

THE PERRY COUNTY BOARD OF DD  
BOARD MEETING MINUTES

June 21, 2021

Sarah A. Winters Building, 601 Senior Drive, New Lexington, Ohio 43764

I. President Sally Francis called the meeting to order at 5:05 pm.

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Theresa Moore	X			
Rachel Barnhart	X			
Kevin Howell	X			
Fritzie Nitschke	X			
Matt Sheridan		X	X	
Shauna Schacht	X			
Sally Francis	X			

Others in attendance: David Couch, Chrissy Berkheimer, Caley Boyden, Jessica Stroup, and Ron Spung.

III. APPROVAL OF AGENDA:

Res. 2021-06-01

Kevin Howell moved to approve the June Regular Board Meeting agenda and any additions as submitted. Theresa Moore seconded the motion.

Discussion: No additions to be submitted.

*Motion Passed* by Majority Vote.

IV. REVIEW AND APPROVAL OF MINUTES:

Res. 2021-06-02

Theresa Moore moved to approve the minutes of the May 17, 2021, PCBDD Regular Board Meeting, as presented, Rachel Barnhart seconded the motion.

Discussion: None

*Motion Passed* by Majority Vote.

**V. BOARD REPORTS:**

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

David's report was included in the packet. David pointed out that there was no Board training this month so he knew that would make the Board happy! Next training is September with Ashley Wollenberg and Amanda Allen for Employment Navigation. David shared that starting in July Board Members are no longer permitted to attend Board meetings virtually. The public is still permitted but also will be permitted to attend in person, but Board Members must be physically present at a Board meeting. Jenny's reports were included in the packet as were MEORC's. If there are any questions please see David after the meeting. Rachel pointed out that it is good that we are finding out about it and have a process in place to help. David shared that providers are being helpful and are working well with us. Accreditation is taking place today and tomorrow (Monday, June 21<sup>st</sup> and June 22<sup>nd</sup>). Rachel and Theresa both shared their phone calls went well and were very positive. David shared that this is all about minimal compliance and we are way past that. It takes place every year or every three years based on what we are awarded. David shared that they were impressed by our SSAs. Caley and David met with an architect to begin the process of determining what we can do to improve the CCC. They also went to the Commissioners meeting to get approval for improvements and to remind that Commissioners that when/if they deed the building over to us we will not bother them with approvals. David thinks doing the renovations between January and April will work best so it will be ready for Summer Camp 2022. DODD has proposed a state budget with an increase in rates for waivers. This is important as providers are experiencing a shortage of people to staff services. It is intended this increase will allow providers to pay better wages to their staff. David shared that he wanted to make the Board aware of the proposal as it is a hot button issue. About 12 years ago David implemented a practice of "A Day Away" (ADA) for Directors. This day was intended to give them a day away from the office for some uninterrupted "thinking time". This year David wanted the agency to do this as a whole. Employees took this time to review and think about their professional development. Kevin shared he thought it was a great idea. The employee responses have been very positive. David shared he would like to start doing this for the agency a couple of times a year. Theresa noted before the Board moved on to Cindy's report that she likes seeing the state COVID report that Jenny provides. She likes seeing the percentage of deaths as it brings light to the actual number.

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

Cindy's report was included in the packet. Cindy was not present at the meeting, but David shared he could answer any questions about her report if needed. No discussion.

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

Ron's report was included in the packet. No discussion.

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

Shelly's report was included in the packet. Shelly was not present at the meeting, but David shared he could answer any questions about her report if needed.

Sally asked if anyone could attend the Integration Without Trying in August, David shared yes as a Board member if anyone wanted to attend it would not be an issue. Sally shared that she thought the Transit training for Behavioral Supports was an important piece for our individuals.

Rachel and Theresa shared that there have been some small issues with Transit this year with Summer Camp, but they are great to work with and try to figure it out. Rachel shared that working directly with the driver is the best option to get timing for pickup and drop-off worked out. Rachel questioned if the Respite grant funding will be renewed, and David answered that the state would like to take it over and we already have it budgeted for 2022 as he does not want involved with the state. Rachel shared that it is a great service and works so well for families.

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

Jessica's report was handed out to Board members at the meeting. Sally commented that the staffing is coming along.

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

Caley's report was included in the packet. In the operating fund revenue we received a Cerebral Palsy grant for the New Lexington Elks. We have been receiving this grant for many years, but it is normally ran through PerCo. This year they made the check out to PCBDD, so we ran it through our financials. This grant can be used for many things for an individual with Cerebral Palsy. The transfer to the reserve fund and the MEORC fund has been completed for 2021. These are both budgeted. The reserve fund and the MEORC fund are both used as an emergency safety net in case we would need it. David gave the example of; if the state told us we needed to add \$50,000 for waivers we have it put back to use if needed. David also shared that we received two contracts from JFS; one for HMG for \$45,000 and one for Summer Camp for \$15,000.00. No activity in the capital improvement funds. Caley shared that next month there would be a motion on the agenda for the combining of the HMG funds to the Operating funds. Caley also noted that there was an error last month on the operating financial statement, the last column at the bottom was inaccurate. No discussion or questions about expenditures.

### **VI. REVIEW AND APPROVAL OF EXPENDITURES:**

#### **Res. 2021-06-03**

**Rachel Barnhart moved to approve the expenditures, as presented. Shauna Schacht seconded the motion.**

**Discussion:** No discussion.

**Motion Passed** by Majority Vote.

### **VII. OLD BUSINESS:** Draft minutes of the Ethics Committee Meeting from May 17, 2021, were included for review in the packet.

**VIII. NEW BUSINESS:**

**Res. 2021-06-04**

**Theresa Moore moved to approve the revisions to the Policy 602 Early Intervention, as presented. Kevin Howell seconded the motion.**

**Discussion:** Jessica shared that we are requesting approval for the Policy only. The revisions were recommended to other county boards as a result of the state accreditation process. The changes include language around modeling practices that also detail a more philosophical approach.

**Motion Passed** by Majority Vote.

**Res. 2021-06-05**

**Rachel Barnhart moved to approve the revisions to the Table of Organization, effective June 21, 2021, as presented. Shauna Schacht seconded the motion.**


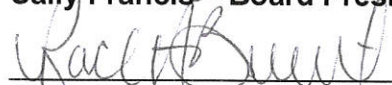
**Discussion:** The only revision to the TO is adding one Service and Support Administrator position, for a total of 10 SSAs. We spent the past three years playing catch-up in the SSA Department. Some SSAs moved on to other positions within the agency, some to other employment and some I assisted to pursue another career. We will be fully staffed in the SSA Department, briefly. I want us to be pro-active in being able to continue supporting people while some SSAs are on leave. Ron shared that on average we add 8 new people receiving services per year, meaning we will need to add another SSA every 4 years. We recoup approximately 55% to 60% of our cost via Medicaid through Targeted Case Management. Theresa liked the idea of being pro-active not reactive. Rachel feels it makes sense to add an SSA. Ron shared that in a survey across the state, caseload size is the #1 compliant. Fritzie questioned what the average caseload was, Ron shared it is between 20-25. The state range is around 30 for an SSA caseload.

**Motion Passed** by Majority Vote.

**IX. PUBLIC COMMENTS:** None

**X. ADJOURNMENT:**      **MOTION BY:** Theresa Moore      **TIME ADJOURNED:** 5:50 pm

Submitted by: Chrissy Berkheimer  
Executive Assistant

  
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Sally Francis – Board President  
  
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Rachel Barnhart – Board Secretary