

**THE PERRY COUNTY BOARD OF DD  
BOARD MEETING MINUTES  
June 29, 2022**

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

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

<b>II. ROLL CALL:</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>EXCUSED</b>	<b>UNEXCUSED</b>
Denise Dupler	X			
Rachel Barnhart	X			
Kevin Howell	X			
Fritzie Nitschke	X			
Matt Sheridan	X			
Karen Chennells	X – arrived at 5:01pm			
Sally Francis	X			

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

**III. APPROVAL OF AGENDA:**

**Res. 2022-06-01**

**Rachel Barnhart moved to approve the June Regular Board Meeting agenda and any additions, as submitted. Kevin Howell seconded the motion.**

**Discussion:** A handout motion was passed out to all Board members prior to the beginning of the board meeting.

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

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

**Res. 2022-06-02**

**Matt Sheridan moved to approve the minutes of the May 18, 2022, 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 Board members that there is a training tonight at the conclusion of the regular meeting. Jessica will be presenting on TPE and strategic planning details. July's training will be a combination of the Children's Program department, Community Supports department and SSA department updates. October's training will be Caley presenting budgets. David reminded everyone that DODD's Director Hauck will be in Perry County on Wednesday, July 6<sup>th</sup> from 12:30pm-3:30pm. All Board members are welcome to attend if they have free time. Denise is going to attend with the Children's Program portion to share her story. Jenny's MUI reports were included in the packet. Although it may look like a lot, just because something is reported does not mean that something happened. We just want you to be aware that we are following up and law enforcement may be following up if necessary. David reminded Board members that August 22<sup>nd</sup> & August 23<sup>rd</sup> we will be working on our next three-year Strategic Plan. All are invited to join us, even if just for part of the day. Couch Connections Center is being used for summer camp and is working out much better than the layout of our previous building. There is work to be completed on the outside, but we are waiting on the rest of the materials. It has not moved as quickly as we hoped, partly because Chelsey from the architect's office took a different job with a different company but it was ready for summer camp which was our goal. David shared he has enjoyed getting to see the kids all outside and playing in the grassy area behind our building. David is hoping we can get the parking area out to bid soon. In the packet is a motion to sign an MOU with the city. The flex space in the Sarah A Winter's building will be getting a small facelift. No structural changes and should be a minimal cost, but we have found that some small modifications need to be made to the area to make it more friendly to the folks that use the space. Ron and Cindy are working together to get a plan on how this can be accomplished. The Senior Leadership Team recently discussed how we have gotten better as an agency. It was stated that everyone being in one building has made a huge impact on our work. David took this time to thank the Board for voting to build the new building to make our agency even better than it was. Although it is not included in his report David took some time to talk about the transportation issues we are having with summer camp. Rachel asked if there was someone else we could use with all the problems that have occurred already this summer. She has two kids, same house, going to the same spot and they had them on two different buses, on two different routes. They did fix that issue, but she shared this year has been horrible with all the problems. The timeframes of pickup and drop off are so random that you cannot plan things. Karen shared that they dropped her son off with no one being at home (although she was only 30 seconds away from being home, they did not know that). Karen shared that there has been no consistency at all this year, and you never know who the kids will be sharing the bus with. Rachel shared that this week has been better, but we are halfway through summer camp. She hopes we can come up with more options for next year. Kevin asked if we talk to them before the summer to get everything laid out and David shared that we do that every year, but this year has seemed to take longer to fix the issues than it has in the past. Fritzie shared that a bus stopped at SPICE of Ohio and asked where the kid was that they were picking up. There was no child to be picked up at SPICE, she helped with directions to the address they were supposed to be. Rachel understands that the cost might be too much but hopes we can explore other options for transportation next year. David shared that it has been unacceptable and that we are looking at ways to help parents. Paying mileage to parents if they bring their child to camp, using a different company, using Transit for just outings, and other

options are being explored. David wanted to make sure that the Board was aware that he knows there are issues.

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

Cindy's report was included in the packet. June is potty training awareness month!

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

Ron's report was included in the packet. Sally likes the SSA spotlights. Noted also were the hiring issues that the SSA department is having, and David shared that it is all over the state, not just in Perry County. Jessica shared we had a new SSA start on today, June 29, 2022.

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

Shelly's report was included in the packet. Sally asked who Captain Crook was. Shelly explained he is a villain who tries to get people to do terrible things and that is where Mr. Integrity comes in! Northern Local is finally joining ALA. We will have one class at the high school to start the year. Sally congratulated all the successful staff for completing Emerging Leaders Level 3. Shelly shared that Crooksville is hiring a teacher for two classes.

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

Jessica's report was included in the packet. Sally shared that Jessica's report always highlights our vacant positions and Jessica shared that it is the highest it has been since she has been here. Reminder to Board members that pictures have been rescheduled and now will be prior to the August board meeting (August 17<sup>th</sup>).

