

County of Summit Developmental Disabilities Board

MINUTES

Wednesday, October 16, 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, October 16, 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
Karen Arshinkoff
Denise Ricks
Meghan Wilkinson

ALSO PRESENT

Thomas L. Armstrong, Superintendent	Bill Payne, Sr. Dir. of Board Svcs. & Spts.
Lisa Kamlowsky, Assist. Superintendent	Mira Pozna, Director of Fiscal
Jerilyn George, Senior Director of SSA and Medicaid Services	Billie Jo David, Director of Communications & Quality
Tom Jacobs, Dir. of Operations/SHDC	Jean Fish, Director of Adult Services- Facility-Based
Eldridge Black, Dir. of Transportation	Joe Eck, Director of Labor Relations
Lynn Sargi, Director of HR	Russ DuPlain, Director of Information Technology
Lindsay Bachman, Director of MUI	Maggi Albright, Recording Secretary and others
Drew Williams, Director of SSA	
Carrie Roberts, Director of Community Employment	

I. AKRON MARATHON VIDEO

Andre Travis, a 32 year old man who has severe Cerebral Palsy, had a dream to be part of something athletic and to show that people in wheelchairs can find ways to participate. Andre shared his dream with his health aide, Zeke Petrie, and the two decided to enter the Akron Marathon. The duo is the Marathon's first push-chair partnership in the event's eleven year history making them a test case for the Marathon, as there was previously no division for push-chair teams. Zeke began training for the race and a Facebook page was created. Thousands of people from all over the country have viewed the page. Andre and Zeke competed in the Akron Marathon and finished with a time of 4:53:53. Eric Bailey and Ashley Meinke of the Communications Department documented Andre's experience and filmed him throughout the race, creating a video which was shown at the Board Meeting.

WORK SESSION *(continued)*

I. AKRON MARATHON VIDEO *(continued)*

The video depicts what an important experience this was for Andre. Mr. Armstrong commented that Andre's SSA, Jennings Cross, was instrumental in making this dream a reality for Andre. Mr. Cross assisted in making sure that Andre had the proper type of wheelchair necessary to race. Mr. Armstrong thanked staff for their efforts in helping Andre to realize his dream and thanked Eric and Ashley for their terrific work on the video. Billie Jo David added that a Facebook event was created about the race to engage the community and to post pictures of Andre's progress throughout the race. The Facebook page reached thousands of people in numerous countries such as Ireland, Haiti, Spain and South Africa, just to name a few. Mr. Briggs commented this sends a great message of inclusion and that words could not have said it any better. Ms. David added that Summit DD was a primary force in the community that day.

II. NORTHEAST OHIO NETWORK (NEON) CONTRACT – ADMINISTRATION OF TRANSITIONS DEVELOPMENTAL DISABILITIES WAIVER (TDD)

There are approximately 143 individuals in Summit County on the TDD waiver. TDD services are comparable to current HCBS (Medicaid home and community based services) waiver services (IO, Level 1 and Self) but also include medical/nursing components not currently funded by HCBS waivers. TDD recipients typically have significant medical needs. The Ohio Department of Developmental Disabilities (DODD) pays the local share of waiver match costs for persons currently enrolled on TDD. The request is to approve a contract with NEON to administer the TDD waiver on behalf of Summit DD for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$428,801. Under the contract, NEON would complete assessments related to service plan needs as appropriate, assure the development and maintenance of service plans, coordinate services according to service plans, recommend to Summit DD when changes in services and/or waiver funding may be needed, use a RN to oversee the coordination of these services, enter information into the required database systems, submit TCM case notes to Summit DD for billing (NEON will be reimbursed only for claims approved by DODD) and comply with all DODD related rules and regulations. NEON will be reimbursed by Summit DD for up to \$12,000/year for the administration of the waiver; up to \$24,795 for technology fees and tools through the CareStar Enterprise System; and up to \$392,000 for TCM services. NEON will submit 25,323 units of TCM to Summit DD, billable at a rate of \$15.48/unit. DODD will pay Summit DD TCM match of \$117,987 for State year 2014 for TCM match for service coordination. Mr. Briggs asked if the Board contracted with NEON last year for this service. Mr. Armstrong replied that it did and commented that NEON did a great job implementing the contract particularly with some of the State issues. Mrs. Cooper noted this contract was discussed at the October Finance & Facilities Committee and indicated that what makes it such a benefit is the nursing component since the waiver has a health and welfare impact. Funds are available in the budget and the contract has been recommended for approval by the October Finance & Facilities and Services & Supports Committees.

