

## County of Summit Developmental Disabilities Board

# MINUTES

Wednesday, December 18, 2013  
5:00 p.m.

The **combined work session and regular monthly meeting** of the County of Summit Developmental Disabilities Board was held on Wednesday, December 18, 2013 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 PRESENT

Randy Briggs, President  
Tom Quade, Vice President  
Jacqueline Cooper, Secretary  
Dave Dohnal  
Denise Ricks

### BOARD MEMBERS EXCUSED

Karen Arshinkoff  
Meghan Wilkinson

### ALSO PRESENT

John J. Trunk, Superintendent  
Lisa Kamlowsky, Assist. Superintendent  
Bill Payne, Senior Director of Board  
Services & Supports  
Billie Jo David, Director of  
Communications & Quality  
Tom Jacobs, Dir. of Operations/SHDC  
Eldridge Black, Dir. of Transportation  
Lynn Sargi, Director of HR  
Lindsay Bachman, Director of MUI  
Holly Brugh, Director of Children's Svs.  
Drew Williams, Director of SSA

Joe Eck, Director of Labor Relations  
Mira Pozna, Director of Fiscal  
Jerilyn George, Senior Director of  
SSA & Medicaid Services  
Carrie Roberts, Director of  
Community Employment  
Jean Fish, Director of Adult Services-  
Facility-Based  
Russ DuPlain, Director of Information  
Technology  
Maggi Albright, Recording Secretary  
and others

## I. BOARD PRESIDENT WELCOMES NEW SUMMIT DD SUPERINTENDENT

Mr. Briggs welcomed new Summit DD Superintendent John J. Trunk to the organization on behalf of the Board and staff. He commented that former Superintendent Tom Armstrong served very successfully for twelve-year and took the Agency to the next level. Mr. Briggs light-heartedly commented that the Board expects nothing less from Mr. Trunk. Mr. Trunk stated he has had a great start and feels very welcomed by everyone. He commented that he looks forward to the longevity and success the Board President mentioned.

## **WORK SESSION** *(continued)*

### **II. COUNTY OF SUMMIT DEPARTMENT OF JOB AND FAMILY SERVICES (DJFS) CONTRACT RENEWAL**

Summit DD currently receives on-site assistance from a DJFS case worker to provide assistance with Medicaid enrollment, Medicaid waivers, Healthy Start and food assistance programs. Persons served and families are able to work with the DJFS staff without going to the downtown Akron offices. The advantage to this arrangement allows for one case worker to address special issues and barriers that delay Medicaid enrollment. The contract was in place in 2013 but did not require Board approval. The request is to renew the contract with DJFS for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$65,000. Reimbursement would be made to DJFS on a monthly basis in the amount of \$5,417.00. Mr. Trunk noted staff indicate this collaboration has produced a great relationship. Mr. Quade asked if there is a change in the dollar amount of the contract from the previous year. Mr. Trunk replied that the contract cost remains the same. The 2013 contract did not require Board approval because it was for a shorter period of time. Funds are available in the budget and the contract renewal has been recommended for approval by the December Services & Supports and Finance and Facilities Committees.

### **III. UNITED DISABILITY SERVICES (UDS) CONTRACT – TWINSBURG FACILITY**

UDS has been the provider of adult day support services at the Twinsburg facility since 2006. The Twinsburg site has a capacity of 50 and is currently serving 49 individuals. UDS bills Medicaid directly for services to persons served funded by a Medicaid Waiver. Summit DD continues to reimburse UDS with local funds for services delivered to persons without a waiver. Local funding for day services is at the UDS usual and customary rate or the Medicaid reimbursement rate, whichever is lower. The request is for the Board to approve a 27 month contract with UDS for the operation of the Twinsburg facility from January 1, 2014 through March 31, 2016, at which point it will be UDS's responsibility to negotiate a successor lease. Total rent cost for the Twinsburg facility is \$176,004 per year. UDS pays Summit DD \$45,000 as rent and \$13,726.32 toward utilities. The Board subsidizes \$131,004 of the annual rent. Rent was calculated based upon UDS' cost to operate a facility in Kent with space needs comparable to the Twinsburg site. If the reimbursement UDS receives from Medicaid exceeds the revenue projections upon which the rent was calculated, then the rent amount to be paid to Summit DD will be adjusted. Revenue will be reviewed in February and July of each year of the contract. Revenue was reviewed in July and it did not result in a rate adjustment. Funds are available in the budget and the November Finance & Facilities and Services & Supports Committees recommend approval of the 27 month contract with UDS.

