

SUMMIT COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
COMBINED WORK SESSION/REGULAR MONTHLY MEETING

AGENDA

Thursday, April 24, 2014
Administrative Board Room
5:00 p.m.

WORK SESSION

DISCUSSION ONLY ITEMS

- I. SHERRIFF'S CONTRACT FOR SECURITY AND CRIMINAL INVESTIGATION SERVICES
- II. SUMMIT HOUSING DEVELOPMENT CORPORATION AGREEMENT
- III. SUMMIT HOUSING DEVELOPMENT CORPORATION – DEVELOPMENT FUND
- IV. OSWALD COMPANIES CONSULTING CONTRACT

ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY

- V. WEAVER INDUSTRIES 2013 SUBSIDY AND INVENTORY REIMBURSEMENT

NEW ACTION ITEM FOR BOARD CONSIDERATION

- VI. MARCH FINANCIAL STATEMENTS

BOARD MEETING

I. CALL TO ORDER

II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS

III. CAUCUS – SUPERINTENDENT

IV. PUBLIC COMMENT

V. APPROVAL OF MINUTES

A. MARCH 27, 2014 (Work Session and Regular Meeting)

VI. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. WEAVER INDUSTRIES 2013 SUBSIDY AND INVENTORY REIMBURSEMENT

2. MARCH FINANCIAL STATEMENTS

VII. SUPERINTENDENT'S REPORT

A. FIRST QUARTER 2014 MUI REPORT

B. FIRST QUARTER OPERATING PLAN DASHBOARD REPORT

C. CENSUS

D. SATISFACTION SURVEY RESULTS

VIII. PRESIDENT'S COMMENTS

IX. ADJOURN

County of Summit Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION	SUPPORTING DATA FOR RECOMMENDATION
<ul style="list-style-type: none"> • Security and Criminal Investigation services for Summit DD 	<ul style="list-style-type: none"> • Safety and security of persons served and staff at Summit DD and the continuance of thorough criminal investigations on behalf of individuals served by the county board. 	<ul style="list-style-type: none"> • Renew a contract with Summit County Sheriff's office for a one year term to provide security and increase investigation services at a cost not to exceed \$301,474.14. 	<p><i>Service Area:</i> Summit DD Health and Safety</p> <p><i># of Individuals Currently Served:</i> 4135</p> <p><i>Additional # of Individuals Served:</i></p> <p><i>Total Cost:</i> \$ 301,474.14 (combination of contracts plus additional full-time detective)</p> <p><i>Amount of Increase/Decrease:</i> \$103,579.57</p> <p><i>Satisfaction:</i> To date, 101 criminal cases investigated, 20 arrests/warrants issued, 21 cases currently open, 17 convictions (7 pending). Conviction rate for cases prosecuted-100%. (Prior to contract for approx. the same length of time, 13 criminal cases investigated, 4 arrests, 2 convictions.)</p> <hr/> <ul style="list-style-type: none"> • Summit DD continues to assess security protocols in place at Summit DD facilities. Upon review, it was recommended that a deputy patrol all Summit DD facilities on a rotating basis to increase the likelihood of providing a safe working and learning environment for persons served and staff • Summit DD has contracted with Summit County Sheriff's office for a deputy and vehicle to be responsible to patrol both inside the facility and outside parking areas at the Howe Road campus. This patrol has been expanded to cover all Summit DD facilities. Employee and person served training have been incorporated into the deputy's duties.

Submitted By: Lindsay Bachman For: Superintendent / Assistant Superintendent
 Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee
 Ethics Committee

Date: 4/10/2014

County of Summit Developmental Disabilities Board

TOPIC SUMMARY REPORT

- Summit DD continues to believe that having dedicated detective services to investigate criminal MUIs will increase the number of cases prosecuted and ensure that all potentially criminal cases are reviewed and followed up on.
- Due to the number of cases that are going forward not only in the Court of Common Pleas but also through municipal court systems, an additional full time detective is being requested to take on case overload and compensate for time being spent with prosecutors building cases.
- More than half of Detective Storad's arrests were cases reported to local jurisdictions that chose not to investigate.
- Training of Summit County Law Enforcement will begin May 2014 with the hope that local jurisdictions will begin picking up cases. This training will be on-going on a quarterly basis.
- Proposed contract with the Summit County Sheriff's Office is for a one year term commencing June 1, 2014 through May 31, 2015
- Reviewed and approved by the Finance and Facilities & Service and Supports committees.
- Funds are available in the 2014 budget for existing contract. (Exploring with the ADM Board possible joint funding of new detective for this contract term.)

**Recommended for approval by the
April Finance & Facilities and
Services & Supports Committees**

Submitted By: Lindsay Bachman For: Superintendent / Assistant Superintendent
 Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee
 Ethics Committee

Date: 4/10/2014

County of Summit Board of Developmental Disabilities
 TOPIC SUMMARY REPORT

Topic	Issue/Concern	Recommendation	Supporting Data for Recommendation
Renew two year (2) contract between Summit DD and Summit Housing Development Corp.	Both Boards recognized the need to have an agreement between Summit housing Development Corp. and Summit DD Board.	Recommend approval to renew two year (2) contract between Summit Housing Development Board and Summit DD Board expiring on 6/30/2014.	Summit Housing Development Corp. is a not-for-profit 501C(3), which owns 80 homes for individuals with development disabilities. Presently Summit Housing Development Corp serves 252 consumers in their homes. The proposed contract term is from 7/1/2014 through 6/30/16
No other changes to the new contract vs. existing contract.			<p style="text-align: center;">Recommended for approval by the April Finance & Facilities Committee</p>

Submitted By: Tom Jacobs _____

Date: ___April 10, 2014_____

For: _____ Superintendent / Assistant Superintendent
 Finance Committee
 HR/LR Committee

**HOUSING SERVICES AGREEMENT
BETWEEN
SUMMIT DD BOARD
AND
SUMMIT HOUSING DEVELOPMENT CORPORATION**

This Contract is entered into on this 1st day of July, 2014 by and between the Summit DD Board (hereinafter referred to as "Board") and The Summit Housing Development Corporation (hereinafter referred to as "Corporation"), for the purpose of acquiring housing for eligible individuals receiving Supported Living Services or Supported Living under a Home and Community Based Services Waiver.

WHEREAS, the parties desire to enter into an agreement setting forth the terms of their arrangement to ensure adequate and appropriate housing for persons with developmental disabilities, to delineate a mutually acceptable role for Corporation to assist the Board by developing, acquiring, managing, obtaining financing for and locating housing for such persons, to assure Corporation's financial viability during the term of this and any successor agreements, and to facilitate the transition of Corporation to an independent entity that will continue to assist the Board with housing for the developmentally disabled; and

WHEREAS, the parties have previously maintained a contract which was in effect from July 1, 2014 through June 30, 2016

Now therefore, in consideration of the mutual covenants contained herein, the parties hereby agree as follows:

Article I: Term

This Contract shall become effective on July 1, 2014 and shall remain in force and effect for a period of two (2) years, up to and including June 30, 2016

Unless this Agreement is specifically terminated in writing with ninety (90) days prior notice by either party in accordance with Article VI.A.I., no less than sixty (60) days prior to the expiration of the term of this Agreement, the parties agree to negotiate in good faith for a renewal term. If, at the end of the sixty (60) day period, the parties have not negotiated a successor contract, this Agreement shall expire.

Article II: Corporation Obligations

A. The Corporation shall do all of the following regarding property purchases, in accordance with Article III.A. and III.B. hereof, when such purchases are requested by the Board:

1. The Corporation shall purchase or construct and hold title to residential property at the request of the Board when the Board has identified the housing needs of individuals with developmental disabilities in Summit County, and shall undertake such other activities as required in cooperation with the Board in order to implement the Supported Living and Home and Community-Based Waiver Program of the Ohio Department of Developmental Disabilities and of the Board.

2. In accordance with the duties required of the Board under Article III.H, the Corporation shall cooperate with Board staff for purposes of coordinating and conducting all residential real estate transactions under this Contract.
3. The Corporation shall enter into a Rental Agreement with individuals who elect to reside in residential property acquired under this Contract. The Rental Agreements shall contain such terms and conditions as may be necessary to carry out the purposes of the supported living and home and community based waiver service programs and shall be in a form and for a term that is acceptable to the Board. The Board shall indemnify, defend and hold harmless Corporation and its members, trustees, officers, employees and agents from and against any costs, expenses (including attorney's fees and court costs), liabilities, claims and penalties arising from the Board's exercise of this role.
4. In accordance with the terms of the Rental Agreements entered with individual tenants, the Corporation shall collect rents from individuals residing in homes under this Contract. The amount of rent to be charged to individual tenants shall be established pursuant to Article III.C. of this Contract.
5. The Corporation shall issue a promissory note and grant to the Board a mortgage interest, as such terms are defined in Ohio Administrative Code § 5123:1-1-03(B)(12) and (B)(17), in the real property in an amount at least equal to the amount of community assistance or other Board funds used to purchase the real property. Such mortgage interest shall secure the repayment of any funds received from the Board for the purpose of acquisition of the real property. The term of the mortgage shall be for one hundred eighty (180) months. The Board's mortgage may be subordinated to other mortgage interests, as necessary to obtain third party funding, but only with the Board's written consent.
6. The Corporation shall provide the Board with a copy of the final closing statement, the deed, and any notes and mortgages concerning property acquired by the Corporation with public monies provided in whole or in part by the Board within forty-five (45) days of any closing.
7. The Corporation shall maintain effective relationships with mortgage lenders to ensure its loan product as applied to mortgages under this Contract remain competitive in the current market.
8. The Corporation agrees to provide and keep in effect for the term of this Contract fire and extended coverage insurance for the benefit of the Corporation and the Board in an amount sufficient to cover the replacement costs of any property owned by the Corporation pursuant to this Contract, the cost of which insurance as applied to property acquired with public monies provided in whole or in part by the Board shall be reimbursed to Corporation by the Board or by inclusion in rental payments by tenants, as more fully described in Article III.C. The Board shall be named an additional insured in the insurance policy, and shall be provided a copy of the insurance policy. Corporation shall inform the Board immediately upon receiving notice from the carrier of any proposed suspension or cancellation of such policy.

9. The Corporation agrees that only individuals receiving Supported Living Services, whether paid by Board funds or under a Home and Community Based Services Waiver, shall live in housing pursuant to this Contract. An individual who does not have a developmental disability may live in the housing if the conditions in Ohio Administrative Code §5123:1-1-03 (E) (3) are met.
- B. The Corporation will make all reasonable efforts to obtain additional funding to support the housing needs of individuals with developmental disabilities through grants or other funding opportunities via revenue streams that include but are not limited to the U.S. Department of Housing & Urban Development, other federal agencies, philanthropic foundations and private charitable donations.
- C. The Corporation will develop an annual operating plan, prior to November 1 of each year of this contract, detailing purchases and/or construction plans proposed to meet the housing needs identified by the Board pursuant to the Board's annual housing plan as outlined in Article III.A. of this contract, and identifying expenses (including, but not limited to, staff expenditures, capital improvement expenditures, insurance and utilities) and revenue streams (including, but not limited to, rents, subsidies and grants) and other details typical of such operating plans.
- D. The Corporation will actively promote and increase community awareness of the housing needs of persons with developmental disabilities in Summit County through education and advocacy in the public and private sectors.
- E. The Corporation agrees to maintain confidentiality regarding all information, records and data it receives concerning individuals served by the Board. An authorization to release information that details the specific information to be released and the party to whom it will be released shall be required for all requests for information.
- F. The Corporation agrees to abide by all Federal & State statutes, and rules and regulations pertaining to the use of community assistance housing funds or other Board funds for the acquisition, development, sale and/or maintenance of housing for individuals who select Corporation as their housing provider.
- G. The Corporation agrees to provide a Board designee access to all of Corporation Board meetings, except to the extent that the Corporation's Board conducts any executive session.
- H. The Corporation agrees to maintain its books and records in accordance with generally accepted accounting principles applicable to nonprofit corporations. The Corporation agrees to make its books and records and any property owned by it open to inspection by the Board at any time, upon the Board's request. The Corporation shall furnish the Board annually with financial statements audited and reported by a Certified Public Accountant according to generally accepted accounting principles applicable to nonprofit corporations.
- I. The Corporation shall indemnify and hold harmless the Board, its members, agents and employees, from all claims, demands, damages, actions or causes of action together with any and all losses, costs, or expenses, including, but not limited to, attorney's fees, asserted by any person or persons for property damage, bodily injury or death arising out of or as a result of Corporation's ownership or management of Property in which the Board retains an interest.

