

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

AGENDA

Thursday, August 24, 2017
Administration – lower level conference center
5:00 p.m.

WORK SESSION

DISCUSSION ONLY ITEMS

- I. ARAKYTA CONTRACT
- II. OFFICE SPACE RENOVATIONS

ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY

- III. 2018 BUDGET REQUEST
- IV. ORIANA HOUSE ALTERNATIVE ENVIRONMENT PROGRAM (AEP) CONTRACT

NEW ACTION ITEMS FOR BOARD CONSIDERATION

- V. SURPLUS INVENTORY
- VI. JULY FINANCIAL STATEMENTS
- VII. REVIEW OF DIRECT SERVICE CONTRACTS

BOARD MEETING

- I. CALL TO ORDER
- II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS
- III. CAUCUS – SUPERINTENDENT
- IV. PUBLIC COMMENT
- V. APPROVAL OF MINUTES
 - A. July 27, 2017 (work session and regular meeting)
- VI. BOARD ACTION ITEMS
 - A. FINANCE & FACILITIES COMMITTEE
 - 1. 2018 BUDGET REQUEST
 - 2. ORIANA HOUSE ALTERNATIVE ENVIRONMENT PROGRAM (AEP) CONTRACT
 - 3. SURPLUS INVENTORY
 - 4. JULY FINANCIAL STATEMENTS
 - B. ETHICS COMMITTEE
 - 1. DIRECT SERVICE CONTRACTS
- VII. SUPERINTENDENT'S REPORT
- VIII. PRESIDENT'S COMMENTS
- IX. EXECUTIVE SESSION
- X. ADJOURN

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Allocation of resources for contracts in 2017	Licensing and custom consulting solution for SharePoint system upgrade	The Board approve the request to enter into contracts with Arakyta and software vendors in 2017 for an amount not to exceed \$108,455

SUPPORTING DATA FOR RECOMMENDATION

Total Cost: Not to exceed \$108,345 in 2017

Summary:

Summit DD is working with Arakyta ("air-AH-key-tah") to provide customized technical support and consulting as we migrate from an outdated version of SharePoint to a current version. SharePoint is a server-based software that is used for collaboration, file sharing, and departmental-specific uses. We are migrating from an on-premise installation of SharePoint 2007 to a cloud-based installation of SharePoint 2016 (part of the Office365 suite).

Arakyta has already done initial discovery and planning work, and will use their proven methodology to complete the upgrade and migration of our SharePoint environment at a cost of \$55,000.

Annual licensing costs for SharePoint online will be no more than \$39,600 per year, and will be purchased using State-term pricing or better. ShareGate software will be purchased to help us migrate from our old to our new environment at a cost of \$3,995.

The total cost of software, technical work, and contingency will be a maximum of \$108,455, and funding is available in the 2017 budget.

Contingency

Consulting services and technical support	\$55,000
SharePoint 2016 licenses	\$39,600
ShareGate - SharePoint migration software	\$3,995
Contingency (10%)	\$9,860
Total	\$108,455

It is recommended that the Board approve the request to enter into contracts with Arakyta and software vendors in 2017 for an amount not to exceed \$108,455.

**Recommended for approval by the August
Finance & Facilities Committee.**

Submitted By: Russ DuPlain

Date: August 2017

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

O365 & SharePoint Online Migration

Quote Information:

Quote #: 000263
Version: 1
Delivered: 08/04/2017
Expires: 10/02/2017

Prepared for:

Summit County Developmental
Disabilities
Russ DuPlain
89 E. Howe Rd.
Tallmadge, OH 44278
rduplain@summitdd.org
(330) 634-8830

Prepared by:

Arakÿta
Dennis Schroder
419-740-7150
dennis@arakyta.com



Migration / Professional Services		Price	Qty	Ext. Price
201	O365 & SharePoint Online: Design, Setup, Implementation, Migration & Project Management Per the scope of work.	\$55,000.00	1	\$55,000.00
205	ShareGate - SharePoint Migration software	\$3,995.00	1	\$3,995.00
Migration / Professional Services Subtotal				\$58,995.00

Quote Summary	Amount
Migration / Professional Services	\$58,995.00
Total	\$58,995.00

Payment Terms are 50% due at signing and 50% at completion of project. Invoices are due upon receipt. Unless otherwise stated in the scope of work.

All pricing quoted does NOT reflect any shipping or applicable taxes.

By signing below, I understand and approve all items listed in this Quote and approve this Quote to become my Order. I acknowledge that I have reviewed and understand all Terms associated with this Order listed at: <http://www.arakyta.com/terms/>

Signature

Date



Statement of Work

Arakyta will perform the migration to O365/SharePoint Online using Microsoft's best standard practices.

Below is an outline of those tasks.

The following tasks are related to a standard migration project which includes:

1. Office 365 implementation
2. Exchange online migration from an existing Exchange environment, be it On-Premises or Cloud Based
3. File share migration to SharePoint online
4. SharePoint 2007 migration to SharePoint Online

Top level plan based on 3 main stages:

1. Plan
2. Prepare
3. Migrate
4. Post - Migration

Migration Plan

Plan

- Coordinate and execute kick off meeting & Schedule Plan
- Plan infrastructure - (Mail Servers, File Share, Apps that use Exchange and Microsoft Office, Bandwidth, Printing, content viewers, security)
- SharePoint online - (users private space (OneDrive), team sites, metadata)
- User experience - (Office 365 web apps, Apps that use Exchange and Microsoft Office, printing, files share)
- Mobile users - (Office 365 setup & capabilities)
- Coordinate license acquisition
- Desktop users & communication plan
- Bandwidth analysis strategy
- Define environment for migration tools

File Storage

- Analyze current file & security structure
- Categorize files and define filters (old files, not used, not needed)
- Define new Folder structure and security in Office 365
- Define files new metadata(optional)
- Define action plan for files with errors and warnings
- Define user profiles
- Define sites and site types
- Define personal OneDrive for Business usage

- Develop Backup policy

SharePoint Online

- Develop subsite structure
- Develop web part structure
- Develop list structure
- Apply internal permissions to "Grid" on all these settings and permissions

Applications

- Check applications that use exchange and Microsoft Office
- Setup scope of migration

Users Training

- Setup users training schedule

Prepare

- Create and setup account
- Add domains to Office 365
- Create and configure user accounts and roles / groups
- Initial setup user accounts (optional)
- Configure Office 365 (Acquire additional storage)
- Network Configurations (Local network configuration, firewall, NAT, DNS, printers)
- Setup SharePoint and team sites
- Configure client computers and end-user experience
- Install migration tools in local environment

File Storage

- Work with internal staff to scrub all existing data. Majority of cleaning up this data will fall to Customer's Internal Staff
- Re-organize folder structure
- Remove passwords from Microsoft Excel files
- Fix document broken links to other documents before migration
- Tag links in file share before migration with link fixing tool
- Look up and fix files and folders with warnings and errors
- Create complete list of files to be migrated

SharePoint Online

- Organize sub-site structure

- Organize web part structure
- Organize list structure
- Lock in "Grid" on all these settings and permissions

Migration

File Storage

- Archive non selected files
- Validate entire migration results (before and after)
- Reconnect file links in SharePoint after migration with link fixing tool
- Recreate passwords in Microsoft Excel files
- Apply security

Migrate Selected Files

- Apply new Metadata(optional)
- Create migration plan in 3rd party tool using Microsoft Excel files
- Create migration schedules
- Monitor and validate preliminary results
- Rerun migration for failed files and folders

SharePoint Online

- Implement sub-site structure
- Implement web part structure
- Implement list structure
- Implement "Grid" on all these settings and permissions
- Brand new site

Customization

SharePoint Online

- None of the workflows we mentioned in Discovery will be included in this implementation. Once a Governance Committee is established and a plan for expansion of the Intranet is defined a project scope and estimate will be provided to complete any customizations or hooks to other O365 applications, eg Delve, Flow, PowerApps, etc.

Reconfigure Applications that use Exchange and Microsoft Office

QA & UAT

- Ensure end-users email is working properly and emails, calendars and contacts have been migrated

QUOTE CONFIRMATION



DEAR RUSS DUPLAIN,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HXZN099	5/25/2017	ONLINE ENT CLOUD SHARE PNT	5790702	\$39,600.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Microsoft SharePoint Online (Plan 2) - subscription license (1 year) - 1 us Mfg. Part#: R2Z-00007 UNSPSC: 43232915 Electronic distribution - NO MEDIA Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	400	3434939	\$99.00	\$39,600.00

PURCHASER BILLING INFO	SUBTOTAL	\$39,600.00
Billing Address: COUNTY OF SUMMIT ACCTS PAYABLE 89 E HOWE RD COUNTY OF SUMMIT BOARD OF DD TALLMADGE, OH 44278-1003 Phone: (330) 634-8003 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING	\$0.00
	GRAND TOTAL	\$39,600.00
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	
DELIVER TO		
Shipping Address: COUNTY OF SUMMIT RUSS DUPLAIN 89 E HOWE RD COUNTY OF SUMMIT BOARD OF DD TALLMADGE, OH 44278-1003 Phone: (330) 634-8003 Shipping Method: ELECTRONIC DISTRIBUTION		

Need Assistance? CDW•G SALES CONTACT INFORMATION



John Bautista

(877) 810-5987

johnbau@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Renovation of classrooms into office space	Summit DD has filled almost all available office space at the Administration building, and more office space is needed to accommodate organizational changes	The Board approve the allocation of funds for renovating classrooms into office space for an amount not to exceed \$55,300.