## **WORK SESSION** *(continued)*

### **IV. SUCCESS4KIDZ CONTRACT AMENDMENT**

The Ohio Department of Health (ODH) recently performed an audit of the Summit County Help Me Grow (HMG) Program. Summit DD, as a provider of early intervention services, also participated in the audit process by providing staff interviews and files for review. The outcome of the visit led to several recommendations by ODH, none having to do directly with Summit DD as a service provider. However, as part of the larger system, the Agency will come together with Help Me Grow to improve best practice early intervention services to families. These improvements will include:

- No longer providing funds to the developmental evaluation process. Instead the evaluations will be done in-house using staff that are from the child's area of delay. Evaluations were previously completed by Child Family Learning Center using funds from both Summit DD (\$108,000) and Federal Part C dollars (\$78,000).
- Weekly team meetings including the HMG service coordinators, developmental specialists and therapy staff to ensure families are supported by one service provider backed by a team of support staff.
- Adding OT and PT staff to the team of professionals who can serve as primary service providers. This will allow the team to select from not only developmental specialists and speech therapists but also the OT and PT allowing for the best fit for each family.

The improvements will increase the need for PT and OT staff to expand work from 30 hours per week to 48 hours for the group so they can be part of the team, participate in weekly meetings and act as the primary service provider for children where gross or fine motor skills are the only concern. The request is to increase the current Success4Kidz contract, which is for the period January 1, 2013 through December 31, 2014, in the amount of \$127,300, for the total contact amount not to exceed \$352,800. The original contract was in the amount of \$225,500. Mr. Trunk stated the Federal Part C dollars of approximately \$78,000 is a new source of revenue that will offset the contract amount. Mr. Briggs asked how many children are served through this contract. Mrs. Brugh replied there are approximately 600 children served through the year. Mr. Trunk added this agreement will position the Board as the sole provider of evaluations and assessments of Part C eligible children. Funds are available in the budget and the contract has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

### **V. WEAVER INDUSTRIES CONTRACT FOR BUS CLEANING ENCLAVE**

Weaver Industries serves as the employer and payroll administrator for the bus cleaning enclave which employs five persons served. Summit DD Community Employment Department provides the staffing. The contract identifies the roles and responsibilities for the enclave. The request is to renew a contract with Weaver Industries for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$52,942.40, which represents an increase of \$1,229.20 over the previous contract to cover scheduled increases in minimum wage.

## **WORK SESSION (continued)**

### **V. WEAVER INDUSTRIES CONTRACT FOR BUS CLEANING ENCLAVE (continued)**

The previous contract figures were based on the number of hours individuals were scheduled to work, to include allowances for absences. There is now work history data at this site resulting in the ability to generate more accurate information relative to the number of hours actually worked. The contract is recommended for a one-year renewal to provide the opportunity to explore community based options for this enclave. Funds are available in the budget and the contract has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

