

THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
September 10, 2018
Service and Support Administration Office
445 West Broadway Street, New Lexington, Ohio 43764

I. President Justin Gall called the meeting to order at 5:26 pm.

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Theresa Moore	X			
Rachel Barnhart	X			
Justin Gall	X			
Lindsay Wilson	X			
Shirley Thompson	X			
Ken Yuchasz	X			
Sally Francis	X			

Others present at meeting: David Couch, Ron Spung, Cindy Aiello, Chrissy Berkheimer, Shelly Lackey, Caley Boyden and Morgan Deavers.

*****Jessica Stroup entered meeting at 5:35 pm as noted in the Superintendent's report.***

III. REVIEW AND APPROVAL OF MINUTES:

Res. 2018-09-01

Theresa Moore moved to approve the minutes from the August 13, 2018 PCBDD Regular Board Meeting, as presented. Ken Yuchasz seconded the motion.

Discussion: None

Motion Passed by majority vote.

IV. BOARD REPORTS:

A. SUPERINTENDENT'S REPORT – DAVID COUCH -*Verbal Report*

David shared handouts with the board. The new Waiting List brochure was given to each Board member to view. David stated that it would take about two years to get through it all. David shared with the Board that David Yost, Auditor of the State of Ohio put together an Ohio County Board of Developmental Disabilities Handbook. A copy is in David's office and anyone is free to look it over. This handbook is to serve as a guide to keep up with the changes imposed upon the Boards by legislative changes through April 2017. In addition, this handbook is to serve as a guide to inform DD Boards of their statutory responsibilities set forth in Chapters 5126 and 3323 of the Ohio Revised Code. David shared with the Board the new flyer for Pioneering Possibilities. Sally noted the day of the week changed from Wednesday to Tuesday. Jessica Stroup entered the meeting. The last handout was the OACB Winter Conference information. David shared that if any Board Member would like to attend they should let Chrissy know. David also stated that the Board would cover the cost of all Board Members that would like to attend. Lindsay stated that she attended last year and it was very eye opening. David shared the attached MUI reports were for the Board to look over. Theresa, Rachel and Lindsay all commented on how much they like the information given about the August MUIs and how it was presented. David moved on to talk about providers. He discussed that the Board provides the service from MEORC as part of the package we purchase from them. I Am Boundless is an agency from Franklin County that works with MEORC to provide support for independent (non-agency) providers. Independent providers can make a little more money while working with Boundless. Theresa questioned if they handled the Medicaid portion of the providers work and David stated that they do. Independent providers do not get a lot of support and they make less money than a provider working for an agency. Working with Boundless will help bridge the gap. David shared with the Board that Fairfield, Licking and Perry are looking into another DODD grant, this one to support providers using the Bridges Out of Poverty program. This program will support and develop Direct Services Professionals by tapping into this segment of the population. David discussed that with community employment and with Cuyahoga Integrated not being local, it proves to be more difficult. David moved on to personnel. He shared with the Board that we are revising the current format for annual staff evaluations to a more structural format. The annual Performance review is tied to the annual one-time payments. Sarah Anderson is the new intern at the PCBDD. She will be working with Jessica in the Human Resources Department. Sarah will also be attending The Partnership for Excellence (TPE) Conference on September 11 to watch Jessica accept the award on behalf of the PCBDD. David shared that the In-Service will be held on September 14. Jessica has all the information if any of the Board Members would like to attend. Sarah Winters will be a guest speaker. David discussed that our director level staff each participated in "A Day Away" where they disconnect from the office but think about the big picture. For a follow-up, we are all meeting to collaborate on each person's day. David shared with the Board his hopes to restructure the TO. He asked the Board to review the proposed TO in their packet so it could be discussed at an upcoming meeting. David shared that the tentative date for the Administration Office to move is October 5. We are working on securing the moving company. The plan is to use the same moving company that Children's Services used. Lindsay thinks that is a good idea to use a moving company so no staff is injured. The Community Connections Center is now being used.

We are making no major changes to the building other than placing a wall up to section off space for storage and an office. Rachel questioned if the swing set and playground equipment from 345 could be moved there to benefit summer camp. David stated that we would move the equipment before summer camp begins. With the building being so close to the park and the pool, David thinks it is going to be the ideal spot for summer camp. Justin questioned if the ally would be closed off, David stated the ally would remain open. David shared with the Board that he met with the architects and will meet with them again on September 24. When we have more information, we will share with the Board. He does not feel that groundbreaking would happen before April 2019. David shared that the new Waiting List rule took effect September 1. David would like to utilize MEORC for the process of assessing the over 200 people on our Waiting List. It will cost the Board an additional \$18,000 per year for two years. Rachel questioned if this cost would go down as less people are on the list and David stated it would. Rachel also asked if an assessment is completed each year, David stated that unless there is a major life event in a client's life that no additional assessment needed. MEORC will even go to the home of the client to do the assessment. Ron spoke to MEORC and questioned what happens if a client is not happy. They shared with him that they have two representatives that further evaluate the client. David spoke on the SSA's becoming more mobile. We do expect there to be some cost associated with this. Approximately half of the staff currently have laptops but the ones that do not have them they will need to be purchased. In addition, a topic that needs addressed is cell phones. With the privacy issue, discussion needs done with who needs a company cell phone so we do not have personal cell phones having access to our systems. Lindsay asked if we are looking into what other agencies do about this issue; David stated we are looking in to it. The health insurance is settled for another year but there were changes that affected our final numbers. The employee share will go from a 90/10 share to an 80/20 share. Caley estimates that the incorporating the employee share @ 10% will be about an additional \$13,000.