SUPPORTING DATA FOR RECOMMENDATION

More office space is needed at the Administration building (Howe Rd), as Summit DD has a number of office areas that are over-crowded, and more space will be needed to accommodate upcoming organizational changes and staff moving from sites that are closing.

There are empty classrooms in C-wing of the Administration building that can be converted into usable office space by filling them with 8 cubicles and desks per classroom. This project would convert 2 of those classrooms into office space.

The total cost to renovate both rooms will be no more than \$55,300. The large majority of that cost (about 63%) will be the cost of purchasing, assembling, and installing the cubicles and desks. We are purchasing from a vendor that is approved under a state-term contract, so there is no requirement to complete an RFP.

Preparation of the rooms such as drywall, painting, and electrical connections, will be done using in-house staffing, so the only direct cost for those aspects of the project will be materials. A breakdown of the project costs is as follows:

Cubicles, desks, assembly, and installation	\$34,727.84
Carpet and installation	\$8,478.66
Drywall, cabinets, and other materials	\$3,072.42
Network wiring, equipment, and installation	\$2,772.00
Paint and painting supplies	\$534.50
Dumpster rental	\$350.00
Bathroom fixtures	\$337.74
Contingency (10%)	\$5,026.84
Total	\$55,300.00

It is recommended that the Board approve the request to fund the renovation of classrooms into office spaces for an amount not to exceed \$55,300.

**Recommended for approval by the August
Finance & Facilities Committee.**

Submitted By: Russ DuPlain

Date: August 2017

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

NationalOffice

Page 1 of 3

Manufacturer of **Gen²** Office Furniture
15655 Brookpark Road, Cleveland OH 44142
P:216-898-0080 F:216-898-8388

Quotation

Nate Doney
Summit County Board of DD
89 East Howe Road
Tallmadge, OH 44278

Phone: (330) 819-3483

RFQ: 36ws08sum
Salesperson: Sue Stanko
Manager

Date: August 4, 2017

natedoney@summitdd.org

Quantity	Description	Unit Price	Total Price
Gen² Avenir			
UC23			
8	Panel 65x24	\$ 155.00	\$ 1,240.00
16	Panel 65x36	\$ 176.00	\$ 2,816.00
6	Panel 65x36 P4	\$ 220.00	\$ 1,320.00
6	Panel 65x48 P4	\$ 257.00	\$ 1,542.00
16	Duplex Receptacle	\$ 8.00	\$ 128.00
2	Base in power feed 8-wire/4-circuit	\$ 119.00	\$ 238.00
1	Worksurface 30x60, 3mm all sides	\$ 112.00	\$ 112.00
8	Worksurface 24x36	\$ 52.00	\$ 416.00
8	Worksurface 24x48	\$ 67.00	\$ 536.00
8	Worksurface - curved corner 24x36	\$ 102.00	\$ 816.00
16	Overhead bin 36" lock, flush door	\$ 172.00	\$ 2,752.00
8	Center drawer	\$ 33.00	\$ 264.00
8	Pedestal FF 22" lock, 9000 front	\$ 165.00	\$ 1,320.00
8	Pedestal BBF 22" lock, 9000 front	\$ 165.00	\$ 1,320.00
16	Cantilever - shared	\$ 22.00	\$ 352.00
2	T-leg	\$ 110.00	\$ 220.00
6	Corner bracket - left	\$ 6.00	\$ 36.00
2	Corner bracket - right	\$ 6.00	\$ 12.00
1	gen2 Select Finish Discount	\$ (1,544.00)	\$ (1,544.00)
1	Project Discount	\$ (1,389.60)	\$ (1,389.60)

Sit-On-It - STS 800264

UC23			
6	Chair - side with loop arms, upholstered seat and back Upholstery: Cosmos-Asteroid - Grade 1 Frame: Black	\$ 399.00	\$ 2,394.00
8	Chair - desk with adjustable arms Upholstery: Cosmos-Asteroid - Grade 1 Base: Black	\$ 506.00	\$ 4,048.00
1	STS Discount 44%	\$ (2,834.48)	\$ (2,834.48)

Accepted By _____

Date _____

*Prices are valid for 60 days.

*50% Downpayment due upon ordering (if under \$1500, payment in full is required).

NationalOffice

Page 2 of 3

Manufacturer of **gen²** Office Furniture
15655 Brookpark Road, Cleveland OH 44142
P:216-898-0080 F:216-898-8388

Quotation

Nate Doney
Summit County Board of DD
89 East Howe Road
Tallmadge, OH 44278

Phone: (330) 819-3483

RFQ: 36ws08sum
Salesperson: Sue Stanko
Manager

Date: August 4, 2017

natedoney@summitdd.org

Quantity	Description	Unit Price	Total Price
UC29			
8	Panel 65x24	\$ 155.00	\$ 1,240.00
16	Panel 65x36	\$ 176.00	\$ 2,816.00
6	Panel 65x36 P4	\$ 220.00	\$ 1,320.00
6	Panel 65x48 P4	\$ 257.00	\$ 1,542.00
16	Duplex Receptacle	\$ 8.00	\$ 128.00
2	Base in power feed 8-wire/4-circuit	\$ 119.00	\$ 238.00
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6	Corner bracket - left	\$ 6.00	\$ 36.00
2	Corner bracket - right	\$ 6.00	\$ 12.00
1	gen2 Select Finish Discount	\$ (1,544.00)	\$ (1,544.00)
1	Project Discount	\$ (1,389.60)	\$ (1,389.60)

Sit-On-It - STS 800264

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NationalOffice

Page 3 of 3

Manufacturer of **Gen²** Office Furniture

15655 Brookpark Road, Cleveland OH 44142

P:216-898-0080 F:216-898-8388

Quotation

Nate Doney
Summit County Board of DD
89 East Howe Road
Tallmadge, OH 44278

natedoney@summitdd.org

Phone: (330) 819-3483

RFQ: 36ws08sum

Salesperson: Sue Stanko

Manager

Date: August 4, 2017

Quantity	Description	Unit Price	Total Price
1	Delivery and installation	\$ 2,500.00	\$ 2,500.00

Delivery and installation to be completed during normal business hours in one phase. Any additional work not specified above will be billed at \$60 per man-hour for normal business hours.

Unless indicated, our installation quote is based on a first floor location, and/or a suitable elevator is made available. Additional labor will be charged for stair carries.

National Office is not responsible for any electrical connections to the building's power source, nor is National Office responsible for the installation of data cabling and terminations.

Finishes

Paint: 7238 Textured Fieldstone

Fabric: Century 7183 Limestone

Laminate-worksurfaces: gen2 Select Maple

Edge: gen2 Select Maple, 3mm front, 1-1/4" thick

	Subtotal	\$	34,727.84
1	Sales Tax - Tax Exempt 0%	\$	-
	Grand Total	\$	34,727.84

Accepted By _____

Date _____

*Prices are valid for 60 days.

*50% Downpayment due upon ordering (if under \$1500, payment in full is required).

Carpet Centre Carpet One

Summit DD
89 E. Howe Rd
Tallmadge OH 44278
330-634-8712
Attn Nathan Doney
Ndoney@summitdd.ord

Date 8/3/2017
Quote # 8320171

PO# _____

Carpet tile

Rooms to be Done: 2 Classrooms

UC-23, UC-29

Style: Color Play Tile

Color: 58111 Cane

Carpet tile

Direct glue down

40 ctns

Shaw n5000 adh 4 gallon pail

Johnsonite vinyl cove base

Color: black

128'

2 - Tec cove base adh 28oz tubes

Black snap-in and track for doorways

Total \$7150.66

Labor

Carpet labor

Install vinyl cove base

Total \$1328.80

Grand total \$ 8478.66

Deposit 50% Down

Balance upon completion

Notes:

Tax exempt

price is good for at least 90 days unless notified by Shaw Contract

Carpet Centre does not cut doors or remove and install railings. Our installers are not qualified to do carpentry work, therefore, if a door or doors will not close because of new carpet, we will leave it off the hinges. It is the customer's responsibility to have doors cut.

Carpet Centre will move furniture. We do not move fragile items such as lamps, knick-knacks, chinaware, antiques, fish tanks, electronic equipment, grandfather clocks, ect...

Seam are never guaranteed to be unnoticeable. Our workman will do the best job possible with the goods involved

Carpet Backing. Due to manufactures using synthetic backing materials, Carpet Centre is not responsible for scuffing or scratching of baseboards

Installation Guarantee. Carpet Centre offers a 2 year guarantee on all residential installation, 1 year for commercial installation

If job scope is changed by customer on the day of the job, the job may not be completed on its day and time scheduled and may need to have a new day set up to install the job or for Carpet Centre to start part of the job and finish on another day.

