

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

May 17, 2021

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

I. President Sally Francis called the meeting to order at 5:02 pm.

II. ROLL CALL: PRESENT

Theresa Moore	X – arrived at 5:09 pm
Rachel Barnhart	X
Kevin Howell	X
Fritzie Nitschke	X
Matt Sheridan	X
Shauna Schacht	X - virtual
Sally Francis	X

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

III. APPROVAL OF AGENDA:

Res. 2021-05-01

Rachel Barnhart moved to approve the May regular board meeting agenda and any additions submitted. Kevin Howell seconded the motion.

Discussion: No additions.

Motion Passed by majority vote.

IV. COMMITTEES: An Ethics Committee Meeting is scheduled for this evening, Monday, May 17, 2021, immediately following this May Regular PCBDD Board Meeting.

V. REVIEW AND APPROVAL OF MINUTES:

Res. 2021-05-02

Matt Sheridan moved to approve the minutes of the April 19, 2021, PCBDD regular board meeting, as presented. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by majority vote.

VI. BOARD REPORTS:

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

David's report was included in the packet. David had his report to Chrissy very early due to traveling out of state for his son's wedding. He does want to touch on something that is not on his report at the end. There will be an Ethics Committee meeting upon conclusion of the regular board meeting. The meeting is open to the public but only committee members are eligible to vote. Jenny's reports and MEORC's reports were included in the packet. David shared we have had some deaths, some COVID related others not. Also noted were the alleged abuse cases. Some are substantiated and others are not. David shared that Workforce Development Program was started four years ago to help aid in the shortage of Direct Support Professionals. Over 15 students have been trained and Mt. Aloysius has hired some of these people. Talks have begun to possibly develop a training room at the Workforce Development Site. We think such a site can support training DSPs in the required courses as well as allow them the opportunity to participate in services. Accreditation will take place on June 21st and June 22nd. This is for minimal compliance and David has no worries that we are not doing what is needed. Transportation is a constant issue for issue for the county. Perry County recently became the hub for the Region 8 Mobility Solution Center. PCBDD will have a representative on the advisory committee for this project. With the completion of the Sarah A. Winters building complete and the Ribbon Cutting Ceremony completed we would like to focus our attention on the CCC building. We are asking those who use the building the most to share their thoughts on how the building can be used more efficiently. The hope is to bring in an architect soon so the process can begin when summer camp is over this year. David did note that Friday's Ribbon Cutting Ceremony went great. It was a good day and Jessica, and her team did a great job. David wanted to additional discuss the State is discussing a budget waiver rate increase for providers. There has not been an increase since 2006. If this would go through our cost would be about \$23,000/year. This is per 1% so that yearly cost could increase if the percentage would go up.

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

Cindy's report was included in the packet. Sally shared that she loves reading about the great success stories. She likes to see these so when people ask what we do she can share a story.

C. SSA DIRECTOR'S REPORT – RON SPUNG

Ron's report was included in the packet. Sally shared that she sees the turnover problem in Ron's department with all the pregnancies. Ron did share that we did post the open SSA position and we 13 applications to go through. Sally pointed out that On the Farm, LLC received their certification to provide ADS services to adults. The attachment that Ron provided is the State-Wide ISP "One Plan". It is moving along, and Ron will continue to update as needed. Sally did share that liked how they have it all on one page as she found it easy to read and follow along.

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet. Sally questioned if the ALA website was done. Shelly shared that it is completed but has not launched yet. Sally shared that she likes reading Shelly's success stories too, it puts a lot in perspective.

E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

Jessica's report was included in the packet. Jessica shared that we are working with MEORC to get a report to the Board next month with a Strategic Plan update. Jessica asked the board if for their staff photo if it would be more convenient to get them done on a Board meeting night and they answered that it would be easier for the ones that work. Sally shared that she thinks the signage looks fantastic and the Ribbon Cutting Ceremony turned out beautiful. David shared that he was happy to see so many community members, Sarah's family, and past co-workers present.

Jessica shared that the accreditation exit interview will now take place between 12 noon and 2:00 pm. Theresa, Sally and Rachel all shared they would still be able to attend as needed.

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

Caley's reports were included in the packet. We received our first half rollbacks and the mobile home settlement (which comes separately). We received the 2017 and 2018 cost report settlements, but these were not projected to be received until 2022. Operating funds, there were three paychecks in April. Day Services/Waiver match, we paid our share of the supplemental payments to service providers that were from COVID-19. Transferred \$450,000 from the operating fund to the Capital Improvement fund as budgeted. We paid our first interest payment for bonds on the new building. Also the remainder of the landscaping was paid. Just a reminder that the building will be paid over 10 years with two payments each year in June and December. No activity in the Reserve accounts. Help Me Grow received their quarterly reimbursement for EI services. Help Me Grow also had three paychecks in April. Caley shared with the Board that for 2022 she would like to combine the Help Me Grow with the Operating funds. This would eliminate the 355-Help Me Grow fund and integrate those revenues and expenses into our existing 019-Operating fund. Caley shared that it would make things easier and will reduce administrative time creating and overseeing budgets. All funds are in really good shape. Rachel shared that she thought it would make sense. Caley let the Board know that there would be a motion at an upcoming Board meeting for their approval. On the voucher list, Rachel noticed there were lots of things for the new building. Caley shared that she hopes we are about done purchasing things for 601.

