from Advances In, bringing the receipt total for March to $5,110,694. The top three sources of revenue were Property Taxes, Refunds & Reimbursements, and Targeted Case Management. The top three line-items for expenditures for March consisted of Capital Improvement Projects, Contract Services from the General Fund, and Auditor & Treasurer Fees. Targeted Case Management revenue in 2024 currently exceeds 2023 revenue by 36% thanks to Charlene Herron of the SSA Department. Revenue from the Department of Education is down 41% on the year due to two factors: 2023 had a large increase around the beginning of the year to account for a true-up to the semi-monthly payments due to higher student numbers, and currently there is a coding discrepancy with a district that is affecting our funding that we are working to resolve. Refunds and reimbursements is up around 29% on the year due to insurance settlements and school district reimbursements that did not start until around September of 2023. Supported Living costs are higher than this time last year due to two HPC arrangements that required sizable financial support from the Board; however, those situations are now either resolved or being supported through other funding sources. Nate was pleased to share that we currently have no developmental center admissions.*

Original motion:
Recommendation to adopt a motion to approve the financial statement as presented which includes the approval of total expenditures in the amount of $1,395,609.68 for the month of March.

Amended motion:
Recommendation to adopt a motion to approve the financial statement as presented which includes the approval of total expenditures in the amount of $1,814,486.05 for the month of March.

Motion: **Kathleen Arthurs** Second: **Andrea Legg**

	Yea	Nay
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

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: **Donna Wayt** Second: **Julie Brinkman**

	Yea	Nay	
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**.

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. Compliance Plan Code of Conduct Revision

Nate Kamban shared that only minor revisions were made to this document to clean up a few clerical errors and make sure our revised mission, vision, and values are up to date in this document.

Recommendation to adopt a motion to approve the revision to the Compliance Plan Code of Conduct as presented.

Motion: **Andrea Legg** Second: **Kathleen Arthurs**

	Yea	Nay	
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. Wellness Program Incentives

Amy Adam met with members of the Wellness Committee to look at ways to prioritize employee wellness through updated program activities and incentives. A survey was conducted last year, and the majority of employees expressed that they preferred personal time over other incentives.

Recommendation to adopt a motion to approve the revisions to the wellness program incentives as presented.

Motion: **Ryan Yoss** Second: **Julie Brinkman**

	Yea	Nay	
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. Board Policy Revision

Only minor revisions were made to this policy to remove specific references to COVID-19 and modify it to a general policy on face coverings, when necessary, to slow the spread of infectious disease or otherwise protect public health.

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

- 2.8 Face Coverings *(formerly titled COVID-19 Face Covering)*

Motion: **Julie Brinkman** Second: **Kathleen Arthurs**

	Yea	Nay	
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. Addition of Starlight School Preschool Classroom and Revision to Table of Organization

The addition of this preschool classroom is being considered for children with very intense needs. The ratio would be smaller to allow these students to receive their instruction in a school-based setting. The addition of this classroom, including one teacher and two classroom assistants, is only possible if all public school districts are in favor of paying a predetermined daily rate for these services. Nate Kamban confirmed with the Board that he would not move forward to post and fill the positions unless full agreement was reached with all districts.

Recommendation to adopt a motion to approve the addition of a preschool classroom at

Starlight School tentatively beginning in the 2024-2025 school year, thereby adding one Teacher position and two Classroom Assistant positions to the table of organization and authorizing the Superintendent to post and fill these positions upon receiving full feedback from the public school districts.

Motion: **Julie Brinkman** Second: **Donna Wayt**

	Yea	Nay
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:** 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**
   - **MSY Meeting with Director Hauck at DODD:** Nate Kamban joined a group of superintendents and attended a meeting with Director Hauck of DODD to discuss innovative practices taking place in communities for youth with intensive or multi-system needs. DODD was particularly interested in the BCBA/RBT behavioral structure as communities across the state are having a difficult time finding providers to work with youth with intensive needs. Nate suggested that DODD look at ways to adjust the waiver rate so providers could afford to hire more trained staff at the BCBA/RBT levels to then be able to serve you within the local communities and avoid out of home placements.
3. **Local Issues**
   - **Horizons' Transportation Change & MEORC Support:** DODD met with the Director of Horizons and decided to have Horizons work with MEORC, TuscBDD, and other counties in which Horizons works to help Horizons to develop a sustainability plan for their agency. MEORC will conduct an operational assessment to assist the agency. Horizons has also decided to cease transportation for individuals unless they have a Medicaid wavier. Kyle Wells and the SSA team are working to address this issue with individuals who will be affected by this change.
   - **In-Service Training Topics:** A survey was sent to Board members to gather thoughts on preferences for 2024 Board member in-service topics.

- **Congratulations to Donna Wayt:** Nate Kamban recognized Donna Wayt for being recognized as the "Support Staff Employee of the Year" in her position at New Philadelphia City Schools.
- **Starlight School Playground Discussion:** Nate Kamban was pleased to share with the Board that the Ruth Carlson Starlight Foundation agreed to allocate $10,000 to the playground project. The ECOESC has submitted an application to the Rainbow Connection for funding for the playground as well. Kerri Silverthorn has developed a fundraising flyer that we intend to use to reach out to local business; however, we are waiting to receive approval to proceed from the Ohio Attorney General's office since we are a governmental agency and may have limitations to how we can fundraise. Nate also shared that the overall estimated cost for the playground is less than the original projections at the March Board meeting due to various changes that have been made to the design. The project will go out for bid in April.

VIII. MISCELLANEOUS

1. Recognition/Good News
    - Nate Kamban recognized Drew Litty, Facilities Director, and Tyler Smith, Business Operations Director, for their leadership on the new roof project. They have both put in a lot of time to work through the various breakdowns in communication between the insurance company and the contractor, which resulted in the receipt of invoices that surpassed the insurance settlement. Drew and Tyler were able to work together with all parties to get this resolved, and their efforts are appreciated.
2. Major Unusual Incident (MUI) Report
3. 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 matters: 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: **Kathleen Arthurs** Second: **Julie Brinkman**

Roll Call:	**Yea**	**Nay**
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 in: **6:06** p.m.

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

Motion: **Andrea Legg** Second: **Ryan Yoss**

Roll Call:	**Yea**	**Nay**	
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 out: **6:15** p.m.

XI. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Ryan Yoss** Second: **Kathleen Arthurs**

	Yea	**Nay**	
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: **6:16** p.m.

"This is a true and accurate record of the meeting of April 22, 2024."

Thomas Fantin

Thomas Fantin, President

Julie Brinkman

Julie Brinkman, Recording Secretary

This is not a verbatim transcript of the April 22, 2024 Board meeting. 2024-0422 minutes