

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

AGENDA

Thursday, February 25, 2016
Administrative Board Room
5:00 p.m.

WORK SESSION

DISCUSSION ONLY ITEMS

No Discussion Only Items This Month

ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY

- I. NON-BARGAINING UNIT PAY STRUCTURE
- II. SUMMIT DD MISSION, VISION & VALUES

NEW ACTION ITEMS FOR BOARD CONSIDERATION

- III. JANUARY 2016 FINANCIAL STATEMENTS
- IV. REVISED POLICY 1124 – LINE OF RESPONSIBILITY
- V. REVIEW OF DIRECT SERVICE CONTRACT

BOARD MEETING

- I. CALL TO ORDER
- II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS
- III. CAUCUS – SUPERINTENDENT
- IV. PUBLIC COMMENT
- V. APPROVAL OF MINUTES
 - A. JANUARY 28, 2016 (Annual Organizational Meeting and Combined Work Session/Regular Meeting)
- VI. BOARD ACTION ITEMS
 - A. FINANCE & FACILITIES COMMITTEE
 - 1. JANUARY 2016 FINANCIAL STATEMENTS
 - B. HR/LR COMMITTEE
 - 1. NON-BARGAINING UNIT PAY STRUCTURE
 - 2. REVISED POLICY 1124 – LINE OF RESPONSIBILITY
 - C. OTHER
 - 1. SUMMIT DD MISSION, VISION & VALUES
 - D. ETHICS COMMITTEE
 - 1. DIRECT SERVICE CONTRACT
- VII. SUPERINTENDENT’S REPORT
 - A. CENSUS
- VIII. PRESIDENT’S COMMENTS
- IX. EXECUTIVE SESSION
- X. ADJOURN

Summit County Board of Developmental Disabilities

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION	SUPPORTING DATA FOR RECOMMENDATION
<ul style="list-style-type: none"> • Non-bargaining unit employee compensation system 	<ul style="list-style-type: none"> • Update pay structure for non-bargaining unit employees 	<ul style="list-style-type: none"> • Adopt updated pay structure for non-bargaining unit employees effective January 1, 2016. 	<p>In 2012 Summit DD retained Belz and Associates, a compensation consultant with extensive public sector experience, to assist Summit DD with updating its non-bargaining unit compensation system. The project included a compensation policy statement; a position evaluation methodology that staff can administer to determine internal equity; a market analysis to determine appropriate positions and market comparisons to ensure external competitiveness; a pay structure with relevant pay grades that reflected the results of the position evaluation and the market analysis input; and pay administration procedures.</p> <p>Summit DD again retained Belz and Associates in late 2014 to assist (1) the Position Evaluation Committee with evaluating job descriptions associated with the reorganization; and (2) with conducting an updated market analysis to ensure external competitiveness. As a result, in January 2015 Summit DD adopted a revised pay structure (attached) which included a 4% adjustment applied to each pay grade (not individual salary increases) to align it with current market conditions.</p> <p>Attached is a proposed pay structure which reduces the number of pay grades from eleven to nine, collapsing three pay grades dedicated to Director positions to one. This recommendation adjusts the minimum, midpoint, and maximum for pay grades seven through nine and provides:</p> <p>(1) the Superintendent's office the flexibility to shift (add and/or remove) major and emerging functions to a Director based on the Agency's need without necessarily having to upgrade or</p>
<p>Recommended for approval by the January HR/LR Committee</p>			

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

Date: January 11, 2016

Summit County Board of Developmental Disabilities

TOPIC SUMMARY REPORT

			<p>downgrade a position to a different pay grade; and (2) a single pay grade with a midpoint that better reflects current market conditions for the variety of skills, knowledge and experience of the director positions. (For example, a director position that requires significant DD knowledge and experience may have lower benchmark salaries – such as Service and Support Administration, Services or MUJ – because they are only benchmarked to other DD/public/nonprofit agencies. Other director positions where Summit DD competes with a broader labor market may have higher benchmark salaries – such as IT, fiscal, HR, communications or facilities.)</p> <p>Collapsing the three Director pay grades (one of which is vacant) to a single pay grade will provide the desired flexibility to shift major and emerging functions as necessary, and identifies a midpoint reflective of public, nonprofit and general market salaries for these positions.</p> <p>If adopted, the revised pay structure will be effective January 1, 2016, and will have no impact on individuals' salaries in the affected pay grades. One individual's salary will be increased to the minimum of the pay grade which is consistent with adopted pay administration procedures.</p>
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Submitted By: John Trunk

Date: January 11, 2016

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

CURRENT --- SUMMIT DD PAY STRUCTURE 2015

Grade	Minimum	Midpoint	Maximum	Pay Structure Job Title	Vacation	E/NE
1	\$32,800 \$18.77	\$41,000 \$19.71	\$48,200 \$23.65	Assistant I (Fiscal) Coordinator I (Staffing)	A A	NE NE
2	\$36,800 \$17.69	\$46,000 \$22.12	\$55,200 \$26.54	Assistant II (SSA, Comm Supp & Dev, Assistant Superintendent) Coordinator II (HR)	A A	NE NE
3	\$40,800 \$19.62	\$51,000 \$24.52	\$61,200 \$29.42	Assistant III (Superintendent) Coordinator III (HR, FM, A/Benefits) Systems Analyst I	B B A	E E NE
4	\$46,400 \$22.31	\$58,000 \$27.88	\$69,600 \$33.46	Systems Analyst II, Systems Administrator I Investigative Agent Coordinator IV (HRIS) Supervisor I (Operations)	A B B B	NE E E E
5	\$51,200 \$24.62	\$64,000 \$30.77	\$76,800 \$36.92	Supervisor II (Mechanic, Facilities Management) Manager I (Transportation, Records, HR)	B B	E E
6	\$56,800 \$27.31	\$71,000 \$34.13	\$85,200 \$40.96	Manager II (SSA, IT, Facility, Children's Services, Quality, Community Employment, Community Supports & Development, MUI, HR/Payroll, Fiscal, Medicaid Services, Communications, Risk); Systems Administrator II, Network Systems Administrator	B	E
7	\$62,400 \$30.00	\$78,000 \$37.50	\$93,600 \$45.00	Ombudsman Senior Manager (Adult Services, Children's Services, Comm Employment) Community Supports & Development Assistant Director (SSA)	B B B	E E E
8	\$69,600 \$33.46	\$87,000 \$41.83	\$104,400 \$50.19	Director I	C	E
9	\$77,600 \$37.31	\$97,000 \$46.63	\$116,400 \$55.96	Director II (HR, IT, Labor Relations/Risk Mgmt, Comm Supp & Dev)	C	E
10	\$85,600 \$41.15	\$107,000 \$51.44	\$128,400 \$61.73	Director III (Operations, Quality/MUI/Communications, SSA, Fiscal)	C	E
11	\$92,800 \$44.62	\$116,000 \$55.77	\$139,200 \$66.92	Assistant Superintendent	C	E

