

MINUTES – combined work session and regular meeting
Thursday, March 24, 2016

Summit County Board of Developmental Disabilities

MINUTES

Thursday, March 24, 2016
5:00 p.m.

The **combined work session and regular monthly meeting** of the Summit County Board of Developmental Disabilities was held on Thursday, March 24, 2016 at the Summit DD administrative offices located at 89 East Howe Road, Tallmadge, Ohio 44278. The **work session** convened at 5:02 p.m.

BOARD MEMBERS PRESENT

Dave Dohnal, Vice President
Denise Ricks, Secretary
Randy Briggs
Tom Quade
Meghan Wilkinson

BOARD MEMBER EXCUSED

Joe Siegfert, President
Jennifer Dwyer

ALSO PRESENT

John J. Trunk, Superintendent
Mira Pozna, Director of Fiscal
Billie Jo David, Director of Communications,
Quality & MUI
Lynn Sargi, Director of HR
Tom Jacobs, Director of Operations/SHDC
Maggi Albright, Recording Secretary

Joe Eck, Director of Labor Relations &
Risk Management
Russ DuPlain, Director of IT & Records
Holly Brugh, Director of SSA & Children's
Children's Services
Drew Williams, Director of Community
Supports & Development
and others

I. SARAH DAY CENTERS CONTRACT

Sarah Day Centers is a provider of senior services across the State of Ohio. A new center recently opened in Stow and their staff approached Summit DD about partnering to support integrated senior services. Sarah Day Centers provide services to seniors that include daily community based opportunities. The partnership would support connecting seniors who have similar interests. Summit DD would provide Sarah Day Centers' staff all required training and ongoing support. The proposed contract would be for the period May 1st through December 31, 2016 in an amount not to exceed \$55,000. The contract would provide services for up to five individuals, up to six hours per day, five days per week. Summit DD would continue to bill the waiver on Sarah Day Centers' behalf until they are able to become a Medicaid provider. Mr. Quade asked how services provided by Sarah Day Centers compare to Summit DD provided services.

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WORK SESSION *(continued)*

I. SARAH DAY CENTERS CONTRACT *(continued)*

Mr. Trunk replied that Sarah Day Centers provide quality services and the cost will be less since the waiver will be billed and the Board's cost to provide services exceeds the reimbursement rate. Mr. Briggs commented that he is impressed with the inclusive integration of this model and stated this is an example of things moving in the right direction. Funds are available in the budget and the contract has been recommended for approval by the March Finance & Facilities Committee.

II. DIRECTORS AND OFFICERS, EMPLOYMENT PRACTICES, PROPERTY AND LIABILITY, FLEET/AUTOMOBILE AND UMBRELLA COVERAGE INSURANCE

Summit DD must maintain risk protection for Board operations and the current policies expire at the end of March. The request is to renew all insurance policies for the period April 1, 2016 through March 31, 2017. The property and liability, fleet/automobile and umbrella coverage would be provided through Selective Insurance Company in an amount not to exceed \$96,585; the directors and officers and employment practices insurance would also be provided through Selective Insurance Company in an amount not to exceed \$29,798; and cyber liability insurance would be provided through Illinois National Insurance Company (AIG) in an amount not to exceed \$11,124. The total insurance coverage amount for all policies would not exceed \$137,507. All existing coverages were reviewed and deductibles have been lowered and premiums were adjusted down based on the current state of the system, as identified in attachment #2, and due to good claims experiences. Both insurance companies have either an A or A+ rating. Funds are available in the budget and the insurance coverages have been recommended for approval by the March Finance & Facilities Committee.

III. FEBRUARY FINANCIAL STATEMENTS

February ended with deficit spending in the amount of \$8,671,590 and a fund balance of \$46,757,387. Revenue for the month included 2010 Cost Report settlement in the amount of \$3,100,000, quarterly state subsidy of \$684,400, Help Me Grow grant reimbursement of \$130,300 and Aetna Wellness Program reimbursement in the amount of \$47,000. Expenditures included \$61,000 payment for the People Together Program, \$48,000 County chargeback for the internal audit performed in 2015, quarterly waiver administrative fees of \$295,400, payment of \$350,700 to Summit Housing Development Corporation (SHDC) for facilities and payment of \$75,000 to OACB for 2016 membership dues. The February Financial Statements have been recommended for approval by the March Finance & Facilities Committee.