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

Caley's financials were included in the packet. Operating fund received the quarterly reimbursement from the EI grant which is the service coordination piece. Title XX quarterly reimbursement for EI service also came in and that is the service provision piece. Expenditures are noted with the annual ALA website maintenance, Founder's Day sponsorship, the OACB conference, our transfer to Capital that was budgeted for and our annual payment for PCBDD's share of the CORSA liability insurance coverage. We paid the CCC the contractors for the renovations to the CCC and purchased items for the building from the Capital improvement expenditures fund. No activity in the Reserve funds. Other news in the Finance department, we were approved for a technology grant and will be doing some Office365 trainings with staff. Caley also shared with the Board that BSSI merged with a company out of Cleveland. We have already met with the new company, and we do not expect anything real different from their service than what we were already receiving from BSSI.

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

**Res. 2022-06-03**

**Rachel Barnhart moved to approve expenditures. Karen Chennells seconded the motion.**

**Discussion: None**

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

**VII. OLD BUSINESS:**

Draft minutes of the Ethics Committee Meeting from May 18, 2022, were included in the packet. The minutes will be approved and signed at the May 2023 meeting.

**VIII. NEW BUSINESS:**

**Res. 2022-06-04**

**Matt Sheridan moved to approve the renewal agreement with Hopewell Health Centers, Inc. for expanding access to Occupational, Physical, and Speech/Language Services via Allied Health Professionals for the Early Intervention program, as presented. Karen Chennells seconded the motion.**

**Discussion:** This renewal agreement supports the Primary Service Provider model we began utilizing to assist families with professional services. This amount is the same as the previous year. Sally shared that this is a great program so parents do not have to travel outside of the county to get the services their child may need.

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

**Res. 2022-06-05**

**Rachel Barnhart moved to approve the revisions to the Table of Organization, effective June 29, 2022, as presented. Kevin Howell seconded the motion.**

**Discussion:** Changes as discussed below:

**Change #1:** Add a full-time *Eligibility Specialist* to streamline the intake, eligibility, and waiting list assessment responsibilities and processes. This position is not eligible for billing activities, although the approval of this position will result in the reduction of one SSA position. We already have this person, but they will no longer be an SSA.

**Change #2:** Add an additional full-time *Academy for Leadership Abilities® Specialist* to allow for an increased capacity within the Community Supports Department to assume summer camp responsibilities and provide additional supports for the ALA program to be fully functional meeting the needs of all four Perry County School Districts and other local programming. This position is partially funded by Perry County Job and Family Services through the Temporary Assistance for Needy Families program. We will recoup around 50% of this position from TANF funds.

**Change #3:** Add an additional full-time *Early Intervention Service Coordinator* to reduce caseload sizes for the current School-Age SSA and Early Intervention Service Coordinator and allow them to maximize connections and services for eligible children. The funding for this position is available due to the Youth Supports Supervisor position not being filled but we are not removing it from the TO yet. We will recoup some of this positions cost by the amendment that is the handout motion.

*Motion Passed by majority vote.*

**Res. 2022-06-06**

Kevin Howell moved to approve the authorization of the Superintendent to approve and sign the Memorandum of Understanding with the Village of New Lexington for shared parking at 600 and 601 Senior Drive, provided there are no significant changes in the draft presented. Sally Francis seconded the motion.

**Discussion:** The Commissioners approved putting the parking area out to bid, provided we put an MOU in place regarding parking. Noted that in #2 it should be ball "fields" not files.

*Motion Passed by majority vote.*

**Res. 2022-06-07**

Sally Francis tabled the motion to authorize the Superintendent to sign the Ohio Department of Health, Help Me Grow Home Visiting contract between the Ohio Department of Health and the Perry County Board of Developmental Disabilities.

**Discussion:** The handout motion directly affects this, and the contract is currently a two-year contract not set to expire until 2023.

**Res. 2022-06-08**

Karen Chennells moved to approve the Transportation Services Agreement with PerCo, Inc. for non-Medicaid, short-term services, as presented. Rachel Barnhart seconded the motion.

**Discussion:** PerCo, Inc can provide transportation for short term needs during the workday. These needs tend to be medical in nature, usually therapy visits. We can use the service on an as needed basis. David noted there is a clause in the contract regarding gas prices.

*Motion Passed by majority vote.*

**HANDOUT MOTION #1**

**Res. 2022-06-09**

Rachel Barnhart moved to approve the amendment 1 for the Home Visiting Expansion Agreement SFY 22-23 between the Perry County Board of Developmental Disabilities and the Ohio Department of Health, as presented. Sally Francis seconded the motion.

**Discussion:** This gives our Home Visiting program \$19,200.00 towards a new hire.

*Motion Passed by majority vote.*


IX. PUBLIC COMMENTS: *NONE*

X. ADJOURNMENT:

Rachel Barnhart moved to adjourn the meeting at 5:50 pm. Karen Chennells seconded the motion.

Meeting Adjourned at 5:50 pm.

  
Sally Francis – Board President

  
Rachel Barnhart – Board Secretary