WORK SESSION *(continued)*

III. NEON CONTRACT – ADMINISTRATION OF QUALITY ASSESSMENT RN, MUI BACK-UP INVESTIGATIONS, PROVIDER COMPLIANCE REVIEWS, PRE-ADMISSION SCREENING AND RESIDENT REVIEW AND ANNUAL DUES

Summit DD contracts with NEON to provide review services on the Board's behalf for quality assessment RN (QARN), MUI back-up investigations and provider compliance reviews. All of these services are required by the Ohio Administrative Code (OAC). The contract also includes the Board's annual dues and a new service area of pre-admission screening and resident reviews (PASR). The request is to approve a two-year contract for the period January 1, 2014 through December 31, 2015 in an amount not to exceed \$242,650, which is \$121,325 per year. The contract amount remains the same as the previous contract period. Contract amounts by service are: QARN approximately \$61,000/year, MUI appropriately \$3,225/year, provider compliance-regular approximately \$18,000, provider compliance-special approximately \$12,000/year, PASR approximately \$23,100/year and annual dues \$4,000/year. The OAC requires persons enrolled on HSBS waivers receiving medication administration by paid staff to have a quality assessment review completed by a registered nurse. Summit DD contracts with NEON to provide this service on its behalf. During the current contract period, a total of 378 reviews were performed from January 1, 2012 through September 1, 2013. The MUI back-up investigations portion of the contract provides for investigations during periods of increased demand. It was not necessary for the Board to utilize this service from NEON in 2013. NEON completes regular and special compliance reviews as determined by Summit DD. A total of 40 reviews have been completed during the current contract period. PASR is an OAC required service for the purpose of determining if an individual is eligible for admission to a nursing facility or is eligible to continue services in a nursing facility. This service is required to be completed within ten days of notification of the referral by the Department of Jobs & Family Services. In 2012, Summit DD completed 94 PASRs. This will be a new service added to the NEON contract for 2014/2015. Funds are available in the budget and the contract has been recommended for approval by the October Finance & Facilities and Services & Supports Committees.

IV. ORIANA HOUSE ALTERNATIVE ENVIRONMENT PROGRAM CONTRACT

Summit DD and Oriana House jointly operate an innovative support alternative option for persons with developmental disabilities who are incarcerated in the Summit County jail. The program is located at the site the Special Housing Adjustment Residential Program (SHARP) is operated and it is tailored for persons with mental health needs who are involved in the criminal justice system. Individuals with disabilities have their own sleeping and service areas than SHARP participants. The program is licensed by the Ohio Department of Rehabilitation & Correction and there is capacity for up to three males and one female at any one time. The program is designed for misdemeanors and class 2, 3, 4 and 5 felonies. Participants must be approved by the courts, Summit DD and Oriana House. Males are served at the Glenwood location and females are served at the Power Street location.

WORK SESSION (continued)

IV. ORIANA HOUSE ALTERNATIVE ENVIRONMENT PROGRAM CONTRACT (continued)

Individuals are required to participate in daily skills development modules including social, household, budgeting, etc. The process may require individuals to stay in jail for up to 48 hours before they transition into Oriana House. For the contract period October 15, 2012 through September 30, 2013, 337 beds were utilized at a total cost of \$188,628. There were five participants, all male. Charges included attempted abduction, assault, disorderly conduct and telecommunication harassment. Three individuals were arrested (one female, two males) but did not participate because the offenses did not meet program criteria. Thirteen other individuals were arrested but were not incarcerated. Mr. Quade asked if there has been a need to exceed the five bed capacity during the current contract. Ms. George replied the five bed capacity has been sufficient based on need. Mr. Armstrong added that five individuals were served under the current contract and also noted the most violent offenders are not eligible for this program. Mr. Briggs asked if staff have received feedback from the Probation Department. Ms. George replied that positive feedback from the judges has been received, however, staff have not received feedback from the Probation Department. Mr. Briggs suggested staff seek feedback from the Probation Department. Ms. George advised she would follow-up. Mr. Briggs asked what amount was budgeted for this contract in 2014. Mr. Armstrong replied staff would check and provide that information and noted that at the time of the budget process there was not sufficient data to factor in the difference in cost from the current contract to the contract requested for 2014. The renewal contract with Oriana House for the alternative environment program would be for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$156,000. Funds are available in the budget and the contract has been recommended for approval by the October Finance & Facilities and Services & Supports Committees.