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WORK SESSION *(continued)*

IV. SURPLUS INVENTORY

Summit DD has a large amount of equipment and surplus inventory that is aged and no longer needed. The County has a process for disposal of surplus inventory where surplus items can be offered to other government agencies and non-profit organizations. Any items that are unclaimed are auctioned or disposed of in an environmentally responsible manner. The March Finance & Facilities Committee recommends approval of disposal of the surplus inventory identified in attachment #4.

V. REVISED POLICY 1104 – ORGANIZATION AND OFFICERS OF THE BOARD

This policy has been revised to include language that permits the County Executive to appoint as a Board Member an individual with a disability who is eligible for services provided by the Board. Mr. Trunk noted there are currently a few counties in Ohio who have individuals with disabilities serving as Board Members. Revisions to Policy 1104 have been recommended for approval by the March HR/LR Committee.

VI. REVISED POLICY 2002 – EDUCATIONAL ASSISTANCE

Proposed revisions to this policy support employees who are seeking college degrees or pursuing college coursework that will increase their knowledge, skills and/or abilities related to the performance of their job duties and/or for the benefit of the Agency. The revisions will now include college coursework required to maintain Ohio Department of Developmental Disabilities (DODD) credentials. The proposed revisions also delete a reference to the Superintendent's authority to sponsor the full educational costs for select employees. It is Summit DD's intent to enter into negotiations with three of its collective bargaining units to eliminate provisions of the program that require repayment and continued employment for positions/employees impacted by the transition. Mr. Quade stated he is in full support of the requested revisions. Revisions to Policy 2002 have been recommended for approval by the March HR/LR Committee.

VII. REVISED POLICY 2021 – BACKGROUND INVESTIGATION REQUIREMENTS FOR EMPLOYMENT WITH SUMMIT DD

Revisions to this policy incorporate changes required by H.B. 56, which is effective March 23, 2016. The changes prohibit a public employer from including on any employment application form questions concerning an applicant's criminal background and also prohibit a felony conviction from being used against an officer or employee, unless the conviction occurs while the officer or employee is employed in civil service. Summit DD will now have access to a live reporting system that constantly monitors registries and provides immediate notification. Revisions to Policy 2021 have been recommended for approval by the March HR/LR Committee.

The work session adjourned at 5:28 p.m.

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BOARD MEETING

The **regular monthly meeting** of the Summit County Board of Developmental Disabilities convened at 5:28 p.m.

I. PUBLIC COMMENT

Darlene Rose, a Summit DD staff and President of the WWSA, commented that she is familiar with Sarah Day Centers and it seems like a very well run program for seniors.

Ms. Rose also commented that while attending the PAR conference several years ago, she learned of an organization that utilizes surplus inventory, particularly computer equipment, and refurbishes it for individuals with disabilities and for families. She stated she would locate the information and forward it to Mr. DuPlain. Mr. Dohnal thanked Ms. Rose for her input.

Leslie Frank, a parent and Summit DD staff, noted that she attended a conference earlier this month with other professionals from across the State. She said it was interesting to hear how other counties are managing the transition process.

Ms. Frank also shared that an Employment Generalist was included at an annual meeting recently and she found it to be very helpful as the team was looking at options for the future. Mr. Quade commented that his sister had a meeting several weeks ago and the Employment Generalist was in attendance. He stated the Employment Generalist did a good job of listening and he was thankful for the Generalist's inclusion at the meeting.

II. APPROVAL OF MINUTES

A. FEBRUARY 25, 2016 (combined work session and regular meeting)

R E S O L U T I O N

No. 16-03-01

Mrs. Wilkinson moved that the Board approve the minutes of the February 25, 2016 combined work session and regular meeting, as presented in attachment #8. The motion, seconded by Mr. Quade, was unanimously approved.