Vacation Plan A - 0-4 years = 2 weeks; > 5 years of service = 3 weeks; > 10 years of service = 4 weeks; > 15 years of service = 5 weeks
 Vacation Plan B - 0-9 years = 3 weeks; > 10 years of service = 4 weeks; > 15 years of service = 5 weeks
 Vacation Plan C - 5 weeks

PROPOSED --- SUMMIT DD PAY STRUCTURE 2016

Grade	Minimum	Midpoint	Maximum	Pay Structure Job Title	Vacation	E/NE
1	\$32,800 \$15.77	\$41,000 \$19.71	\$49,200 \$23.85	Assistant I (Fiscal) Coordinator I (Staffing)	A A	NE NE
2	\$36,800 \$17.69	\$46,000 \$22.12	\$55,200 \$26.54	Assistant II (SSA, Services, Assistant Superintendent) Coordinator II (HR)	A A	NE NE
3	\$40,800 \$19.62	\$51,000 \$24.52	\$61,200 \$29.42	Assistant III (Superintendent) Coordinator III (HR) Systems Analyst I (IT)	B B A	E E NE
4	\$46,400 \$22.31	\$58,000 \$27.88	\$69,600 \$33.46	Systems Analyst II (IT), Systems Administrator I (IT) Investigative Agent Coordinator IV (HR) Supervisor I (Operations, Payroll)	A B B B	NE E E E
5	\$51,200 \$24.62	\$64,000 \$30.77	\$76,800 \$36.92	Supervisor II (Mechanic, Facilities Management) Manager I (Transportation, HR, Records,)	B B	E E
6	\$56,800 \$27.31	\$71,000 \$34.13	\$85,200 \$40.96	Manager II (SSA, Facility, Children's Services, MUJ, Quality, HR, IT, Fiscal, Medicaid Services, Communications) Systems Administrator II (IT)	B	E
7	\$65,300 \$31.39	\$81,700 \$39.28	\$98,000 \$47.12	Senior Manager (Adult Services, Children's Services, Comm. Employment) Assistant Director (SSA), Ombudsman	C C	E E
8	\$81,700 \$39.28	\$102,100 \$49.09	\$122,500 \$58.89	Director (HR, IT, Labor Relations/Risk Mgmt, SSA, Fiscal, Operations, Community Supports and Development, Quality/MUJ/Communications)	D	E
9	\$93,900 \$45.14	\$117,400 \$56.44	\$140,800 \$67.69	Assistant Superintendent		E

Vacation Plan A - 0-4 years = 2 weeks; > 5 years of service = 3 weeks; > 10 years of service = 4 weeks; > 15 years of service = 5 weeks
 Vacation Plan B - 0-9 years = 3 weeks; > 10 years of service = 4 weeks; > 15 years of service = 5 weeks
 Vacation Plan C - 0-9 years = 4 weeks; > 10 years of service = 5 weeks
 Vacation Plan D - 5 weeks
 1/1/2016

MISSION, STATEMENT VISION & VALUES

Summit DD Mission Statement

Summit DD connects ~~To offer a lifetime of services and supports to eligible individuals and families that enable people with developmental disabilities to work, live and learn as equal citizens in their communities.~~ **supports that empower each individual to contribute to their own success and to that of their community.**

Summit DD Vision Statement

~~To be the primary community force to ensure people with developmental disabilities receive the highest quality of services and supports; that our communities are ones which support and embrace every individual, regardless of disability; and that each eligible person is provided the opportunity to achieve his/her full potential.~~ **We are a community built by the abilities of all citizens.**

Summit DD Core Values

~~In order to focus its mission and vision statement, the Summit DD Board has adopted the following core values:~~

- Person Served First
- Customer Service Approach
- Embrace Diversity
- Personal Accountability
- **Innovation**
- ~~Objectivity, Fairness and Consistency~~
- ~~Consistent Quest for Quality Improvement~~

OAC 5123:2-1-02(C)

**SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE MONTH ENDED JANUARY 31, 2016 AND 2015**

	1/31/2016			1/31/2015			YTD % BUDGET REMAINING	YTD % BUDGET REMAINING
	2016 ANNUAL BUDGET	2016 YTD ACTUAL	YTD \$ BUDGET REMAINING	2015 ANNUAL BUDGET	2015 YTD ACTUAL	YTD \$ BUDGET REMAINING		
OPERATING REVENUE								
PROPERTY TAXES	\$ 50,543,000	\$ -	\$ 50,543,000	\$ 50,520,000	\$ -	\$ 50,520,000	100.0%	100.0%
PERSONAL PROPERTY REIMB	-	-	-	533,981	-	533,981	0.0%	100.0%
REIMBURSEMENTS	13,915,074	707,888	13,207,186	16,395,286	1,015,261	15,380,025	94.9%	93.8%
GRANTS	1,434,473	20,569	1,413,904	630,000	-	630,000	98.6%	100.0%
CONTRACT SERVICES	291,750	7,270	284,480	868,000	18,132	849,868	97.5%	97.9%
REFUNDS	-	-	-	-	-	-	0.0%	0.0%
OTHER RECEIPTS	72,456	19,489	52,967	124,500	11,535	112,965	73.1%	90.7%
TOTAL REVENUE	\$ 66,256,753	\$ 755,216	\$ 65,501,537	\$ 69,071,767	\$ 1,044,928	\$ 68,026,839	98.9%	98.5%
OPERATING EXPENDITURES								
SALARIES	\$ 23,384,781	\$ 2,023,111	\$ 21,361,670	\$ 24,512,500	\$ 2,673,731	\$ 21,838,769	91.3%	89.1%
ERIP COSTS	-	-	-	-	83,750	(83,750)	0.0%	0.0%
EMPLOYEE BENEFITS	9,408,874	770,996	8,637,878	11,111,902	858,586	10,253,316	91.8%	92.3%
SUPPLIES	1,252,728	73,712	1,179,016	1,502,985	51,050	1,451,935	94.1%	96.6%
TRAVEL AND TRAINING	382,260	42,525	339,735	390,963	23,671	367,292	88.9%	93.9%
DIRECT CONTRACT SERVICES	9,054,720	513,658	8,541,062	9,325,368	420,269	8,905,099	94.3%	95.5%
INDIRECT CONTRACT SERVICES	3,197,344	188,597	3,008,747	3,745,217	237,313	3,507,904	94.1%	93.7%
MEDICAID COSTS	24,715,000	5,646,907	19,068,093	23,865,000	5,554,246	18,310,754	77.2%	76.7%
UTILITIES	746,018	46,013	700,005	701,150	57,564	643,586	93.8%	91.8%
RENTALS	357,700	41,212	316,488	631,022	614,040	16,982	88.5%	2.7%
ADVERTISING	127,500	-	127,500	130,000	17,578	112,422	100.0%	86.5%
OTHER EXPENSES	383,424	11,148	372,276	377,806	82,645	295,161	97.1%	78.1%
EQUIPMENT	277,500	-	277,500	449,000	18,775	430,225	100.0%	95.8%
REAL PROPERTY IMPROVEMENT	400,000	-	400,000	200,000	77,929	122,071	100.0%	61.0%
TOTAL EXPENDITURES	\$ 73,687,849	\$ 9,357,879	\$ 64,329,970	\$ 76,942,913	\$ 10,771,147	\$ 66,171,766	87.3%	86.0%
NET REVENUES AND EXPENDITURES	\$ (7,431,096)	\$ (8,602,663)		\$ (7,871,146)	\$ (9,726,219)			
BEGINNING FUND BALANCE		ACTUAL						
PLUS: REVENUE	\$ 55,428,977	\$ 55,428,977						
LESS: EXPENDITURES	66,256,753	755,216						
ENDING FUND BALANCE	(73,687,849)	(9,357,879)						
	\$ 47,997,881	\$ 46,826,314						