Article III: Board's Obligations

- A. The Board is responsible for the strategic oversight of housing development for individuals with developmental disabilities residing in Summit County. The Board shall, on an annual basis, by no later than September 1 of each year, establish a housing plan projecting the number of individuals who will need residential services in the following year and projected geographic location of needs, establishing rent formulas for the following year, and projecting any subsidies which will enable Corporation to recover its reasonable costs hereunder, as contemplated by Articles II.C and III.C hereof.
- B. The Board shall identify eligible individuals who wish to reside in properties acquired pursuant to this Contract. The Board will actively involve individuals in the selection of their housing, providing individuals with appropriate residential options from which to choose reasonably and responsibly using such factors as rent and related expenses, neighborhood, availability of transportation, safety and physical layout of the property.
- C. The Board shall establish the amount of rent to be charged by the Corporation for residential housing owned by the Corporation on the Board's behalf. Rent shall be established based upon such criteria as are mutually agreed upon by the parties. The parties intend that such rent and other Board subsidies will ensure both affordable rent for individuals served and adequate revenue to enable the Corporation to meet all of the reasonable expenses incurred by Corporation hereunder, including mortgage payments, compensation due to the Board under Article V.B, capital improvements, insurance and such other costs as are necessary for housing purchased or managed under this Contract. The parties acknowledge and agree that rental payments may be subsidized by the Board, in its sole discretion, subject to Corporation receiving fair market value sufficient (through a combination of rent, subsidies and other Board funding) to permit Corporation to meet its expenses.
- D. The Board shall take necessary steps to obtain state community assistance funds, which will be granted to the Corporation for the acquisition and management of housing under this Contract and as requested by the Board. The Board may, at its sole discretion, grant local funds to the Corporation for the acquisition of housing under this Contract.
- E. The Board shall maintain a legal interest in all properties acquired by the Corporation with State and/or local Board funds in accordance with this Contract and the terms and conditions required for accessing such funds, and in accordance with any agreement between the Board and the Ohio Department of Developmental Disabilities. The Board shall maintain its legal interest through a promissory note and a mortgage on the property, in an amount at least equal to the amount of state community assistance funds or other Board funds used to purchase the property.
- F. The Board shall have the authority to authorize the Corporation, in writing, to sell certain real property and to reinvest proceeds from the sale of any property in which the Board has a monetary or mortgage interest to acquire additional or replacement housing under this Contract. Any such sales shall be in accordance with a determination of the fair market value of the property as determined by one or more appraisals. The Board shall require the Corporation to repay the Board its interest in the property if the Corporation should sell the property without the Board's approval.

- G. The Board may require the Corporation to repay the value of the Board's interest in the property for breach of the Corporation's obligations, which may include failure on the part of the Corporation to make payments on the property in the manner prescribed by any mortgage on said property or the Corporation is in substantial violation of the terms and conditions of any of the contracts governing the acquisition of property by the Corporation.
- H. A Board designee shall act as an executive director managing day to day operations of the Corporation and as a real estate agent for the Corporation in all real estate transactions for the purchase of housing under this Contract, on behalf of the Board, until such time as this responsibility can reasonably be transitioned to Corporation. All brokerage fees otherwise available to the Corporation shall be applied against the purchase price.
- I. The Board shall provide an executive director to manage Corporation's daily operations, shall provide routine and emergency maintenance and repairs for residential properties owned by the Corporation pursuant to this Contract, shall ensure housing is kept in good order and condition, shall monitor construction and carry out such other tasks as are necessary to fulfill the Board's obligations and Corporation's duties pursuant to this Agreement, until such time as these responsibilities can reasonably be transitioned to Corporation.

Article IV: Joint Obligations

- A. The parties agree, and the mortgage entered into between the parties shall so reflect, that if the parties agree to sell real property acquired with state community assistance funds from the Ohio Department of Developmental Disabilities, the proceeds from the sale of such property shall be used to acquire replacement housing.
- B. In order to sell real estate that was acquired, in whole or part, with state community assistance funds from the Ohio Department of Developmental Disabilities, the parties shall:
 - (1) Comply with Sections 5123.37 to 5123.375 of the Ohio Revised Code;
 - (2) Provide the Ohio Department of Developmental Disabilities with an appraisal that is not more than six (6) months old, a promissory note, mortgage, and recorded deed for the replacement housing; and
 - (3) Comply with all other requirements of O.A.C. Chapter 5123:1-1.
- C. The terms of this Contract shall apply to all real estate for which Corporation currently holds title that were purchased with funds provided by the Board, regardless of whether local funds or state community assistance funds were used and regardless of whether such real estate was purchased under a prior contract between the parties.

Article V: Compensation

- A. All monthly rents collected by the Corporation belong to the Corporation, provided that, as applicable, the Corporation shall make any such mortgage payments as are necessary for any housing purchased under this Contract.
- B. The Corporation shall reimburse the Board on a monthly basis (prorated on a daily basis in the event of early termination of this Agreement or upon Corporation's assumption of responsibility identified in Article III.H. or III.I. of this Agreement) for services provided by the Board to Corporation, which services may include but are not necessarily limited to real estate agent support, real property maintenance and housing repairs. In 2014, reimbursement shall be determined based upon the Board's pro-rated costs to provide each service as outlined in Attachment A. In subsequent years, the parties shall establish by December 1 the amount of reimbursement to be paid by Corporation the following calendar year of each year of this Contract using the methodology outlined in Attachment A. The parties intend that these costs will be recovered by Corporation through monthly rent collection or other revenue sources. In the event the Corporation has assumed responsibility as identified in Article III.H. or III.I. of this Agreement, the parties agree to negotiate a budget mutually acceptable to both the Board and Corporation to ensure Corporation's expenses that exceed its revenues are reimbursed by the Board.
- C. Any payments to be made by the Board hereunder shall be remitted to Corporation within thirty (30) days after receipt of an invoice from Corporation.

Article VI: Termination, Modification, & Amendment

- A. Termination
 - 1. This Agreement may be terminated by either party for any reason by giving the other party written notice of the termination no less than ninety (90) calendar days prior to the effective date of such termination.
 - 2. Either party may terminate this Contract prior to the expiration of the term for cause, provided that the party seeking to terminate shall provide written notice to the other party of the defaults that are claimed to have occurred which have not been resolved, and shall give the other party ten (10) days within which to cure such defaults. If the defaults are not cured within the ten (10) day period, notice in writing shall be given to the defaulting party and the party seeking to terminate this Contract may do so ten (10) days from the date of such notice. Notwithstanding the provisions of this paragraph, no such termination shall be effective until the Dispute Resolution process set forth in Article VII of this Contract has been completed, if requested by either party.
 - 3. The parties may terminate this Contract by mutual agreement in writing. Timelines for termination of obligations shall be identified in the written agreement.
 - 4. This Contract shall terminate upon any action, voluntary or involuntary, to place the Corporation in receivership, bankruptcy, or trusteeship. If the Corporation is placed into receivership, bankruptcy, or trusteeship, the Corporation agrees that the Board shall be entitled to immediate possession of any real property pertaining to this Contract, and shall transfer title to the Board, subject to the orders of any receiver, court, or trustee and

subject to Article VIII.D, hereof. Any judicial proceeding, voluntary or involuntary, involving dissolution of, or dissolution agreement by, Corporation shall terminate this Contract. The Corporation agrees that the Board shall be a party to any dissolution proceeding and may be a distributee under any judicial order or dissolution agreement with respect to the transfer of real property covered by this Contract, the remaining unencumbered assets of the Corporation, and the amount of funds provided to the Corporation pursuant to this Contract.

5. The Contract may be terminated by the Board, in its discretion, upon the merger of the Corporation with any other entity (if Corporation is not the successor entity), upon the simultaneous resignation or replacement of a majority of the then-existing membership of Corporation, or the sale of substantially all of the assets of the Corporation.

B. Amendment and Modification

This Contract may be amended, modified or extended by mutual agreement of the parties, in a writing to be attached to and incorporated in this Contract.

C. Use and Ownership of Housing

Subject to Article VIII.D hereof, in the event that Corporation is dissolved or files for bankruptcy or if this Contract is terminated for any reason pursuant to Article VI.A., the parties agree that title to all real property owned by Corporation, which was acquired in whole or in part with public monies provided by or through the Board, shall be transferred to the Board or to a substitute non-profit Corporation at the Board's discretion, together with all debts, obligations, liabilities, contracts and rights pertaining to such transferred properties. The Board is entitled to obtain specific enforcement of the obligation to the transfer described herein in any court of competent jurisdiction. All other assets and property of Corporation purchased in whole or in part with public monies provided by or through the Board shall revert to the Board to the full extent of the Board's financial interest. In the event the Board requires the Corporation to transfer title to the property to the Board or substitute non-profit Corporation, the Board or non-profit corporation will assume responsibility for any mortgage indebtedness then existing on the property and all other debts, liabilities and obligations pertaining to such transferred property, upon the transfer of title and the Corporation's responsibility for said mortgage indebtedness and other liabilities shall then cease.

The Board shall indemnify, defend and hold harmless Corporation and its members, trustees, officers, employees and agents from and against any costs, expenses (including attorney's fees and court costs), liabilities, claims and penalties arising from the Board's failure to assume responsibilities hereunder.

Article VII: Dispute Resolution

In the event the parties are in disagreement as to their rights, duties and obligations under this Agreement, the Superintendent of the Board, or his/her designee, and the designee of the President of the Corporation shall attempt to resolve any disagreements in a timely fashion. If the parties fail to resolve any such disagreement, at the written request of one party, the matter shall be presented to the respective Presidents of the Board and the Corporation. The Presidents will schedule within twenty (20) days of receipt of notice of such disagreement a meeting which will include any other individuals designated respectively by the parties to review the facts and to make recommendations for resolution of the problem.

Article VIII: Miscellaneous Provisions

- A. The parties agree that the rights, duties and responsibilities set forth herein shall not be assigned without the prior written consent of the other.
- B. Subject to the provisions regarding assignment, this Contract shall be binding on the successors and assigns of the respective parties.
- C. This Contract, and the attachments hereto, set forth the full agreement between the parties and supersede all prior agreements or contracts between the parties. This Contract may not be amended or modified except in writing, executed by each of the parties hereto.
- D. The validity of this Contract and of any of its terms and provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Ohio, and by applicable provisions of federal laws.
- E. If any one or more of the provisions contained in this Contract shall for any reason be found to be invalid, illegal or unenforceable, the remaining provisions of this Contract shall be given full force and effect.
- F. The individuals signing below state they have been duly and lawfully authorized to sign this Contract and to bind by their signature the Board and the Corporation.

