

**THE PERRY COUNTY BOARD OF DD
BOARD MEETING MINUTES
January 24, 2024
Sarah A. Winters Building, 601 Senior Drive, New Lexington, Ohio 43764**

I. **President Rachel Barnhart called the meeting to order at 5:10 pm.**

II. ROLL CALL:	PRESENT	ABSENT	EXCUSED	UNEXCUSED
Rachel Barnhart	X			
Kevin Howell	X			
Fritzie Nitschke		X	X	
Matt Sheridan	X			
Sky Gettys	X			
Denise Dupler	X			
Karen Chennells	X			

Others in attendance: David Couch, Chrissy Berkheimer, Jessica Stroup, Caley Boyden, Shelly Lackey, Ashely Reed, Rich Bourgault, Chase Bennett, Teresa Stevenson, Dean Stevenson, Jeremy Field, and Tracey Field.

III. **APPROVAL OF AGENDA:**

Res. 2024-01-01

Karen Chennells moved to approve the January Regular Board Meeting agenda and any additions, as submitted. Matt Sheridan seconded the motion.

Discussion: Roberts Rules of Order stipulate such a motion for each meeting agenda.

Motion Passed by majority vote.

REVIEW AND APPROVAL OF MINUTES:

Res. 2024-01-02

Karen Chennells moved to approve the minutes of the November 15, 2023, PCBDD Regular Board Meeting, as presented. Denise Dupler seconded the motion.

Discussion: None

Motion Passed by majority vote.

IV. RECOGNITION:

Res. 2024-01-03

Karen Chennells moved to recognize the February 20, 2024, retirement of Sherry Sims, Administrative Assistant II, for the Perry County board of Developmental Disabilities, after over 17 years of service in the field of developmental disabilities. Sky Gettys seconded the motion.

Discussion: All Board Members present signed the proclamation. President Rachel Barnhart presented Sherry the signed proclamation and a photo was taken. Sherry thanked the Board for the opportunity to work in the field with so many great people.

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 they are required to complete four hours of training annually. He shared that we would get everything scheduled so they would meet their requirements. David invited all the Board members to join us at the Perry County Chamber of Commerce’s Groundhog breakfast on Friday, February 2nd. Jenny’s MUI reports were included in the packet, and if there were any questions, please get with him or Chrissy so we can get them answers. David shared that Individual Options Waivers (IO Waivers) have become the delicacy of the social service world. The demand is growing for this funding stream as a means of supporting people in a variety of circumstances. Funding is a split between federal Medicaid funds and local match (approximately 40%), with local match being the responsibility of the county board. The past 3 months I have experienced more tugs of war over waivers than in any full year to date. I share this because the money comes out of our pocket, and the pocket is not as deep as people think it is. Denise questioned if we have to match, and David shared that yes we do. David shared a DODD video on parents becoming providers. Karen asked if there was an assessment of some kind to define “extraordinary needs,” and David shared that there is, but it is possibly being reworked. David provided Board members the intake and eligibility reports. He will be providing these each month. Still no response from Director Hauck on David’s letter regarding Caley and them issuing her Superintendent credentials. David feels they might drag their feet until she completes the Executive Leadership Program, or it is tied up with their legal team. DODD will be onsite for our accreditation on February 28th & February 29th. The Partnership for Excellence will be onsite March 25th through March 27th. Jessica is heading these efforts. Summer Camp transportation is being worked through. Last year we offered three options. Our costs increased but David recommends that we continue to offer parents three options. Rachel shared if there was a major savings to go to one option we should consider but David assured the Board that this would not be cost saving. Denise questioned if we only used Transit for trips, if that would save on cost, David shared it would not. Giving parents options was an important thing so they could choose what they wanted for their child.

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

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

C. SSA ADMINISTRATION DIRECTOR'S REPORT – N/A

D. COMMUNITY SUPPORTS DIRECTOR'S REPORT - SHELLY LACKEY

Shelly's report was included in the packet. Shelly shared that her respite hours were incorrect, it was around 1560 hours. Shelly presented Board members a new Layers of Life Nature (LOL in Nature) color brochure. Denise shared that she enjoyed seeing all the pictures and how much it has helped their family.

E. ADMINISTRATIVE SUPPORTS DIRECTOR'S REPORT – JESSICA STROUP

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

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

Caley's financial reports were included in the packet. Both November and December statements were included in the packet. Operating expenses were up due to the increase in the base pay for staff and one-time payments. The annual bond report was included. Sky questioned how many years our bond was for Caley shared it was for ten years, and we could pay it off early, but the interest rate is around 2% so it really would not be a huge savings. No activity in the reserve fund. The statement for capital shows the \$190,000 for the house purchased. Caley shared that we increased travel to .67/mile to align with the new federal rate. No questions or discussion on the November or December voucher reports.

VI. REVIEW AND APPROVAL OF EXPENDITURES:

Res. 2024-01-04

Sky Gettys moved to approve the expenditures, as presented. Denise Dupler seconded the motion.

Discussion: None

Motion Passed by majority vote.

VII. OLD BUSINESS:

None

VIII. NEW BUSINESS:

Res. 2024-01-05

Matt Sheridan moved to approve payment of the 2024 Ohio Association of County Boards of DD membership dues for \$15,750.00. Karen Chennells seconded the motion.

Discussion: The OACB provides a collective voice for all of Ohio's 88 County Boards. Our dues increased \$3,195.00 in 2024 (from \$12,555.00 to \$15,750.00). The increase is the result of the growth in the number of people we serve, approximately 470. Sky questioned the significant increase in cost. David shared the number of people we serve and the main reason for our increase.

Motion Passed by majority vote.