Thanks again

Aaron King

X _____

865 Wooster Rd N. Barberton OH 330-745-4454 Fax 330-745-4613

QUOTE

Store 3809 CUYAHOGA FALLS
325 HOWE AVE
CUYAHOGA FALLS, OH 44221

Phone: (330) 922-3448
Salesperson: JXM4768
Reviewer: JXM4768

Name		Phone 1	
COUNTY OF SUMMIT BOARD OF DEVELOPMENTAL DISABILITIES		(330) 634-8000	
Address		Phone 2	
89 E HOWE RD		(330) 634-8003	
City		Company Name	
TALLMADGE			
State		Job Description	
OH		n	
Zip		County	
44278		SUMMIT	

QUOTE

2017-08-04 08:30
Prices Valid Thru: 08/04/2017

CUSTOMER PICKUP #1

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers

S.O. MERCHANDISE TO BE PICKED UP:				REF # W34 SKU # 0000-515-664 S/O WILSONART REF # S32			
REF #	SKU	QTY	UM	DESCRIPTION	PI	TAX	PRICE EACH
S3232	1000-653-930	4.00	EA	7909603504896 / 7909603504896 48 in. x 96 in. Laminated S / 7909603504896 48 in. x 96 in. Laminated Sheet in Fusion Maple Matte	A	N	\$58.56
SCHEDULED PICKUP DATE: Will be scheduled upon arrival of all S/O Merchandise				MERCHANDISE TOTAL: \$234.24			
				END OF CUSTOMER PICKUP - REF #W34			

CUSTOMER PICKUP #2

STOCK MERCHANDISE TO BE PICKED UP:				REF # W33 SKU # 0000-515-664 Customer Pickup / Will Call			
REF #	SKU	QTY	UM	DESCRIPTION	PI	TAX	PRICE EACH
R01	0000-165-557	4.00	EA	3/4" 4'X8' PARTICLEBOARD	A	N	\$16.23
R02	0000-755-731	2.00	EA	GBAY-SHRD-DB-18 MT-SST-33X22X8 /	A	N	\$84.69
R03	0000-564-898	2.00	EA	FOUNDATIONS 3/4" KITCH FAUCET CH /	A	N	\$59.00
R04	1001-280-445	4.00	EA	8" SS DISHWASHER SUPPLY LINE /	A	N	\$17.98
R05	0000-299-898	50.00	EA	4" SS COVER 1/2" RAISED 1 DEVICE /	A	N	\$0.99
				*** CONTINUED ON NEXT PAGE ***			

FOR WILL CALL
MERCHANDISE PICK-UP
PROCEED TO WILL CALL OR
SERVICE DESK AREA
(Pro Customers, Proceed To The Pro Desk)
* Indicates item markdown
Customer Copy

CUSTOMER PICKUP #2

(Continued)

REF #W33

R06	0000-587-799	50.00	EA	4" SQUARE DRAWN BOX 1-1/2" DEEP /	A	N	\$1.25	\$62.50
R07	1000-050-132	3.00	EA	CENTER OUTLET WASTE, PLASTIC /	A	N	\$5.62	\$16.86*
R08	0000-478-405	4.00	EA	GB DORSET 8" 2HDL BATH FAUCET CH /	A	N	\$40.98	\$163.92*
R09	0000-535-230	4.00	EA	16"X26" WHT FRMLESS SRFC MNT MED CAB /	A	N	\$28.15	\$112.60*
R10	0000-950-254	3.00	EA	4.5GAL PAIL-PLUS 3-COMPOUND /	A	N	\$13.99	\$41.97
R11	1000-050-138	3.00	EA	1-1/2 P-TRAP PLASTIC /	A	N	\$2.42	\$7.26*
R12	0000-193-844	2.00	EA	1-1/2" X 10' PVC40-DWV PE PIPE /	A	N	\$5.52	\$11.04
R13	0000-604-174	12.00	EA	PL400 SUBFLOOR ADH 10 OZ /	A	N	\$3.84	\$46.08
R14	0000-469-296	24.00	EA	GE SILICONE II K&B CLEAR 10.1 OZ /	A	N	\$5.62	\$134.88*
R15	0000-258-193	12.00	EA	QUAD WIN, DOOR& SDNG SLNT BEIGE 10 OZ /	A	N	\$5.11	\$61.32*
R17	0000-600-503	4.00	EA	SATIN WHITE 30" BASE CABINET /	A	N	\$141.10	\$564.40*
R16	1001-966-391	2.00	EA	STD POST SINK STRAINER SS 2 PK /	A	N	\$13.98	\$27.96
R19	0000-600-494	2.00	EA	SATIN WHITE 24" BASE CABINET /	A	N	\$115.20	\$230.40*
R18	0000-600-511	2.00	EA	SATIN WHITE 36" BASE CABINET /	A	N	\$181.90	\$363.80*
R21	0000-482-218	6.00	CA	1/8"EXCELON SNDRFTWHT VCT 51858-45SF /	A	N	\$31.05	\$186.30
R20	0000-146-553	5.00	EA	MET SURFACE RACEWAY 10'-IVORY /	A	N	\$8.05	\$40.25
R23	0000-189-456	6.00	EA	1-1/2" DWV EL 90DEG HXH /	A	N	\$0.72	\$4.32
R22	0000-898-758	4.00	CA	4"X4' ALMOND VINYL WALLBASE 16PC-CA /	A	N	\$28.37	\$113.48
R25	0000-189-316	4.00	EA	1-1/2" DWV EL 45DEG.HXH /	A	N	\$0.86	\$3.44
R24	0000-189-855	2.00	EA	1-1/2" DWV TRAP ADAPTER HXSJ /	A	N	\$1.05	\$2.10*
R27	0000-189-251	4.00	EA	1-1/2" DWV CLEANOUT PLUG MPT /	A	N	\$0.65	\$2.60*
R26	0000-189-162	4.00	EA	1-1/2" DWV FEMALE ADAPTER HXFPT /	A	N	\$0.81	\$3.24*
R29	0000-250-606	20.00	EA	1-1/4" ROUND KNOB STN CHROME /	A	N	\$2.97	\$59.40
R28	0000-186-141	3.00	EA	1-1/2"X144" SILVER CARPET TRIM /	A	N	\$5.10	\$15.30*
R31	0000-233-671	1.00	EA	1-5/8" COARSE DRYWALL BUCKET 25 LB /	A	N	\$39.96	\$39.96
R30	0000-569-102	12.00	EA	7200 COVE WALL BASE ADHESIVE 30OZ /	A	N	\$4.09	\$49.08*
SCHEDULED PICKUP DATE: 08/14/2017								
MERCHANDISE TOTAL:								\$2,838.18
END OF CUSTOMER PICKUP - REF #W33								

* Indicates item markdown
Customer Copy

TOTAL CHARGES OF ALL MERCHANDISE & SERVICES

Policy Id (PI):

A: 90 DAYS DEFAULT POLICY;

"The Home Depot reserves the right to limit / deny returns. Please see the return policy sign in stores for details."

ORDER TOTAL	\$3,072.42
SALES TAX	\$0.00
TOTAL	\$3,072.42
BALANCE DUE	\$3,072.42

END OF ORDER No. H3809-50981

Einheit Connect
 239 Old Brookpark Road
 Cleveland, OH 44109
 216-661-6000
 www.einheitelectric.com

Proposal

Summit DD

Client Information	
Name	Summit DD
Address	89 E. Howe Rd. Tallmadge, Ohio
Phone	330-634-8933
Fax	

Date	6August, 2017
Contact	Ron Plagens
Title	Systems Administrator
Dept.	IT

ITEMS	Description	Unit Price	TOTAL
	(10) Data Locations, to (2) Renovated Offices as Depicted; Total of (20) Cat 6 CMP Locations Terminated at Each End on Panduit Cat 6 Jacks. All Locations will be Fished Down Walls Furred During Renovation into 4x4 Boxes and Finished on Panduit Faceplates. Patching into Modular Furniture to be Completed by Others. All Locations will Terminate in Existing TR on New 24 Port Panduit Unpopulated Patch Panel; Sleeving and Hanging Hardware as Needed This Quote Includes all Labeling and Category 6 Certifications.		
	Material		1,895.00
	Labor		877.00
	TAX EXEMPT		

Project Information		Subtotal	\$ 2,772.00
Name	Summit DD	Shipping & Handling	
Ref. No.		State Tax	
Delivery	upon accept.	Local Tax	
		Total	\$ 2,772.00

Price quoted good for thirty days



PRODUCT ORDER FORM

Order Date:		Purchase Order Number:		Control Number:	
Time Rec'd:		Date Needed:		Time Needed:	
Order Entered By:		Pick Up <input type="checkbox"/>	Delivery <input type="checkbox"/>		
Sold to:			Ship to:		
Name		Name			
Street		Street			
City, State, Zip		City, State, Zip			
Contact:		Telephone:			

Int or Ext (circle one)	Product Description	Sheen	Formula / Color	Sales / Rex Number	Size (circle one)	Qty	Price
Int Ext	15 gal x 23.80/gal = \$357				-44 -16 -20		
Int Ext	5 gal x 23.80 = \$119				-44 -16 -20		
			\$470				
Int Ext	liners 25 x 1.50 = \$37.50				-44 -16 -20		
Int Ext	Pack Liners 4 x 5.25 = \$21.00				-44 -16 -20		
			534.50 MAX				
Int Ext					-44 -16 -20		
Int Ext					-44 -16 -20		



REPEAT CUSTOMER ORDER and OBTAIN VERBAL CONFIRMATION

SPECIAL INSTRUCTIONS:

This form is to be used for internal purposes only. DO NOT release any merchandise unless the corresponding sale has been processed on the Point of Sale system. If the Point of Sale is not operating properly, use a Manual P.O.S.T to complete the sale. Follow normal procedure when the Computer System is operating properly. Rev.3-14-13



WOLFF QUOTATION

WOLFF BROS. SUPPLY INC. WWW.WOLFFBROS.COM

Quote No. 00233951

S
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Summit County Board of
Mental Retardation
89 E Howe Rd
Tallmadge OH 44278-1003

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Summit County Board of
Mental Retardation
89 E Howe Rd
Tallmadge OH 44278-1003

Quote Prepared By: DON SCHULTZ
330/786.4158

1200 Kelly Avenue
Akron, OH 44306-3735

TERMS: Customer is responsible for verifying that material purchased is correct for the application. No materials are to be returned without our permission. Cut lengths of pipe, cable, and fabricated items are not returnable. Special order returns also require manufacturer approval. All returned items except defectives must be in like-new condition and packaged as originally received. Returnable items must be returned within 90 days of invoice date. Returns are subject to a Wolff Bros. Supply minimum 15% restocking fee. All special order returns are subject to additional manufacturer restocking fees plus return freight and handling costs. Item credit pricing will be net of restocking charges. For defective material, no allowances will be made beyond the manufacturer's warranty. Claims for billing discrepancies or pricing errors must be made within 10 working days of invoice date. A 2% per month service charge will be invoiced to your account on all past due balances.