**SUMMIT COUNTY DD BOARD
NOTES TO FINANCIAL STATEMENTS
FOR THE MONTH ENDED JANUARY 31, 2016
(Rounded)**

An evenly distributed budget remaining for a one month period 8.3%
Evenly distributed budget remaining for eleven months 91.7%

Revenue:

1 Property Taxes: Timing difference - Approximately 49% of annual property taxes are expected in March or April.

Expenditures:

2 Indirect Contract Services:	Payment of licensing fees to Primary Solutions for applications used to track individuals served, billing activities and service utilization.	\$ 20,200
3 Medicaid Costs:	Quarterly Medicaid waiver match. Medicaid Administrative Claiming (MAC) fees.	5,633,000 14,000
4 Rentals:	2015 balance remaining for the Twinsburg facility.	40,000

1124 - LINE OF RESPONSIBILITY

All employees of Summit DD shall work under the general direction of the Superintendent. Management staff shall be immediately responsible to the Department Director in the department in which they work. Other employees shall be immediately responsible to the supervisor under whom they work directly.

In the absence of the Superintendent, the Assistant Superintendent will act as the Superintendent's designee.

In the absence of both the Superintendent and the Assistant Superintendent, the following succession will be followed for the Superintendent's designee:

1. Director as designated by the Superintendent or Assistant Superintendent.
2. Fiscal issues, concerns, or matters shall be reviewed with the Director of Fiscal.

~~The Board's President will be notified of any change of line of responsibility in the Superintendent's absence.~~

**Recommended for approval by the
February HR/LR Committee.**

County of Summit Board of Developmental Disabilities
 TOPIC SUMMARY REPORT

Topic	Issue/Concern	Recommendation	Supporting Data for Recommendation
<p>Review of direct service contract to assure ethical standards are not violated</p>	<p>Board employees who are also employed with a contracted agency of the Board.</p>	<p>That the Board adopt the recommendations of the Ethics Committee</p>	<p>Affidavits of Board employees Briana Larry and JaVonnda Merchant who are employed by both Summit DD and Ardmore, Inc. Ms. Larry and Ms. Merchant have certified by affidavit that their specific, secondary employment situations meet all of the conditions specified in ORC 5126.033. The Ethics Committee has determined that the direct service contract meets the conditions specified in ORC 5123.033. The Ethics Committee recommends that the Board continue to participate in its contract with Ardmore, Inc.</p> <p style="text-align: center;">RECOMMENDED FOR APPROVAL BY: ETHICS COMMITTEE JANUARY 28, 2016</p>

Submitted By: Lisa Kamlowsky

Date: February 2016

For: _____ Superintendent / Assistant Superintendent
 _____ Finance Committee
 _____ Programs & Services Committee
 _____ HR/LR Committee
 _____ Ethics Committee

ETHICS COMMITTEE MEETING
January 28, 2016

Committee Members: John Trunk, Lisa Kamlowsky, Joe Siegfert, Denise Ricks, Tom Quade, Jenny Dwyer

The meeting commenced at 6:06 p.m. The role and purpose of Ethics Committee was reviewed.

I. Review of Direct Service Contract

Briana Larry and JaVonnda Merchant are substitute employees with Summit DD and are also employed by Ardmore, Inc. as support staff. Summit DD has a contract with Ardmore, Inc. that funds non-waiver services. Funding is provided under the contract at the established waiver rate. The committee reviewed the affidavits submitted by these employees regarding their specific employment circumstances and the requirements under ORC 5126.033.

II. Recommendations to the Board

The Committee finds that Ms. Larry and Ms. Merchant have attested that all of the conditions specified in ORC 5126.033 have been met. Mr. Quade moved that the committee recommend to the Board that the Board adopt the recommendations of the Ethics Committee and continue to participate in its contract with Ardmore, Inc. Mrs. Ricks seconded the motion; motion passed unanimously.

There being no further business, the meeting was adjourned at 6:12 p.m.

MINUTES – annual organizational meeting and combined work session and regular meeting
Thursday, January 28, 2016

Summit County Board of Developmental Disabilities

MINUTES

Thursday, January 28, 2016

5:00 p.m.

The **annual organizational meeting, combined work session and regular monthly meeting** of the Summit County Board of Developmental Disabilities was held on Thursday, January 28, 2016 at Summit DD administrative offices located at 89 East Howe Road, Tallmadge, Ohio 44278. The **annual organizational meeting** convened at 5:07 p.m.

