

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, January 27, 2025

PLACE: Service & Support Center, 610 Commercial Avenue SW, New Philadelphia, Ohio

TIME: 5:45 p.m.

CALL TO ORDER: President

1.1 **ROLL CALL:** Executive Administrative Director

	<u>Present</u>	<u>Absent</u>	
Kathleen Arthurs		x	(excused)
Lucinda Bihari	x		
Julie Brinkman		x	(excused)
Thomas Fantin		x	(excused)
Andrea Legg	x		
Heather O'Connor	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 6 under New Business was revised.

I. **APPROVAL OF MINUTES**

1. Recommendation to adopt a motion to approve the minutes of the November 25, 2024 Board meeting.

Motion: **Andrea Legg**

Second: **Heather O'Connor**

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	absent		
Lucinda Bihari	x		
Julie Brinkman	absent		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		
			The President declares the motion carried .

II. **FINANCIAL REPORT**

1. **Monthly Reconciliation**

The financial reports for November and December were provided for review. The noteworthy

items were highlighted in the reports. TuscBDD ended 2024 with a net loss due largely to the increase in Medicaid match as a result of the statewide provider wage rate increase. County boards have only received half of the adjustment from the state to help them handle this increase with the other half expected in 2025. Another contributing factor was the increase in legal fees due to various projects in 2024 that required legal assistance. Revenue surpassed expectations by around 10% in 2024. Work continues with state and regional contacts to understand what to expect with the Medicaid rates going forward as this expense has increased by 150% since 2021.

Recommendation to adopt a motion to approve the financial statement as presented which includes the approval of total expenditures in the amount of \$2,783,551.09 for the months of November and December.

Motion: **Lucinda Bihari**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	absent		
Lucinda Bihari	x		
Julie Brinkman	absent		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	abstain		The President declares the motion carried .

III. **COMMITTEE REPORTS**

IV. **OLD BUSINESS BEFORE THE BOARD**

V. **NEW BUSINESS BEFORE THE BOARD**

1. **2025-2026 Calendars of Operation**

Both calendars are presented in a new, simplified format this year. The twelve-month employee calendar contains the same number of workdays, holidays and closures as last year. We were able to increase the number of professional development days on the Starlight School calendar while ensuring we have the required number of instructional hours for students as required by the Ohio Department of Education and Workforce.

Recommendation to approve the 2025-2026 Twelve-Month Employee and Starlight School Calendars of Operation as submitted.

Motion: **Andrea Legg**

Second: **Heather O'Connor**

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

Lucinda Bihari	x
Julie Brinkman	absent
Thomas Fantin	absent
Andrea Legg	x
Heather O'Connor	x
Ryan Yoss	x

The President declares the motion **carried**.

2. Position Description Revision

This position description was reviewed, and it was determined that its duties did not meet the requirements of a management classification according to SERB. It is being changed from the status of unclassified management to classified which provides additional protections to this employee.

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

- **Community Connections Specialist**

Motion: **Andrea Legg**

Second: **Heather O'Connor**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	absent	
Lucinda Bihari	x	
Julie Brinkman	absent	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

3. Personnel Policy Revision

This policy was revised to add a statement that clarifies that the same guidelines and spending limits outlined in Personnel Policy 4.6 – Expense Reimbursement also apply to Board members as they are reimbursed for expenses incurred in the conduct of Board business in accordance with Board Policy 1.3 – Board Operations.

Recommendation to adopt a motion to approve the revisions to the following Personnel Policy as presented:

- **4.6 Expense Reimbursement**

Motion: **Andrea Legg**

Second: **Lucinda Bihari**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	absent	
Lucinda Bihari	x	

Julie Brinkman	absent
Thomas Fantin	absent
Andrea Legg	x
Heather O'Connor	x
Ryan Yoss	x

The President declares the motion **carried**.

4. **Board Policy Revision**

Board policy 1.3 was revised to include a reference that Board members are reimbursed for expenses according to the guidelines and spending limits of TuscBDD's Expense Reimbursement policy. It was also revised to remove the statement that the Board will conduct an annual review of all Board policies at the annual organizational meeting since this is handled throughout the year as needed based on rule changes. Board policy 4.1A was revised to reflect that TuscBDD is adopting the most current version of the Special Education Model Policies and Procedures as these were recently updated by the Ohio Department of Education and Workforce.