SIGNATURE

**Summit Housing
Development Corporation**

Loma Swett

President
Title

Date

Witness/Date

Summit DD Board

John Trunk

Superintendent
Title

Date

Witness/Date

ATTACHMENT A

Board's Costs

1. Executive Director, Realtor Services	
Cost based upon one-half FTE	\$ 73,153
2. Operations and Maintenance Services	
Cost based upon one and one-half FTE	\$117,694
TOTAL	<u>\$190,847.00</u>

Cost of Summit DD Services referenced above is based upon 2014 salaries and benefits of Summit DD staff employed to provide the above referenced services.

County of Summit Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION	SUPPORTING DATA FOR RECOMMENDATION
<ul style="list-style-type: none"> In 2012 with the support of Summit DD Board, Summit Housing created a development fund to develop new homes and to pay off existing mortgages with the dollars SHDC pays Summit DD for reimbursement for the use of Board employees. 	<ul style="list-style-type: none"> SHDC pays Summit DD \$ 195,454 per year for reimbursement of employees' salaries based on a contract dated July 2012. SHDC wants to continue this fund in 2014 for future development of homes and to continue to pay off existing mortgages with the dollars, instead of paying Summit DD Board 	<ul style="list-style-type: none"> Board to approve SHDC to apply reimbursement of employees' salaries toward future development and toward paying off existing mortgages. 	<p><i>Service Area:</i> Summit Housing Development Corp.</p> <p><i># of Individuals Currently Served:</i> 252</p> <p><i>Additional # of Individuals Served:</i></p> <p><i>Total Cost:</i> \$ 195,454</p> <p><i>Amount of Increase/Decrease:</i></p> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> SHDC presently owns 80 homes SHDC has debt on 25 existing homes. In April 2014 SHDC reexamined the rent template and SHDC Board approved a 5 % reduction in rent to all tenants which equates to \$ 6400 per month or \$76,800 annually In 2014 SHDC purchased one home year to date for cash in the amount of \$ 210,000 In 2013 SHDC completed the purchase of two homes for cash in the amount \$ 356,000 (one in Hudson, one in Fairlawn) In 2013 total debt reduction for the year \$ 215,249 In 2012 paid off 3 existing mortgages in the amount of \$ 430,368 In 2012 SHDC purchased a home for cash in the amount of \$ 85,000 In 2010 SHDC in conjunction with Summit DD created a rent template for all homes, allowing transparency on how rents are determined. At that time rents were reduced by 7% As debt continues to be paid off, SHDC and Summit DD will continue to review the rent template to ensure rents are being lowered as debt is diminished.

Recommended for approval by the April Finance & Facilities Committee.

Submitted By: Tom Jacobs
 Date: April 10, 2014

For: Superintendent / Assistant Superintendent
 Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee
 Ethics Committee

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION	SUPPORTING DATA FOR RECOMMENDATION
<p>Integrated Benefits Consulting; including wellness and prevention programs</p>	<p>Consultative support needed to prepare for key health plan decisions</p>	<p>Approve contract with Oswald Companies for the period June 1, 2014-May 31, 2017.</p>	<p><i>Total Cost:</i> Up to \$55,000 annually <i>Amount of Increase/Decrease:</i> \$0</p> <p>Summit DD contracted with Oswald in 2011 at an annual rate of \$55,000 to assist it in creating and implementing three-year strategic and tactical plans to structure a health insurance program and a comprehensive wellness/prevention program to meet agency needs and contain costs. The contract with Oswald was renewed without cost increase in 2012 and 2013.</p> <p>Oswald has provided valuable consultative assistance in 2012, 2013, and 2014 that resulted in a consensus decision from the Insurance Committee (comprised of an equal number of union and management representatives) each year and substantial cost savings to Summit DD. In addition, Oswald's assistance has resulted in robust wellness initiatives with over 40% of employees participating.</p> <p>In February a Request for Quote (FRQ) for benefit consulting services for the period June 1, 2014 through May 31, 2017, was sent to five firms. Oswald and Grady Enterprises responded; Wichert Insurance and Employee Benefits International did not respond. The fifth firm, CBA Benefits Services, declined to respond because of a potential perceived conflict of interest.</p> <p>Oswald's quote remains at \$55,000 per year for a three-year contract reflecting no increase in cost for their services for a</p>

Submitted By: Lynn Sargi For: Superintendent / Assistant Superintendent
 Finance & Facilities Committee
 Services & Supports Committee
 X HR/LR Committee
 Ethics Committee

Date: April 8, 2014

County of Summit Developmental Disabilities Board

TOPIC SUMMARY REPORT

		<p>seven-year period. Grady Enterprises, which currently provides brokerage services for Summit DD's life insurance program, quoted \$37,300 for the three-year period. Grady Enterprises, however, does not provide a comparable scope and depth of support as Oswald in the areas of evaluation and analysis, strategic planning and plan design modeling, health management services, and compliance planning and review.</p> <p>The Oswald contract will provide for continued analysis of the impact of the collective bargaining agreement revisions and the Patient Protective & Affordable Care Act on Summit DD's strategic benefit plan and benefit package, as well as wellness initiatives support. Outcomes will include presentation of various plan design options for the Board's consideration that offer a competitive benefit structure while containing costs within budget parameters.</p> <p>Strategic priorities include: effective funding, integrated incentive program to encourage wellness, employee engagement, personal responsibility, and choices.</p> <p>Recommended for approval by the April HR/LR Committee.</p>
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Submitted By: Lynn Sargi

For: Superintendent / Assistant Superintendent

Date: April 8, 2014

- Finance & Facilities Committee
- Services & Supports Committee
- X HR/LR Committee
- Ethics Committee

County of Summit Developmental Disabilities Board
TOPIC SUMMARY REPORT

Topic	Issue/Concern	Recommendation	Supporting Data for Recommendation																
<p>2013 Weaver Industries Subsidy and Inventory Reimbursement Update.</p>	<p>Request authorization of payment for the 2013 subsidy for operating expenses for Specialty Business areas.</p>	<p>The Board approve a payment of \$62,979.07 for 2013 operating subsidy.</p>	<p>Service Areas: Specialty Business Areas (Dream Out Loud, Gift Galleries – including traveling art shows, Earthcare and Carpet Cleaning)</p> <p># of Individuals Currently Served: 22 (see attached chart)</p> <p>Additional # of Individuals Served: 0</p> <p>Total Cost: \$62,979.07</p> <p>Amount of Increase/Decrease: Decrease of \$1,401.78</p> <p>Satisfaction: A high level of satisfaction with services has been maintained through this transition.</p> <p>Operating Subsidy Summit DD reimburses Weaver Industries annually for operating expenses that Weaver Industries incurred on behalf of Summit DD. This is the payment history:</p> <table border="1" data-bbox="873 814 1195 1230"> <thead> <tr> <th>Year</th> <th>Net Loss</th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>\$62,979.07</td> </tr> <tr> <td>2012</td> <td>\$64,380.85</td> </tr> <tr> <td>2011</td> <td>\$114,017.73</td> </tr> <tr> <td>2010</td> <td>\$121,975.25</td> </tr> <tr> <td>2009</td> <td>\$151,725.09</td> </tr> <tr> <td>2008</td> <td>\$37,127.11</td> </tr> <tr> <td>2007</td> <td>\$5,186.93</td> </tr> </tbody> </table>	Year	Net Loss	2013	\$62,979.07	2012	\$64,380.85	2011	\$114,017.73	2010	\$121,975.25	2009	\$151,725.09	2008	\$37,127.11	2007	\$5,186.93
Year	Net Loss																		
2013	\$62,979.07																		
2012	\$64,380.85																		
2011	\$114,017.73																		
2010	\$121,975.25																		
2009	\$151,725.09																		
2008	\$37,127.11																		
2007	\$5,186.93																		

Submitted By: Carrie Roberts

Date: March 2013

For: Superintendent / Assistant Superintendent
 Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee

County of Summit Developmental Disabilities Board
TOPIC SUMMARY REPORT

Changes in 2013:

1. Conversion of Earthcare to Weaver Industries as a provider.
2. Conversion of the Carpet Cleaning crew over to the Summit DD facilities. This conversion increased the subsidy. Summit DD received \$11,934 in 2013 from SHDC and \$43,758 in 2012. However, the total spent on this service significantly decreased with the savings shown by SHDC.
3. By removing Earthcare and Carpet Cleaning from the mix, this operating subsidy is a much clearer reflection of the art studio and retail operations.
4. Persons-served wages have increased by **\$11,015.78** in 2013. In 2012, \$47,378.75 was spent in direct labor as compared to \$58,394.53.
5. Art sales increased by **\$3,426.37**. \$5409.91 art sold in 2013. \$1983.54 art sold in 2012. (These figures do not include the \$23,873.15 of old product sold in 2012 and \$5,479.43 of the old product sold in 2013.)
6. A new Point of Sale (POS) was adopted. It is easier to use, so several persons-served have been taught to use the system and can sell their own artwork.

Inventory – Update only

In 2013, Summit DD Board paid Weaver Industries \$56,974.40 to transfer all inventory affiliated with Clay Crafters and Custom Stitches. The Board continues to sell these older products and mix them in with the new art line. In 2013, **\$5,479.43** of the old product was sold (often at a reduced rate). The remaining inventory is down to what remains in the storage room at the Ellet Gift Gallery.

Funds are in 2014 Budget.

Recommended for approval by the March Finance & Facilities and Services & Supports Committees.

Submitted By: Carrie Roberts

Date: March 2013

For: Superintendent / Assistant Superintendent
 Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee

Specialty Business Areas Census 2007-2013

Average Number of Persons-Served by Year*

	Earthcare	Dream Out Loud (Formerly Clay Crafters /Custom Stitches)	Carpet Cleaning	Total
2013	0	18 (FTE's on avg)	4	22
		23 total 10 part-time 13 full-time	(ended the year with 0)	
2012	6	18	4	28
2011	27	22	4	53
2010	26	35	4	65
2009	26	37	4	67
2008	31	39	4	74
2007	25	30	N/A	55

*The reductions in the census figures reflect changes to programming. No one lost services based on these changes. Persons-served are always given the opportunity to choose available services with willing providers based on the vacancy report.

**SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE THREE MONTHS ENDED MARCH 31, 2014 AND 2013**

	3/31/2014			3/31/2013			YTD % BUDGET REMAINING	2013 ANNUAL BUDGET	2013 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING
	2014 ANNUAL BUDGET	2014 YTD ACTUAL	YTD \$ BUDGET REMAINING	2014 YTD % BUDGET REMAINING	2013 ANNUAL BUDGET	2013 YTD ACTUAL					
OPERATING REVENUE											
PROPERTY TAXES	\$ 50,896,620	\$ -	\$ 50,896,620	100.0%	\$ 50,513,674	\$ 19,773	\$ 50,493,901	100.0%			
PERSONAL PROPERTY REIMB	533,981	-	533,981	100.0%	533,981	-	533,981	100.0%			
REIMBURSEMENTS	15,250,321	3,244,885	12,005,436	78.7%	15,092,545	3,840,158	11,252,387	74.6%			
GRANTS	1,080,000	135,803	944,197	87.4%	695,200	121,618	573,582	82.5%			
CONTRACT SERVICES	325,000	96,969	228,031	70.2%	513,000	112,035	400,965	78.2%			
REFUNDS	-	26,007	(26,007)	0.0%	-	2,866	(2,866)	0.0%			
OTHER RECEIPTS	350,000	130,612	219,388	62.7%	346,000	97,995	248,005	71.7%			
SALES	-	2	(2)	0.0%	15,000	3,167	11,833	78.9%			
TOTAL REVENUE	\$ 68,435,922	\$ 3,634,278	\$ 64,801,644	94.7%	\$ 67,709,400	\$ 4,197,612	\$ 63,511,788	93.8%			
OPERATING EXPENDITURES											
SALARIES	\$ 25,251,980	\$ 6,277,303	\$ 18,974,677	75.1%	\$ 26,428,340	\$ 6,838,826	\$ 19,589,514	74.1%			
ERIP COSTS	5,143,037	511,390	4,631,647	90.1%	-	-	-	0.0%			
EMPLOYEE BENEFITS	11,280,271	2,558,974	8,721,297	77.3%	11,237,561	2,439,654	8,797,907	78.3%			
SUPPLIES	1,492,195	305,939	1,186,256	79.5%	1,648,015	404,045	1,243,970	75.5%			
TRAVEL	408,820	79,561	329,259	80.5%	423,748	82,399	341,349	80.6%			
CONTRACT SERVICES	11,589,499	3,270,555	8,318,944	71.8%	11,857,838	2,665,414	9,192,424	77.5%			
MEDICAID COSTS	21,960,000	3,111,314	18,848,686	85.8%	18,050,000	4,080,205	13,969,795	77.4%			
UTILITIES	809,000	209,531	599,469	74.1%	721,000	172,323	548,677	76.1%			
RENTALS	760,740	734,834	25,906	3.4%	828,900	791,476	37,424	4.5%			
ADVERTISING	135,000	18,174	116,826	86.5%	195,500	26,000	169,500	86.7%			
OTHER EXPENSES	409,650	114,102	295,528	72.1%	327,590	96,873	230,717	70.4%			
EQUIPMENT	647,200	153,974	493,226	76.2%	597,744	36,283	561,461	93.9%			
REAL PROPERTY IMPROVEMENT	500,000	14,377	485,623	97.1%	500,000	117,556	382,444	76.5%			
TOTAL EXPENDITURES	\$ 80,387,372	\$ 17,360,028	\$ 63,027,344	78.4%	\$ 72,816,236	\$ 17,751,954	\$ 55,065,182	75.6%			
NET REVENUES AND EXPENDITURES	\$ (11,951,450)	\$ (13,725,750)	\$ (13,725,750)		\$ (5,106,836)	\$ (13,553,442)					
BEGINNING FUND BALANCE	\$ 68,142,813	\$ 68,142,813									
PLUS: REVENUE	68,435,922	3,634,278									
LESS: EXPENDITURES	(80,387,372)	(17,360,028)									
ENDING FUND BALANCE	\$ 56,191,363	\$ 54,417,063									

**Recommended for approval by the
April Finance & Facilities Committee**

**SUMMIT COUNTY DD BOARD
EXPLANATION OF VARIANCES
FOR THE THREE MONTHS ENDED MARCH 31, 2014
(Rounded)**

An evenly distributed budget remaining for a one month period 8.3%
Evenly distributed budget remaining for nine months 75.0%

<u>Revenue:</u>	<u>Current Month</u>	
1	Property Taxes and Personal Property Reimb: Timing differences - Approximately 49% of annual property taxes to be received in April, and 50% of annual personal property reimbursement to be received in May	
<u>Expenditures:</u>		
2	ERIP Costs: Payment of PERS buy-out costs and exit costs for thirteen (13) participants	
3	Medicaid Costs: Medicaid waiver reconciliation refund for fiscal year 2012	\$ (2,240,000)
4	Equipment: Payment for purchase of two (2) new light transit vehicles (Board Resolution 13-10-07)	128,900
<u>Prior Months</u>		
Rentals:	February prepayment to Summit Housing Corp. for annual facility tents for the Akron, Coventry, Ellet and Twinsburg Centers, and six months for the Potomac center	\$ 729,000
Other Expenses:	February payment of 2014 Ohio Association of County Boards (OACB) dues	75,000

Summit County Board of Developmental Disabilities

MINUTES - DRAFTThursday, March 27, 2014
5:00 p.m.

The **combined work session and regular monthly meeting** of the Summit County Board of Developmental Disabilities was held on Thursday, March 27, 2014 at the Summit DD administrative offices located at 89 East Howe Road, Tallmadge, Ohio 44278. The **work session** convened at 5:00 p.m.

BOARD MEMBERS PRESENTDenise Ricks, Secretary
Tom Quade
Karen Arshinkoff
Dave Dohnal
Meghan WilkinsonBOARD MEMBERS EXCUSEDRandy Briggs, President
Joe Siegfert, Vice PresidentALSO PRESENTJohn J. Trunk, Superintendent
Lisa Kamlowsky, Assist. Superintendent
Jean Fish, Director of Adult Services
Tom Jacobs, Dir. of Operations/SHDC
Eldridge Black, Director of Transportation
Lindsay Bachman, Director of MUI
Carrie Roberts, Director of Community
Employment & Specialty BusinessesBill Payne, Sr. Dir. of Board Svcs. & Spts.
Mira Pozna, Director of Fiscal
Joe Eck, Director of Labor Relations
Billie Jo David, Director of
Communications & Quality
Lynn Sargi, Director of HR
Maggi Albright, Recording Secretary
and othersI. **WEAVER INDUSTRIES 2013 SUBSIDY AND INVENTORY REIMBURSEMENT**

The Board reimburses Weaver Industries annually for operating expenses that have been incurred on behalf of Summit DD. The net loss for 2013 is \$62,979.07, which is the net difference between Weaver Industries' income and the cost of running the business. Some of the changes in 2013 included:

- The conversion of Earthcare to Weaver Industries as a provider
- The conversion of individuals working in the Carpet Cleaning business into Summit DD facilities, which increased the subsidy
- Wages for persons served have increased by \$11,015.78 (25% increase)
- Art sales increased by \$3,426.37
- A new point of sale was adopted

In 2013, Summit DD paid Weaver Industries \$56,974.40 to transfer all inventory affiliated with Clay Crafters and Custom Stitches. Summit DD continues to sell these older products and mix them in with the new art line.

WORK SESSION *(continued)*

I. WEAVER INDUSTRIES 2013 SUBSIDY AND INVENTORY REIMBURSEMENT *(continued)*

The request is for the Board to approve payment to Weaver Industries in the amount of \$62,979.07 for 2013 operating subsidy. Mr. Quade asked what drives wage increases and how incomes are calculated for the artists. Mrs. Roberts commented there has been lots of discussion around this topic. She replied all artists are paid minimum wage for the time they are working on projects versus being paid by the piece or on consignment. Mr. Quade said he likes this payment structure so that individuals are making money and not waiting for their artwork to sell before receiving income. Funds are available in the budget and payment of the 2013 operating subsidy has been recommended for approval by the March Finance & Facilities Committee.

II. RENEWAL OF FLEET, PROPERTY, LIABILITY AND DIRECTORS & OFFICERS INSURANCE

Summit DD needs to maintain risk protection for Board operations. The current policies end March 31, 2014. It is anticipated the fleet/automobile, property and liability coverage will be approximately \$107,560 and the Directors & Officers insurance will be approximately \$39,633. The request is to renew the fleet/automobile, property and liability insurance coverage with Wichert Insurance in an amount not to exceed \$109,000 and renew directors and officers insurance with Hiscox Insurance Company in an amount not to exceed \$40,000. All coverage represents the same levels the Board currently has in place. Final insurance costs were received yesterday and the premium represents an approximate 1% increase over last year, which is still less than the Board was paying several years ago. The increase is based on adding 16 additional staff under the general liability and umbrella plan. The Directors & Officers coverage represents a 1.5% increase over the current premium, which is in line with industry standards. The current policies are in the last year of a three-year plan and staff intend to RFP this service next year. Mr. Dohnal asked if the policies are based on claims submitted. Mrs. Kamlowky replied that they are. Mr. Dohnal noted staff may want to consider that when conducting the RFP. Funds are available in the budget and the insurance renewal has been recommended for approval by the February Finance & Facilities Committee.

III. FEBRUARY FINANCIAL STATEMENTS

The February financial statements reflect \$13,074,813 in deficit spending, mostly due to the timing difference of property tax and personal property reimbursement. Approximately 49% of annual property taxes are expected to be received in March or April and 50% of annual personal property reimbursement is expected to be received in May. Relative to February expenditures, \$275,000 was paid in quarterly waiver administration fees and \$729,000 was prepaid to Summit Housing Development Corporation for annual facility rents for the Akron, Coventry, Ellet and Twinsburg Centers and six months for the Potomac Center.

WORK SESSION *(continued)*

III. FEBRUARY FINANCIAL STATEMENTS *(continued)*

Additionally, \$75,000 was paid to the Ohio Association of County Boards of Developmental Disabilities (OACB) for 2014 annual membership dues. There have been eight participants so far in the Early Retirement Incentive Program (ERIP). The fund balance at the end of February was \$55,068,000.

IV. REVISED POLICY 2025 – FAMILY AND MEDICAL LEAVE ACT (FMLA)

Policy 2025 has been revised to clarify language regarding the use of paid time off for FMLA as it related to work related injuries that have been allowed by the Ohio Bureau of Worker's Compensation. Mr. Quade noted this revision carries the potential for staff to retain benefit hours on the books, however, it is a better solution to allow staff to choose how they want to use their time when it is concerning a work related injury. The March HR/LR Committee recommends approval of revised Policy 2025 – Family and Medical Leave Act.

The work session adjourned at 5:15 p.m.

BOARD MEETING

The **regular monthly meeting** of the Summit County Board of Developmental Disabilities convened at 5:15 p.m.

I. APPROVAL OF MINUTES

A. FEBRUARY 27, 2014 (combined work session and regular meeting)

R E S O L U T I O N No. 14-03-01

Mr. Dohnal moved that the Board approve the minutes of the February 27, 2014 combined work session and regular meeting, as presented in attachment #5. The motion, seconded by Mrs. Ricks, was unanimously approved.

II. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. RENEWAL OF FLEET, PROPERTY, LIABILITY AND DIRECTORS & OFFICERS INSURANCE

R E S O L U T I O N No. 14-03-02

Mrs. Arshinkoff moved that the Board approve the purchase of fleet, property, liability and umbrella coverage through Wichert Insurance in an amount not to exceed One Hundred Nine Thousand Dollars (\$109,000.00) and Directors & Officers insurance through Hiscox Insurance in an amount not to exceed Forty Thousand Dollars (\$40,000.00) for the period April 1, 2014 through March 31, 2015, as presented in attachment #2, and that the Superintendent be authorized to sign documents necessary to execute said coverage. The motion, seconded by Mrs. Ricks, was unanimously approved.

2. FEBRUARY FINANCIAL STATEMENTS

R E S O L U T I O N No. 14-03-03

Mrs. Ricks moved that the Board approve the February Financial Statements, as presented in attachment #3. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

BOARD MEETING (continued)

II. BOARD ACTION ITEMS (continued)

B. HR/LR COMMITTEE

1. REVISED POLICY 2025 – FAMILY AND MEDICAL LEAVE ACT (FMLA)

RESOLUTION

No. 14-03-04

Mrs. Wilkinson moved that the Board approve revised Policy 2025 – Family and Medical Leave Act, as presented in attachment #4. The motion, seconded by Mrs. Ricks, was unanimously approved.

III. SUPERINTENDENT’S REPORT

A. CALICO TRANSITION PLAN

Since 2010, Summit DD has grown capacity in the community to offer integrated child care support to more than 25 privately run child care centers throughout Summit County through the Community Partnership for Inclusion (CPI) Program. Summit DD Inclusion Specialists support these centers to provide a successful experience for children with and without special needs. Because integrated support is now available in the community, Summit DD no longer needs to operate its Calico center that subsidizes the child care costs of children who are not eligible for Summit DD services. Effective September 1st, Summit DD will begin transitioning out of child care for typical children and will be working on a transition program for Board eligible children so that children can attend inclusive, community-based child care settings in their communities. A determination will be made relative to which Board eligible children will stay at Summit DD. The Board eligible children must be in need of child care but cannot immediately receive it in the community due to the intensity of their medical needs or significant behavioral issues. There are currently 39 children enrolled in Calico; 26 typically developing children and 13 Board eligible children. Three of the Board eligible children receive daily nursing services. Of the 39 children, 9 will be of kindergarten age by August (5 of those 9 children are Board eligible), leaving 30 children to transition. Parent meetings will be held to provide information on the transition plan. There will also be an event with Child Care Connection and community child care centers so parents can explore other child care options and get connected to quality, affordable child care. Summer programming will be offered for all children. The vacant classrooms will be restructured into transitional rooms; one for medically fragile children and one for children with significant behaviors. Mr. Quade asked what the census has been historically in the Calico program. Mr. Payne responded that it has been approximately 95-100. Mr. Quade noted there has been a steady trend to reduce the numbers.