V. HATTIE LARLHAM COMMUNITY SERVICES NURSING SERVICES CONTRACT

Nursing services are required for individuals who need g-tube feedings, aerosol treatments, medication administration and other medical treatments. The request is to renew a contract with Hattie Larlham Community Services to provide nursing services to Board-eligible children and adults for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$454,685. The contract amount has been reduced due to the decrease in enrollment in Calico. Mr. Briggs asked if the reduction is based on children moving into community childcare centers. Mr. Armstrong replied that it is. There are approximately 509 adults and 40 children who receive services under this contract. Families and persons served continue to be satisfied with the nursing services received from Hattie Larlham. The contract was put out for bid in 2009, with Hattie Larlham being the most responsive bidder. Over the next year, a needs assessment will be conducted and if it is determined that nursing services for children need to continue past 2014, the contract will go out for bid in accordance with typical Board practices. Funds are available in the budget and the contract has been recommended for approval by the October Finance & Facilities and Services & Supports Committees.

WORK SESSION (continued)

VI. NEW POLICY 2032 – UNUSED SICK LEAVE

The request is for the Board to adopt new Policy 2032 – Unused Sick Leave, which would codify the Board's current practices relative to non-bargaining employees' opportunity to convert sick leave to cash on an annual basis and conversion to cash upon retirement. Affected employees are permitted to convert accumulated but unused sick leave to cash on an annual basis at the rate of 50% of its current value. Non-bargaining employees with ten or more years of service at the time of retirement are permitted to convert sick leave to cash at the rate of 50% of its current value. Conversion requirements for bargaining unit employees are contained in applicable collective bargaining agreements. Mr. Briggs asked if staff have reviewed this type of policy from other organizations. Ms. Kamlowsky replied that similar policies have been reviewed from other county DD boards and there is a wide variation in how the policies are applied; some are more restrictive and some pay out different amounts. She noted this proposed policy takes a middle approach. Mr. Quade asked if there are trends in terms of annual conversions relative to the amount of sick time being used since the Board offers sick time so that employees don't come to work sick, particularly those staff who work directly with individuals who may be medically fragile. Mrs. Arshinkoff asked if this policy is for long-term illness. Mr. Armstrong replied the Board has a separate policy that covers disability leave and added that staff earn fifteen sick days per year as public employees. Mr. Quade noted that being able to convert sick time to cash is a benefit to staff and to the Board so the Board doesn't have to carry large amounts of sick time on the books. Mr. Briggs added this policy provides a good balance. The proposed new policy has been recommended for approval by the October HR/LR Committee.

VII. BRIDGES TO TRANSITION PROGRAM

The Bridges to Transition Program breaks down barriers to employment through community work experiences and the development of community based vocational goals. The program is designed to create a path to community employment prior to graduation. The goal of the program is to increase services to youth with developmental disabilities by enhancing career exploration through collaboration with local school districts, students, families, employers and the county boards of DD. Summit DD joined the Bridges to Transition Program in May 2011. Since that time, 64 students have participated in the program in Summit County. The request is for the Board to provide match funds in the amount of \$74,172.44 for Summit DD to continue to participate in the Bridges to Transition collaboration for the period October 1, 2013 through September 30, 2014. Project management is provided by the Ohio Association of County Boards (OACB). During the fourth year of the program, match will provide services for up to 72 individuals. Half of the match is due in November 2013 and the remaining amount is due in April 2014. There are a total of 39 counties participating in the program statewide. Mr. Briggs asked if criteria is being developed to measure the success of this program.

WORK SESSION (continued)

VII. BRIDGES TO TRANSITION PROGRAM (continued)

Ms. David replied the number of students who graduate and enter work environments is being measured through the Operating Plan so that as more people go through this three-year program, staff should see a favorable trend. Ms. Roberts added that 2014 will be the fourth year of the program and with so many other counties participating in the program, staff should also be able to compare data to further develop measurements. Mr. Payne noted that trends are increasing in a positive direction. Funds are available in the budget and participation in the program, including the match amount, has been recommended for approval by the September Finance & Facilities and Services & Supports Committees.