CUSTOMER NO.	CUSTOMER ORDER NO.	SLSM	ENTRY DATE	WHS	EXP. DATE	ORDERED BY	PAGE
5056	QUOTE	870	08/04/2017	AKR	09/04/2017	BRIAN COOPER	1

Qty.	Item Number	Description	Price	Ext. Price
2	MSF135WH	1.6/1.28 GAL BOWL ELONG WHITE	58.8965 EA	117.79
2	MSF160WH	1.6 GAL FLUSH TANK ONLY	44.7070 EA	89.41
2	MSF1917CWH	19X17 WALL HUNG LAV WHITE	45.8421 EA	91.68
		1 in Akron		
		1 1 day transfer from Medina		
2	CHF327	GRID DRAIN 1 1/4 IN	19.4310 EA	38.86

Quotation does not include **SALES TAX** if applicable.

Subtotal	337.74
Plus Tax	
Total	

Prices are subject to change without notice. # Special order items may not be returnable.
DELIVERY CHARGES: A delivery charge will be added to deliveries that are less than \$500; deliveries \$500 and over will be prepaid. UPS and special freight charges will also be invoiced.

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Approval of 2018 Budget request	2018 Budget request needs to be approved by the Board prior to submission to SSAB and County Council.	Approval of the 2018 Budget request in the amount of \$70,454,711 for the Operating Fund, \$115,000 for the Gifts and Donations Fund, and \$629,405 for the Permanent Improvement Fund.

SUPPORTING DATA FOR RECOMMENDATION

The 2018 Budget request reflects relatively flat revenue and operating expenditures in comparison to the 2017 approved budget, and projects total deficit spending of approximately \$5.8m.

Revenue projections for Medicaid reimbursements are decreasing as services shift to private providers but is offset with an increase in the reimbursement rate for Targeted Case Management.

The 2018 budget includes a reduction of 55.5 FTEs from the 2017 budget offset by anticipated exit cost payouts and an on average 2.5% pay increase. Additionally included, in accordance with our timeline, is 2018 projected cost savings for staffing reductions caused by closing of the Tallmadge Center and a reduction of transportation routes. That reduction in FTE count will be noted with the 2019 budget.

Increases in direct service contracts is due to additional resources allocated to innovative programs and community collaborations for kids, teens and adults.

Increased waiver match is due to individuals choosing private providers in addition to typical waiver growth. The Board will use the portion allocated to the Family Support Services (FSS) program of its state Subsidy as match for Medicaid waivers pursuant to OAC 5123:2-1-02. The FSS program has been replaced with the Family Engagement Program which is entirely funded with local tax dollars.

The budgeted 12/31/17 ending fund balance of \$49,481,267 less projected 2018 deficit spending results in a 12/31/18 projected fund balance of \$43,683,886.

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

Submitted By: Mira Pozna

Date: July 13, 2017

For: Superintendent/Assistant Superintendent

 X Finance & Facilities Committee

 Services & Supports Committee

 HR/LR Committee

HR/LR Staffing Report – To support 2018 Budget
July 2017 Board Meeting

	2016	2017	2018
Budgeted Positions (Board Approved)	496	452.5	397 Proposed

452.5 (2017 FTEs) – 86.5 Eliminations + 31 Additions = 397 (2018 FTEs)

Detail

Type	Position Elimination		Position Addition	
Non-bargaining - Management	4	Director (1); Sr. Manager (1); Facility Manager (2)	2	SSA Manager (1); Office Services Supervisor (1);
Non-bargaining – Non-management	2.5	HR Coordinator (1); Staffing Coordinator (.5); Bridges Coordinator (1)	3	IA Analyst (1); HR Development Coordinator (1); Systems Analyst (1);
Bargaining unit - Direct Service Provision	63	Various adult services/transportation classifications (62); Inclusion Specialist (1)	0	
Bargaining unit – Non-direct Service Provision	17	Communication Specialist (1); Receptionist (1); Custodial/Maintenance Workers (4); Administrative positions (11)	26	Referral and Support Specialist (10); SSAs (8); RN (1); Quality Assurance Specialist (1); Administrative positions (6)
Total	86.5		31	

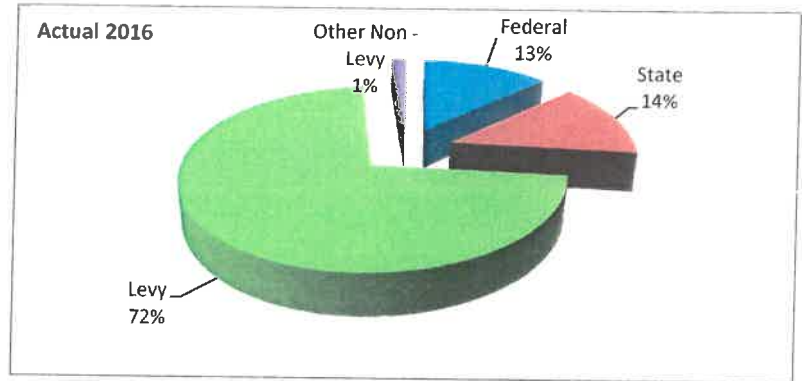
SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE SIX MONTHS ENDED JUNE 30, 2017 AND THE YEARS ENDING DECEMBER 31, 2018, 2017, AND 2016

	ACTUAL		BUDGET		\$ CHANGE	% CHANGE
	12/31/2016	6/30/2017	12/31/2017	12/31/2018	PY BUDGET	PY BUDGET
OPERATING REVENUE						
PROPERTY TAXES	\$ 50,445,128	\$ 26,076,987	\$ 50,015,032	\$ 50,570,330	\$ 555,298	1.1%
REIMBURSEMENTS	17,740,129	5,215,535	12,485,745	12,301,000	(184,745)	-1.5%
GRANTS	1,490,698	554,141	1,627,402	1,250,000	(377,402)	-23.2%
CONTRACT SERVICES	150,219	372,856	157,110	450,000	292,890	186.4%
REFUNDS	32,822	7,685	-	-	-	0.0%
OTHER RECEIPTS	141,235	621,655	63,243	86,000	22,757	36.0%
TOTAL REVENUE	\$ 70,000,231	\$ 32,848,859	\$ 64,348,532	\$ 64,657,330	\$ 308,798	0.5%
OPERATING EXPENDITURES						
SALARIES	\$ 21,619,985	\$ 10,407,886	\$ 21,676,369	\$ 19,083,932	\$ (2,592,437)	-12.0%
EMPLOYEE BENEFITS	9,244,657	4,532,590	9,854,803	8,611,271	(1,243,532)	-12.6%
SUPPLIES	708,318	348,355	958,239	708,020	(250,219)	-26.1%
TRAVEL AND TRAINING	333,044	159,864	336,950	315,350	(21,600)	-6.4%
DIRECT SERVICE CONTRACTS	8,820,534	4,885,593	8,501,516	9,320,084	818,568	9.6%
INDIRECT SERVICE CONTRACTS	2,349,225	1,159,959	2,797,498	2,174,030	(623,468)	-22.3%
MEDICAID COSTS	24,624,485	11,965,849	24,765,000	28,410,000	3,645,000	14.7%
UTILITIES	610,646	293,083	702,250	649,174	(53,076)	-7.6%
RENTALS	397,427	77,368	142,675	23,600	(119,075)	-83.5%
ADVERTISING	124,534	65,661	132,000	132,000	-	0.0%
OTHER EXPENSES	329,128	275,194	363,323	335,250	(28,073)	-7.7%
EQUIPMENT	195,666	123,157	256,000	342,000	86,000	33.6%
REAL PROPERTY IMPROVEMENT	73,201	384,070	379,000	350,000	(29,000)	-7.7%
TOTAL EXPENDITURES	\$ 69,430,850	\$ 34,678,629	\$ 70,865,623	\$ 70,454,711	\$ (410,912)	-0.6%
NET REVENUES AND EXPENDITURES	\$ 569,381	\$ (1,829,770)	\$ (6,517,091)	\$ (5,797,381)		
BEGINNING FUND BALANCE			BUDGET	PROJECTED		
PLUS: REVENUE	\$ 55,428,977	\$ 55,998,358	\$ 55,998,358	\$ 49,481,267		
LESS: EXPENDITURES	70,000,231	32,848,859	64,348,532	64,657,330		
	(69,430,850)	(34,678,629)	(70,865,623)	(70,454,711)		
ENDING FUND BALANCE	\$ 55,998,358	\$ 54,168,588	\$ 49,481,267	\$ 43,683,886		