BOARD MEMBERS PRESENT

Randy Briggs
Joe Siegferth
Denise Ricks
Tom Quade
Dave Dohnal
Meghan Wilkinson
Jennifer Dwyer

BOARD MEMBER ABSENT

Meghan Wilkinson

ALSO PRESENT

John J. Trunk, Superintendent
Lisa Kamlowsky, Assistant Superintendent
Tom Jacobs, Director of Operations/SHDC
Mira Pozna, Director of Fiscal
Drew Williams, Director of Community
Supports & Development

Joe Eck, Director of Labor Relations &
Risk Management
Diamon Perry, Ombudsman
Lynn Sargi, Director of HR
Maggi Albright, Recording Secretary
and others

I. ELECTION OF OFFICERS

Mr. Quade served as the Nominating Committee and collected nominations for 2016 Board Officers. He announced he was prepared to share a slate of officers in which one candidate was nominated for each position. Mr. Quade indicated each person nominated has agreed to serve. Mr. Siegferth called for additional nominations. Hearing none, Mr. Quade reported that the 2016 Summit DD Board Officer nominations are: President – Joe Siegferth, Vice-President – Dave Dohnal, and Secretary – Denise Ricks.

RESOLUTION

No. 16-01-01

Mr. Quade moved that the election of Board Officers for 2016 be approved, as follows:

<u>President – Joe Siegferth</u>
<u>Vice President – Dave Dohnal</u>
<u>Secretary – Denise Ricks</u>

The motion, seconded by Dr. Dwyer, was unanimously approved.

MINUTES – annual organizational meeting and combined work session and regular meeting
Thursday, January 28, 2016

ANNUAL ORGANIZATIONAL MEETING (continued)

II. ASSIGNMENT OF BOARD MEMBERS TO ETHICS COMMITTEE

The Board's Ethics Committee requires representation of at least three Board Members. Mr. Siegferth asked Denise Ricks, Tom Quade and Jenny Dwyer to serve on the 2016 Ethics Committee in addition to himself. All agreed.

RESOLUTION

No. 16-01-02

Mr. Quade moved that the four Board Members appointed to serve on the Board's Ethics Committee for 2016 are:

1. Denise Ricks
2. Tom Quade
3. Jenny Dwyer
4. Joe Siegferth

The motion, seconded by Mr. Dohnal, was unanimously approved.

III. ASSIGNMENT OF BOARD MEMBERS TO SUPERINTENDENT COMMITTEES

The following Superintendent Committee assignments were proposed:

Finance & Facilities Committee:	Joe Siegferth & Dave Dohnal
HR/LR Committee:	Randy Briggs & Meghan Wilkinson
Services & Supports Committee:	Dave Dohnal, Meghan Wilkinson and Jenny Dwyer

Mr. Siegferth asked Board Members if they are satisfied with the 2016 committee assignments. Hearing no objections, the proposed committee assignments for 2016 stand. Dates and times of committee meetings will be established and distributed as soon as possible.

IV. BOARD MEMBER DECLARATIONS AND CODE OF ETHICS AND CONDUCT

Individuals appointed or reappointed to serve on a county developmental disabilities board are required by the Ohio Revised Code (ORC) Section 5126:024 to provide a declaration of eligibility to serve upon appointment or reappointment. Best practice recommends this document be reviewed and signed by each Board Member on an annual basis versus solely upon appointment or reappointment. Additionally, Summit DD Board Members agreed to sign a Code of Ethics and Conduct each year at the time Declarations are signed. Mrs. Albright has distributed both documents to Board Members for their signatures and will collect the signed forms at the end of the meeting.

The annual organizational meeting adjourned at 5:13 p.m.

MINUTES – annual organizational meeting and combined work session and regular meeting
Thursday, January 28, 2016

WORK SESSION

The **work session meeting** of the Summit County Board of Developmental Disabilities convened at 5:13 p.m.

I. NON-BARGAINING UNIT PAY STRUCTURE

In 2012 Summit DD retained Belz & Associates, a compensation consultant with extensive public sector experience, to assist Summit DD update its non-bargaining unit compensation system. The project included a compensation policy statement, a position evaluation methodology that staff can administer to determine internal equity, a market analysis to determine appropriate positions and market comparisons to ensure external competitiveness, a pay structure with eleven pay grades that reflect the results of the position evaluation and market analysis input and pay administration procedures. Summit DD retained Belz & Associates again in 2014 to assist the Position Evaluation Committee with evaluating job descriptions associated with the reorganization and with conducting an updated market analysis to ensure external competitiveness. As a result, Summit DD adopted a revised pay structure which included a 4% adjustment applied to each pay grade to align with current market conditions. The 4% was not individual salary increases. The proposed new pay structure reduces the number of pay grades from eleven to nine, collapsing three Director position pay grades into one to give the Superintendent flexibility to shift major and emerging functions based on Agency needs without having to upgrade or downgrade positions to different pay grades. It also reflects a single pay grade with a midpoint that better reflects current market conditions for the variety of skills, knowledge and experience of the director positions. This recommendation adjusts the minimum, midpoint and maximum for pay grades seven through nine. If adopted, the revised pay structure would become effective January 1, 2016 and will have no impact on individual salaries with the exception of one individual whose salary would be increased to bring them to the minimum of the pay grade. Mr. Quade asked about the proportion of staff in the minimum to midpoint and midpoint to maximum range of the pay grades. Mrs. Sargi replied that she believes the majority of staff fall between the minimum and midpoint of the proposed pay grades. The revised pay structure has been recommended for approval by the January HR/LR Committee.

II. TRANSFER OF SECOND STREET PROPERTY

The County purchased property on Second Street in Cuyahoga Falls on behalf of the Board utilizing Summit DD funds and the Board has been maintaining the property since 1977. Originally the property was purchased as a residential setting for Board eligible individuals, however, the home has been utilized by individuals served by the ADM Board. The Board collects rent and has continued to maintain the property. The ADM Board has requested that Summit DD transfer the right of possession to the ADM Board. Mr. Trunk explained this would need to be done through the County process and that he has spoken with the County Executive, who is supportive of the transfer.

WORK SESSION *(continued)*

II. TRANSFER OF SECOND STREET PROPERTY *(continued)*

If the Summit DD Board agrees, the ADM Board would reimburse Summit DD \$129,405 for the property, which is the appraised value of the property less \$73,595 for required repairs currently needed on the home. The County has requested Board resolutions from both Summit DD and the ADM Board authorizing and accepting the transfer. Upon receipt of both resolutions, the County would proceed with legislation seeking County Council approval of the transfer. The January Finance & Facilities Committee recommends approval.

