

**THE PERRY COUNTY BOARD OF DD  
BOARD MEETING MINUTES**

February 10, 2020

Community Connections Center, 600 Senior Drive, New Lexington, Ohio 43764

I. **President Sally Francis called the meeting to order at 5:00 pm.**

II. **ROLL CALL:           PRESENT    ABSENT    EXCUSED    UNEXCUSED**

Theresa Moore	X			
Rachel Barnhart	X			
Sally Francis	X			
Tara Layne	X			
Shirley Thompson		X	X	
Ken Yuchasz	X			
Vacant				

**Others present at meeting:** Caley Boyden, Chrissy Berkheimer, David Couch, Cindy Aiello, Shelly Lackey, Halee Erin Couch, Zach Fortner, Kevin Howell, Jessica Stroup, and Ron Spung.

III. **SWEARING IN OF NEW BOARD MEMBER, KEVIN HOWELL.**

Kevin Howell was administered the oath by the Administrative Supports Department Director, Jessica Stroup. Kevin was introduced to all in attendance. Board Members, as well as all those present, introduced themselves to Kevin.

IV. **APPROVAL OF AGENDA:**

**Res. 2020-02-01**

Theresa Moore moved to approve the February Regular Board Meeting agenda and additions, as submitted. Rachel Barnhart seconded the motion.

Discussion: None

*Motion Passed* by majority vote.

V. **COMMITTEES: An Ethics Committee Meeting is scheduled on Monday, May 18, 2020 immediately following the Regular May PCBDD Board Meeting.**

**VI. RECOGNITION:**

**Res. 2020-02-02**

**Theresa Moore moved to recognize the “DD Awareness Month Proclamation”, as presented. Ken Yuchasz seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**Res. 2020-02-03**

**Ken Yuchasz moved to recognize the March 4, 2020 retirement of Janis Reed, Service and Support Administrator for the Perry County Board of Developmental Disabilities after nearly 14 years of service. Rachel Barnhart seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**VII. REVIEW AND APPROVAL OF MINUTES:**

**Res. 2020-02-04**

**Rachel Barnhart moved to approve the minutes of the January 6, 2020 PCBDD Organizational Board Meeting, as presented. Tara Layne seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**Res. 2020-02-05**

**Ken Yuchasz moved to approve the minutes of the January 6, 2020 PCBDD Regular Board Meeting, as presented. Theresa Moore seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

## **VIII. BOARD REPORTS:**

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

David's report was included in the packet. David shared that we had five applications to share with the Commissioners for the open Board position. He stated that the others that were not selected were sent letters and asked to please keep us in mind for the opening/openings we will have in 2021. David let the Board know that in March we will be doing a MUI training after the Board meeting. In April, he wanted to know if they would be interested in Community Employment training. It could be one hour or longer. Everyone agreed one hour after the April Board meeting would be best. DODD had computer issues in December so there is no MEORC MUI for December. Jenny provided her December and January reports as well as MEORC's report for January. David shared that Jenny is doing a great job at analyzing MUI's and putting them in report form for the Board. Rachel shared that she really appreciates Jenny's report and is thankful for the detail that Jenny provides. Sally stated the alleged neglect was a concern, with David sharing that the diet order was not followed which led to the alleged MUI. Direct Davis' visit went well at Mt. Aloysius. Tara stated that the youth basketball tournament was held there over the weekend and it was of great use. She shared that she didn't know you could rent the gym for \$10/hour for a kid's party, etc. She shared that it is great to have someplace like that available for use. David shared with Board members that we received the Multi-System Youth Grant to work with Morgan County. MEORC will manage the grant for us. The Perry County Commissioners will be signing the contract with the contractor on Wednesday, February 12. Caley has the funding in place and as soon as the Commissioners sign the contract, we will be ready to start moving dirt. David shared his Superintendent goals that align with our new Strategic Plan. He wanted to make sure the Board knew what he would be focusing on and so they could ask questions and keep track of his progress if they wanted.

### **B. CHILDREN'S PROGRAM DIRECTOR'S REPORT – CINDY AIELLO**

Cindy's report was included in the packet. Rachel shared that she was excited to see that the child was enrolled in pre-school and was thriving. Theresa liked the quote on the bottom, as did Sally. Sally questioned if there was a new Employment Navigator selected. Cindy shared that there was an offer of employment made Friday.

### **C. SSA ADMINISTRATION DIRECTOR'S REPORT – RON SPUNG –**

Ron's report was included in the packet. Theresa questioned the lack of intake numbers on the bottom of the report. Ron shared that Vicki has been out sick and they will be on the March report. Discussion about the MEORC Provider Resource Network review that was at the back of Ron's report. Ron shared that we pay for this service and what a great job they have done for us. He shared that MEORC is working on a Provider Resource Catalog. Sally asked if there was any kind of network for independent providers, Ron shared that currently there is not. David stated that the closest thing would be with OPRA and Pete Moore. Ron shared that working with independent providers can be a challenge, but Pennie is a great resource as the providers look at her as a neutral person. She builds a trusting relationship with them and she is a great middleman. Ken is looking forward to hearing about 1:1 supports. Theresa asked if Residential was not a provider on the list and Ron shared, they can be if they want to be, but it isn't anything mandatory.

**D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY-**

Shelly's report was included in the packet. Shelly did share with the Board that Operation Grace is collecting shoes and socks for kids. Theresa asked if we sent a mailing out to our folks asking for donations, Shelly shared that we are trying not to overwhelm the church.