Recommendation to adopt a motion to approve the revisions to the following Board policies as presented:

- **1.3 Board Operations**
- **4.1A Special Education Model Policies and Procedures, as provided by the Ohio Department of Education and Workforce**

Motion: **Lucinda Bihari**

Second: **Heather O'Conner**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	absent	
Lucinda Bihari	x	
Julie Brinkman	absent	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

5. **Donations**

Recommendation to adopt a motion to accept the following donations, to deposit monetary donations in the County Treasury under U25, S50, or N10, as appropriate, and to utilize them for their specific purpose as designated by the donor:

- \$5,000.00 from the Petrullo Family to TuscBDD for the Starlight School Playground Project
- \$36,000.00 from the Rainbow Connection to TuscBDD for the Starlight School Playground Project
- \$300.00 from the B&T Petrullo Family to TuscBDD for the Starlight School Playground Project

Motion: **Andrea Legg**

Second: **Heather O'Connor**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	absent	
Lucinda Bihari	x	
Julie Brinkman	absent	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

6. Hamilton Lightning Protection Proposal

As a result of the large insurance claim for our three hail-damaged roofs that needed replaced, TuscBDD saw a significant increase in last year's property insurance. We were also required to install lightning rods on our buildings in order to continue with this coverage. This quote includes an allowance of up to \$5,000 in additional cost if added labor and materials are needed above the estimate. This was the lowest of the quotes that were received for this project.

Recommendation to adopt a motion to accept the proposal from Hamilton Lightning Protection for the lightning rods estimated at \$45,370.85 to be installed at the Service and Support Center, Starlight School, and TuscBDD Workshop per the terms and conditions of the proposal as submitted.

Motion: **Lucinda Bihari**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	absent	
Lucinda Bihari	x	
Julie Brinkman	absent	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

7. Supplemental Appropriation

This supplemental appropriation is needed to move the playground donations to the proper line item so they can be used towards payment of the playground project.

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

FROM: E1240-N010-N05 Unappropriated Balance	TO: E1440-N010-N01 Contract Projects-Capital Improvements	AMOUNT: \$56,312.85
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Motion: **Heather O'Connor**

Second: **Andrea Legg**

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	absent		
Lucinda Bihari	x		
Julie Brinkman	absent		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion carried .

8. Transfer of Funds

This transfer of funds is needed to enable this donation of \$5,000 towards the playground to be used to purchase equipment for the grassy area of the playground as requested by the donors. The Positive Behavioral Interventions and Supports (PBIS) committee is identifying some appropriate equipment for use in this area.

Recommendation to adopt a motion to approve the following transfer of funds:

FROM: E1240-N010-N05 Unappropriated Balance	TO: E-1420-S050-S20 Equipment	AMOUNT: \$5,000.00
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Motion: **Andrea Legg**

Second: **Lucinda Bihari**

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	absent		
Lucinda Bihari	x		
Julie Brinkman	absent		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion carried .

9. Memberships and Contract Services (discussion only)

This list of memberships and contract services is shared with the Board twice per year to give members an opportunity to review this information since not all contracts meet the threshold that requires Board approval. Membership costs are very comparable to the previous year, but there appears to be a significant reduction in contract services from 2023 to 2024; however, that was due to the significant expense in 2023 for the roof installation project.

10. Highlights from Stay Interviews (discussion only)

TuscBDD conducts an employee engagement survey annually, and Nate Kamban and Amy Adam also held stay interviews with each employee to learn why employees choose to stay employed here. The goal of these activities is to learn more in order to continue to recruit and retain good employees and learn ways we can improve. The information collected from both the employee engagement survey and the stay interviews was entered into an AI tool to consolidate it and create an objective summary. The top ten themes were reviewed with the Board and reflected a positive, supportive culture where employees found a sense of purpose and well-being with opportunities for growth, flexibility, and comprehensive benefits. Amy thanked the Board for supporting the various policy and program improvements that have been presented to them for consideration. The Board's ongoing support of leaderships' initiatives has helped this positive work environment to flourish and enabled TuscBDD to be an employer of preference that is able to maintain high employee retention numbers.