VIII. SUMMIT COUNTY FAMILY & CHILDREN FIRST COUNCIL/SUMMIT COUNTY CLUSTER FOR YOUTH FUNDING AGREEMENT

The purpose of the Summit County Family & Children First/Summit County Cluster for Youth Funding Agreement is to establish a shared pool for funding to the Family & Children First Council (FCFC) in support of services through Cluster, which provides services to multi-need children in Summit County. These services include but are not limited to: service coordination, placement, food, clothing, medical and psychological/psychiatric care. The Agreement allows Summit DD access to additional funding for services to children that otherwise Summit DD would sustain. Funds from this contract are used to pay for Cluster services, cost of two Cluster Coordinators and Cluster Cross Systems training. Summit County Health Department (SCHD) is the designated administrative/fiscal agent and generates the contract as well as provides accounting for funds held in the shared pool. January-August 2012 there were 65 children served, eleven with developmental disabilities. January-August 2013, 50 children have been served, fourteen with developmental disabilities. The request is for the Board to continue to participate in the shared pool in the amount of \$100,000 for the period January 1, 2014 through December 31, 2014. Children's Services Board participates \$120,000, Juvenile Court participates \$100,000 and Child Guidance & Family Solutions participate \$68,000. Shared pool contributions have remained the same for the past several years. The Agreement allows for agencies to amend the contract if other agencies do not sign agreements for the amounts identified. Funds are available in the budget and the Agreement has been recommended for approval by the September Finance & Facilities and Services & Supports Committees.

IX. BID AWARD FOR THE PURCHASE OF TWO LIGHT TRANSIT VEHICLES

The Board approved conducting a Request For Proposal (RFP) in August 2013 for the purchase of two light transit vehicles to replace older vehicles. Replacing the older vehicles would decrease maintenance costs and improve operating and customer service practices. Whitworth Bus Sales is a State of Ohio (ODOT) vendor that met all specifications. The request is to award the bid to Whitworth Bus Sales for the purchase of the two light transit vehicles in an amount not to exceed \$128,900.

WORK SESSION (continued)

IX. BID AWARD FOR THE PURCHASE OF TWO LIGHT TRANSIT VEHICLES (continued)

The new vehicles will have the ability to transport five individuals in wheelchairs on a bus at any given time. There will be seven older, fully depreciated buses traded in to lower overall costs. Vehicle insurance will be reduced by approximately \$3,200/year. This purchase is consistent with the annual Operating Plan strategic initiative for the Transportation Department's vehicle replacement schedule. Delivery, service and warranty will be handled by Myers Equipment Corporation. Funds are available in the budget and the purchase of two light transit vehicles from Whitworth Bus Sales has been recommended for approval by the October Finance & Facilities and Services & Supports Committees.

X. SEPTEMBER FINANCIAL STATEMENTS

Deficit spending has been overcome in September. The second half property tax settlement of \$21,493,000 was received. Expenditures reflect \$61,500 remaining balance for the purchase and installation of bus cameras in the area of equipment and \$23,000 for the installation and configuration of an emergency paging system added to the phone system at the Administrative complex. The September fund balance is \$76,232,871. Projects still reflect year-end deficit of approximately \$5 million dollars. The September Financial Statements have been recommended for approval by the October Finance & Facilities Committee.

XI. REVISED POLICY 3012 – TITLE XX

As a requirement of the Fiscal Year 2014 Title XX Grant Agreement, additional language has been added to Policy 3012 – Title XX effectively incorporating the service selection and fee/rate schedules approved by the Ohio Department of Developmental Disabilities (DODD). Revised Policy 3012 – Title XX has been recommended for approval by the October Finance & Facilities Committee.

XII. 2014 EMPLOYEE HEALTH & DENTAL INSURANCE

In 2012, proposals were solicited for 2013 benefits from three national carriers with increases ranging from 8.7% to 12% over 2012 rates to maintain the current plan design. The Insurance Committee, comprised of representatives from each of the four bargaining units and management, reached consensus and recommended Aetna. Included in Aetna's proposal was a 14.65% premium cap for 2014 along with \$100,000 prefunded for wellness activities at Summit DD's discretion. The Insurance Committee met twice and reached consensus to recommend maintaining the current Aetna 500/1000 health plan design for eligible employees in 2014 benefit year. The 2014 rate increase totals 17.1% to include a 14.65% premium increase, which is the cap, and an additional 2.45% attributed to Affordable Care Act fees and implementing a slight plan design enhancement in 2014 that is required by law by January 1, 2015. The Board's 2014 budget for health insurance is \$5,857,054, slightly higher than the 2013 budget.