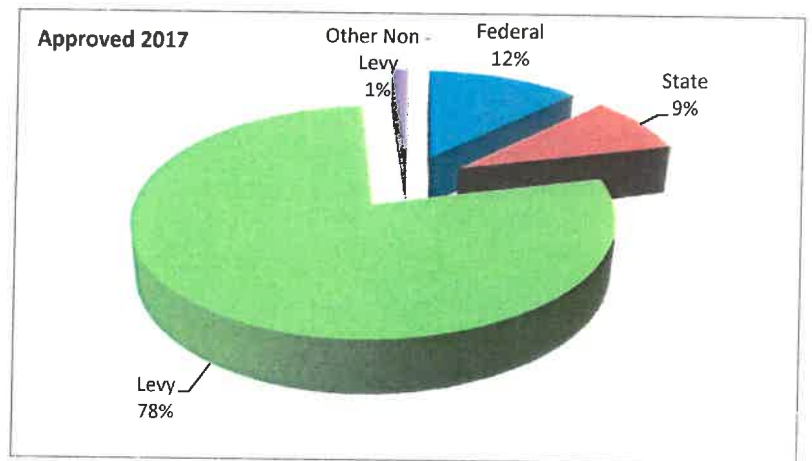
Revenue	Description	2017 Approved Budget	2018 Proposed Budget	% Change From 2017	Notes
Taxes / Public Utilities / Shared Tax		\$ 50,015,032	\$ 50,570,330	1.1%	Per most current Budget Commission Certification of Tax Levy
Grants		1,627,402	1,250,000	-23.2%	Elimination of the Bridges to Transition grant and a reduction in the TANF Summer Work Experience grant.
Contract Services		157,110	450,000	186.4%	Increased collaborations with the Children Services Board.
Other Receipts		63,243	86,000	36.0%	Lease agreement for the Southern Center building.
Reimbursements		12,485,745	12,301,000	-1.5%	Reduction of reimbursements as persons served choose private providers offset by an increase in the Targeted Case Management reimbursement rate.
Total Revenue		\$ 64,348,532	\$ 64,657,330	0.5%	
Expenditures					
Salaries		\$ 21,676,369	\$ 19,083,932	-12.0%	Reduction in staffing levels as we move to eliminate conflict of interest offset by exit cost payouts and an on average 2.5% increase.
Employee Benefits		9,854,803	8,611,271	-12.6%	Direct impact of staffing reductions.
Supplies		958,239	708,020	-26.1%	Reduced fuel, vehicle repairs and direct service supplies in addition to other overall net reductions.
Travel and Training Expense		336,950	315,350	-6.4%	Overall net reduction directly related to staffing reductions.
Direct Service Contracts		8,501,516	9,320,084	9.6%	Increased costs for innovative programs and community collaborations.
Indirect Service Contracts		2,797,498	2,174,030	-22.3%	Decrease in facility contract costs as we vacate leased locations, in addition to other overall net reductions.
Waiver Match, 1.25% Waiver Admin Fee, MAC Fees		24,765,000	28,410,000	14.7%	Increase in services provided by private providers in addition typical waiver growth.
Utilities		702,250	649,174	-7.6%	Directly effected by the non-renewal of expired building leases at the Ellet Center and Dream out Loud locations.
Rentals		142,675	23,600	-83.5%	Non-renewal of all expired building leases.
Advertising		132,000	132,000	0.0%	
Other Expenses		363,323	335,250	-7.7%	Anticipation of reductions in building and vehicle insurance costs.
Equipment >\$5,000		256,000	342,000	33.6%	Replacement of dated computer equipment in need of upgrades.
Capital Outlay		379,000	350,000	-7.7%	General decrease with fewer locations.
Total Expenditures		70,865,623	70,454,711	-0.6%	
Net Change		(6,517,091)	(5,797,381)	-11.0%	

SUMMIT DD REVENUE FUNDING SOURCES

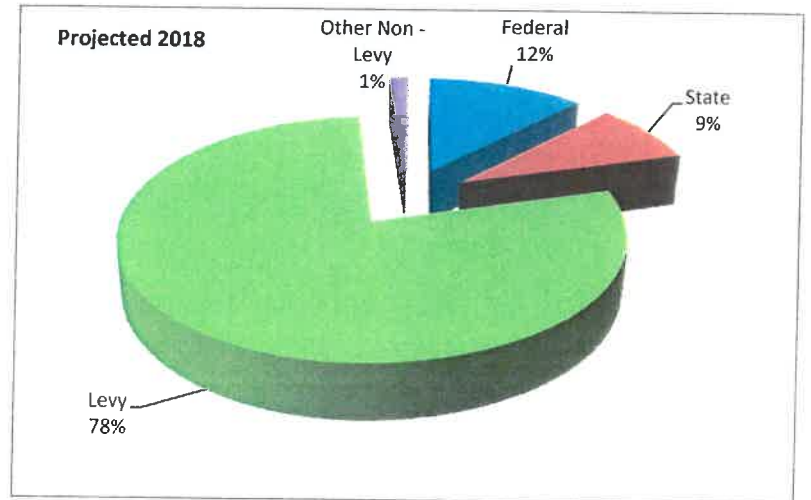
Description	Actual 2016
Federal	8,926,589
State	9,609,848
Levy	50,445,128
Other Non - Levy	1,018,666
Totals	70,000,231



Description	Approved 2017
Federal	7,934,737
State	5,578,410
Levy	50,015,032
Other Non - Levy	820,353
Totals	64,348,532

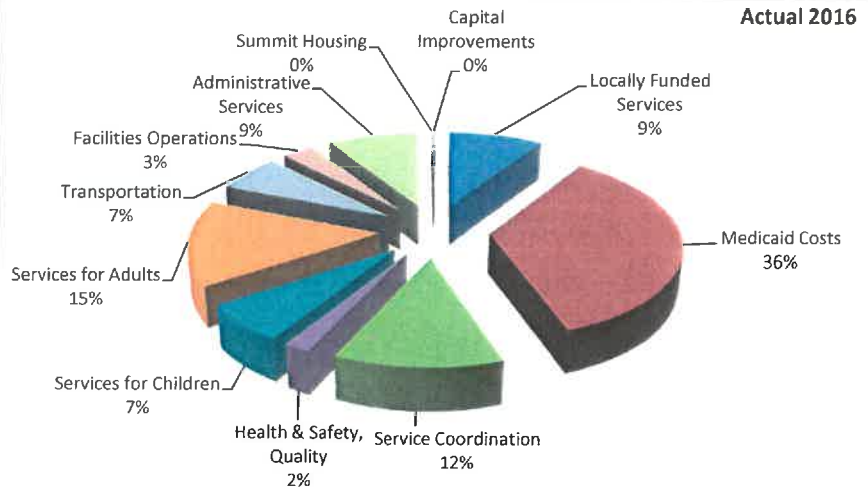


Description	Projected 2018
Federal	7,711,000
State	5,490,000
Levy	50,570,330
Other Non - Levy	886,000
Totals	64,657,330

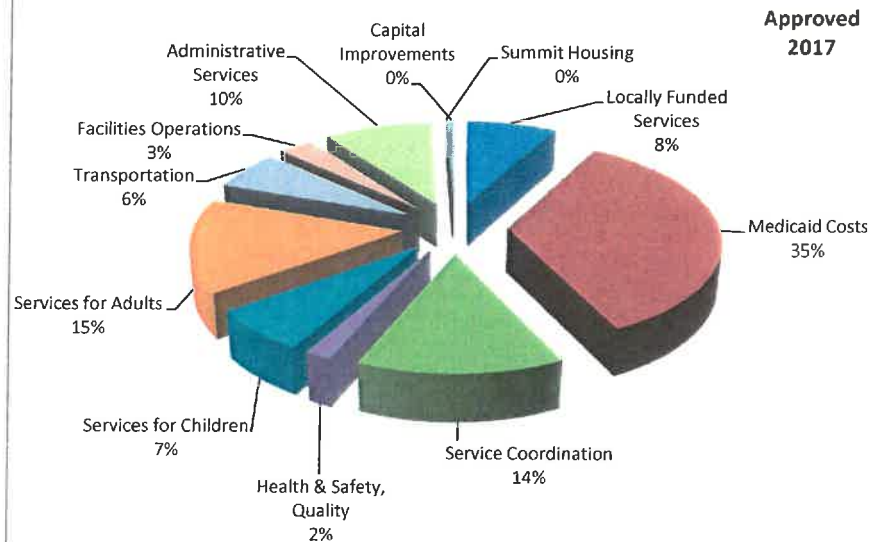


SUMMIT DD EXPENDITURES BY PROGRAM

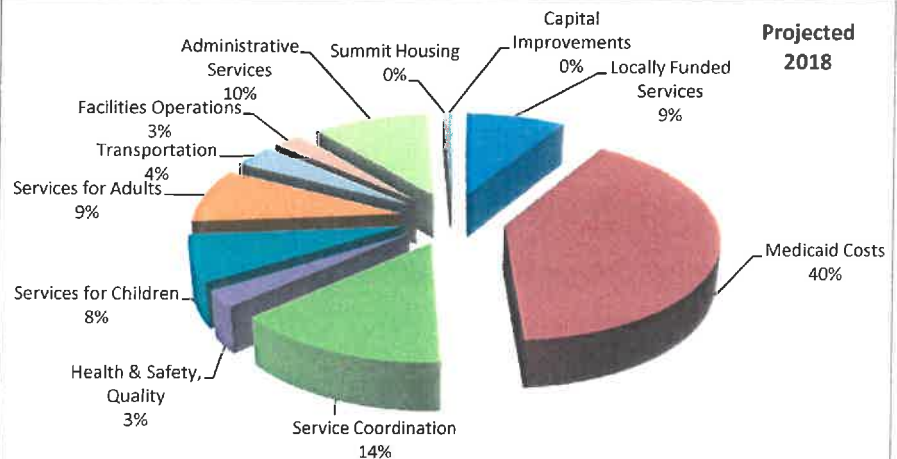
Description	Actual 2016
Locally Funded Services	6,344,493
Medicaid Costs	24,624,485
Service Coordination	8,636,166
Health & Safety, Quality	1,301,880
Services for Children	4,670,335
Services for Adults	10,536,392
Transportation	4,566,646
Facilities Operations	2,283,267
Administrative Services	6,238,446
Summit Housing	155,540
Capital Improvements	73,201
Totals By Program	69,430,851