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BOARD MEETING *(continued)*

III. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. DIRECTORS AND OFFICERS, EMPLOYMENT PRACTICES, PROPERTY AND LIABILITY, FLEET/AUTOMOBILE AND UMBRELLA COVERAGE INSURANCE

RESOLUTION

No. 16-03-02

Mr. Quade moved that the Board approve the package of insurance, as presented in revised attachment #2, for the period April 1, 2016 through March 31, 2017, in an amount not to exceed One Hundred Thirty Seven Thousand Five Hundred Seven Dollars (\$137,507.00) and that the Superintendent has the authority to execute said coverages. The motion, seconded by Mr. Briggs, was unanimously approved.

2. FEBRUARY FINANCIAL STATEMENTS

RESOLUTION

No. 16-03-03

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

3. SURPLUS INVENTORY

RESOLUTION

No. 16-03-04

Mr. Briggs moved that the Board approve the surplus inventory identified in attachment #4. The motion, seconded by Mr. Quade, was unanimously approved.

B. HR/LR COMMITTEE

1. REVISED POLICY 1104 – ORGANIZATION AND OFFICERS OF THE BOARD

RESOLUTION

No. 16-03-05

Mrs. Wilkinson moved that the Board approve revisions to Policy 1104 – Organization and Officers of the Board, as presented in attachment #5. The motion, seconded by Mr. Quade, was unanimously approved.

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BOARD MEETING *(continued)*

III. BOARD ACTION ITEMS *(continued)*

B. HR/LR COMMITTEE *(continued)*

2. REVISED POLICY 2002 – EDUCATIONAL ASSISTANCE

RESOLUTION

No. 16-03-06

Mr. Quade moved that the Board approve revisions to Policy 2002 – Educational Assistance, as presented in attachment #6. The motion, seconded by Mr. Briggs, was unanimously approved.

3. REVISED POLICY 2021 – BACKGROUND INVESTIGATION REQUIREMENTS FOR EMPLOYMENT WITH SUMMIT DD

RESOLUTION

No. 16-03-07

Mrs. Ricks moved that the Board approve revisions to Policy 2021 – Background Requirements for Employment with Summit DD, as presented in attachment #7. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

IV. SUPERINTENDENT'S REPORT

A. 2016 COMMUNITY POLL RESULTS

Summit DD contracted with the Impact Group, based in Hudson, to conduct a statistically valid phone survey of 320 Summit County residents to gauge community support and perceptions about Summit DD. The survey yielded a 95% confidence level with a 5.5% margin of error. There were 384 additional samples taken to get a statistically valid sampling for age groups 55-64 and 65+, which represents likely voters. In total, 704 residents were polled. While most residents are unaware of what Summit DD does, 45% have a very favorable opinion of Summit DD, with a 69% net favorable rating and 28% of residents had no opinion at all. This represents the Agency's highest favorability rating since inception of the survey in 2006. Residents also have a high level of support for inclusion with 94% of residents polled indicating that individuals with disabilities can be successful in community-based places of employment and 63% of residents indicating that children with special needs can be successful in integrated classrooms. However, when asked if individuals with disabilities could be successful at your place of employment or in your child's classroom, support drops to 63% and 58% respectively.

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BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

A. 2016 COMMUNITY POLL RESULTS *(continued)*

With regard to safety, not being able to perform the job and distraction in the classroom were the most cited reasons for the drop. Most residents were unaware that Summit DD provides Early Intervention (EI) supports, coordinates and connects people to services, investigates allegations of abuse and neglect, or that local funds draw in more than \$40 million dollars in federal Medicaid revenue. When asked, the residents placed a high value on these services. The majority of residents polled were not aware of the conflict of interest rules. When hearing about the transition out of services alone with no other messages, support for local funding drops from 74% to 56%. However, when paired with the fact that Summit DD will continue to provide EI, MUI and support for local funding, support increases to 81%. Summit DD will use the results of this poll to focus key messages and campaigns that educate the community. In addition, key messages will be developed that emphasize the success of inclusion in your workplace, your classroom and your neighborhood. Mr. Briggs asked if staff are developing a map to move forward. Mrs. David replied that data is able to be broken down into different categories such as age group, geographic region, etc.). Mr. Quade asked if staff are going to try and educate voters on Summit DD's history and where the Agency is going today. Mrs. David responded that the focus will be on short, clear messages about the services the Board provides and the Board's future direction rather than focusing on what the Board used to do. Mr. Briggs added that some people don't know what the Board does and there could be some push back in the community at levy time so staff need to continue to educate the public and continue developing positive messaging.