WORK SESSION (continued)

XII. 2014 EMPLOYEE HEALTH & DENTAL INSURANCE (continued)

This amount is the result of an approved increase for the health insurance line item offset by the reduction in approved FTEs for 2014. The Board's share in 2014 for single coverage is \$608.22/month, an increase of \$88.82/month. The Board's family plan share is \$1,475.43/month, an increase of \$215.46/month. Employees' 2014 share for single coverage is \$32.01/month, an increase of \$4.67/month and the family coverage is \$248.81/month, an increase of \$36.33/month. Dental rates for 2014 remain the same as in 2013. Funds are within the 2014 budgeted amount and the 2014 employee health and dental insurance has been recommended for approval by the October Insurance, HR/LR and Finance & Facilities Committees.

XIII. DOMESTIC PARTNER HEALTH & WELFARE BENEFITS

In order to create total compensation equity and fairness among employees, it is recommended that the Board offer health and welfare benefits to domestic partners effective January 1, 2014. If approved, Summit DD will implement procedures, including an Affidavit of Domestic Partnership, requiring employees and their domestic partners to attest to certain eligibility criteria and provide verification of the partnership (i.e., joint mortgage or lease, joint debt or asset, designation of the partner as a beneficiary or durable power of attorney, etc.). Mr. Briggs asked if there are equal assurances relative to the status of married partners. Ms. Kamlowky replied there are and added there are several additional attestations for domestic partners that are not required of married couples since Ohio doesn't issue licenses for domestic partners. She noted Summit DD's criteria will be similar to that of Summit County and other public entities who offer similar benefits. Summit County Council approved an ordinance extending health insurance benefits to domestic partners and their dependents, along with a number of other publicly funded entities in the State of Ohio including many major cities, the University of Akron, Cuyahoga County and Cuyahoga County Board of DD. Funds are available in the budget and the domestic partner health and welfare benefits have been recommended for approval by the October Insurance, HR/LR and Finance & Facilities Committees.

XIV. REVIEW OF DIRECT SERVICE CONTRACTS

The Ethics Committee reviews direct service contracts to assure ethical standards are not violated when Board employees hold secondary employment with a contract agency. Affidavits of Narquita Thornton and Christine Cain, also employed by Arbor Home Health, Fawn Howard, also employed by White House Behavioral Health, Sarah McCrory, also employed by Hope Homes, Shanita Ruple, also employed by Siffrin, and Jazzmen Walker, also employed by Hattie Larlham, were all reviewed. Each employee has certified that their specific secondary employment situations meet the conditions specified in Ohio Revised Code (ORC) 5126:033. The September Ethics Committee has determined that each direct service contract meets the conditions specified in ORC and recommends that the Board continue to participate in its contracts with Arbor Home Health, White House Behavioral Health, Hope Homes, Siffrin and Hattie Larlham.

WORK SESSION *(continued)*

XV. ENDORSEMENT OF ADM BOARD LEVY

The Summit County Alcohol, Drug Addiction and Mental Health Services Board (ADM Board) is requesting the Summit DD Board's endorsement for Issue 1, its 2.95 mill renewal levy that will be on the November ballot. The ADM Board is the local agency mandated by law to see that treatment and support services are available for adults, teens and children with mental illness and/or alcohol/drug addiction. The 2.95 mill levy is not a new tax, it is a renewal and will provide 75% of the Agency's operating budget. Mr. Armstrong noted Summit DD has numerous eligible individuals who also receive services from the ADM Board. He recommended that the Board approve the request to endorse the ADM Board's Issue 1. Mr. Briggs asked if the ADM Board endorsed Summit DD's last levy. Mr. Armstrong replied that it did.

The work session adjourned at 5:40 p.m.

BOARD MEETING

The **regular monthly meeting** of the County of Summit Developmental Disabilities Board convened at 5:40 p.m.

I. CAUCUS – BOARD MEMBERS

Relative to the 2014 Board Meeting schedule, Mr. Quade asked that consideration be given to moving the meetings from the third Wednesday of each month to the fourth Thursday of the month. Mr. Briggs asked Board Members and Executive Leadership Team to review their schedules and provide feedback to Maggi Albright for discussion at the November Board Meeting.

II. CAUCUS - SUPERINTENDENT

Mr. Armstrong advised that he presented Summit DD's 2014 budget to the full Social Services Advisory Board (SSAB) today and they will be recommending approval to County Council. He stated that he was requested to meet with the Human Services Committee, chaired by Paula Prentice, this Friday at 8:00 a.m. to review the budget before it goes before County Council for a first read on October 21st.

BOARD MEETING *(continued)*

III. PUBLIC COMMENT

Tom Berry, a parent and Board Member of the Arc of Summit & Portage Counties, commended staff for implementing his requested improvements of the audio system in the Board Room.