**E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP**

Jessica's report was included in the packet. Jessica shared that we have hired one SSA and we are waiting to hear from references from others. We will have to repost the SSA opening now that another SSA has resigned.

**F. FINANCE DIRECTOR'S REPORT – CALEY BOYDEN - Verbal Report**

**1. Financial Statement** – December – December's financial statement was emailed prior to the Board meeting and copies were available at the meeting. The Auditor's office wasn't accurate for the January reports so they will be presented in March along with February's. We received our quarterly MAC payment and the 2016 Medicaid Cost Report Settlement. We received the TANF 2019 summer camp reimbursement. The contract is for \$20,000 but it was considerably less as this is based on TANF eligibility and this was down in 2019. Our carryover is around \$1.9 million. This is the most since 2012. HMG received their Part C quarterly reimbursement.

**2. Expenditures** – December's expenditures were emailed prior to the Board meeting and copies were available at the meeting. OACB Winter Conference took place so training is high. HMG had contract services which were copier maintenance and eligibility evaluations. We are looking into a long-term solution for helping lower the eligibility evaluations.

Caley shared good news with the Board pertaining to the pipeline valuation. Perry County is set to receive around \$118 million from the pipeline valuation. PCBDD's share of this is estimated at approximately \$550,000 for 2020. This valuation results in additional levy revenue. Estimated revenue over 30 years is around \$5.3-\$8.7 million depending on the rate of depreciation, which Caley expects to be around 5% a year. Caley and David shared with the Board that they would like to use these funds to build a reserve account, repay bonds for the new building (Caley is checking into with the Auditor's office), increase the balance in our MEORC account and help supplement the Help Me Grow budget. Theresa asked if we could use these funds for additional funding for waivers. David stated that eventually we will run out of money. Ken questioned if we could have a separate reserve fund specifically for HMG. Caley shared that we can't do that, but we could have an unofficial reserve account, for example we can have money in MEORC's account and send it over to the HMG account. Caley also shared some of the cost saving numbers for the new building. Over a 20-year period we estimate to save around \$2.8 million with our new building. This doesn't include the CCC or PerCo. In utilities alone we expect to save around \$40,000 a year. Our Maintenance Manager will be retiring in two years so there won't be a need to hire a full-time replacement with a new building. Lastly, Caley shared that a new software company, Britco came out to the Administration building and completed a demo of their software. Although we don't have the final numbers for what it would cost for us to switch over to this software Caley assured the Board it will be more than what we currently pay for Gatekeeper. Caley shared that the system is more user friendly than our current system.

The TCM billing and demographic section itself is amazing compared to Gatekeeper. Caley shared with the Board that they can expect a motion in March if she has numbers to support it.

**IX. REVIEW AND APPROVAL OF EXPENDITURES:**

**Res. 2020-02-06**

**Rachel Barnhart moved to approve expenditures. Tara Layne seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**X. OLD BUSINESS: None**

**XI. NEW BUSINESS:**

**Res. 2020-02-07**

**Theresa Moore moved to approve the 2020 Superintendent's Professional Development Plan, as presented. Ken Yuchasz seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**Res. 2020-02-08**

**Theresa Moore moved to approve the authorization of the Superintendent to enter into an agreement with Eagle Consulting, via the MEORC (MidEast Ohio Regional Council) Benefits of Membership, for the HIPAA Core Compliance package in the amount of \$5,600. Rachel Barnhart seconded the motion.**

Discussion: David shared that this is advisable. They have been doing this for a long time and impacts our HIPPA and security of our technology. Ken asked if there were federal funds to help with this cost. David stated that he didn't know of any, but he would check into it.

*Motion Passed* by majority vote.

**Res. 2020-02-09**

**Ken Yuchasz moved to approve the Perry County Board of Developmental Disabilities 2020 Annual Conversion Plan, as presented. Theresa Moore seconded the motion.**

Discussion: None

*Motion Passed* by majority vote.

**Res. 2020-02-10**

**Theresa Moore moved to approve revisions to PCBDD Policy #102 Mission, Vision, Values, as presented. Ken Yuchasz seconded the motion.**

Discussion: Ken, Theresa and Sally all liked how simplified it was.

*Motion Passed* by majority vote.

**XII. PUBLIC COMMENTS:** None

**XIII. ADJOURNMENT:**

Motion by: Rachel Barnhart

Time Adjourned: 6:09 pm

**\*\*Meeting called back to order at 6:11 pm by President, Sally Francis.**

**Res. 2020-02-11 (Additional Motion)**

**Rachel Barnhart moved to approve the change of the PCBDD Regular March Board Meeting to March 9, 2020 at 5:00 pm. Ken Yuchasz seconded the motion.**

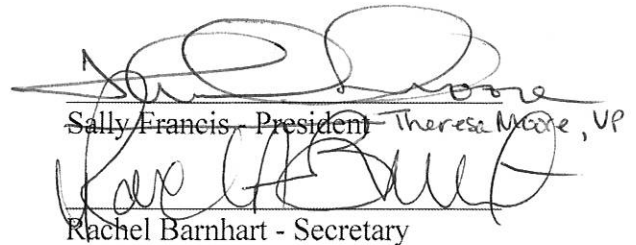
Discussion: This change will accommodate Board Members and PCBDD staff that are attending the Perry County Chamber of Commerce Dinner scheduled for March 16, 2020.

*Motion Passed* by majority vote.

**Second Adjournment:**

Motion by: Rachel Barnhart

Time Adjourned: 6:14 pm



Sally Francis - President Theresa Moore, VP  
Rachel Barnhart - Secretary

Submitted by: Chrissy Berkheimer  
Executive Assistant PCBDD