

THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
January 11, 2023
Sarah A. Winters Building, 601 Senior Drive, New Lexington, Ohio 43764

I. President Rachel Barnhart called the meeting to order at 5:12 pm.

| II. ROLL CALL: | PRESENT | ABSENT | EXCUSED | UNEXCUSED |
|------------------|---------|--------|---------|-----------|
| Rachel Barnhart | X | | | |
| Kevin Howell | X | | | |
| Fritzie Nitschke | X | | | |
| Matt Sheridan | X | | | |
| Vacant Seat | | | | |
| Denise Dupler | X | | | |
| Karen Chennells | X | | | |

Others in attendance: David Couch, Chrissy Berkheimer, Jessica Stroup, Caley Boyden, Ashley Wollenberg, Ron Spung, Shelly Lackey.

III. APPROVAL OF AGENDA:

Res. 2023-01-01

Matt Sheridan moved to approve the January Regular Board meeting agenda and any additions, as submitted. Kevin Howell seconded the motion.

Discussion: Roberts Rules of Order stipulate such a motion for each meeting agenda. The financials were sent out in a separate email before the meeting.

Motion Passed by majority vote.

IV. REVIEW AND APPROVAL OF MINUTES:

Res. 2023-01-02

Karen Chennells moved to approve the minutes of the November 16, 2022, PCBDD Regular Board meeting, as presented. Matt Sheridan 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. Karen attended the OACB Delegate Assembly via Zoom. She felt she was just a person on a screen. Sky could not be in attendance this evening so he will be sworn in at the February Board meeting. Jenny's November and December reports were included in the packet. If you have questions that can not be answered please see David after the meeting and he will get an answer from Jenny. He shared that Jenny has done a great job of working with families and the people in the community. CCC construction is complete on the inside except for some minor touchup work. Once the weather turns the outside will be completed. JFS is occupying the CCC as their building had pipes freeze and burst over the holiday weekend. Rachel questioned if we knew how long they would be in there, David shared he did not but assured the Board that summer camp would not be affected. DODD changed their interpretation of Medicaid reimbursement for some services that Transit has been billing for. After David spoke with several other County Board's he found out their Transit providers discontinued their services. Our Transit in Perry County has stepped up and will continue providing services to the 15 people affected by this, continuing to take them to Adult Day Services and work, at JFS/Transit's expense. David's report included the Cougars basketball schedule. Caley, David, and Shelly are on their Baldrige journey. David and Shelly finished their independent reviews and Caley has almost completed hers. The Perry County Chamber of Commerce Groundhog Breakfast is on Friday, January 27, 2023. We have two corporate sponsored tables, if any Board members want to attend please let Chrissy know. We will also be receiving the Eagle Award at the breakfast.

B. CHILDREN'S PROGRAM DIRECTOR'S REPORT – ASHLEY WOLLENBERG

Ashley's report was included in the packet. David pointed out the employment numbers.

C. SSA ADMINISTRATION DIRECTOR'S REPORT – RON SPUNG

Ron's report was included in the packet. Ron shared that we have two new SSAs starting in January.

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet.

E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

Jessica's report was included in the packet.

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

Caley's financials were sent before the board meeting in a separate email from the board packet. Included in the email and provided at the board meeting were November and December financials. Caley shared that we received our first and second half state rollback levy monies. Received reimbursement for five months of ALA and two months of HMG from JFS. Caley pointed out to board members that there is very few county boards that get any kind of support from their local JFS agencies. Our JFS supports us in many ways. We ended with 94% of our projected revenue. Ended our expenditures at 90% of projected. New vehicle was purchased before the end of the year. People are getting checked off to drive it with John and it is being used. We ended 2022 with around \$1.95 million carryover.

VI. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2023-01-04

Kevin Howell moved to approve expenditures, as presented. Matt Sheridan seconded the motion.

Discussion: None

Motion Passed by majority vote.

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

Res. 2023-01-05

Motion to approve payment of the 2023 Ohio Association of County Boards of DD membership dues for \$15,290.00 \$12,555.00, as presented. Fritzie Nitschke seconded the motion.