B. NON-VOCATIONAL AND CHILDREN SERVICES DIRECTOR'S REPORT – CINDY AIELLO

Cindy's report was included in the packet. Lindsay stated that she thought the 1st placement from Ashley Wollenberg, Employment Navigator was awesome. She wants to support the businesses that support our services.

C. SSA DIRECTOR'S REPORT – RON SPUNG

Ron's report was included in the packet. Theresa was curious on the milestone for the Board in Ron's report. She was under the impression that we stopped providing direct services a while ago. Ron stated that we were still considered to be providing direct services with the transportation piece, but as of September 1, we no longer provide transportation. He shared that PerCo has really stepped up and ran with the transportation piece. Clients now have a choice in transportation, not just one option.

D. HUMAN RESOURCES MANAGER – JESSICA STROUP

Jessica had no report this month.

E. ALA MANAGER’S REPORT – SHELLY LACKEY

Shelly’s report was included in the packet. Shelly shared that she had a 37- page report with date, charts and graphs but decided to condense it to one page for the Board. The main bullet that she wanted to make sure the Board was aware of was that ALA would be in all four school districts by January 2019. Century Grant will be using ALA in their afterschool programs at New Lexington Middle and High School, Sheridan Middle and High School and in Crooksville Middle and High School. All we have to do is train the people; we will not be facilitating any classes.

F. BUSINESS MANAGER’S REPORT – CALEY BOYDEN – *Verbal Report*

Caley pointed out the Medicaid quarterly payment was received as well as the Title XX quarterly payment. Title XX is a federal program that is for use for the Early Intervention program. We received our second half settlement from our local levies. This will be followed up by a rollback payment next month. Caley stated that she anticipates large transfers out of the Capital Improvement Fund with the building of the new PCBDD building. The Help Me Grow fund received the Part C/Early Intervention quarterly reimbursement that is used to reimburse for salaries. Theresa questioned the \$2665.20 expense for a firewall. David shared that it is to be put on John’s computer after Perry County Transit moves to our building. John will use Transit’s internet service but we wanted to make sure his computer had adequate protection. Lindsay is impressed with our collective efforts to save on our spending. David shared with the Board that Caley went back and we spend approximately \$200,000 on the maintenance of all of our buildings per year. When we get the new building completed and everyone moved in, it will save us money in the end.

V. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2018-09-02

Rachel Barnhart moved to approve the expenditures as presented. Sally Francis seconded the motion.

Discussion: None

Motion Passed by majority vote.

VI. OLD BUSINESS:

Res. 2018-09-03

Theresa Moore moved to approve the amendment of the August Motion 2018-08-07 to align the Employees’ Health Benefits Plan with the Perry County Plan, not the Engineer’s Plan, as previously determined. Lindsay Wilson seconded the motion.

Discussion: None

Motion Passed by majority vote.

VII. NEW BUSINESS:

Res. 2018-09-04

Sally Francis moved to approve the motion of the relocation of the October and November PCBDD regularly scheduled Board Meetings from the Administration Office to the Community Connections Center on 600 Senior Drive, New Lexington, Ohio. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2018-09-05

Theresa Moore moved to approve the Independent Contractor Agreement with Erin Forson for Transitional SSA Support, as presented. Ken Yuchasz seconded the motion.

Discussion: Lindsay questioned if Erin would still have a caseload. Ron stated that she would not have a caseload but would be helping each of the SSA's that took a part of her caseload. Ron also shared that she will be supporting all the SSA's in the transition. David shared that he feels that Erin brings knowledge to this area and her past work as a schoolteacher will help with the development of training materials for future use.

Motion Passed by majority vote.

Res. 2018-09-06

Lindsay Wilson moved to approve the Superintendent to sign the agreement between Muskingum Valley Educational Service Center, New Lexington Local Schools and the Perry County Board of Developmental Disabilities for the cooperative employment of a student advocate/work force development coordinator. Theresa Moore seconded the motion.

Discussion: David stated that this is a good way to influence the schools and we hope to build on it with others such as Mount Aloysius. Theresa stated she hopes other schools jump on-board with this. David shared that with New Lexington Local School paying 60% of the total program service fee and the PCBDD paying the remaining 40%, our share will be approximately \$20,000.00

Motion Passed by majority vote. (KY & RB both abstained)


VIII. PUBLIC COMMENTS:

Lindsay Wilson questioned if we needed to approve a motion to send delegates to the OACB Winter conference. David stated we would put the motion on October's Board Meeting Agenda.

IX. ADJOURNMENT:

MOTION BY: Rachel Barnhart moved to adjourn.

TIME ADJOURNED: 6:20 pm


Justin Gall, Board President

Lindsay Wilson, Board Secretary

Submitted by: Chrissy Berkheimer
Executive Assistant PCBDD