He commented that relative to moving the date of monthly Board Meetings, it would be his preference if the meetings remained on the third Wednesday of each month.

Dan Young introduced himself as a Tallmadge resident living in the Whitegate allotment near the Southeast Ave. home where sexual offenders reside that has been discussed at previous Board Meetings. He stated he is present tonight as a reminder that the situation still exists and to get a status update. Mr. Young indicated that DODD staff told him that a plan is being put together to establish new protocol for Summit DD and that it should be on the schedule by the end of October. He stated there are still people living in the Whitegate neighborhood who shouldn't live there and he and other neighbors are still very concerned. He asked if a committee has been formed to address this issue and who chairs the committee. Mr. Armstrong replied that he spoke with Director Martin of DODD and Director Martin advised that the Department is chartering an ad-hoc work group to talk about a placement protocol to ensure proper supervision. Director Martin has allowed Summit DD to participate in this ad-hoc work group so Drew Williams, SSA Director, will be attending the meetings and participating. Mr. Williams stated the group met in September and will be meeting again tomorrow. Mr. Young asked about the timeline of the work group. Mr. Williams replied he is not aware that a deadline has been established. Mr. Armstrong indicated to Mr. Young that some of his questions may be better directed to DODD since Summit DD does not have control over the work group, however, he is very pleased that Mr. Williams is able to participate on that group and Mr. Williams can provide feedback after each meeting. Mr. Young again indicated neighbors' strong desire for the residents of this home to be relocated. Mr. Armstrong replied this is not the intent of the work group and that would violate people's freedom of choice. Mr. Young stated that this comment takes things back to day one. Mr. Armstrong replied the intent was never to figure out how to move people out of the Southeast Ave. home. Mr. Young said the fact that sexual offenders with the histories they have are clustered in one home in a family neighborhood is something the protocol has to address statewide; this is a safety issue and the practice of placing these people into neighborhoods cannot continue. He stated he was hoping the Summit DD Board would take the lead in getting something done to address the protocol. Mr. Armstrong again stated that Director Martin chartered the ad-hoc work group and allowed Summit DD to participate and that he doesn't believe Director Martin committed to State Representative DeVitis that the individuals living at the Southeast Ave. home would be moved. He assured Mr. Young that it is a positive step that Mr. Williams has been permitted to participate in the work group and that regular updates of those meetings would be communicated.

BOARD MEETING *(continued)*

IV. APPROVAL OF MINUTES

A. SEPTEMBER 17, 2013 (special Board Meeting)

RESOLUTION No. 13-10-01

Mrs. Cooper moved that the Board approve the minutes of the September 17, 2013 special Board Meeting, as presented in attachment #15. The motion, seconded by Mrs. Ricks, was unanimously approved.

B. SEPTEMBER 18, 2013 (work session and regular Board Meeting)

RESOLUTION No. 13-10-02

Mrs. Arshinkoff moved that the Board approve the minutes of the September 18, 2013 work session and regular Board Meeting, as presented in attachment #16. The motion, seconded by Mr. Quade, was unanimously approved.

C. SEPTEMBER 26, 2013 (special Board Meeting)

RESOLUTION No. 13-10-03

Mr. Quade moved that the Board approve the minutes of the September 26, 2013 special Board Meeting, as presented in attachment #17. The motion, seconded by Mrs. Cooper, was unanimously approved.

D. SEPTEMBER 30, 2013 (special Board Meeting)

RESOLUTION No. 13-10-04

Mrs. Ricks moved that the Board approve the minutes of the September 30, 2013 special Board Meeting, as presented in attachment #18. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

BOARD MEETING (continued)

V. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. BRIDGES TO TRANSITION PROGRAM

RESOLUTION No. 13-10-05

Mrs. Wilkinson moved that the Board approve the renewal of a one-year agreement to participate in the Bridges to Transition Program for the period October 1, 2013 through September 30, 2014, in an amount not to exceed Seventy Four Thousand One Hundred Seventy Two Dollars and Forty Four Cents (\$74,172.44), and that the Superintendent be authorized to sign said agreement. The motion, seconded by Mr. Dohnal, was unanimously approved.

2. SUMMIT COUNTY FAMILY & CHILDREN FIRST COUNCIL/SUMMIT COUNTY CLUSTER FOR YOUTH FUNDING AGREEMENT

RESOLUTION No. 13-10-06

Mr. Dohnal moved that the Board approve Summit DD's continued participation in the Summit County Family & Children First Council/Summit County Cluster for Youth Funding Agreement in an amount not to exceed One Hundred Thousand Dollars (\$100,000) for the period January 1, 2014 through December 31, 2014, as presented in attachment #7, and that the Superintendent be authorized to sign said agreement. The motion, seconded by Mrs. Cooper, was unanimously approved.