Description	Approved 2017
Locally Funded Services	5,568,200
Medicaid Costs	24,765,000
Service Coordination	9,709,383
Health & Safety, Quality	1,232,114
Services for Children	4,866,424
Services for Adults	10,674,292
Transportation	4,489,792
Facilities Operations	2,173,027
Administrative Services	6,887,116
Summit Housing	121,275
Capital Improvements	379,000
Totals By Program	70,865,623



Description	Projected 2018
Locally Funded Services	6,173,700
Medicaid Costs	28,410,000
Service Coordination	10,182,395
Health & Safety, Quality	1,836,995
Services for Children	5,302,533
Services for Adults	6,197,816
Transportation	2,611,237
Facilities Operations	1,817,501
Administrative Services	7,372,534
Summit Housing	200,000
Capital Improvements	350,000
Totals By Program	70,454,711

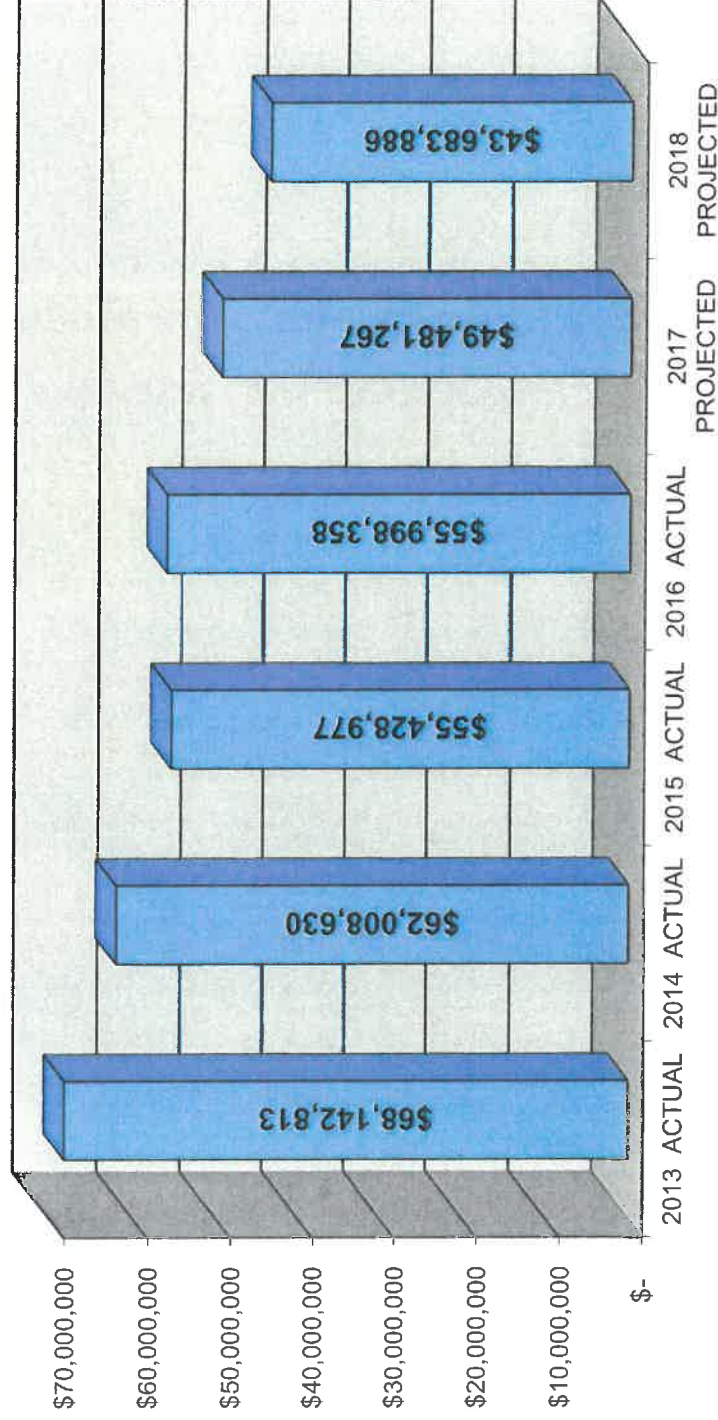


Fund Balance Information

Based on current projections

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 PROJECTED	2018 PROJECTED
ENDING FUND BALANCES	\$ 68,142,813	\$ 62,008,630	\$ 55,428,977	\$ 55,998,358	\$ 49,481,267	\$ 43,683,886

YEAR ENDING FUND BALANCES



**Summit County DD Board
Appropriation Request for Other Funds
For the Year Ending December 31, 2018**

Gifts and Donations Fund

Fund Balance as of 6/30/17	\$ 206,284
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2018 Appropriation Request	\$ 115,000
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Permanent Improvement Fund

Fund Balance as of 6/30/17	\$ 129,405
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Anticipated Capital Assistance rewarded during 2018	500,000
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Projected 2018 available Fund Balance	\$ 629,405
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2018 Appropriation Request	\$ 629,405
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Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Increase contract with Oriana House for Alternative Environment Program (AEP)	AEP is a diversion option for individuals with developmental disabilities from county jail pending trial or disposition	Approve an increase of \$50,000 to the original contract with Oriana House for AEP for the period 2/1/17 to 12/31/17 in an amount not to exceed \$137,036.

SUPPORTING DATA FOR RECOMMENDATION

Service Area: SSA

of Individuals Currently Served: Projecting 200 bed days, currently used 218 bed day

Amount of Increase: \$50,000

Requesting to increase the original contract with Oriana House by \$50,000. Contract was decreased \$94,443 in 2017 based on 2016 usage. However, increased education about the program and improved relationships with the court system have led to an increase in use this year.

In 2017 we paid \$50,000 for 2 male beds (a decrease from \$100,000 for 3 male and 1 female bed). This reserves two beds for the entire year. We have never had more than 2 males using the program as the same time.

Staffing Costs: \$185.18 per day

	2015	2016	Through June 2017
Bed Days Budgeted	440	440	200
Bed Days Used	261	171	218
Budgeted Cost	\$81,479	\$81,479	\$36,236
Actual Cost	\$48,332	\$31,666	\$40,369
Difference	\$33,147	\$49,813	(\$4,133)

To date there have been 5 individuals involved with the program. The length of stay varies from 1 day to 127 days. There are currently 2 individuals using the program. Funds are available in the 2017 budget

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

Submitted By: Holly Brugh

Date: 7/26/17

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

First Amendment to Agreement

This First Amendment to Agreement is made this August 1, 2017, by and between the Summit County Developmental Disabilities Board (hereafter "Summit DD"), 89 East Howe Road, Tallmadge, Ohio 44278, and Oriana House, (hereafter "Contractor") with its principal offices located at 885 Buchtel Ave. Akron, Ohio.

WHEREAS, the Parties entered into an Agreement per Board Resolution No. 17-03-02 for the period February 1, 2017 through December 31, 2017 for the Oriana Alternative Environment Program (OAEP) and

WHEREAS, the Parties desire to amend said Agreement,

NOW, THEREFORE, the Parties agree to amend said Agreement as follows:

IV. CLAIMS AND PAYMENT.

- A. The amount of this Contract shall not exceed ***One Hundred and Thirty-Seven Thousand Thirty-Six DOLLARS (\$137,036).***

All other terms and conditions of the parties' Agreement remain unchanged and in full force and effect.

SUMMIT DD BOARD

PROVIDER NAME

John J. Trunk

Name

Superintendent
Title

Title

Date

Date

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

<i>TOPIC</i>	<i>ISSUE/CONCERN</i>	<i>RECOMMENDATION</i>
Surplus inventory	Summit DD has items in inventory and vehicles that are no longer needed or usable	The Board approve the request to auction or dispose of the surplus inventory
<i>SUPPORTING DATA FOR RECOMMENDATION</i>		
<p>There are a large amount of surplus items, equipment and vehicles from our Southern and Ellet centers and the Transportation Department that are no longer needed by Summit DD.</p> <p>These assets are identified on the attached list(s).</p> <p>It is Summit DD's desire to offer for sale surplus items and equipment that are no longer needed via internet auction where assets are sold to the highest bidder. Vehicles will be sold via a closed bid to the highest bidder. Any assets remaining will be disposed of in an environmentally safe manner.</p> <p>The internet auction will be conducted by a Summit County vendor that specializes in this area, and the auction will be held at our Ellet center where this inventory is being held.</p> <p>The vehicles will be sold via a closed bidding process, will be advertised as required by Ohio Revised Code, and will be held at the Administration Building conducted by Summit DD personnel.</p> <p>It is recommended that the Board approve the request to remove and sell or scrap the identified surplus assets in accordance with the Ohio Revised Code.</p> <p style="text-align: center;">Recommended for approval by the August Finance & Facilities Committee</p>		

