

**THE PERRY COUNTY BOARD OF DD  
BOARD MEETING MINUTES  
September 20, 2021  
Sarah A. Winters Building, 601 Senior Drive, New Lexington, Ohio 43764**

**I. President Sally Francis called the meeting to order at 5:04pm.**

<b>II. ROLL CALL:</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>EXCUSED</b>	<b>UNEXCUSED</b>
Rachel Barnhart		X	X	
Kevin Howell	X			
Fritzie Nitschke	X			
Matt Sheridan	X			
Shauna Schacht		X	X	
Sally Francis	X			

**Others in attendance:** Karen Chennells, David Couch, Jessica Stroup, Cindy Aiello, Ron Spung, Chrissy Berkheimer, Caley Boyden, and Theresa Moore.

**III. Swearing in of Karen Chennells, new Board member. Jessica Stroup swore in new board member Karen Chennells.**

**IV. APPROVAL OF AGENDA:**

**Res. 2021-09-01**

**Matt Sheridan moved to approve the September regular board meeting agenda and any additions submitted. Kevin Howell seconded the motion.**

Discussion: No additions.

***Motion Passed*** by majority vote.

**REVIEW AND APPROVAL OF MINUTES:**

**Res. 2021-09-02**

**Kevin Howell moved to approve the minutes of the August 16, 2021, PCBDD regular board meeting, as presented. Sally Francis 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 reminded the board that there would be an hour-long board training upon conclusion of the board meeting. Jenny's MUI reports were included in David's report. If there are any questions please feel free to get with David after the meeting. David shared that Ashley has been in contact with Perry County Transit about the summer camp issues. David would like to see dedicated routes for Summer Camp. We are met with Perry Mobility Manager and shared our concerns. She does think this can be done, if not David would like to look into contacting one of the area school districts for assistance in this area. Direct Support professionals are in demand. We supported them this month with making \$500 available to provider agencies to use to recognize their staff in a way that they felt was best. The next DODD budget is looking at a 4% increase in wages, but this will only help short-term. Fritzie questioned how services can be ended for an individual and David shared that if a provider can no longer provide services they can simply declare they are no longer willing to be a provider. Dual Diagnosis treatment is a glaring gap in Ohio. MEORC is working with Merakey to develop one or more dual diagnosis teams for our region. Lastly, David shared the new numbers for the Community Connections Center renovations. The original estimate was roughly \$700,000 but late Friday, David received an email stating it could be done for roughly \$400,000 - \$450,000. Caley shared that the long-term impact on the renovations wouldn't have much of an impact at the lower of the estimated costs. Sally questioned if using the money would impact any services and Caley and David both assured her that no money would be taken away from anywhere else. David shared the plans, the updates and what we use the building for. Karen asked about specific improvements for the kiddos at summer camp and David shared that mainly they are safety updates and open space for them to be able to access. All present board members agreed that proceeding with getting bids for the project and then David bringing it back to the Board after bids were received. All board members shared they loved the idea of updating the building for better usage for summer camp, staff, and the community.

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

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

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

Ron's report was included in the packet. Sally questioned if we were not already a part of the OhioRISE program. Ron explained that this is new, but we utilize a system already that uses funds from FCFC (Family Children First Council) and from our multi-system youth grant.

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

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

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

Jessica's report was included in the packet. Jessica shared that MEORC completed our annual report. There was a copy at the board meeting and the link was sent out to each board member on Monday afternoon late. Jessica also shared with the board that our employee engagement results are back, and they were excellent with 100% staff participation!

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

Caley's reports were included in the packet. Caley shared that our second half tax levy monies were received and were a little higher than projected. We received our quarterly reimbursement for title XX. When Tammy Bush retired we changed over our targeted case management. There were some minor issues which has resulted in in some corrections and we received those funds. The Community Services line showed some expenditures with the guardianship services, quarterly waiver administration fees and the Nature Based Enrichment program. The Capital Improvement Fund revenues were received from the Community Capital Assistance from DODD for the purchase of the Brown Street house. Sally questioned if they had the open house and Ron shared that it was pushed back to October and when the date is set board members will all received an invitation. In the Capital Improvement Fund expenditures line, we contributed to the New Lex bike park. Sally asked how much we contributed, and Caley answered \$5,000. No Reserve Fund activity. Help Me Grow lines were basic items. No questions about the voucher report.