III. THE ARC OF SUMMIT & PORTAGE COUNTIES PEOPLE TOGETHER PROGRAM CONTRACT

The People Together Program is an education and awareness program administered by the Arc of Summit & Portage Counties to schools and community organizations. The program is designed to increase knowledge and acceptance of integration. The Arc has delivered this program to more than 6,000 participants at more than 50 sites in each of the six years since the program's inception. The program has a proven track record of changing the attitudes of school age students and community members. Every six months a report is submitted to Summit DD outlining the number of students served, the number of sites and classes, along with student pre and post evaluation results. The request is to approve a contract in the amount of \$61,000, which covers approximately 60% of the program costs. The remainder of program costs are subsidized by United Way grants and the Arc's operating expenses. The contract would be for the period February 1, 2016 through December 31, 2016. Funds are available in the budget and the contract has been recommended for approval by the January Finance & Facilities and Services & Supports Committees.

IV. DECEMBER FINANCIAL STATEMENTS

The year ended with deficit spending in the amount of \$6,579,653, taking the fund balance to \$55,428,977. Expenditures for December include a budget transfer in the amount of \$30,000 through an Executive Order releasing funds out of contract services and re-appropriating them into rentals to cover budget deficits and the remaining balance of the annual match requirement for the Bridges to Transition grant in the amount of \$47,000. Revenue for the month includes quarterly Medicaid Administrative Claims reimbursement in the amount of \$281,000, quarterly Title XX reimbursement in the amount of \$93,000 and Help Me Grow reimbursements in the amount of \$158,000. The year ended with a Discretionary fund balance in the amount of \$205,504. The December Financial Statements have been recommended for approval by the January Finance & Facilities Committee.

WORK SESSION *(continued)*

V. REVISED POLICY 2030 – HIRING AND SELECTION

Proposed revisions to Policy 2030 – Hiring and Selection codify Summit DD’s current practice of limiting the responsibility of extending offers to candidates/employees for permanent and temporary positions to designated Human Resources Department staff. Mr. Trunk explained that according to the Ohio Revised Code (ORC), the Board employs one employee, the Superintendent, and the Superintendent is responsible for hiring all other county board employees. However, any management contracts in excess of one year would require Board approval. Mr. Quade asked if revisions to this policy are correcting a problem. Mr. Trunk replied there have been several situations that have been perceived as offers of employment prior to contact from the HR Department. Revised Policy 2030 has been recommended for approval by the January HR/LR Committee.

VI. OHIO ASSOCIATION OF COUNTY BOARDS OF DEVELOPMENTAL DISABILITIES (OACB) 2016 MEMBERSHIP DUES

Summit DD’s 2016 OACB membership dues are \$75,000, which is the same fee charged since 2007. Dues are determined based on the size of the county board and the number of individuals it serves. OACB maintains 100% membership from all 88 counties in Ohio. Funds are available in the budget and the Superintendent recommends approval of the 2016 OACB membership dues.

The work session adjourned at 5:29 p.m.

MINUTES – annual organizational meeting and combined work session and regular meeting
Thursday, January 28, 2016

BOARD MEETING

The **regular monthly meeting** of the Summit County Board of Developmental Disabilities convened at 5:29 p.m.

I. PUBLIC COMMENT

Leslie Frank, a parent and Summit DD staff, asked for an update on the sale of the Bath Center. Mr. Trunk said there is nothing new to report at this time. He did talk with folks from the County last week, however, they have not heard anything from the potential buyer.

Ms. Frank asked what services would be left after the workshops and transportation are eliminated. Mr. Trunk replied that Early Intervention is a big part of the program that provides services to school-age and transition-age children and will continued to be enhanced, provider development and training will be an area of possible growth, SSA services will continue, quality and compliance and MUI will also be vital areas of the program. Ms. Frank asked if the Inclusion Assistants will remain permanent positions. Mr. Trunk replied that he believes they will.

Ms. Frank asked about public forums. Mr. Trunk responded that three public information meetings will be held in February around the county and staff will continue to conduct public meetings to educate and inform stakeholders. The three upcoming community meetings will be Monday, February 8th @ 5:00 p.m. – Akron Public Library; Tuesday, February 9th @ 6:00 p.m. – Cuyahoga Falls Natatorium; and Wednesday, February 10th @ 6:00 p.m. – Barberton Library.

II. APPROVAL OF MINUTES

A. DECEMBER 15, 2015 (combined work session and regular meeting)

RESOLUTION No. 16-01-03

Mr. Quade moved that the Board approve the minutes of the December 15, 2015 combined work session and regular meeting, as presented in attachment #7. The motion, seconded by Mrs. Ricks, was unanimously approved.

BOARD MEETING *(continued)*

III. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. TRANSFER OF SECOND STREE PROPERTY

RESOLUTION

No. 16-01-04

Mrs. Ricks moved that whereas the residential property located at 1770 Second Street, Cuyahoga Falls, Ohio was acquired by the County of Summit with Summit DD funds; and

Whereas Summit DD no longer needs the property located at 1770 Second Street, Cuyahoga Falls, Ohio for its use; and

Whereas the Summit County ADM Board is interested in acquiring said property for its purposes and has agreed to reimburse Summit DD for the same;

Therefore be it resolved that the Summit DD Board authorizes the County of Summit to transfer said property to the Summit County ADM Board in exchange for payment from Summit County ADM Board to Summit DD in the amount of One Hundred Twenty Nine Thousand Four Hundred Five Dollars (\$129,405.00), as presented in attachment #2. The motion, seconded by Mr. Dohnal, was unanimously approved.

2. THE ARC OF SUMMIT & PORTAGE COUNTIES PEOPLE TOGETHER PROGRAM CONTRACT

RESOLUTION

No. 16-01-05

Dr. Dwyer moved that the Board approve a contract with the Arc of Summit & Portage Counties to administer the People Together Program for the period February 1, 2016 through December 31, 2016 in an amount not to exceed Sixty One Thousand Dollars (\$61,000.00), as presented in attachment #3, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Ricks, was unanimously approved.

MINUTES – annual organizational meeting and combined work session and regular meeting
Thursday, January 28, 2016

BOARD MEETING (continued)

III. BOARD ACTION ITEMS (continued)

A. FINANCE & FACILITIES COMMITTEE (continued)

3. DECEMBER FINANCIAL STATEMENTS

RESOLUTION

No. 16-01-06

Mr. Dohnal moved that the Board approve the December Financial Statements, as presented in attachment #4. The motion, seconded by Mr. Quade, was unanimously approved.

B. HR/LR COMMITTEE

1. REVISED POLICY 2030 – HIRING AND SELECTION

RESOLUTION

No. 16-01-07

Mr. Quade moved that the Board approve revisions to Policy 2030 – Hiring and Selection, as presented in attachment #5. The motion, seconded by Mrs. Ricks, was unanimously approved.