B. MISCELLANEOUS

Mr. Trunk advised that persons served attending the Akron Center continue to make choices about alternative providers. All those who have selected other providers have not returned to the Board. Drew Williams will provide an update at the April Board Meeting relative to the transition out of the Akron Center and employment opportunity efforts.

The Ohio Department of Developmental Disabilities (DODD) has mandated that all Board Members complete specific webinars in 2016 offered by DODD as part of the mandatory in-service training requirement. The first live webinar was held on March 9th. Mr. Trunk advised he would provide a link so that Board Members can view the webinar. The next webinar is scheduled for June 7th.

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BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

B. MISCELLANEOUS *(continued)*

An Executive Council meeting was held in late February. Executive Directors and/or their senior staff are invited to attend quarterly meetings at Summit DD with other providers. At the last meeting, there was good discussion about where services are headed in the future.

Mr. Trunk stated that he, Dave Dohnal and several staff hosted Helen Humphrys, Copley Township Trustee, and Pastor Eric Marshall, Copley United Methodist Church, recently at a luncheon to offer educational information about the services and supports provided by Summit DD. There was much discussion among the group about how these community members could assist Summit DD in moving its Mission forward. Mr. Dohnal added that it was a very gratifying experience and the reaction from the two guests could be described as awestruck. He mentioned that Summit DD was the topic of the Community Outreach Committee at the Church's subsequent session, which was a moment of great pride.

Summit DD will be hosting its inaugural Appreciation and Awards Breakfast on March 29th at Quaker Station as the culmination of March DD Awareness Month. County Executive Russ Pry will be the keynote speaker where over 290 community members are expected to attend. There will be award winners in five categories: The Dottie Schrum Culture Award, Innovative Partner of the Year, Public Leader of the Year, Community Impact Award, and The Carlene Weaver Achievement Award. There were a number of nominations for each category with winners selected by participants of the Best Practices Advisory Committee. Mr. Briggs expressed his appreciation to all who will be attending and all who are involved in the event for their support. Mr. Trunk thanked Billie Jo David, Tricia Perduk and their staff for coordinating the event.

V. PRESIDENT'S COMMENTS

Mr. Dohnal commented that he serves on Attorney DeWine's task force that focuses on issues of abuse of individuals with developmental disabilities. He attended a meeting last week where Summit County was recognized as the premier guardian of health and safety of individuals with disabilities across the State of Ohio. He said that it was a moment of pride and thanked staff for a job well done and encouraged all to keep up the good work.

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BOARD MEETING *(continued)*

VI. EXECUTIVE SESSION

R E S O L U T I O N No. 16-03-08

Mrs. Ricks 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 public employees. Upon reconvening, the Board may or may not conduct additional business. The motion was seconded by Mrs. Wilkinson.

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

The regular session of the Board Meeting adjourned at 6:03 p.m.

The Board entered Executive Session at 6:08 p.m.

The Board Meeting reconvened at 6:21 p.m.

VII. ADDITIONAL ACTION ITEMS

A. EMPLOYMENT CONTRACT EXTENSION – BARBARA JONES

R E S O L U T I O N No. 16-03-09


Mr. Quade moved that the Board approve a six-month extension to the contract of employment for Barbara Jones, Quality Manager, for a total employment contract period from June 15, 2015 through December 14, 2016. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

B. EMPLOYMENT CONTRACT – RICHARD CONLEY

R E S O L U T I O N No. 16-03-10

Mrs. Ricks moved that the Board approve a contract of employment for Richard Conley, Mechanic Supervisor, for the period June 23, 2016 through June 22, 2018. The motion, seconded by Mr. Briggs, was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:22 p.m.


Denise Ricks, Secretary