Submitted By: Russ DuPlain/Drew WilliamsDate: August 2017
 For: ☐ Superintendent/Assistant Superintendent
☒ Finance & Facilities Committee
☐ Services & Supports Committee
☐ HR/LR Committee

Quantity	Type	Epson Scanner	Dept/Center	Room	Tag number
1	Mat Table - Electronic Mat table		Ellet Center		DD200539
1	Microwave		Ellet Center		NT
1	Wheelchair		Ellet Center		DD200620
1	Rectangular Table, Purple Top		Ellet Center	109	100934
1	Square Table		Ellet Center	109	100722
1	Square Table		Ellet Center	109	DD203640
1	Square Table		Ellet Center	109	100724
1	Square Table		Ellet Center	109	100723
1	Square Table		Ellet Center	109	100725
1	Square Table		Ellet Center	109	100726
1	Square Table		Ellet Center	109	100721
1	Rectangular Table, Purple Top		Ellet Center	109	DD203641
1	Void #DD203643				
1	Plastic Chair, Black		Ellet Center	109	100745
1	Plastic Chair, Black		Ellet Center	109	DD203644
1	Plastic Chair, Black		Ellet Center	109	100740
1	Plastic Chair, Black		Ellet Center	109	100748
1	Plastic Chair, Black		Ellet Center	109	100729
1	Plastic Chair, Black		Ellet Center	109	100781
1	Plastic Chair, Black		Ellet Center	109	100734
1	Plastic Chair, Black		Ellet Center	109	100780
1	Plastic Chair, Black		Ellet Center	109	100733
1	Plastic Chair, Black		Ellet Center	109	100730
1	Plastic Chair, Black		Ellet Center	109	100778
1	Plastic Chair, Black		Ellet Center	109	100738
1	Plastic Chair, Black		Ellet Center	109	100782
1	Plastic Chair, Black		Ellet Center	109	100737
1	Plastic Chair, Black		Ellet Center	109	100775
1	Plastic Chair, Black		Ellet Center	109	100747
1	Plastic Chair, Black		Ellet Center	109	100744
1	Plastic Chair, Black		Ellet Center	109	100779
1	Plastic Chair, Black		Ellet Center	109	100739
1	Plastic Chair, Black		Ellet Center	109	100741
1	Plastic Chair, Black		Ellet Center	109	100743
1	Plastic Chair, Black		Ellet Center	109	100732
1	Plastic Chair, Black		Ellet Center	109	100742
1	Samsung Microwave		Ellet Center	109	028199
1	Metro Food Warmer		Ellet Center	109	DD203389
1	Hotpoint Refrigerator, White		Ellet Center	109	100754
1	Plastic Rack, Black		Ellet Center	109	DD203647
1	Global Four Drawer Lateral File Cabinet, Gray		Ellet Center	108	100683
1	Global Two Door Metal Cabinet, Black Frame/Wood Top		Ellet Center	108	100682
1	U Shaped Desk, Left Piece		Ellet Center	108	DD204139
1	U Shaped Desk, Center Piece		Ellet Center	108	DD204140
1	U Shaped Desk, Right Piece		Ellet Center	108	DD204141
1	Two Drawer Metal Cabinet, Gray		Ellet Center	108	DD204142
1	Overhead Cabinet, Gray		Ellet Center	108	DD204143
1	Overhead Cabinet, Gray		Ellet Center	108	DD204144
1	Desk Chair, Gray Cloth/Black Frame		Ellet Center	108	DD204145
1	3 Drawer Metal Cabinet, Gray		Ellet Center	108	100675
1	Two Drawer Metal Cabinet w/Wheels, Gray		Ellet Center	108	100789
1	Desk Chair, Black/Gray		Ellet Center	100	DD203649
1	Desk Chair, Black/Gray		Ellet Center	100	DD203650
1	Desk Chair, Black/Gray		Ellet Center	100	DD203651
1	Desk Chair, Black/Gray		Ellet Center	100	DD203652
1	Desk Chair, Black/Gray		Ellet Center	100	DD203653
1	Desk Chair, Black/Gray		Ellet Center	100	DD203654
1	Guest Chair, Black/Tan		Ellet Center	100	100680
1	3 Drawer Metal Cabinet, Dark Gray		Ellet Center	102	100825
1	2 Drawer Metal Cabinet, Dark Gray		Ellet Center	102	100826
1	Overhead Cabinet, Dark Gray		Ellet Center	102	DD203657
1	Guest Chair, Black/Tan		Ellet Center	102	100836
1	Desk Chair, Black/Tan		Ellet Center	109	100835
1	L Shaped Desk, Left Piece		Ellet Center	103	DD203658
1	L Shaped Desk, Center Piece		Ellet Center	103	DD203659
1	L Shaped Desk, Right Piece		Ellet Center	103	DD203660
1	2 Drawer Metal Cabinet, Dark Gray		Ellet Center	103	100819
1	3 Drawer Metal Cabinet, Dark Gray		Ellet Center	103	DD203661
1	Overhead Cabinet, Dark Gray		Ellet Center	103	DD203662

1	Guest Chair, Black/Tan	Ellet Center	103	100793
1	4 Drawer File Cabinet, Black	Ellet Center	SSA Closet	18496
1	L Shaped Desk, Left Piece	Ellet Center	104	DD203663
1	L Shaped Desk, Center Piece	Ellet Center	104	DD203664
1	L Shaped Desk, Right Piece	Ellet Center	104	DD203665
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	104	100811
1	3 Drawer Metal Cabinet, Dark Gray	Ellet Center	104	DD203666
1	Overhead Cabinet, Dark Gray	Ellet Center	104	DD203667
1	Desk Chair, Black/Tan	Ellet Center	104	100792
1	Desk Chair, Black/Tan	Ellet Center	104	100798
1	Guest Chair, Black/Tan	Ellet Center	104	100830
1	Lounge Chair, Tan Leather	Ellet Center	Production Floor	100715
1	Small Reception Table, White Top	Ellet Center	Reception Area	DD203675
1	3 Drawer Wood Cabinet	Ellet Center	Reception Area	DD203676
1	2 Drawer Wood Cabinet	Ellet Center	Reception Area	DD203677
1	2 Door Wood Cabinet	Ellet Center	Reception Area	DD203678
1	L Shaped Desk, Left Piece	Ellet Center	Reception Area	DD203679
1	L Shaped Desk, Right Piece	Ellet Center	Reception Area	DD203680
1	2 Drawer Metal Cabinet, Putty	Ellet Center	Reception Area	DD203681
1	3 Drawer Metal Cabinet, Putty	Ellet Center	Reception Area	100795
1	L Shaped Desk Shelf Unit, Putty	Ellet Center	Reception Area	DD203682
1	Desk Chair, Blue	Ellet Center	Reception Area	DD203683
1	L Shaped Desk, Left Piece	Ellet Center	105	DD203684
1	L Shaped Desk, Center Piece	Ellet Center	105	DD203685
1	L Shaped Desk, Right Piece	Ellet Center	105	DD203686
1	3 Drawer Metal Cabinet, Dark Gray	Ellet Center	105	DD203687
1	Overhead Cabinet, Dark Gray	Ellet Center	105	DD203688
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	105	100837
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	105	100834
1	Desk Chair, Black/Tan	Ellet Center	105	100809
1	Desk Chair, Black/Tan	Ellet Center	105	100821
1	L Shaped Desk, Left Piece	Ellet Center	106	DD203689
1	L Shaped Desk, Center Piece	Ellet Center	106	DD203690
1	L Shaped Desk, Right Piece	Ellet Center	106	DD203691
1	3 Drawer Metal Cabinet, Dark Gray	Ellet Center	106	100788
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	106	100820
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	106	DD203692
1	Overhead Cabinet, Dark Gray	Ellet Center	106	DD203693
1	Desk Chair, Black	Ellet Center	106	DD203694
1	Guest Chair, Black/Tan	Ellet Center	106	100815
1	L Shaped Desk, Left Piece	Ellet Center	101	DD203695
1	L Shaped Desk, Center Piece	Ellet Center	101	DD203696
1	L Shaped Desk, Right Piece	Ellet Center	101	DD203697
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	101	100807
1	2 Drawer Metal Cabinet, Dark Gray	Ellet Center	101	100808
1	3 Drawer Metal Cabinet, Dark Gray	Ellet Center	101	DD203698
1	Overhead Cabinet, Dark Gray	Ellet Center	101	DD203699
1	Guest Chair, Black/Tan	Ellet Center	101	100810
1	Guest Chair, Black	Ellet Center	110	No Tag
1	Plastic Chair, Black	Ellet Center	110	100735
1	Guest Chair, Black	Ellet Center	110	100887
1	G.E. Refrigerator, White	Ellet Center	110	100695
1	Global Two Drawer File Cabinet, Putty	Ellet Center	110	100694
1	Desk	Ellet Center	111	100842
1	Desk Chair, Black/Gray	Ellet Center	111	100701
1	Desk Chair, Black/Gray	Ellet Center	111	100691
1	Desk Chair, Black/Gray	Ellet Center	111	100970
1	Desk Chair, Black/Gray	Ellet Center	111	100763
1	Desk Chair, Black/Gray	Ellet Center	111	100686
1	Desk Chair, Black/Gray	Ellet Center	111	100688
1	Desk Chair, Gray/Gold/Black	Ellet Center	111	100689
1	Hill Adjustable Table	Ellet Center	112	100708
1	Invacare Reliant 450 Patient Lift	Ellet Center	112	DD203701
1	Lounge Chair, Tan Leather	Ellet Center	112	100801
1	Two Door Metal Cabinet, Black	Ellet Center	112	DD203702
1	Small Wood One Door Cabinet, White	Ellet Center	112	No Tag
1	Speed Queen Washer	Ellet Center	113	100717
1	Speed Queen Dryer	Ellet Center	113	100718
2	Ecolab Laundry Detergent Dispensers	Ellet Center	113	No Tag
1	Work Table, Purple Top	Ellet Center	Production Floor	100956