BOARD MEETING (continued)

III. SUPERINTENDENT’S REPORT (continued)

A. CALICO TRANSITION PLAN (continued)

Mr. Payne confirmed. Mr. Trunk stated this change in direction follows the Board’s Mission. Mr. Dohnal noted the Board is not reducing the service; it is redirecting families to their communities for this service. Mr. Quade asked about staff implications. Mr. Trunk replied that options are being explored. With the ERIP in progress, some staff may elect to retire and there will be positions in the CPI program that will open up and need to be filled due to the changes.

B. OHIO PUBLIC IMAGE (OPI) AWARDS

The OPI annual media and awareness competition is designed to honor individuals and organizations throughout Ohio who, through their exceptional efforts, have succeeded in creating a greater understanding and acceptance of people with developmental disabilities. Summit DD and several Summit County partners were honored at the OPI awards, which were held on March 10th at the Ohio Association of Superintendents conference. Summit DD won awards in 12 categories – 7 awards of merit and 5 awards of excellence. Andre Travis was recognized as Self-Advocate of the Year.

C. MUI PROCESS OVERVIEW

Mr. Trunk asked Mrs. Bachman to give a presentation on the MUI process. Mrs. Bachman explained that a major unusual incident (MUI) is an alleged, suspected or actual occurrence of an incident when there is reason to believe the health or safety of an individual with developmental disabilities may be adversely affected or may be placed at a reasonable risk of harm. The MUI system is set up for the purpose of identifying the cause and contributing factors leading up to the incident, develop a prevention plan to reduce the likelihood of the incident occurring again and to improve the quality of life for individuals. MUIs are filed on behalf of the victim. MUIs are defined in three categories: category A cases includes physical abuse, sexual abuse, verbal abuse, suspicious or accidental death, exploitation, misappropriation, neglect and peer-to-peer acts. Category A cases are investigated by MUI investigative agents (IA) and could involve law enforcement and/or the Children’s Services Board. Category B cases include prohibited sexual relations, rights code violations, attempted suicide, non-suspicious or natural death, missing individuals, known injury, unknown injury and medical emergency. Category B cases are investigated by MUI IAs. Category C cases include law enforcement, unapproved behavior support and unscheduled hospitalizations. Category C cases are reviewed for accuracy and accepted by MUI IAs. All staff and providers are mandated reporters, required to report MUIs to Summit DD’s MUI Department.

BOARD MEETING (continued)

III. SUPERINTENDENT'S REPORT (continued)

C. MUI PROCESS OVERVIEW (continued)

Providers are required to report immediately or within four hours for allegations of abuse, exploitation, misappropriation, neglect, suspicious or accidental deaths and must take immediate action to protect individuals from potential further harm when incidents occur in their setting. All other MUIs must be reported by 3:00 p.m. the next working day following the initial knowledge of an alleged incident. The MUI Department notifies local law enforcement and/or Children's Protective Services, when relevant. An IA conducts the investigation and interviews the victim and all other relevant witnesses within three days. The MUI Department staff enters the report into the Ohio Department of Developmental Disabilities (DODD) Incident Tracking System (ITS). IAs have 30 days to close each case. DODD provides oversight and technical assistance for MUIs. The individual's team develops preventative measures and includes them in the ISP. SSA's ensure that preventative measures are implemented. All MUI reports are reviewed by the DODD MUI/Registry Unit to ensure immediate action, timely reporting, good investigations and necessary implementation of prevention plans. DODD also conducts investigations where it could be a conflict of interest for Summit DD's MUI Department to complete the investigation/report. Individual and group data is reviewed to assist in identifying trends and patterns, leading to better protections being implemented. DODD also produces a Nickel Report, which identifies persons served who have had five or more MUIs in a six month period, and a Dime Report, which identifies persons served who have had ten or more MUIs in a twelve month period. Providers submit MUI analysis twice per year to Summit DD to look for trends and patterns and identify process changes, when necessary. Summit DD's analysis reports are submitted to DODD so there is no conflict of interest. There is also a stakeholder committee consisting of Summit DD staff, providers, a representative of The Arc, family members and persons served. The committee reviews county statistics. DODD has an Abuse Registry Committee that reviews cases to determine if someone needs to be placed on the Abuser Registry. If there is a criminal case, DODD works with local prosecutors on voluntary consent so if the individual makes a plea deal to reduce a felony they are still placed on the abuser registry. DODD issues statewide Health and Safety Alerts as a reminder of potential hazards. Unusual Incidents (UI) are events involving a person with a developmental disability that are not considered routine but that do not meet the criteria of a MUI. These may include minor injuries, medication errors without serious outcomes, behaviors, etc. These incidents are handled at the provider level and are reviewed monthly by Summit DD for the purpose of ensuring that all MUIs have been reported and that trends and patterns are identified and addressed. Mr. Quade thanked Mrs. Bachman for presenting the information and indicated that he was struck by the level of understanding of this complex process.

BOARD MEETING (continued)

III. SUPERINTENDENT'S REPORT (continued)

C. MUI PROCESS OVERVIEW (continued)

He asked about the 30 day requirement of closing cases and about average caseloads. Mrs. Bachman replied that, on average, IAs have caseloads of about 24 and receive one new case per day. Case closures vary depending on the complexity. Typical cases are closed at about day 28. Extensions to the closure date can be requested through DODD when necessary due to extenuating circumstances. Mr. Trunk noted that 100% of Summit DD's cases are closed on time. He added the MUI Department will investigate approximately 1,400 cases in 2014. Mr. Quade asked what the incentive is for providers to report MUIs since it could be viewed as a blemish on their record. Mrs. Bachman replied providers are mandated reporters and failure to report can result in placement on the abuse registry.

D. BRANDING UPDATE

Mrs. David indicated survey results show that people trust the information they receive when it comes from the people they have the most contact with so the focus is going to be on increasing internal communication. The employee newsletter is now an internal blog, a Team Oriented Problem Solving (TOPS) group was formed to review communication and it was recommended the Agency use digital signage as a form of internal communication. This idea is currently being piloted at two locations in the Administration building and at the Tallmadge Center. It will be implemented across all sites by 2015. There will also be a monitor in the lobby to communicate external messages. The *I Am the Summit DD* campaign is a long-running campaign that highlights staff and persons served. That program will be used to record short videos of staff that can be shown on the video signage as well as on the Summit DD Facebook page. A demonstration of these clips was shown to the Board. Mrs. David explained the intent is to also spotlight persons served, parents and providers. Three logo concepts were presented at internal committees and also to several parent focus groups. The internal favorite did not receive a positive reaction from the parent groups; those groups identified they did not want the logo to have a person/people incorporated in it because it could be perceived as a negative connotation with regard to what kind of person the logo represents. Logos were narrowed down to two; one representing the wind and one with a compass. Those two logos will be put up for an all-employee and public vote with the hope of having a decision in the next few weeks.

BOARD MEETING (continued)

III. SUPERINTENDENT’S REPORT *(continued)*

E. ALL 4 ONE INITIATIVE

Mr. Trunk advised he met with labor leadership to explain the new All 4 One initiative where each manager will meet with a staff person one time per month. He stated the labor leadership seemed very positive about the program. There was dialogue about the random selection of staff and Mr. Trunk assured labor leadership that the intent of the program is to enhance communication and for people to get to know each other better. The details of the program are being finalized and it is anticipated the program will begin in the next few weeks.

F. EXPECTATIONS OF MANAGEMENT/LEADERSHIP OATH

Mr. Trunk talked about the work being done to identify traits and characteristics of good leadership that all managers and leadership employees should demonstrate. A document is being created that identifies these traits and characteristics and will be presented to management staff. This topic was also discussed with labor leadership and the labor leadership indicated they felt most managers already conduct themselves under these guidelines and further noted these are values all staff should commit to.

IV. PRESIDENT’S COMMENTS

Mr. Quade thanked everyone for giving him wonderful ideas to use with his work team. He commented that quality work doesn’t happen by accident, it happens with good leadership and teamwork. There is no greater sense of confidence in knowing how well the organization functions and the great things being accomplished, particularly speaking as a family member.

V. EXECUTIVE SESSION

R E S O L U T I O N No. 14-03-05

Mrs. Ricks moved that the Board enter into Executive Session in compliance with the Sunshine Laws, Ohio Revised Code 121.22, Section G, Subsection (4) to review collective bargaining matters. Upon reconvening, the Board may or may not conduct additional business. The motion, seconded by Mr. Dohnal, was unanimously approved.

Roll call vote: Dohnal-yes, Arshinkoff-yes, Quade-yes, Wilkinson-yes, and Ricks-yes.

The regular session of the Board Meeting adjourned at 6:12 p.m.

The Board entered into Executive Session at 6:15 p.m.

The Board Meeting reconvened at 6:27 p.m.

BOARD MEETING (continued)

VI. ADDITIONAL ACTION ITEMS

A. WEA I COLLECTIVE BARGAINING AGREEMENT

RESOLUTION No. 14-03-06

Mrs. Arshinkoff moved that the Board approve the Collective Bargaining Agreement between Summit DD and the Weaver Education Association I for the period January 1, 2013 through December 31, 2015, as documented in the Tentative Agreement dated February 24, 2014, and the Superintendent is authorized to execute the Agreement on behalf of the Board. The motion, seconded by Mrs. Ricks, was unanimously approved.

B. WEA II COLLECTIVE BARGAINING AGREEMENT

RESOLUTION No. 14-03-07

Mrs. Ricks moved that the Board approve the Collective Bargaining Agreement between Summit DD and the Weaver Education Association II for the period January 1, 2013 through December 31, 2015, as documented in the Tentative Agreement dated March 6, 2014, and the Superintendent is authorized to execute the Agreement on behalf of the Board. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:29 p.m.

Denise Ricks, Secretary



Summit DD 2014 1st Quarter MUI Summary

- 1) **Performance measures** have remained relatively stable.
 - a. 24 hour conformance exceeded goal at **98%**. **Goal- 97%**
 - b. Timely closure of cases exceeded goal at **100%**. **Goal- 95%**
 - c. Questions answered timely exceeded goal at **100%**. **Goal-95%**

- 2) **MUIs investigated** have an *significant increased* trend.
 - a. First Quarter of 2013- 307
 - b. Fourth Quarter of 2013- 303
 - c. First Quarter of 2014- 344

- 3) **MUIs substantiated** have remained relatively stable.
 - a. First Quarter of 2013- 73 (out of 158 Protocol investigations) **46%**
 - b. Fourth Quarter of 2013- No DODD data available at this time.
 - c. First Quarter of 2014- 47 (out of 192 Protocol investigations) **24%***

* 98 cases pending.