### **VI. METRO REGIONAL TRANSIT AUTHORITY COLLABORATIVE AGREEMENT**

Summit DD has had a collaborative agreement with Metro since 2003 for a specific rate of payment for transportation services to and from Summit DD facility-based programmatic sites. The collaborative agreement includes enhanced services, that are not offered to the general public, to eligible individuals who receive Summit DD services. The request is to renew the collaborative agreement with Metro for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$102,350, which represents \$7.50 per person, per trip. There are currently 30 individuals who utilize this service and the contract allows for up to five additional riders beyond the 30 riders currently being served. If ridership does not increase then funds would not be utilized since the Board is charged only for actual services delivered. There was a 30% decline in this service in 2013. There were 43 riders in January 2013 and 13 passengers either discontinued attending premium sites or changed to alternate non-medical providers. Summit DD will continue to bill the waiver for the \$7.50 fee to offset 60% of the cost. Mr. Briggs commented that the Board has had a great relationship with Metro over the years. Mr. Trunk stated he will be setting up a meeting with the Executive Director in the near future to discuss opportunities for further collaboration. Funds are available in the budget and the collaborative agreement has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

### **VII. BLAUGRUND, HERBERT, KESSLER, MILLER, MYERS & POSTALAKIS LEGAL SERVICES CONTRACT**

The Blaugrund firm has represented the Board in negotiations and other matters for over ten years. The request is to renew a contract with this firm for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$150,000. The rate for services under this contract remains at \$200/hour for the third consecutive year. Fee disputes, if they occur, shall be mediated by the Ohio Bar Association. Legal representation would be utilized when necessary in 2014 for:

- Continuation of negotiations for labor agreements succeeding those that expired December 31, 2012 with WEA I, WEA II and WWSA
- Negotiating a labor agreement succeeding one that expires December 31, 2013 with AFSCME

## **WORK SESSION (continued)**

### **VII. BLAUGRUND, HERBERT, KESSLER, MILLER, MYERS & POSTALAKIS LEGAL SERVICES CONTRACT (continued)**

- Review of grievances that may be arbitrated
- Arbitrating grievances of significant importance
- Advise and represent the Board in other related employment and collective bargaining matters

A Request for Proposals (RFP) for legal representation was conducted in May. Results were reviewed by the July HR/LR Committee, which recommended no change in provider. Mr. Quade indicated there is benefit in having continuity with using this firm. Mr. Briggs stated that the RFP conducted for this contract reflected the Blaugrund firm came in at the best rate. He further stated the larger firms in this area that have this type of expertise did not submit bids. Mr. Trunk added that he has worked with this firm in the past and they are very familiar with the developmental disabilities field and the services provided. Mr. Briggs noted the Blaugrund firm is located in Columbus where some of the Agency activities take place, there is a solid history of good service with this firm and the rates remain the same so he does not see a reason to change. Funds are available in the budget and the contract has been recommended for approval by the November HR/LR Committee.

### **VIII. PRIMARY SOLUTIONS CONTRACT**

Summit DD uses the Gatekeeper system provided by Primary Solutions as its main application for tracking and managing activities related to persons served. OhioDD.com, also provided by Primary Solutions, is used for tracking billing and utilization of services. The request is to renew a contract with Primary Solutions for annual maintenance/licensing fees for the Agency's main servicing applications for 2014. The total contract amount would not exceed \$64,736, which would be \$47,357 for annual license cost for Gatekeeper, \$7,379 for annual license cost for OhioDD.com and up to \$10,000 for customized work and technical support beyond what is included in the license agreements. The contract amount is approximately 3% increase over the previous contract. Mr. Briggs asked if there is a limit relative to the number of users. Mr. DuPlain responded that there is, however, the limits are set high enough that we are not likely to exceed them. Funds are available in the budget and the contract has been recommended for approval by the November Finance & Facilities Committee.

### **IX. IDATA TECHNOLOGIES CONTRACT**

Summit DD works with iData Technologies to create customized applications as well as providing technical support for previously developed applications. Applications currently in use that were developed by iData include the ISP, provider portal, contract management system and the Summitdd.org website. New applications to be developed in 2014 include the behavior support plan to centrally manage and track activities related to behavior support plans and a Community Employment tracking application to manage employers, available jobs and persons served working in integrated employment settings.