3. BID AWARD FOR PURCHASE OF TWO LIGHT TRANSIT VEHICLES

RESOLUTION No. 13-10-07

Mrs. Cooper moved that the Board authorize the purchase of two light transit vehicles from Whitworth Bus Sales, Inc. in an amount not to exceed One Hundred Twenty Eight Thousand Nine Hundred Dollars (\$128,900), as presented in attachment #8. The motion, seconded by Mrs. Ricks, was unanimously approved.

BOARD MEETING *(continued)*

V. BOARD ACTION ITEMS *(continued)*

A. FINANCE & FACILITIES COMMITTEE *(continued)*

4. SEPTEMBER FINANCIAL STATEMENTS

RESOLUTION No. 13-10-08

Mrs. Arshinkoff moved that the Board approve the September Financial Statements, as presented in attachment #9. The motion, seconded by Mr. Quade, was unanimously approved.

5. REVISED POLICY 3012 – TITLE XX

RESOLUTION No. 13-10-09

Mr. Quade moved that the Board approve revised policy 3012 – Title XX, as presented in attachment #10. The motion, seconded by Mrs. Ricks, was unanimously approved.

B. HR/LR COMMITTEE

1. 2014 EMPLOYEE HEALTH & DENTAL INSURANCE

RESOLUTION No. 13-10-10

Mrs. Ricks moved that the Board adopt the Insurance Committee recommendations to maintain Aetna's 500/1000 health insurance plan for eligible employees for the 2014 benefit year, as presented in attachment #11. The motion, seconded by Mr. Quade, was unanimously approved.

2. DOMESTIC PARTNER HEALTH & WELFARE BENEFITS

RESOLUTION No. 13-10-11

Mrs. Wilkinson moved that the Board extend health and welfare benefits to same sex and opposite sex domestic partners and their dependents effective January 1, 2014, as presented in attachment #12. The motion, seconded by Mr. Quade, was unanimously approved.

BOARD MEETING (continued)

V. BOARD ACTION ITEMS (continued)

C. ETHICS COMMITTEE

1. DIRECT SERVICE CONTRACTS

RESOLUTION No. 13-10-12

Mr. Dohnal moved that whereas the Board's Ethic's Committee has reviewed the affidavits of Board employees Narquita Thornton, Christine Cain, Fawn Howard, Sarah McCrory, Shanita Ruple and Jazzmen Walker and found that the conditions specified in Ohio Revised Code (ORC) 5126:033 have been met;

Therefore be it resolved that the Board adopt the recommendations of the Ethics Committee finding that the conditions specified in ORC 5126:033 have been met and that the Board continue to participate in its contracts with Arbor Home Health, White House Behavioral Health, Hope Homes, Siffrin and Hattie Larlham, as presented in attachment #13. The motion, seconded by Mrs. Ricks, was unanimously approved.

D. OTHER

1. ENDORSEMENT OF ADM BOARD LEVY

RESOLUTION No. 13-10-13

Mrs. Cooper moved that the County of Summit Developmental Disabilities Board hereby endorses the Alcohol, Drug Addiction & Mental Health Services Issue 1 ballot initiative appearing on the November 2013 ballot, and further authorizes the Superintendent to sign any documents necessary to communicate the endorsement. The motion, seconded by Mr. Quade, was unanimously approved.

VI. SUPERINTENDENT'S REPORT

A. CENSUS

The September 2013 Census was included in packets for review.

B. MUI THIRD QUARTER SUMMARY

There were 385 MUIs investigated during the third quarter, which reflects an increased trend. Performance measures for the third quarter exceed goals with 24 hour conformance at 99% (goal of 97%), timely closure of cases at 100% (goal of 95%) and questions answered timely at 99% (goal of 95%).

BOARD MEETING (continued)

VI. SUPERINTENDENT'S REPORT (continued)

B. MUI THIRD QUARTER SUMMARY (continued)

There were 152 cases referred to either law enforcement or Children's Services Board (CSB) and 115 cases that required law enforcement notification only. In the third quarter, there have been eleven cases where charges were filed, as compared to one case in the second quarter prior, which was prior to contracting with the Sheriff's Dept. and there are 29 open cases, compared to six in the second quarter prior to contracting with the Sheriff's Dept. Two cases have been requested for review by the Abuser Registry. Ms. Bachman introduced Summit County Sheriff Joe Storad who is the full-time law enforcement investigator assigned to work with Summit DD. Mr. Briggs stated that this collaboration is a long-time coming and it is a very important aspect of the duties of the Board to ensure the health and safety of persons served and to protect their rights the same as every other citizen. He thanked Mr. Storad on behalf of the Board for his commitment to the investigative process in making sure no person or no case falls through the cracks.