C. OTHER

4. OHIO ASSOCIATION OF COUNTY BOARDS OF DEVELOPMENTAL DISABILITIES (OACB) 2016 MEMBERSHIP DUES

RESOLUTION

No. 16-01-08

Mrs. Ricks moved that the Board approve payment of 2016 membership dues to the OACB, in the amount of Seventy Five Thousand Dollars (\$75,000.00), as presented in attachment #6, and that the Superintendent be authorized to execute said payment. The motion, seconded by Dr. Dwyer, was unanimously approved.

IV. SUPERINTENDENT'S REPORT

A. FOURTH QUARTER MUI REPORT

There were 293 MUIs reported during the fourth quarter of 2015 for a total of 1,299 in 2015, which represents a slight increase from 1,296 in 2014. 97% of MUIs were reported to DODD within 24 hours of discovery and 100% of MUI investigations were completed on time.

BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

A. FOURTH QUARTER MUI REPORT *(continued)*

Out of 587 cases referred, 108 were opened by the Summit County Sheriff's office, which accounts for 18% of law enforcement referrals. There were 29 total arrests in 2015 (12 misdemeanors and 17 felonies). Thirteen individuals were indicted in 2015 and one open warrant remains. Approximately 44% of cases substantiated were category A, 15% were category B, 36% were category C and 5% of cases are still open investigations.

B. FOURTH QUARTER OPERATING PLAN REPORT

The fourth quarter Operating Plan report on the quarterly results of the Operating Plan measures. Twelve out of 21 measures have met or exceeded goal, 7 of 21 are within 5% of goal and 2 of 21 measures are below goal.

Highlights for the fourth quarter include:

- 4,369 individuals supported, which exceeds projections
- 23.8 adults are receiving community employment services compared to 19% during the first quarter of 2015
- 92% of parents feel like they receive the information they need to plan for services, compared to the statewide average of 90.8% and more parents (86%) of young children feel they get information from their Developmental Specialist regarding child development compared to 65% in 2014
- 81% of families feel their loved ones are connected to the community
- 85% of adults are funded through federal funds
- In 2015, \$81,494,924 in Medicaid dollars was paid to private providers to support individuals with disabilities (including match)
- Satisfaction with Summit DD continues to be high, with 78% of individuals and 83% of parents/guardians rating Summit DD a 9 or 10 on a scale of 1-10, compared to 76% and 77% respectively in 2014

The two areas for opportunity are:

- The average number of times per month individuals participate in activities such as exercising, shopping, running errands, etc. is 17 compared to the statewide average of 21. Performance in this area continues to increase.
- In 2015, 73.9% of performance evaluations were completed on time compared to the goal of 90%. Summit DD implemented a new electronic evaluation system in the fourth quarter 2015 that should streamline and the process.

Mr. Siegfert asked if there are contributing factors in performance evaluations not being completed on time. Mr. Trunk replied that in most cases it is the number of people a manager has to evaluate.

MINUTES – annual organizational meeting and combined work session and regular meeting
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BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

B. FOURTH QUARTER OPERATING PLAN REPORT *(continued)*

The new system streamlines the process and the tool is easier to complete but still provides meaningful feedback. Mr. Quade asked if evaluations are on a rotating schedule. Mr. Trunk explained that all non-bargaining unit evaluations are on a calendar year and are due for completion by the end of January each year. Evaluations for bargaining unit staff are tied to the date of hire.

C. MISCELLANEOUS

Mr. Trunk introduced Diamon Perry as Summit DD's new Ombudsman. Ms. Perry has been employed with the Board since 2001 in a variety of roles such as Floater Assistant, SSA, and most recently as a SSA Manager. The role of Ombudsman will be to empower individuals and assist with navigating the service delivery system. Ms. Perry will serve as a community connector and act as a liaison in helping individuals and families resolve issues and concerns.

At the OACB Delegate Assembly in December, a resolution regarding strengthening the role of SSAs and achieving oversight to ensure quality services as well as health, safety and welfare was passed. A work group was established to develop local, mission-driven quality standards for private providers consistent with state and federal laws and regulations that can be implemented and overseen by county boards of DD. Dave Dohnal was asked to serve on the work group, which will be comprised mainly of county board Superintendents and Board Members.

OACB is considering a pilot program with Summit and Stark Counties that would include county sheriffs and prosecutors and the local courts to expand relationships and offer training to law enforcement, first responders and other personnel relative to interactions with individuals with disabilities. Since Summit and Stark are the only two counties in the State of Ohio that have collaborative relationships with local law enforcement, they were selected to pilot this initiative.

Mr. Trunk presented the 2016 Action Plan and commented that it is another great piece of work coming out of the Communications Department under the direction of Billie Jo David.

Mr. Trunk advised that he and staff continue to meet with labor leadership and Agency staff to provide updates relative to the transition plan. He commented there will be another round of staff meetings next week and three public forums will be held in early February in a continued effort to keep staff, individuals, families and all stakeholders informed as well.

MINUTES – annual organizational meeting and combined work session and regular meeting
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BOARD MEETING (continued)

V. PRESIDENT'S COMMENTS

Mr. Siegferth thanked Mr. Briggs on behalf of the Board, staff and everyone associated with Summit DD for his service and community leadership. He presented Mr. Briggs with an engraved gavel as a small token of appreciation. Mr. Briggs thanked everyone and commented that it has been his pleasure to serve.

There being no further business, the Board Meeting adjourned at 6:03 p.m.

Denise Ricks, Secretary

December 2015 Executive Summary Dashboard		
	YTD Total	Definition
Total Annual Persons Served	4369	Unduplicated cumulative total of YTD Persons Served. Census line XI
Total Adults	2302	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	2030	Cumulative total of YTD children. EI and ages 3+, SSA Assigned, and school age registry snapshot. Note: Children who become adults during time period are also counted as adults.
Total Waiver	2003	Unduplicated cumulative total of YTD count of individuals receiving a waiver. Census line IVB5
IO	1220	Individuals receiving I/O funding Note: if funding changes from Level 1 to IO, person counted in both waiver types
Level 1	685	Individuals receiving level 1 funding Note: if funding changes from Level 1 to IO, person counted in both waiver types
Total Day Array	2014	Unduplicated cumulative total of YTD Persons Served receiving day array services. Census line IIF6
Waiver funded	1766	Individuals receiving waiver funded day array services. Note: if funding changes from Local to waiver, person counted in both funding types.
Locally funded	502	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	792	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	1429	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	1905	Unduplicated cumulative total of YTD Persons Served receiving Non Medical Transportation (NMT). Census line IXG
Summit DD	590	Individuals receiving NMT with Summit DD. Note: if changed from Summit DD to Provider counted in both provider categories
Private Provider	1439	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	1698	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	192	# of sites individuals receive shared HPC services Note: this represents congregate community sites
Foster sites	130	# of Foster Care sites. Note: This includes single and shared Foster care