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

**Res. 2021-09-03**

**Matt Sheridan moved to approve expenditures, as presented. Sally Francis seconded the motion.**

Discussion: None

***Motion Passed*** by majority vote.

**VII. OLD BUSINESS:**

None

**VIII. Kevin Howell was nominated for the office of the Vice-President to replace former board member Theresa Moore. Matt Sheridan and Sally Francis both nominated Kevin.**

**IX. NEW BUSINESS:**

**Res. 2021-09-04**

**Matt Sheridan moved to elect Kevin Howell to hold the office of the Vice-President for the remainder of 2021. Karen Chennells seconded the motion.**

Discussion: Kevin accepted the nomination and position.

***Motion Passed*** by majority vote.

**Res. 2021-09-05**

**Kevin Howell moved to approve the Addendum, Schedule B to the Royalty Contract with Practical Strategies, Ltd. as presented. Matt Sheridan seconded the motion.**

Discussion: David explained that Practical Strategies, Ltd. (PS) developed the curriculum for the Academy for Leadership Abilities (ALS) and holds the copyrights. The agreement enables PCBDD to receive royalties on the sales of materials. Schedule B updates the materials covered under the agreement. Since the original agreement was signed in 2015 additional materials have been developed. We can't hold the copyrights as we are open for the public to come in and ask to see it.

***Motion Passed*** by majority vote.

**Res. 2021-09-06**

**Matt Sheridan moved to approve the agreement LOL in Nature/Layers of Life for nature-based enrichment services beginning October 1, 2021, in the amount of \$100,000, as presented. Karen Chennells seconded the motion.**

Discussion: David shared that the agreement is a renewal of the current contract (for \$75,000) with an increase to allow for training local providers. We have not been able to roll it out to other agencies as quickly as we would have liked to. Our plan is to continue with services via LOL (they will utilize some support personnel in appropriate areas, which will reduce our cost) and intentionally move forward with training other agencies. Sally asked what LOL stood for, David shared Layers of Life. With the increase in funds, we want LOL to continue what they are doing and expand it out. Involving more agencies will help take the burden off the board.

***Motion Passed*** by majority vote.

**Res. 2021-09-07**

**Matt Sheridan moved to approve the Memorandum of Understanding with the Ohio Network for Innovation (ONI) for guardianship services in the amount of \$35,500, as presented. Sally Francis seconded the motion.**

Discussion: David shared that the guardianship service is a need all over the state, and not just for DD Boards. Some counties are dealing with this via local guardianship boards, which we looked at. However, that approach is more expensive and cumbersome than what is proposed here. The Ohio Network for Innovation (ONI) is a non-profit extension of MEORC (MidEast Ohio Regional Council), made up of 19 county boards of DD. Currently two counties (Perry and Hocking) are interested in using ONI for this service. David expects for more counties to join which will reduce our costs.

***Motion Passed*** by majority vote. (Karen Chennells abstained)

**Res. 2021-09-08**

**Matt Sheridan moved to approve the SUPERINTENDENT TO SIGN THE Memorandum of Understanding with the Ohio Network for Innovation for Employer of Record services in the amount of \$40,000, when received. Sally Francis seconded the motion.**

Discussion: David shared that this agreement is for ONI to employ respite providers on our behalf. Karen's daughter currently works for the Board as a respite provider, and this will take away any conflict of interest. The funds will be used to pay the wages of the Behavior Support Technicians who provide the respite. If this works as anticipated I expect to use the service to employ summer camp workers. ONI will also be responsible for the on-board training for each position. Our cost is about 5% of the hourly wage to ONI. We will send the funds up front to ONI, as they do not have the cash flow to carry this cost.

**Motion Passed** by majority vote. (Karen Chennells abstained)

**Res. 2021-09-09**

**Matt Sheridan moved to approve new PCBDD Policy #425 Lactation Breaks & Breastfeeding, as presented. Kevin Howell seconded the motion.**

Discussion: This policy was developed to intentionally promote and provide breastfeeding support in the workplace. This policy details the approach to lactation breaks and breastfeeding as PCBDD has many new moms who this policy will directly impact.



**Motion Passed** by majority vote.

**X. PUBLIC COMMENTS:** None

**XI. ADJOURNMENT:**

**MOTION BY:** Matt Sheridan

**TIME ADJOURNED:** 6:17 pm

  
~~Sally Francis – Board President~~  
 Rachyl Barnhart – Board Secretary  
  
 Kevin Howell – Board Vice President

Submitted by:  
Chrissy Berkheimer  
Executive Assistant