VII. PRESIDENT'S COMMENTS

Mr. Briggs commented on the outstanding video of Andre Travis competing in the Akron Marathon and added he was sure it touched the hearts of everyone. He noted the impact of the path to inclusion and to breaking down barriers, prejudices and bigotry that individuals with disabilities and others experience because of peoples lack of knowledge. He stated that during the Board Retreat in June he had an epiphany about moving toward inclusion and the Board being the primary force in the community to accomplish this endeavor. The work staff does is certainly rewarding but to know that you are impacting and changing people's lives for the better is the greatest reward. It's not just a job, it's a commitment to life. The Board is very proud of staff's efforts; he thanked staff on behalf of the Board for the great work they do.

VIII. EXECUTIVE SESSION

RESOLUTION No. 13-10-14

Mrs. Cooper moved that the Board enter into Executive Session in compliance with the Sunshine Laws, Ohio Revised Code 121.22, Section G, Subsection (1) to consider the employment of specific public employees. Upon reconvening, the Board may or may not conduct additional business. The motion was seconded by Mr. Dohnal.

Roll call vote: Arshinkoff-yes; Quade-yes; Briggs-yes; Wilkinson-yes; Ricks-yes; Dohnal-yes and Cooper-yes. The motion was unanimously approved.

The regular session of the Board Meeting adjourned at 6:05 p.m.

BOARD MEETING *(continued)*

The Board entered into Executive Session at 6:10 p.m.

The Board Meeting reconvened at 6:20 p.m.

IX. ADDITIONAL ACTION ITEMS

A. EMPLOYMENT CONTRACT – HOLLY BRUGH

RESOLUTION No. 13-10-15

Mrs. Cooper moved that the Board approve a contract of employment for Holly Brugh, Director of Children’s Services, for the period January 3, 2014 – January 2, 2016. The motion, seconded by Mr. Dohnal, was unanimously approved.

B. EMPLOYMENT CONTRACT – RUSSELL DUPLAIN

RESOLUTION No. 13-10-16

Mrs. Wilkinson moved that the Board approve a contract of employment for Russell DuPlain, Director of Information Technology, for the period January 3, 2014 – January 2, 2016. The motion, seconded by Mr. Dohnal, was unanimously approved.

C. AMENDMENT TO EMPLOYMENT CONTRACT OF THOMAS L. ARMSTRONG

RESOLUTION No. 13-10-17

Mrs. Arshinkoff moved that the Board approve an Amendment to Superintendent Thomas L. Armstrong’s employment contract, as outlined in attachment #22. The motion, seconded by Mrs. Cooper, was unanimously approved.

D. EMPLOYMENT CONTRACT – JOHN TRUNK

RESOLUTION No. 13-10-18

Mr. Quade moved that the Board approve a contract of employment with John Trunk for the position of Superintendent, as outlined in attachment #23, for a three (3) year term commencing December 1, 2013 through November 30, 2016. The motion, seconded by Mrs. Cooper, was unanimously approved.

BOARD MEETING *(continued)*

IX. ADDITIONAL ACTION ITEMS *(continued)*

E. OPERS PICK-UP FOR JOHN TRUNK

R E S O L U T I O N No. 13-10-19

Mr. Dohnal moved that whereas the Board has entered into a contract with John Trunk for the position of Superintendent pursuant to Board Resolution No. 13-10-18; and

Whereas as term of said contract the Board has agreed to pick-up and pay the employee's statutorily required contribution to the Ohio Public Employees Retirement System (OPERS); and

Whereas the Board has established a qualified plan under Internal Revenue Code Section 414(h)(2) pursuant to Board Resolution No. 09-01-10;

There be it resolved that the Board authorizes the pick-up of the employee's share of the statutorily required contributions to the Public Employees Retirement System of Ohio for Superintendent John Trunk under the fringe benefit method of employer pick-up, and in accordance with Section 414(h)(2) of the Internal Revenue Code. The motion, seconded by Mr. Quade, was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:30 p.m.



Jackie Cooper, Secretary