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

2015 December Census

2015 in Times
Cumulative
Year to Date

Definitions

12/31/2015	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver	Summit DD	Local for Individuals not enrolled on Waiver
CHILDREN'S SERVICES																
EARLY INTERVENTION (EI)																
1	Total EI Children Served Community Based 0-2	463	735	Developmental specialist assigned												
2	Total EI Children Served Community Based 3-5	115	134	Developmental specialist assigned												
3	Total EI Child Care Specialist assigned 3-5	122	122	Child care (Birth to 3)												
Child care (Birth to 3)																
1	Paving the Way			Age Birth - 3, center based, children with delays												
2	Community Child Care - (Community Partnerships for Inclusion)	4	5	Age Birth - 3, community partnership for inclusion												
3	Total Children (Birth to 3) (unduplicated count) II.B.1 through II.B.2	11	14													
Child Care (3 and up)																
1	Paving the Way	1	1	Age 3 and up, center based, children with delays												
2	Community Child Care - (Community Partnerships for Inclusion)	1	1	Age 3 and up, center based, children with delays												
3	Total Children ages 3 and up served (unduplicated count) I.C.1 through I.C.3	54	87													
4	TOTAL CHILDREN SERVED IN EI AND CHILD CARE (unduplicated count) I.A.1 through I.A.3 plus I.B.3 plus I.C.3	64	97													
TOTAL ENROLLED IN HEAD START (unduplicated count)																
1	TOTAL CHILDREN ON SCHOOL-AGE REGISTRY SERVED	105	978													
ADULT Day Array services																
SUMMIT DD OPERATED WAIVER FUNDED SERVICE																
1	Vocational, Habilitation	136	193	Summit DD contributes 40% Match for Waiver Eligible Individuals												
2	Day Support	110	134	Services teach and reinforce concepts related to work												
3	Vocational Habilitation/Day Support	168	182	Assessment, Personal care, Skill reinforcement												
4	SUMMIT DD OPERATED LOCALLY FUNDED SERVICE	400	441	Combination of Voc Hab and Day Support												
PRIVATE PROVIDER WAIVER FUNDED SERVICE, Summit DD MATCH																
1	Vocational, Habilitation	38	43	Summit DD pays 100% local for Individuals not enrolled on Waiver												
2	Day Support	12	18	Services teach and reinforce concepts related to work												
3	Vocational Habilitation/Day Support	60	72	Assessment, Personal care, Skill reinforcement												
4	TOTAL ADULT Day Array services - Summit DD OPERATED (unduplicated count) II.A.1 through II.B.3	12	18	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	460	506													
PRIVATE PROVIDER WAIVER FUNDED SERVICE, Summit DD MATCH																
1	Vocational, Habilitation	293	403	Summit DD contributes 40% Match for Waiver Eligible Individuals												
2	Day Support	459	589	Services teach and reinforce concepts related to work												
3	Vocational, Habilitation/Day Support	189	239	Assessment, Personal care, Skill reinforcement												
4	TOTAL ADULT Day Array services - Waiver Funded - Provider, Operated (unduplicated count) II.C.1 through II.C.3	811	1010	Combination of Voc Hab and Day Support												
PRIVATE PROVIDER LOCALLY FUNDED SERVICE																
1	Vocational, Habilitation	87	123	Summit DD pays 100% local for Individuals not enrolled on Waiver												
2	Day Support	74	98	Services teach and reinforce concepts related to work												
3	Vocational Habilitation/Day Support	10	18	Assessment, Personal care, Skill reinforcement												
4	TOTAL ADULT Day Array services - Locally Funded - Private Provider (unduplicated count) II.D.1 through II.D.3	169	229	Combination of Voc Hab and Day Support												
5	TOTAL ADULT Day Array services - PRIVATE PROVIDER (unduplicated count) II.C.4 plus II.D.4	1078	1211													
6	TOTAL ADULT Day Array services (unduplicated count) II.B.5 plus II.D.5	1327	1680													
SUMMIT DD OPERATED EMPLOYMENT WAIVER FUNDED, Summit DD MATCH																
1	Supported Employment Enclave	25	32	Summit DD contributes 40% Match for Waiver Eligible Individuals												
2	Supported Employment Community	92	127	Help people to perform work in a regular employment setting with enhanced supervision												
3	TOTAL ADULT Day Array services - Employment - Waiver Funded Summit DD Provided (unduplicated count) II.E.1 through II.E.2	118	156	Help people to perform work in a regular employment setting with minimal support												
SUMMIT DD OPERATED EMPLOYMENT LOCALLY FUNDED																
1	Supported Employment Enclave	10	11	Summit DD pays 100% local for Individuals not enrolled on Waiver												
2	Supported Employment Community	88	125	Help people to perform work in a regular employment setting with enhanced supervision												
3	TOTAL ADULT Day Array services - Employment - Locally Funded Summit DD Provided (unduplicated count) II.F.1 through II.F.2	98	136	Help people to perform work in a regular employment setting with minimal support												
4	TOTAL ADULT Day Array services - EMPLOYMENT SUMMIT DD OPERATED (unduplicated count) II.E.3 plus II.F.3	215	286													
PRIVATE PROVIDER EMPLOYMENT WAIVER FUNDED, Summit DD MATCH																
1	Supported Employment Enclave	101	124	Summit DD contributes 40% Match for Waiver Eligible Individuals												
2	Supported Employment Community	27	37	Help people to perform work in a regular employment setting with enhanced supervision												
3	TOTAL ADULT Day Array services - Employment - Waiver Funded Private Provider (unduplicated count) II.G.1 through II.G.2	127	166	Help people to perform work in a regular employment setting with minimal support												
PRIVATE PROVIDER EMPLOYMENT LOCALLY FUNDED																
1	Supported Employment Enclave	26	38	Summit DD pays 100% local for Individuals not enrolled on Waiver												
2	Supported Employment Community	11	27	Help people to perform work in a regular employment setting with enhanced supervision												
3	TOTAL ADULT Day Array services - Employment - Locally Funded Private Provider (unduplicated count) II.H.1 through II.H.2	37	65	Help people to perform work in a regular employment setting with minimal support												
4	TOTAL ADULT Day Array services - EMPLOYMENT PRIVATE PROVIDER (unduplicated count) II.G.3 plus II.H.3	164	212													
5	TOTAL ADULT Day Array services - EMPLOYMENT (unduplicated count) II.F.4 plus II.H.4	370	481													
6	TOTAL ADULT SERVICES ARRAY (unduplicated count) II.D.6 plus II.I.5	1843	2014													
Total Competitively Employed																
		TBD	TBD													