## **WORK SESSION** *(continued)*

### **IX. iDATA TECHNOLOGIES CONTRACT** *(continued)*

The request is to renew a contract with iData Technologies in an amount not to exceed \$81,000 in 2014. Funds are available in the budget and the contract has been recommended for approval by the November Finance & Facilities Committee.

### **X. 2014 DRAFT OPERATING PLAN**

The annual Operating Plan identifies goals and objectives to achieve in 2014 that align with the 2013-2015 Long Range Plan. The 2014 Operating Plan provides details how Summit DD will work to build inclusive communities for all. For each Pillar of Excellence identified in the Long Range Plan, the Operating Plan highlights the measures and initiatives in the coming year to work toward achievement of the Long Range Plan objectives. In 2014, outcomes identified in the dashboard measures of the Plan include:

- Increasing the total number of individuals supported by 42 people, for a total of 4,177 individuals
- Maintaining no waiting lists for services
- Transitioning 10 graduates into community employment
- Partnering with 10 additional private childcare centers to support children in inclusive community childcare
- Supporting 25 additional children in inclusive childcare centers, for a total of 50 children

Highlights of new 2014 initiatives include:

- Provide support to community programs such as story time or classes at the local YMCA to provide inclusive opportunities for children
- Transition all children receiving childcare at Summit DD into inclusive childcare centers in the community and provide transition support to children age 1-5 when childcare options are not available until appropriate care can be obtained
- Identify best practices and supporting data relative to quality of life outcomes to implement an outcomes management system to monitor the ongoing achievement of person centered outcomes
- Redesign SummitDD.org using best practice content management practices and engage the community. Ensure the Summit DD brand reflects the Agency's vision of being the primary force to build inclusive communities
- Implement an Early Retirement Incentive Program (ERIP) and focus recruitment efforts to attract qualified, diverse staff
- Evaluate Summit DD facilities, both owned and leased, to develop a long term facilities plan to maximize efficiencies and promote the Agency's vision of community inclusion
- Partner with private providers of adult day services to provide technical support and training to develop and implement integrated community employment
- Convene a stakeholder group to plan for transformational change that builds consensus to make Summit County communities inclusive for all

## **WORK SESSION** *(continued)*

### **X. 2014 DRAFT OPERATING PLAN *(continued)***

- Collaborate with the Summit County Sheriff's office to train law enforcement detectives and patrol officers about applicable laws working with individuals supported by Summit DD and the MUI process

A public hearing was held on December 11<sup>th</sup> and the Plan was also reviewed by the Person Served Advocacy Committee (PAC). Suggestions have been incorporated into the Plan. Mr. Trunk commented that he is very impressed with all the work that went into developing the Plan and noted the Plan supports the Agency's mission and direction established for the organization and includes all parts of the strategic plan developed by the Board. The Operating Plan clearly identifies where the Agency is headed as well as strategies and states that the Board is working toward enabling persons served to become active citizens in their communities. He remarked that he is very excited about the Plan. Mr. Quade asked if there was a community event where the Plan was presented. Mrs. David replied that there was a public hearing held for one hour with several people from the community in attendance. In addition to the Plan being reviewed at the PAC and Superintendent Committees, it was also reviewed by the Child and Family Leadership Exchange (CFLE) and with the Provider Executive Council. There was also a press release announcing the Plan, letters sent to families and it was posted on the Agency website for 30 days. Approximately 5-6 letters were received that offered input. Mr. Trunk indicated there was residential community feedback around the need for partnership and planning for residential needs of persons served. Mr. Briggs commented staff did a very good job with the Plan and he is happy with the outcome; it is a very aggressive Plan. Mr. Trunk added he is impressed that the Board has no intent of standing still and his priority is to work with the Board and staff to move the Agency forward and this document will serve as the map to success. Mr. Quade commented this is the kind of document that he takes back to his office to show his staff what can be done; very nice job. The November Services & Supports, Finance & Facilities and HR/LR Committees recommend approval of the 2014 Operating Plan.