Discussion: Chrissy shared that the number in motion is incorrect. The amount owed is \$12,555.00 not \$15,290.00. The increase from 2022 to 2023 is \$355.00.

Motion Passed by majority vote.

Res. 2023-01-06

Matt Sheridan moved to approve the use of up to \$419,086 of the CY 2023 budget and funds appropriated under section 5123.0413 of the Ohio Revised Code to pay the nonfederal share of the services required by section 5126.0511 of the Ohio Revised Code for Medicaid expenditures to assure the services will be available in a manner that conforms to all applicable state and federal laws. It is fully understood the payment of the nonfederal share represents an ongoing financial commitment of the Perry County Board of DD. Karen Chennells seconded the motion.

Discussion: David shared to focus on the \$419,086. This is our Medicaid match. At the end of 2022 they increased it to 6.5%. They wanted to increase it to 10% but county boards came back with they agreed on the 6.5% only. This directs the amount of Board funds set aside as Medicaid match in the Board's operating budget. The Board match for Targeted Case Management (TCM) is included in the budget as staff salaries and program costs. Match for private Adult Day Services (ADS) and Transportation, Homemaker Personal Care (HPC) services, and other waivers services is paid to DODD. The motion specifies the amount of Board funds to be used as Medicaid match for the identified services.

Motion Passed by majority vote.

Res. 2023-01-07

Kevin Howell moved to authorize the Superintendent to approve maximum expenditures of \$2,000.00 for employee awards for 2023. Fritzie Nitschke seconded the motion.

Discussion: David shared that this is a standard motion at the beginning of each year.

Motion Passed by majority vote.

Res. 2023-01-08

Karen Chennells moved to renew the contract with the Ohio Network for Innovation (ONI) for employment services, as presented. Matt Sheridan seconded the motion.

Discussion: This contract was approved for David to sign at the November Board meeting (Res. 2022-11-13) providing there were no significant changes. ONI serves as the employer of record for respite providers and summer camp workers. ONI will invoice PCBDD for the actual costs of hours worked by the employee(s) plus 32% to cover required employer payroll taxes, workers' compensation, payroll processing and administration. This contract is for two years. Rachel questioned if that 32% was an extraordinary amount. David shared that this doesn't go to MEORC, this covers social security, taxes, etc.

Motion Passed by majority vote. (Kevin Howell abstained)

Res. 2023-01-09

Kevin Howell moved to approve up to \$35,000 of Capital Funds for furnishings to modify office space for additional staff. Karen Chennells seconded the motion.

Discussion: To maximize space we would like to double up some offices and reconfigure the flex space. It will mean changing some of the furniture to accommodate more people in some offices. This is the anticipated cost using state pricing. It is much cheaper than trying to add offices.

Motion Passed by majority vote.

Res. 2023-01-10

Karen Chennells moved to approve the contract with Go2It Group, not to exceed \$6,000 for development of a SharePoint intranet site and ongoing back-up in the amount of \$225 per month. Denise Dupler seconded the motion.

Discussion: The estimated \$5,040 contract is a one-time cost that covers setup of the site, data structure, and security structure; migrating data, training, and next day support. The \$225 per month backup cost is ongoing and will offset a portion of current back-up costs for server-based data. Caley shared that this would make our work more efficient. This is a cloud-based service and staff will not need to VPN in to access the network.

Motion Passed by majority vote.

Res. 2023-01-11

Matt Sheridan moved to approve the Superintendent to request five additional Level One waivers throughout 2023, as needed. Kevin Howell seconded the motion.

Discussion: There is not a need at the current time, but we expect PCBDD's current annual match share of a Level One Waiver to average around \$5,400 per person. These are offered as appropriate to meet individual needs and are dependent on waiver waiting list status. Rachel felt this was great, so we had them on hand if needed.

Motion Passed by majority vote.

Res. 2023-01-12

Karen Chennells moved to adjourn to executive session at 5:49 pm to consider the employment of the SSA Director. Kevin Howell seconded the motion.

Motion Passed by majority vote.

Return from Executive Session at 6:01 pm.

IX. PUBLIC COMMENTS: None

X. Karen Chennells moved to adjourn the meeting at 6:01 pm.



Rachel Barnhart – Board President



Denise Dupler – Board Secretary