2015 December Census

Point in Time
Cumulative
Year to Date

12/31/2015

SSA ONLY	Child and SSA Assigned	Adult - SSA Assigned	1027	924	1027	Age 6-22 in School, SSA Assigned, No Other Services Provided
HOME AND COMMUNITY BASED WAIVERS	TOTAL SSA ONLY (unduplicated count) III.A through III.B		288	197	288	Age 22 and over - SSA Assigned, No Other Services Provided
NO WAIVERS			1268	1120	1268	Summit DD contributes 40% Match
1	Number of Waivers requested		75	0	75	As requested by Summit DD
2	Number of Waivers ODD awarded		59	0	59	As awarded by ODD
3	Number of Waivers Filled		1220	1201	1220	Waivers in active use
4	Living Independently in community w/ Homemaker Personal Care Supports		381	391	484	In-Home supports in family home or persons' own residence
5	Foster Homemaker Personal Care		194	209	209	Person living with care giver not a family member
6	24/7 shared staffing for Homemaker Personal Care Supports		562	562	627	Person receiving 24/7 paid staff supervision support
LEVEL ONE WAIVERS						
1	Number of Waivers requested		75	0	75	As requested by Summit DD
2	Number of Waivers ODD awarded		38	0	38	As awarded by ODD
3	Number of Waivers Filled		685	517	685	Waivers in active use
4	Living Independently in community w/ Homemaker Personal Care Supports		363	247	363	In-Home supports in family home or persons' own residence
SELF WAIVERS						
1	Number of Waivers requested		20	0	20	
2	Number of Waivers ODD awarded		11	0	11	
TDD WAIVERS						
1	Number of Waivers requested		121	121	139	
2	Number of Waivers ODD awarded		1974	1974	2003	
TOTAL NUMBER OF PERSONS SERVED ENROLLED ON WAIVERS (unduplicated count) IV.A plus IV.B.1 plus IV.C and D						
Summit DD FUNDED SUPPORTED LIVING						
1	Living Independently in community w/ Homemaker Personal Care Supports		88	123	123	Summit DD pays 100% local for individuals not enrolled on Waiver
2	Foster Homemaker Personal Care		1	6	6	In-Home supports in family home or persons' own residence
3	24/7 shared staffing for Homemaker Personal Care Supports		3	13	13	Person living with care giver not a family member
TOTAL Summit DD FUNDED SUPPORTED LIVING (unduplicated count) V.A through V.D						
1	Individuals Living in an ICFMR (unduplicated count)		92	139	139	Person receiving 24/7 paid staff supervision support
2	Individuals Living in a Nursing Home (unduplicated count)		87	90	90	Cumulative YTD #s may be duplicated across various categories
INDIVIDUALS LIVING IN A NURSING HOME (unduplicated count)						
1	Individuals residing in a Intermediate care facility (ranked by OLFIS, and is an option for persons served)		77	77	77	Individuals residing in a Nursing Home funded by OLFIS, and is an option for persons served
TOTAL NUMBER OF INDIVIDUALS RECEIVING RESIDENTIAL SUPPORTS (unduplicated count) IV.A, IV.B, IV.C, IV.D, V.A through V.D, plus IV.C and D						
1	Transportation		1572	1698	1698	Cumulative total of YTD residential supports is unreplicated
TRANSPORTATION						
1	Non-Medical Transportation, Summit DD Operated, Waiver Funded (unduplicated count)		413	494	494	Transportation in and from Day Array services, Summit DD contributes 40% Match
2	Non-Medical Transportation, Summit DD Operated, Locally Funded (unduplicated count)		36	123	123	Transportation in and from Day Array services, Summit DD pays 100% local
TOTAL NUMBER OF PERSONS SERVED SUMMIT DD OPERATED TRANSPORTATION (unduplicated count) IX.A plus IX.B						
1	Non-Medical Transportation, Private Provider, Waiver Funded (unduplicated count)		494	590	590	Transportation in and from Day Array services, Summit DD contributes 40% Match
2	Non-Medical Transportation, Private Provider, Locally Funded (unduplicated count)		1091	1192	1192	Transportation in and from Day Array services, Summit DD pays 100% local
TOTAL NUMBER OF PERSONS SERVED PRIVATE PROVIDER TRANSPORTATION (unduplicated count) IX.D plus IX.E						
1	Non-Medical Transportation, Private Provider, Locally Funded (unduplicated count)		213	295	295	Transportation in and from Day Array services, includes Bukage, Summit DD pays 100% local
TOTAL NUMBER OF PERSONS SERVED RECEIVING TRANSPORTATION (unduplicated count) IX.A through IX.F						
1	Special Olympics		1298	1439	1439	Summit DD pays 100% local
2	Blast		1763	1905	1905	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, number of people that attended Educational and Leisure classes offered this quarter, number of people that attended summer camp for school-aged students, (reported end of Aug) number of people that were awarded FSS dollars for respite, Adaptive Equ. or home mod.
QUALITY OF LIFE ACTIVITIES						
1	College For Living		61	636	636	Includes duplicate, NOT included in Total Lives Touched
2	Camp		73	558	558	Cumulative total of YTD Persons Served (varying service type of service in support SSA Assigned, Calico, Early Intervention, Typically Developing Children, School Age Registry
3	Family Support Services		74	815	815	Waiting for Voc Hab, Day Support, and/or Supported Employment longer than 45 days
4	Other		0	355	355	Waiting to receive 24 x 7 paid staff supervision support
TOTAL NUMBER OF PARTICIPATIONS IN QUALITY OF LIFE ACTIVITIES V.A through V.C (unduplicated count)						
1	Special Olympics		N/A	N/A	N/A	Waiting for an individual Options waiver slot
2	College For Living		208	2702	2702	Waiting for a Level One waiver slot
TOTAL ANNUAL PERSONS SERVED (unduplicated count)						
1	Adult Day Array services		3981	4369	4369	
WAITING LISTS (Services Requested or Needed within 12 Months)						
1	24/7 shared staffing for Homemaker Personal Care Supports		0	0	0	
2	Individual Options Waiver		1566	1566	1566	
3	Level One Waiver		1027	1027	1027	