### **XI. REVISED POLICY 4030 – CAPACITY FOR CENTER BASED ADULT SERVICES**

This policy has been revised to remove target capacity language. The language was necessary when center based programs were experiencing overall growth while reducing the size of individual program sites. Numbers served in each center have declined in the past few years. The revised policy establishes capacities for each program site. After questions about the policy revisions at the November Board Meeting, staff met with representatives of the Arc to review the proposed changes and to clarify that the Board remains committed to ensuring smaller community based Adult Services centers and doesn't intend to grow capacity at centers. Revised Policy 4030 has been recommended for approval by the November Services & Supports Committee.

## **WORK SESSION** *(continued)*

### **XII. NOVEMBER FINANCIAL STATEMENTS**

Revenue for the month of November reflects receipt of the second half homestead and rollback tax settlement of \$3,087,000. Expenditures for the month include payment of quarterly waiver administration fee of \$285,000, purchase of office furniture for the HR Department in the amount of \$43,600 and a budget transfer in the amount of \$1,385,183 to release funds out of most expenditure areas to move into Contract Services to fund the final quarterly waiver match payment. Mrs. Pozna commented the Board is still on track for deficit spending. The fund balance at the end of November is \$74,231,717. The November Financial Statements have been recommended for approval by the December Finance & Facilities Committee.

### **XIII. REVISED POLICY 1106 – REGULAR AND SPECIAL BOARD MEETINGS**

Policy 1106 is being revised to reflect the Board Meetings being moved to the fourth Thursday instead of the third Wednesday of each month.

The work session adjourned at 5:27 p.m.

## **BOARD MEETING**

The **regular monthly meeting** of the County of Summit Developmental Disabilities Board convened at 5:27 p.m.

### **I. CAUCUS – BOARD MEMBERS**

Mr. Briggs advised the annual organizational Board Meeting will be held on Thursday, January 23, 2014. At the organizational meeting, there will be an election of Board officers for 2014. Mr. Briggs asked Mr. Dohnal if he would be willing to serve as the Nominating Committee for this process. Mr. Dohnal accepted.



## **BOARD MEETING (continued)**

### **II. PUBLIC COMMENT**

Leeanne Saro, Executive Director of the Arc of Summit & Portage Counties, welcomed Mr. Trunk to the community and to Summit DD. She stated the Arc is excited about the direction of the Board. Ms. Saro said, as Mr. Berry, who is not present tonight, would say.... *"thanks to the Board and staff for all the hard work you do throughout the year. Happy Holidays!"*

### **III. APPROVAL OF MINUTES**

#### **A. NOVEMBER 20, 2013 (work session and regular Board Meeting)**

##### **R E S O L U T I O N No. 13-12-01**

Mrs. Cooper moved that the Board approve the minutes of the November 20, 2013 work session and regular Board Meeting, as presented in attachment #13. The motion, seconded by Tom Quade, was unanimously approved.

### **IV. BOARD ACTION ITEMS**

#### **A. FINANCE & FACILITIES COMMITTEE**

##### **1. UNITED DISABILITY SERVICES (UDS) CONTRACT – TWINSBURG FACILITY**

##### **R E S O L U T I O N No. 13-12-02**

Mr. Quade moved that the Board approve a contract with UDS for the operation of the Twinsburg facility for the period January 1, 2014 through March 31, 2016, as presented in attachment #2, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Ricks, was unanimously approved.

##### **2. SUCCESS4KIDZ CONTRACT AMENDMENT**

##### **R E S O L U T I O N No. 13-12-03**

Mrs. Ricks moved that the Board approve an increase to the 2014 contract with Success4Kidz in the amount of One Hundred Twenty Seven Thousand Three Hundred Dollars (\$127,300.00), for the total contract amount not to exceed Three Hundred Fifty Two Thousand Eight Hundred Dollars (\$352,800.00), as presented in attachment #3, and that the Superintendent be authorized to sign said contract amendment. The motion, seconded by Mrs. Cooper, was unanimously approved.