Res. 2024-01-06

Kevin Howell moved to authorize the Superintendent to request six additional Individual Options (IO) waivers from DODD, spacing them as he deems necessary to meet people's needs while maintaining stability with resources. Karen Chennells seconded the motion.

Discussion: These needs are over and above the waivers approved in the 2024 budget. These are needs which developed recently. Currently we are meeting these needs with 100% local funds. Each circumstance is unique. Our resources are the funds for matching on a long-term basis as well as staff capacity to do the paperwork. We are looking at around \$500,000 for service needs that we would be in a long-term commitment for. We do get money from the State of Ohio (state funded waivers). Sky shared that we would meet these needs one way or another, and David shared that we would.

Motion Passed by majority vote.

Res. 2024-01-07

Sky Gettys moved to authorize the Superintendent to approve maximum expenditures of \$2000.00 for employee awards for 2024. Matt Sheridan seconded the motion.

Discussion: None

Motion Passed by majority vote.

Res. 2024-01-08

Karen Chennells moved to approve the use of up to \$468,571 of the 2024 budget and funds appropriated under section 5123.0413 of the Ohio Revised Code to pay the non-federal 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 non-federal share represents an ongoing financial commitment of the Perry County Board of DD. Kevin Howell seconded the motion.

Discussion: 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. Sky questioned if this amount should be changed to match our potential for the waivers, David shared that we keep this amount as this is the amount we agree to. Caley shared we will not see the bulk of this cost until 2025.

Motion Passed by majority vote.

Res. 2024-01-09

Karen Chennells moved to approve the revisions to PCBDD Policy #221 Employment First and #203 Behavioral Support. Kevin Howell seconded the motion.

Discussion: Details of these changes were necessary due to rule changes and have been processed and approved through the PCBDD Policy Team and Senior Leadership Team. #203 Behavioral Support - Primary changes are in Section D and include Emergency Approvals and HRC. #221 Employment First - Primary changes include language changes such as: competitive integrated employment vs. community employment and identifying places to employment vs. paths to employment.

Motion Passed by majority vote.

Res. 2024-01-10

Kevin Howell moved to approve the Superintendent to request five additional Level One waivers throughout 2024, as needed. Sky Gettys seconded the motion.

Discussion: We expect PCBDD's current annual match share of a Level One Waiver to average around \$15,200 per person. Caley shared we pay this upfront and get the money back in about two years. Denise asked if these are lifetime, David shared that they are.

Motion Passed by majority vote.

Res. 2024-01-11

Matt Sheridan moved to approve the HIPAA Policy manual, as presented. Sky Gettys seconded the motion.

Discussion: The policy manual is 50 pages. It is not included in the packet but is available at the request of Board members and is also being presented at the Board Meeting for Board Members to view. Following the Eagle Consulting Risk Assessment, it was identified that many policies and procedures needed revision. The PCBDD HIPAA Audit Committee has worked throughout the past two years to identify policy updates and therefore created the PCBDD HIPAA Policy Manual. This manual brings PCBDD current with HIPAA rules and regulations. (Note, upon approval, a motion will be presented next month to rescind policies in which this manual has updated and therefore supersedes. Details of these changes have been processed and approved through the PCBDD HIPAA Audit Committee, Policy Team, and SLT.

Motion Passed by majority vote.

Res. 2024-01-12

Kevin Howell moved to approve the revisions to the 2024 Capital Improvements budget, as presented. Karen Chennells seconded the motion.

Discussion: The original version of the budget that was approved on 11/15/23 included the purchase of two homes with DODD Community Capital Assistance funding as well as the purchase of another agency vehicle. Projected 2023 carryover did not account for purchasing those items in 2023. One home purchase and the vehicle purchase were completed in 2023, thereby reducing carryover as well as projected 2024 expenditures. It was necessary to revise the budget to decrease both carryover and expenditures to enable the budget to be certified.

Motion Passed by majority vote.

Res. 2024-01-13

Karen Chennells moved to accept the report by Richard R. Bourgault in the role of Hearing Officer for a Due Process appeal hearing and adopt the Determinations, as presented. Sky Gettys seconded the motion.

Discussion: President Rachel Barnhart addressed the Stevenson and Field families to give them the option to speak before the Board voted on this resolution or during public comments. Teresa Stevenson thanked Rachel and shared they would like to speak prior to the Board voting on this resolution. She shared her frustration at the MUI rule and the categories that are allowed. She expressed her gratitude for the PCBDD in all they do for individuals, but she stressed she did not agree with the findings. David shared that if she and her family would like to write to DODD to address the MUI rule and categories that he would be happy to send a letter in their support.

The family understands that PCBDD cannot change the MUI rule and therefore cannot change the decision. Mrs. Stevenson shared that they would be appealing the decision at the State level. The family thanked the Board for their time. Mr. Bourgault attended the Board meeting. Mr. Bourgault acted on behalf of the Board in a Due Process appeal hearing per PCBDD Policy 211, Due Process on January 8, 2024. Approving the motion makes this the determination of the Board. Mr. Bourgault is available at the meeting to respond to any questions. A copy of the Determinations is included in the packet. Board members listened to all the parties and their concerns and frustrations.

Motion Passed by majority vote.

IX. PUBLIC COMMENTS:

Chase Bennett is a candidate for an open Perry County Commissioner seat. He attended the PCBDD Board meeting to learn more about the agency. He introduced himself and thanked the Board for their time.

X. ADJOURNMENT:

Sky Gettys moved to adjourn the meeting at 6:33 pm. Karen Chennells seconded the motion.


Rachel Barnhart – Board President


Denise Dupler – Board Secretary