VI. PERSONNEL

1. Personnel Actions:

- a. Angela Henary – new hire – FCFC High-Fidelity Wraparound Facilitator, effective January 6, 2025

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. Federal/State Updates

- **DODD Lawsuit:** A parent group is suing DODD for DODD's interpretation that the paid caregiver rule requires parents to conduct a provider search every four months. Families express that this is upsetting and very cumbersome, and they do not feel that DODD has the right to interpret the rule in that manner. Nate Kamban shared that feedback from county boards reflected that county boards felt this timeline could be difficult for families and an annual provider search was a more realistic expectation.
- **DODD Support for Adults with Intensive Needs:** DODD has made available several six-bed homes to serve as step-down residential units for adults who are leaving one of the state's developmental centers. This provides a middle-ground for adults who may no longer require the high-level of support given at a DC but still need more intensive support than is typically available in a community setting.

3. Local Updates

- **Youth Stabilization Home Update:** The youth stabilization homes have been well utilized the past several months as they have served a variety of youth from various communities. Nate Kamban was pleased to share that a provider who staffs one of the homes has recently agreed to provide short-term respite opportunities in the afternoons throughout the week.

- **Starlight School Tour:** Jefferson County Board of DD staff met with members of our team to tour Starlight School and learn more about all that was involved in Starlight School's transformation to become an educational setting that serves youth with complex behavioral needs in a time-limited manner. We continue to have interest from colleagues across the state's DD system as they seek to modernize their school programs to stay viable.
- **Future Financial Planning Discussion:** Nate Kamban shared that he will be taking a closer look at the long-range forecast due to the impact of the underestimated Medicaid match which resulted in a greater deficit than anticipated in 2024. The waiver match has increased approximately 150% since 2021. Nate will continue to work with his colleagues to fully understand the reasons for this increase due in part to increased waiver utilization, increased requests for waivers, and the funds contributed by county boards for the DSP wage rate increase. If spending continues at this rate, it is likely that we would have to consider the need for additional funding in the short-term. Nate explained that county boards do not receive inside millage like public school districts. What this means for county boards is that they do not receive any additional revenue when properties are re-evaluated. The only new money received after a levy is passed initially is for new construction. TuscBDD's millage from the levy passed in 1997 is less than 50% of the effective rate, which means revenue has held steady since that time as expenses have continued to rise. TuscBDD has been able to live within their means for years thanks to maximizing sources of revenue and seeking partnerships for sustainability. This will continue to be evaluated moving forward to determine the best options as we continue serving our community.
- **Commissioner Meeting:** Nate Kamban shared that he had a great meeting with Mitch Pace as he welcomed him to his new role as Tuscarawas County Commissioner. While onsite, Nate presented an overview of TuscBDD and provided Commissioner Pace with a tour of Starlight School and a provider agency.

4. **Good News Moment:** The 2024 Year In Review Video was shared with the Board.

VIII. MISCELLANEOUS

1. Major Unusual Incident (MUI) Report

IX. PUBLIC PARTICIPATION

X. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Heather O'Connor**

Second: **Andrea Legg**

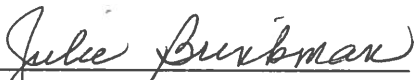
	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	absent	
Lucinda Bihari	x	

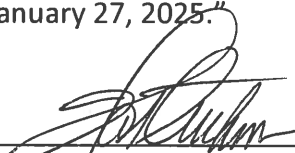
Julie Brinkman	absent
Thomas Fantin	absent
Andrea Legg	x
Heather O'Connor	x
Ryan Yoss	x

The President declares the motion **carried**.

Time: **6:14** p.m.

"This is a true and accurate record of the meeting of January 27, 2025."


Julie Brinkman, President


Kathleen Arthurs, Recording Secretary

This is not a verbatim transcript of the January 27, 2025 Board meeting.

2025-0127 minutes