VII. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2021-05-03

Theresa Moore moved to approve the expenditures, as presented. Rachel Barnhart seconded the motion.

Discussion: None

Motion Passed by majority vote.

VIII. OLD BUSINESS: None

IX. NEW BUSINESS:

Res. 2021-05-04

Rachel Barnhart moved to authorize the superintendent to sign the Memorandum of Understanding between Hopewell Health Centers Early Childhood Programs and Perry County Early Intervention, when/if received. Theresa Moore seconded the motion.

Discussion: The purpose of this MOU is to expand access to ECMH Consultation in Ohio Early Intervention. This is a standard agreement for referral and team participation for ECMH consult to EI through Hopewell Health Centers, but no money is involved. Fritzie asked if children we serve were involved and Cindy shared yes and it all starts at the beginning, with meetings and joint visits.

Motion Passed by majority vote.

Res. 2021-05-05

Rachel Barnhart moved to approve the 2021 Succession Plan, as presented. Theresa Moore seconded the motion.

Discussion: Sally shared that it was very well presented. Rachel shared that it is nice to know that we have a plan. Jessica shared that we feel like it is in our best interest to be prepared. Sally questioned the maintenance position. Caley shared that John is interested in coming back after retirement on an as needed basis. This would be a contract position as we would not be providing insurance, etc. Caley also shared moving into one new building there really is not a need for a full-time maintenance person. Jessica shared that what John does for the Board is pretty special, for example when it snows, he comes in extra early to make sure parking lot and sidewalks are all cleared for employees. Also, we have formed a safety team to take over some of John's internal duties, such as fire drills, etc.

Motion Passed by majority vote.

Res. 2021-05-06

Theresa Moore moved to approve the agreement with the Muskingum Valley Educational Service Center and New Lexington Schools for sharing costs for the Student Advocate/Workforce Development Coordinator for the 2021-2022 school year, as presented. Sally Francis seconded the motion.

Discussion: This is the third year of sharing costs for this position. The position benefits DD in the employment area primarily by assisting students to recognize employment opportunities with providers, as well as facilitating ALA classes. The cost to us is approximately \$26,000. Sally shared that she feels like we get a lot out of this contract. Matt asked if the 5% administrative fee was set. He shared that it changed this year to 3.75%. David shared that he would check into it.

Motion Passed by majority vote. (Rachel Barnhart abstained)

Res. 2021-05-07

Matt Sheridan moved to authorize the purchase of a lawn mower with the cost not to exceed \$7,000. Rachel Barnhart seconded the motion.

Discussion: We looked at the numbers and it will be less expensive now that we are in one location for us to do this rather than contract for mowing. Caley shared that we will be saving around \$1600 a year with John mowing instead of contracting it out. Sally asked what kind of mower John was looking at and where he planned on purchasing it from. Caley could not recall the name brand and shared that John has a dealer looking for the one he would like to get.

Motion Passed by majority vote.

RES. 2021-05-08

Theresa Moore moved to approve participation in the amount of \$18,000.00 in the Community Capital Assistance Program with Options for Supported Housing for the purchase of a home in New Lexington and to authorize the Superintendent to sign all related documents. Kevin Howell seconded the motion.

Discussion: The Community Capital Assistance Program provides DODD funding for the purchase of local housing, with a local match. It must be used for 15 years for people with developmental disabilities. The \$18,000 is our contribution toward the purchase of the \$155,000 home, a new build in New Lexington. Fritzie questioned if this was the group that tailored to clients, David shared it was not. Thresa asked if they were funded differently, and David shared that the other group is funded privately. David shared that we would provide services via a waiver. The housing that he is speaking of is on the corner, newly built condos. They have two bedrooms and a garage. The staffing for the house would be covered through a waiver. If they would choose to sell the house or remove the folks we put in there they would be responsible for paying back the money. David has never seen this happen before.

Motion Passed by majority vote.

Res. 2021-05-09

Rachel Barnhart moved to approve the motion to appropriate \$18,000.00 of the Capital Fund into the Housing line item. Sally Francis seconded the motion.

Discussion: We did not include any funds in this line item in the Capital Fund when we did the 2021 budget. This will move \$18,000 in this fund into the Housing line item. This is for the previous approved motion.

Motion Passed by majority vote.

X. PUBLIC COMMENTS: None


XI. ADJOURNMENT:

Motion by: Rachel Barnhart

Time adjourned: 6:05 pm



Sally Francis – Board President



Rachel Barnhart – Board Secretary

Submitted by:
Chrissy Berkheimer
PCBDD Executive Assistant