- 4) **Number of LE/CSB referred- 149 (152 4th quarter 2013)**
- 5) **Number of LE notifications only- 112 (135 4th quarter 2013)**
- 6) **Number of open cases- 19 (compared to 17 4th quarter 2013)**
- 7) **Number of cases where charges were filed- 7 (compared to 9 4th qtr. 2013)**
- 8) **Number of cases requested for Abuser Registry Review- 5**
- 9) **Number of Summit Co. PPIs added to the Abuser Registry- 1**
- 10) **Number of Director's Alerts (NEW)- 3**

New Rule Category designations: Category A- Investigated by Law enforcement/CSB and/or Investigative Agent (formerly Protocol investigations), Category B- Investigated by IA and Category C- Reviewed for accuracy and accepted by IA.

Category A cases

Physical Abuse
 Sexual Abuse
 Verbal Abuse
 Suspicious or Accidental Death
 Exploitation
 Misappropriation
 Neglect
 Peer-to-Peer Acts

Category B cases

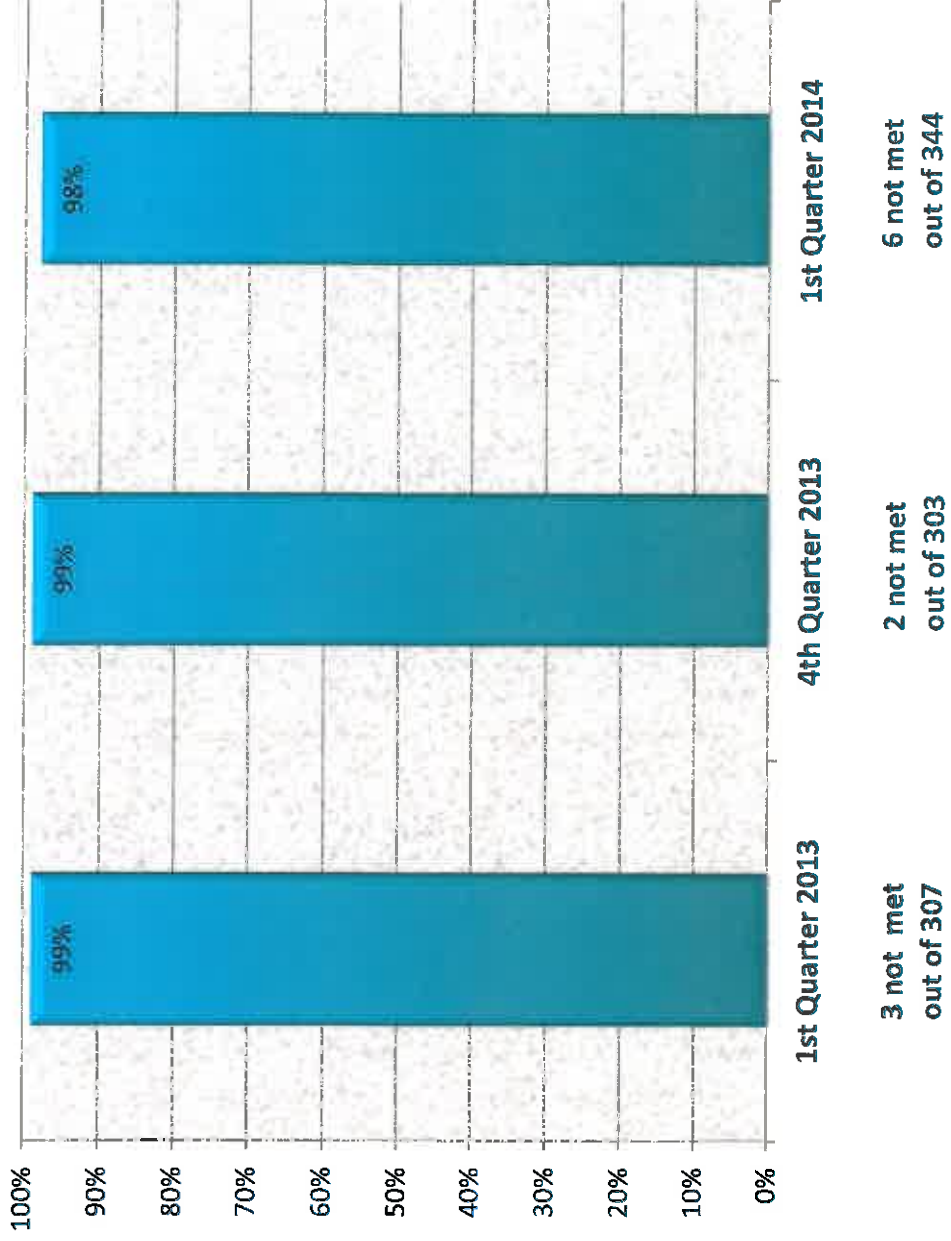
Prohibited Sexual Relations
 Rights Code Violation

Attempted Suicide
 Non-suspicious or Natural Death
 Missing Individual
 Known Injury
 Unknown Injury
 Medical Emergency