## **BOARD MEETING (continued)**

### **IV. BOARD ACTION ITEMS (continued)**

#### **A. FINANCE & FACILITIES COMMITTEE (continued)**

##### **3. WEAVER INDUSTRIES CONTRACT FOR BUS CLEANING ENCLAVE**

###### **R E S O L U T I O N**

###### **No. 13-12-04**

Mr. Dohnal moved that the Board approve a contract with Weaver Industries for the bus cleaning enclave for the period January 1, 2014 through December 31, 2014, in an amount not to exceed Fifty Two Thousand Nine Hundred Forty Two Dollars and Forty Cents (\$52,942.40), as presented in attachment #4, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Quade, was unanimously approved.

##### **4. METRO REGIONAL TRANSIT AUTHORITY COLLABORATIVE AGREEMENT**

###### **R E S O L U T I O N**

###### **No. 13-12-05**

Mrs. Cooper moved that the Board approve a collaborative agreement with Metro Regional Transit Authority for the period January 1, 2014 through December 31, 2014, in an amount not to exceed One Hundred Two Thousand Three Hundred Fifty Dollars (\$102,350.00), as presented in attachment #5, and that the Superintendent be authorized to sign said agreement. The motion, seconded by Mr. Quade, was unanimously approved.

##### **5. BLAUGRUND, HERBERT, KESSLER, MILLER, MYERS & POSTALAKIS LEGAL SERVICES CONTRACT**

###### **R E S O L U T I O N**

###### **No. 13-12-06**

Mr. Quade moved that the Board Board approve a contract with Blaugrund, Herbert, Kessler, Miller, Myers & Postalakis for the period January 1, 2014 through December 31, 2014, in an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000.00), as presented in attachment #6, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Dohnal, was unanimously approved.

## **BOARD MEETING (continued)**

### **IV. BOARD ACTION ITEMS (continued)**

#### **A. FINANCE & FACILITIES COMMITTEE (continued)**

##### **6. PRIMARY SOLUTIONS CONTRACT**

###### **R E S O L U T I O N**

###### **No. 13-12-07**

Mrs. Ricks moved that the Board approve a contract with Primary Solutions for the period January 1, 2014 through December 31, 2014, in an amount not to exceed Sixty Four Thousand Seven Hundred Thirty Six Dollars (\$64,736.00), as presented in attachment #7, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Quade, was unanimously approved.

##### **7. I DATA TECHNOLOGIES CONTRACT**

###### **R E S O L U T I O N**

###### **No. 13-12-08**

Mr. Dohnal moved that the Board approve a contract with iData Technologies for the period January 1, 2014 through December 31, 2014, in an amount not to exceed Eighty One Thousand Dollars (\$81,000.00), as presented in attachment #8, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Quade, was unanimously approved.

##### **8. NOVEMBER FINANCIAL STATEMENTS**

###### **R E S O L U T I O N**

###### **No. 13-12-09**

Mrs. Cooper moved that the Board approve the November Financial Statements, as presented in attachment #11. The motion, seconded by Mr. Quade, was unanimously approved.

#### **B. SERVICES & SUPPORTS COMMITTEE**

##### **1. 2014 OPERATING PLAN**

###### **R E S O L U T I O N**

###### **No. 13-12-10**

Mr. Quade moved that the Board approve the 2014 Operating Plan, as presented in attachment #9. The motion, seconded by Mrs. Ricks, was unanimously approved.

## **BOARD MEETING (continued)**

### **IV. BOARD ACTION ITEMS (continued)**

#### **B. SERVICES & SUPPORTS COMMITTEE (continued)**

##### **2. REVISED POLICY 4030 – CAPACITY FOR CENTER BASED ADULT SERVICES**

##### **R E S O L U T I O N**

##### **No. 13-12-11**

Mrs. Ricks moved that the Board approve revised Policy 4030 – Capacity for Center Based Adult Services, as presented in attachment #10. The motion, seconded by Mr. Dohnal, was unanimously approved.

#### **C. OTHER**

##### **1. REVISED POLICY 1106 – REGULAR AND SPECIAL BOARD MEETINGS**

##### **R E S O L U T I O N**

##### **No. 13-12-12**

Mr. Dohnal moved that the Board approve revised Policy 1106 – Regular and Special Board Meetings, as presented in attachment #12. The motion, seconded by Mr. Quade, was unanimously approved.

### **V. SUPERINTENDENT’S REPORT**

#### **A. DODD ACCREDITATION REVIEW UPDATE**

The Ohio Department of Developmental Disabilities (DODD) Office of Provider Standards and Review completed its accreditation review of Summit DD. The Board is now required to submit a Plan of Correction (POC) to the Accreditation Office no later than forty-five days from receipt of the Final Accreditation Summary, which will be by January 24, 2014. After the POC is received, reviewed and approved a recommendation will be made to the DODD Director relative to the accreditation level. Mr. Trunk advised that Summit DD has received information that the Board is eligible for a four-year accreditation award which qualifies the Agency to submit best practice information for a fifth year in the accreditation process. Mr. Briggs commented this level of accreditation demonstrates tremendous staff commitment. Mr. Quade asked how best practices are established. Mr. Trunk replied one of the standard methods and tools is CARF accreditation and further noted that the Agency has many other areas, partnerships and practices that go above and beyond to be able to demonstrate best practice.

## **BOARD MEETING (continued)**

### **V. SUPERINTENDENT'S REPORT (continued)**

Mr. Trunk stated he has had a great experience at the Agency over the past 2 ½ weeks and people are making the transition seem effortless. He is making contact with staff, persons served, families, labor leadership and elected officials and plans an aggressive approach to becoming connected to the community. He thanked the Board for the opportunity to serve as Superintendent at Summit DD.

### **VI. PRESIDENT'S COMMENTS**

#### **A. COUNTY EXECUTIVE RUSS PRY'S APPOINTMENT OF JOE SIEGFERTH AND REAPPOINTMENT OF DENISE RICKS AND TOM QUADE TO SUMMIT DD BOARD**

Mr. Briggs stated Jackie Cooper is leaving the Board because she is terms-limited. He commented that words cannot express the meaningful value and balance Mrs. Cooper has brought to the Board during her many years of service; she is the E.F. Hutton of the Board – when she spoke, everyone listened. Mrs. Cooper will be missed by all. Mr. Briggs thanked her on behalf of the Board, staff and citizens of Summit County for her service. At the recommendation of County Executive Russ Pry, County Council appointed Joseph P. Siegferth to the Summit DD Board to fill Mrs. Cooper's vacancy. His first term will be from January 1, 2014 through December 31, 2017.

Mr. Siegferth served a probate appointed term on the Summit DD Board from 2007-2010 and served a portion of that term as Board Vice President.

Mr. Briggs stated that Mr. Siegferth demonstrated great leadership serving on the Board in the past and the Board is looking forward to his return. Current Board Members Thomas C. Quade and Denise L. Ricks were reappointed to the Board. The reappointments will be second terms for both Mr. Quade and Mrs. Ricks and those terms will run from January 1, 2014 through December 31, 2017.

#### **B. APPOINTMENT OF DAVE DOHNAL TO OACB BOARD OF TRUSTEES**

Dave Dohnal was appointed to the OACB Board of Trustees at the recent Delegate assembly. Mr. Dohnal will serve a two-year term from January 1, 2014 through December 31, 2015.

Mr. Briggs stated on behalf of the Board how proud the Board is of Summit DD and commented that it is staff who dedicate their lives to creating better and more inclusive opportunities for individuals with disabilities so that everyone feels like equal citizens. He wished everyone happy holidays.

There being no further business, the Board Meeting adjourned at 5:42 p.m.

  
Jackie Cooper, Secretary