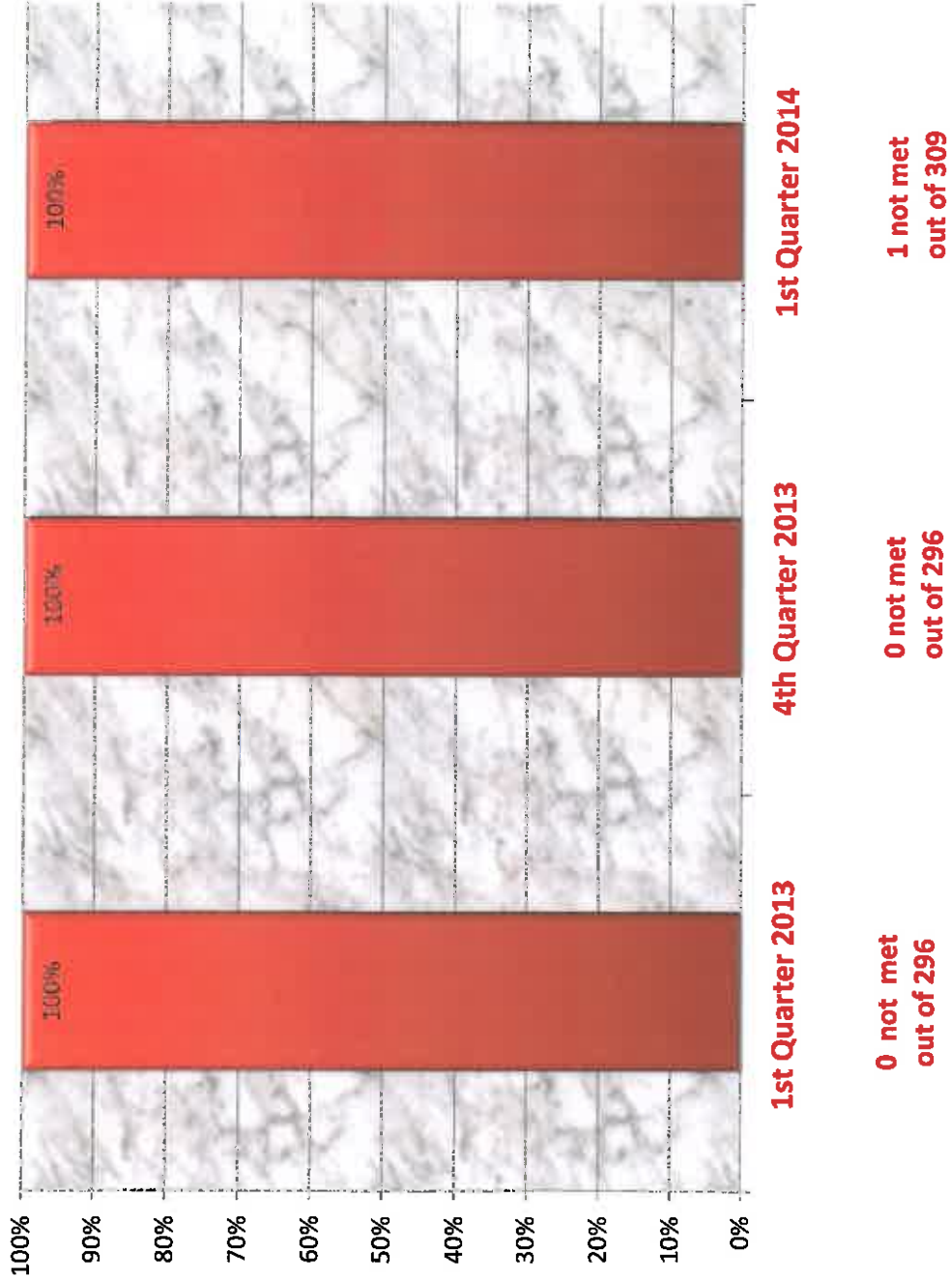
Category C cases

Law Enforcement
 Unapproved Behavior Support
 Unscheduled Hospitalization

24 Hour Conformance Goal 97%

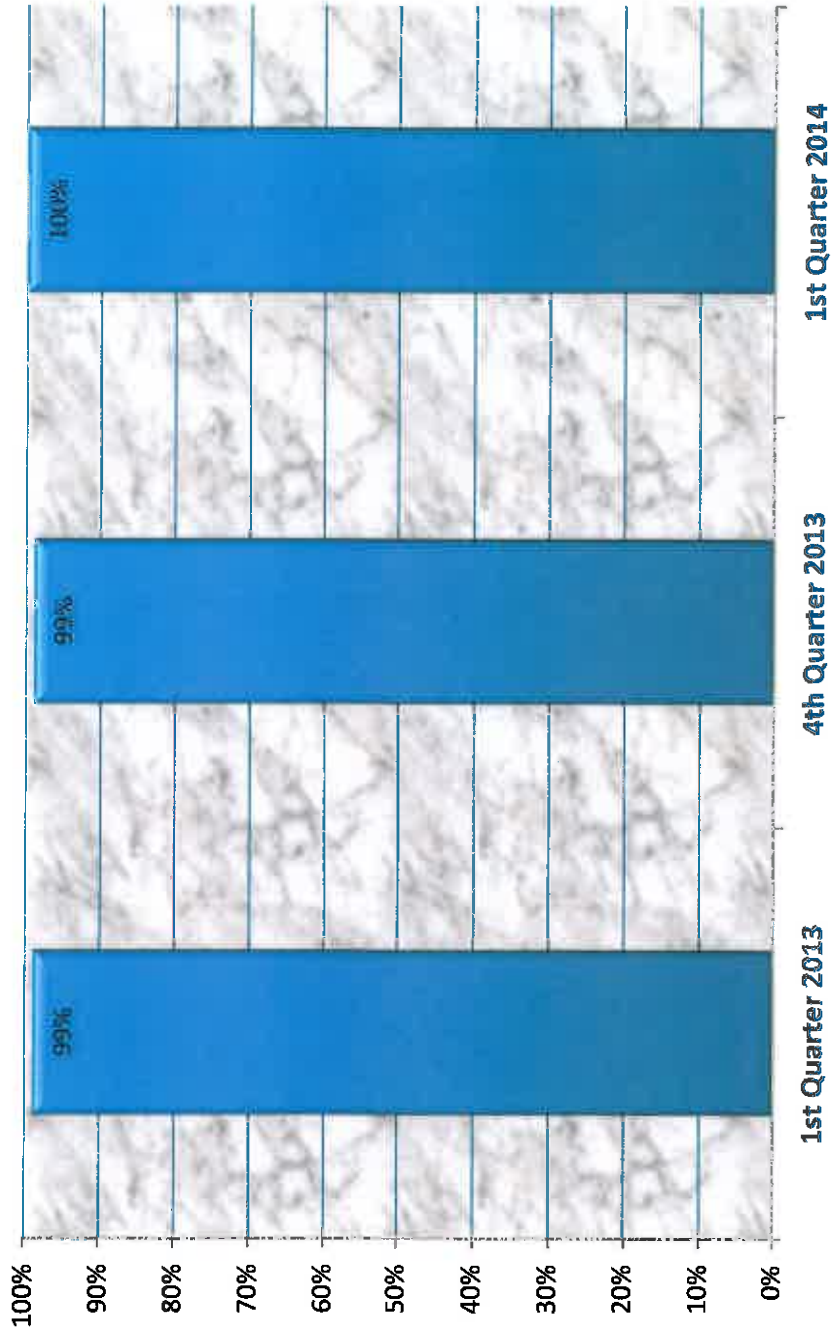


Timely Closure of Cases Goal 95%



Questions Answered Timely

Goal 95%

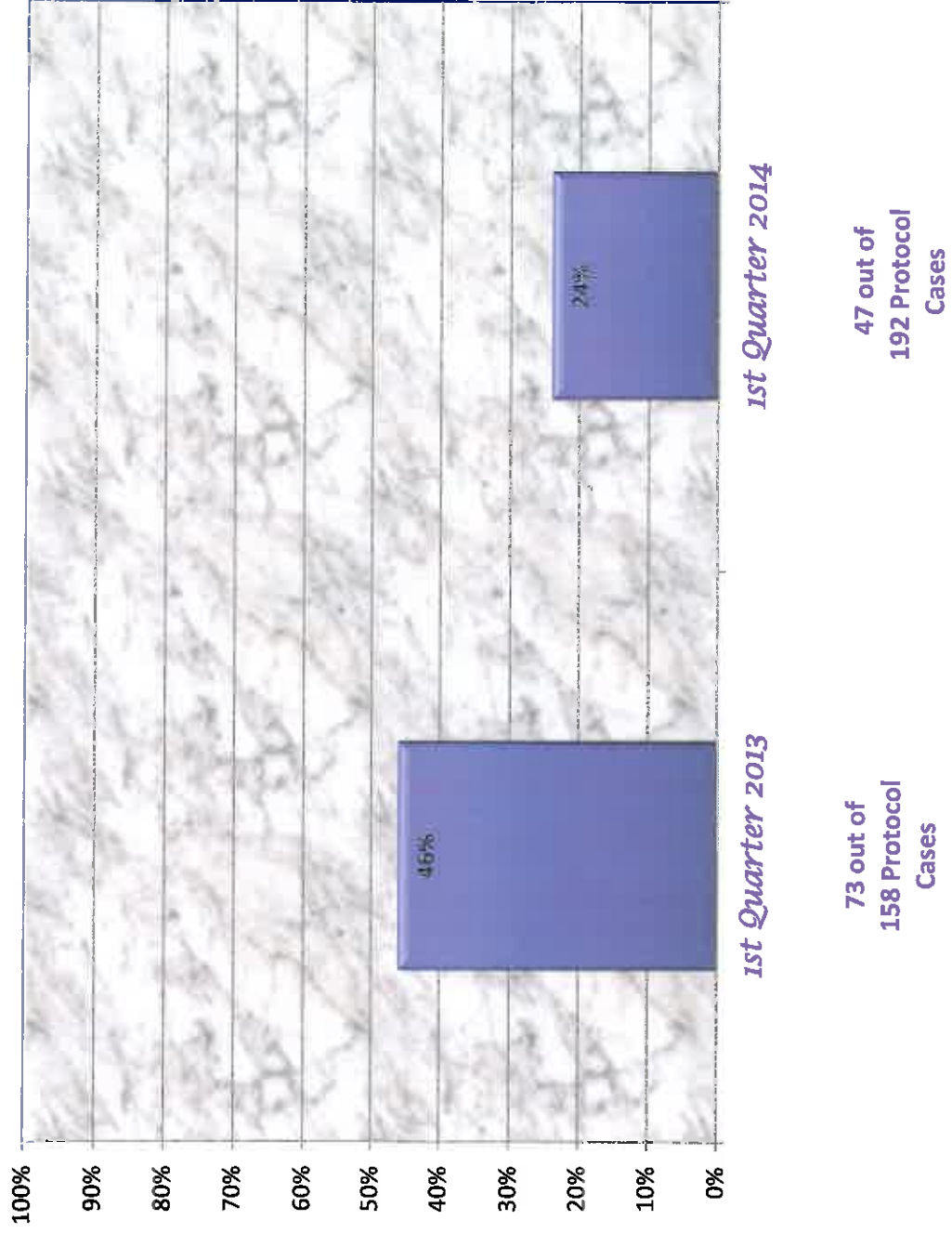


133 out of 134

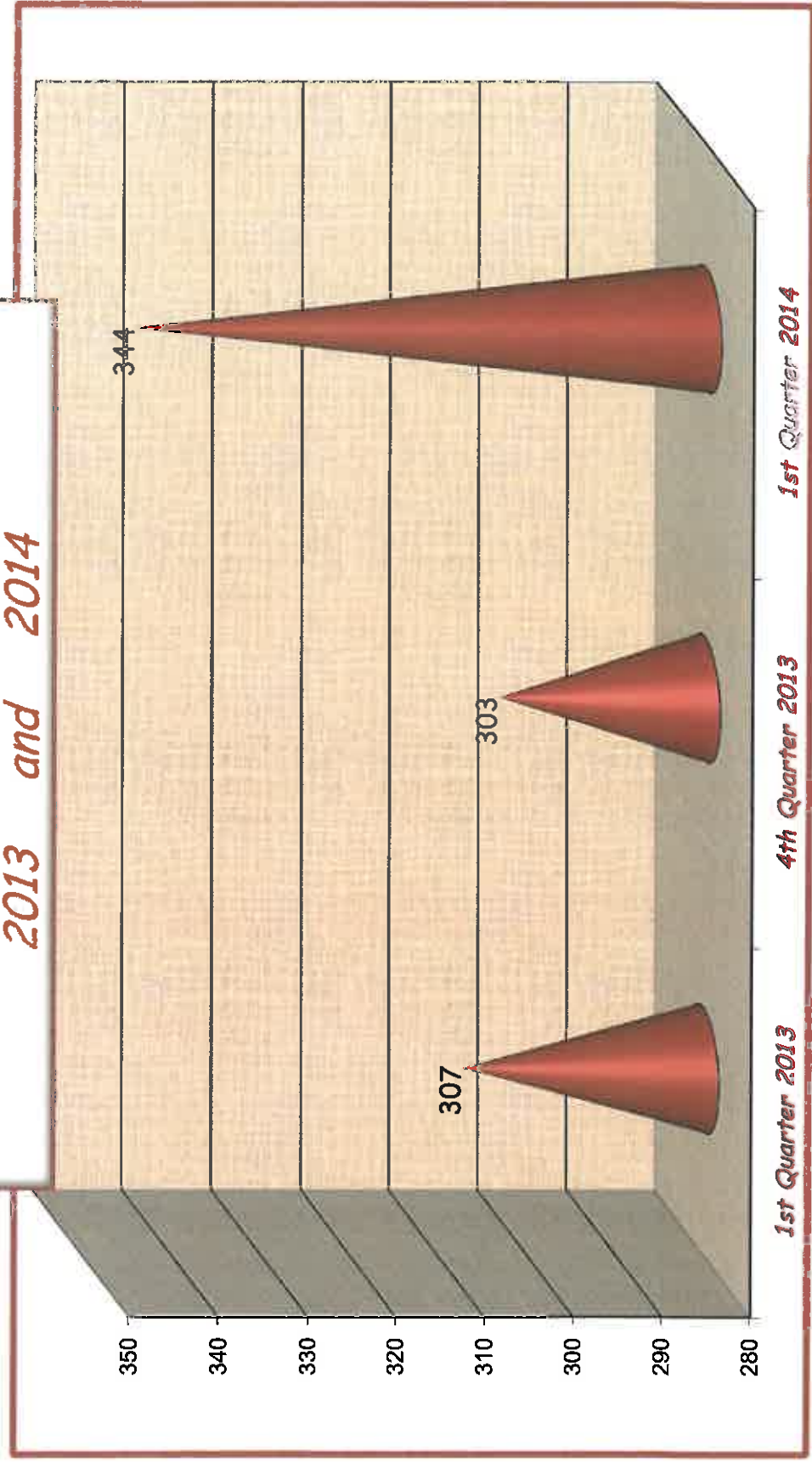
102 out of 103

0 out of 76

Total Protocol MUIs Substantiated 1st Quarter 2013 and 2014



**TOTAL MUI's INVESTIGATED
2013 and 2014**



March 2014 Executive Summary Dashboard

	YTD Total	Definition
Total Annual Persons Served	3960	Unduplicated cumulative total of YTD Persons Served. Census line XI
Total Adults	1948	Cumulative total of YTD adults. SSA Assigned and adults receiving a day array service. Note: Adults who received "SSA only" and then receive a service would be counted in both SSA only and Day Array.
Total Children	1710	Cumulative total of YTD children. El and ages 3+, SSA Assigned, and school age registry. Note: Children who become adults during time period are also counted as adults.
Total Waiver	1732	Unduplicated cumulative total of YTD count of individuals receiving a waiver. Census line IVB5
IO	1113	Individuals receiving I/O funding Note: if funding changes from Level 1 to IO, person counted in both waiver types
Level 1	631	Individuals receiving level 1 funding Note: if funding changes from Level 1 to IO, person counted in both waiver types
Total Day Array	1829	Unduplicated cumulative total of YTD Persons Served receiving day array services Census line IIHG
Waiver funded	1550	Individuals receiving waiver funded day array services. Note: if funding changes from Local to waiver, person counted in both funding types.
Locally funded	340	Individuals receiving locally funded day array services. Note: if funding changes from Local to waiver, person counted in both funding types.
Total Day Array Service Delivery		
Summit DD	724	Individuals receiving day array services with Summit DD. Note: if served by Summit DD and then change to private provider, or served by both at same time, then counted in both provider categories.
Private Provider	1154	Individuals receiving day array services with Private Provider. Note: if served by Private Provider and then change to Summit DD, or served by both at same time, then counted in both provider categories.
Total NMT Service Delivery	1797	Unduplicated cumulative total of YTD Persons Served receiving Non Medical Transportation (NMT). Census line IXG
Summit DD	686	Individuals receiving NMT with Summit DD. Note: if changed from Summit DD to Provider counted in both provider categories
Private Provider	1212	Individuals receiving NMT services with private provider. Note: if changed from Summit DD to Provider counted in both provider categories
Total Homemaker Personal Care Supports	1566	Unduplicated cumulative total of YTD persons served receiving homemaker personal care (HPC). Note: HPC is defined as residential services and supports. Census line VIII
Shared 24/7 sites	170	# of sites individuals receive shared HPC services Note: this represents congregate community sites
Foster sites	132	# of Foster Care sites. Note: This includes single and shared Foster care

*Locally funded means services are paid 100% with local tax dollars

2014 March Census

Points in Time
Snapshots as of
3/31/2014

Definitions

		419	481		
I CHILDREN'S SERVICES					
A EARLY INTERVENTION (EI)					
1	Total EI Children Served Community Based		419		
B Child Care (Birth to 3)					
1	Calico - Summit DD Eligible Children	3		3	Age Birth - 3, center based, children with delays
2	Calico - Typical Children	4		5	Age Birth - 3, center based, typically developing
3	Community Child Care - (Community Partnerships for Inclusion)	9		10	Age Birth - 3, community partnership for inclusion
4	Total Children (Birth to 3) (unduplicated count) II.B.1 through II.B.3	16		18	
C Child Care (3-5)					
1	Child care ages 3 and up - Summit DD Eligible Children	11		12	Age 3-5, center based, children with delays
2	Child care ages 3 and up - Typical Children	19		20	Age 3-5, center based typically developing
3	Community Child Care - (Community Partnerships for Inclusion)	41		42	Age 3-5 community partnership for inclusion
4	Total Children ages 3 and up served (unduplicated count) I.C.1 through I.C.3	67		70	
5	TOTAL CHILDREN SERVED IN EI AND CHILD CARE (unduplicated count) I.A.2 plus I.B.4 plus I.C.4	480		567	
D TOTAL ENROLLMENT HEAD-START (unduplicated count)					
1	TOTAL ENROLLMENT HEAD-START (unduplicated count)	113			NOT included in Total Lives Touched
E TOTAL CHILDREN ON SCHOOL AGE REGISTRY SERVED					
1	TOTAL CHILDREN ON SCHOOL AGE REGISTRY SERVED	892		1,027	Eligible children, not assigned a specific SSA, receiving services as needed and as requested
II ADULT Day Array services					
A Summit DD OPERATED WAIVER FUNDED SERVICE					
1	Vocational Rehabilitation	232		238	Summit DD contributes 40% Match for Waiver Eligible Individuals
2	Day Support	87		87	Services teach and reinforce concepts related to work
3	Vocational Rehabilitation/Day Support	154		158	Assessment, Personal care, Skill reinforcement
4	Total Adult Day Array services Waiver Funded - Summit DD Operated (unduplicated count) II.A.1 through II.A.3	472		479	Combination of Voc Hab and Day Support
B Summit DD OPERATED LOCALLY FUNDED SERVICE					
1	Vocational Rehabilitation	36		37	Summit DD pays 100% local for individuals not enrolled on Waiver
2	Day Support	13		13	Services teach and reinforce concepts related to work
3	Vocational Rehabilitation/Day Support	15		15	Assessment, Personal care, Skill reinforcement
4	Total Adult Day Array services Locally Funded - Summit DD Operated (unduplicated count) II.B.1 through II.B.3	64		65	Combination of Voc Hab and Day Support
5	TOTAL ADULT DAY ARRAY SERVICES - Summit DD OPERATED (unduplicated count) II.A.4 plus II.B.4	536		543	Summit DD contributes 40% Match for Waiver Eligible Individuals
C PRIVATE PROVIDER WAIVER FUNDED SERVICE, Summit DD MATCH					
1	Vocational Rehabilitation	408		416	Services teach and reinforce concepts related to work
2	Day Support	394		403	Assessment, Personal care, Skill reinforcement
3	Vocational Rehabilitation/Day Support	59		63	Combination of Voc Hab and Day Support
4	Total Adult Day Array services, Waiver Funded - Provider Operated (unduplicated count) I.C.1 through I.C.3	859		881	Summit DD pays 100% local for individuals not enrolled on Waiver
D PRIVATE PROVIDER LOCALLY FUNDED SERVICE					
1	Vocational Rehabilitation	87		109	Services teach and reinforce concepts related to work
2	Day Support	66		67	Assessment, Personal care, Skill reinforcement
3	Vocational Rehabilitation/Day Support	14		14	Combination of Voc Hab and Day Support
4	Total Adult Day Array services, Locally Funded - Private Provider (unduplicated count) II.D.1 through II.D.3	172		183	Summit DD contributes 40% Match for Waiver Eligible Individuals
5	TOTAL ADULT DAY ARRAY SERVICES - PRIVATE PROVIDER (unduplicated count) I.C.4 plus II.D.4	1,010		1,025	Services teach and reinforce concepts related to work
6	TOTAL ADULT DAY ARRAY SERVICES (unduplicated count) II.B.5 plus II.D.5	1,535		1,553	Summit DD contributes 40% Match for Waiver Eligible Individuals
E Summit DD OPERATED EMPLOYMENT WAIVER FUNDED, Summit DD MATCH					
1	Supported Employment Enclave	31		32	Help people to perform work in a regular employment setting with enhanced supervision
2	Supported Employment Community	84		85	Help people to perform work in a regular employment setting with minimal support
3	Total Adult Day Array services, Employment - Waiver Funded Summit DD Provided (unduplicated count) II.E.1 through II.E.2	113		115	Summit DD pays 100% local for individuals not enrolled on Waiver
F Summit DD OPERATED EMPLOYMENT LOCALLY FUNDED					
1	Supported Employment Enclave	7		8	Help people to perform work in a regular employment setting with enhanced supervision
2	Supported Employment Community	59		59	Help people to perform work in a regular employment setting with minimal support
3	Total Adult Day Array services, Employment - Locally Funded Summit DD Provided (unduplicated count) II.F.1 through II.F.2	66		67	Summit DD contributes 40% Match for Waiver Eligible Individuals
4	TOTAL ADULT DAY ARRAY SERVICES, EMPLOYMENT Summit DD OPERATED (unduplicated count) II.E.3 plus II.F.3	178		181	Help people to perform work in a regular employment setting with enhanced supervision
G PRIVATE PROVIDER EMPLOYMENT WAIVER FUNDED, Summit DD MATCH					
1	Supported Employment Enclave	86		89	Help people to perform work in a regular employment setting with enhanced supervision
2	Supported Employment Community	15		16	Help people to perform work in a regular employment setting with minimal support
3	Total Adult Day Array services, Employment - Waiver Funded Private Provider (unduplicated count) II.G.1 through II.G.2	101		105	Summit DD pays 100% local for individuals not enrolled on Waiver
H PRIVATE PROVIDER EMPLOYMENT LOCALLY FUNDED					
1	Supported Employment Enclave	19		21	Help people to perform work in a regular employment setting with enhanced supervision
2	Supported Employment Community	4		4	Help people to perform work in a regular employment setting with minimal support
3	Total Adult Day Array services, Employment - Locally Funded Private Provider (unduplicated count) II.H.1 through II.H.2	23		25	Summit DD contributes 40% Match for Waiver Eligible Individuals
4	TOTAL ADULT DAY ARRAY SERVICES, EMPLOYMENT PRIVATE PROVIDER (unduplicated count) II.G.3 plus II.H.3	124		129	Help people to perform work in a regular employment setting with enhanced supervision
5	TOTAL ADULT DAY ARRAY SERVICES, EMPLOYMENT (unduplicated count) II.F.4 plus II.H.4	300		308	Summit DD contributes 40% Match for Waiver Eligible Individuals
6	TOTAL ADULT SERVICES ARRAY (unduplicated count) II.D.2 plus II.E.5	1,811		1,829	Summit DD contributes 40% Match for Waiver Eligible Individuals

2014 March Census

Points in Time
Cumulative
Expected as of
3/31/2014

Definitions

Category	Sub-Category	Expected as of 3/31/2014	Points in Time Cumulative Year to Date	Definitions
III	SSA ONLY			
A	Children - SSA Assigned	109	121	Age 3-21 - SSA Assigned, No Other Services Provided
B	Adults - SSA Assigned	111	119	Age 22 and over - SSA Assigned, No Other Services Provided
C	TOTAL SSA ONLY (unduplicated count) IX.A through IX.B	220	240	
IV	HOME AND COMMUNITY BASED WAIVERS			
A	HO WAIVERS			Summit DD contributes 40% Match
1	Number of Waivers requested	65	65	As requested by Summit DD
2	Number of Waivers ODD awarded	26	26	As awarded by ODD
3	Number of Waivers Filled	1108	1113	Waivers in active use
4	Living Independently in community w/ Homemaker Personal Care Supports	360	375	In-Home supports in family/home or persons' own residence
5	Foster Homemaker Personal Care	188	190	Person living with care giver not a family member
6	24/7 shared staffing for Homemaker Personal Care Supports	562	584	Person receiving 24/7 paid staff supervision support
B	LEVEL ONE WAIVERS			
1	Number of Waivers requested	65	65	As requested by Summit DD
2	Number of Waivers ODD awarded	12	25	As awarded by ODD
3	Number of Waivers Filled	817	831	Waivers in active use
4	Living Independently in community w/ Homemaker Personal Care Supports	302	322	In-Home supports in family/home or persons' own residence
5	TOTAL NUMBER OF PERSONS SERVED ENROLLED ON WAIVERS (unduplicated count) IX.A through IX.B	1725	1732	
V	Summit DD FUNDED SUPPORTED LIVING			
A	Living Independently in community w/ Homemaker Personal Care Supports	97	106	Summit DD pays 100% local for individuals not enrolled on Waiver
B	Foster Homemaker Personal Care	2	3	In-Home supports in family/home or persons' own residence
C	24/7 shared staffing for Homemaker Personal Care Supports	2	6	Person living with care giver not a family member
D	TOTAL Summit DD FUNDED SUPPORTED LIVING (unduplicated count) V.A through V.D	100	112	Person receiving 24/7 paid staff supervision support
VI	INDIVIDUALS LIVING IN AN ICFMR (unduplicated count)	83	83	Cumulative YTD #s may be duplicated across service categories. Individuals residing in an intermediate care facility funded by ODFPS, and is an option for persons served
VII	INDIVIDUALS LIVING IN A NURSING HOME (unduplicated count)	62	62	Individuals residing in a Nursing Home funded by ODFPS, and is an option for persons served
VIII	TOTAL NUMBER OF INDIVIDUALS RECEIVING RESIDENTIAL SUPPORTS (unduplicated count)	1544	1566	Cumulative total of YTD residential supports is unduplicated
IX	TRANSPORTATION			
A	Non Medical Transportation, Summit DD Operated, Waiver Funded (unduplicated count)	475	487	Transportation to and from Day Array services, Summit DD contributes 40% Match
B	Non Medical Transportation, Summit DD Operated, Locally Funded (unduplicated count)	187	210	Transportation to and from Day Array services, Summit DD pays 100% local
C	TOTAL NUMBER OF PERSONS SERVED Summit DD OPERATED TRANSPORTATION (unduplicated count) IX.A plus IX.B	662	697	
D	New Medical Transportation, Private Provider, Waiver Funded (unduplicated count)	869	1001	Transportation to and from Day Array services, Summit DD contributes 40% Match
E	Non Medical Transportation, Private Provider, Locally Funded (unduplicated count)	210	228	Transportation to and from Day Array services includes photographs, Summit DD pays 100% local
F	TOTAL NUMBER OF PERSONS SERVED PRIVATE PROVIDER TRANSPORTATION (unduplicated count) IX.D plus IX.E	1079	1229	
G	TOTAL NUMBER OF PERSONS SERVED RECEIVING TRANSPORTATION (unduplicated count) IX.C through IX.F	1741	1797	
X	QUALITY OF LIFE ACTIVITIES			
A	Special Olympics	34	177	Summit DD pays 100% local
B	Blast	75	230	number of people that participated in year around sports training and athletic competition (duplicate of number of people that participated in Social and Rec. for individuals employed in the community.
C	College For Living	168	168	number of people that attended Educational and Leisure classes offered this quarter.
D	Camp	N/A	N/A	number of people that attended summer camp for school-aged students. (reported end of Aug)
E	Family Support Services Plan	65	166	number of people that were awarded FSS dollars for respite, Adaptive Equ. or home mod.
F	Other	N/A	N/A	
G	TOTAL NUMBER OF PARTICIPATIONS IN QUALITY OF LIFE ACTIVITIES X.A through X.G	342	741	Includes duplicate, NOT included in Total Lives Touched
XI	TOTAL ANNUAL PERSONS SERVED (unduplicated count)	3871	3980	Cumulative total of YTD Persons Served receiving some type of service or support. SSA Assigned, Calico, Early Intervention, Typically Developing Children, School Age Registry
XII	WAITING LISTS (individuals registered or matched within 12 months)			
A	Adult Day Array services	0	0	Waiting for Voc Rehab, Day Support, and/or Supported Employment longer than 45 days
B	24/7 shared staffing for Homemaker Personal Care Supports	0	0	Waiting to receive 24 x 7 paid staff supervision support
C	Individual Options Waiver	1804	1804	Waiting for an individual Options waiver slot
D	Level One Waiver	1284	1284	Waiting for a Level One waiver slot