1	Work Table, Purple Top	Ellet Center	Production Floor	100957
1	Work Table, Purple Top	Ellet Center	Production Floor	100874
1	Guest Chair, Black	Ellet Center	Production Floor	100902
1	Guest Chair, Black	Ellet Center	Production Floor	100896
1	Guest Chair, Black	Ellet Center	Production Floor	100857
1	Guest Chair, Black	Ellet Center	Production Floor	100900
1	Guest Chair, Black	Ellet Center	Production Floor	100969
1	Guest Chair, Black	Ellet Center	Production Floor	100764
1	Guest Chair, Black	Ellet Center	Production Floor	100888
1	Guest Chair, Black	Ellet Center	Production Floor	100901
1	Guest Chair, Black	Ellet Center	Production Floor	100854
1	Guest Chair, Black	Ellet Center	Production Floor	DD203704
1	Work Table, Orange Top	Ellet Center	Production Floor	100971
1	Medium Size Rectangular Table	Ellet Center	Production Floor	100948
1	Work Table, Green Top	Ellet Center	Production Floor	100870
1	Rectangular Table, Purple Top	Ellet Center	Production Floor	100958
1	7' Conference Table	Ellet Center	Production Floor	100684
1	Guest Chair, Black	Ellet Center	Production Floor	100946
1	Guest Chair, Black	Ellet Center	Production Floor	100924
1	Guest Chair, Black	Ellet Center	Production Floor	100967
1	Guest Chair, Black	Ellet Center	Production Floor	100890
1	Guest Chair, Black	Ellet Center	Production Floor	100927
1	Large Rectangular Table	Ellet Center	Production Floor	028011
1	Large Rectangular Table	Ellet Center	Production Floor	028009
1	Dayton Floor Fan	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black	Ellet Center	Production Floor	100898
1	Computer Table w/Keyboard, Black Base/Brown Top	Ellet Center	Production Floor	100913
1	Guest Chair, Black	Ellet Center	Production Floor	100712
1	Rectangular Table, Green Top	Ellet Center	Production Floor	100851
1	Metal Stool w/Back, Gray	Ellet Center	Production Floor	No Tag
1	Rectangular Table, Green Top	Ellet Center	Production Floor	100877
1	Work Table, Blue Top	Ellet Center	Production Floor	100867
1	Rectangular Table, Purple Top	Ellet Center	Production Floor	100878
1	Two Drawer Metal File Cabinet, Black w/Wood Top	Ellet Center	Production Floor	100908
1	Rubbermaid Utility Cart, Beige	Ellet Center	Production Floor	DD203705
1	Guest Chair, Black/Gray	Ellet Center	Production Floor	100852
1	Work Table, Orange Top	Ellet Center	Production Floor	100955
1	Work Table, Orange Top	Ellet Center	Production Floor	100954
1	Rectangular Folding Table	Ellet Center	Production Floor	No Tag
1	Rectangular Table, Metal Legs/Woodgrain Top	Ellet Center	Production Floor	No Tag
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	023240
1	Rectangular Table, Metal Legs/Woodgrain Top	Ellet Center	Production Floor	023237
5	Metal Walker, Aluminum	Ellet Center	Production Floor	No Tag
1	Everest-Jennings Wheelchair	Ellet Center	Production Floor	No Tag
1	Sharp Microwave, Black	Ellet Center	Production Floor	No Tag
1	Invicare Wheelchair, Blue Seat	Ellet Center	Production Floor	DD204135
1	Invicare Wheelchair, Blue Seat	Ellet Center	Production Floor	DD204136
1	Rifton Wrangler Tricycle, Lime Green	Ellet Center	Production Floor	DD204137
1	Rifton R140 Tricycle, Lime Green	Ellet Center	Production Floor	DD204138
1	Invacare Tracer EX2 Wheelchair, Black Seat	Ellet Center	Production Floor	No Tag
1	Wheelchair, Black Seat	Ellet Center	Production Floor	No Tag
1	Wheelchair, Blue Seat	Ellet Center	Production Floor	No Tag
1	Sunrise LX Wheelchair, Black Seat	Ellet Center	Production Floor	No Tag
1	Wheelchair	Ellet Center	Production Floor	DD200619
1	Wood Work Table, White Top (transferred from Southern)	Ellet Center	Production Floor	022750
1	Wood Work Table, White Top (transferred from Southern)	Ellet Center	Production Floor	022749
1	Guest Chair, Black	Ellet Center	Production Floor	100968
1	Guest Chair, Black	Ellet Center	Production Floor	DD203706
1	Guest Chair, Black	Ellet Center	Production Floor	100889
1	Rectangular Table, Green Top	Ellet Center	Production Floor	100849
1	Work Table, Yellow Top	Ellet Center	Production Floor	100916
1	Work Table, Yellow Top	Ellet Center	Production Floor	100915
1	Guest Chair, Black	Ellet Center	Production Floor	100925
1	Guest Chair, Black	Ellet Center	Production Floor	100860
1	Guest Chair, Black	Ellet Center	Production Floor	100921
1	Wire Cart w/Wheels	Ellet Center	Production Floor	DD203715
1	Desk Chair, Black/Gold	Ellet Center	Production Floor	100704
1	Two Drawer Metal File Cabinet, Black w/Wood Top	Ellet Center	Production Floor	100846
1	Work Table, Orange Top	Ellet Center	Production Floor	100914
1	Wood Work Table, White Top	Ellet Center	Production Floor	023359

1	Metal Work Table, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	026087
1	Metal Work Table, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	026088
1	Wood Work Table, Blue Laminate Top (Trans. from Southern)	Ellet Center	Production Floor	100650
1	Wood Work Table, Red Laminate Top (Trans. from Southern)	Ellet Center	Production Floor	028421
3	Mesh Lounge Chair, Beige/Brown (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Trapezoid Table (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Large Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	023239
1	Rolling Cabinet, Yellow	Ellet Center	Production Floor	100950
1	Rolling Cabinet, Yellow	Ellet Center	Production Floor	100912
1	Rolling Cabinet, Yellow	Ellet Center	Production Floor	100911
1	White-Westinghouse Refrigerator, White (From Barberton)	Ellet Center	Production Floor	025132
1	Metal Work Table, Green Top	Ellet Center	Production Floor	100871
1	Metal Work Table, Green Top	Ellet Center	Production Floor	No Tag
1	Metal Work Table, Turquoise Top	Ellet Center	Production Floor	100866
1	Computer Table w/Keyboard Stand, Black/White	Ellet Center	Production Floor	No Tag
1	Desk Chair, Purple Cloth	Ellet Center	Production Floor	DD204146
1	Desk Chair, Maroon Cloth	Ellet Center	Production Floor	DD204147
1	Small Bench, Black Leather Cushion	Ellet Center	Production Floor	No Tag
1	Square Table	Ellet Center	Production Floor	027595
1	Desk Chair, Brown Cloth	Ellet Center	Production Floor	DD204148
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022013
1	Desk Chair, Purple Cloth	Ellet Center	Production Floor	DD204149
1	Wood Utility Stand on Wheels	Ellet Center	Production Floor	No Tag
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022011
1	Guest Chair w/Arms, Blue Seat/Black Frame	Ellet Center	Production Floor	No Tag
1	Computer Table w/Wheels (Transferred from Southern)	Ellet Center	Production Floor	DD204093
1	Rectangular Table, Beige Top/Black Metal Frame	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black	Ellet Center	Production Floor	100886
1	Two Drawer File Cabinet, Black/Woodgrain Top	Ellet Center	Production Floor	100881
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022014
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022021
1	Desk Chair, Gray Cloth (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022019
1	Desk Chair, Purple Cloth	Ellet Center	Production Floor	No Tag
1	Two Drawer File Cabinet, Black/Woodgrain Top	Ellet Center	Production Floor	No Tag
1	Metal Work Table, Green Top	Ellet Center	Production Floor	100872
1	Two Drawer Metal File Cabinet, Black	Ellet Center	Production Floor	No Tag
1	Square Table	Ellet Center	Production Floor	No Tag
1	Trapezoid Table (Transferred from Southern)	Ellet Center	Production Floor	08713
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	027592
1	TV Wall Mount Bracket Unit, Black	Ellet Center	Production Floor	No Tag
1	Trapezoid Table (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Square Table (Transferred from Southern)	Ellet Center	Production Floor	023011
1	Wood Bookcase (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Wood Bookcase (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Square Table (Transferred from Southern)	Ellet Center	Production Floor	023009
1	Computer Table, Black Frame/Wood Top	Ellet Center	Production Floor	023285
1	2 Drawer Filing Cabinet, Black (Transferred from Southern)	Ellet Center	Production Floor	04272
1	Square Table (Transferred from Southern)	Ellet Center	Production Floor	023012
1	Square Table (Transferred from Southern)	Ellet Center	Production Floor	022161
1	Square Table (Transferred from Southern)	Ellet Center	Production Floor	023010
1	Computer Table, Black/Gray	Ellet Center	Production Floor	No Tag
3	Desk Chair, Purple Cloth (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Desk Chair, Maroon Cloth	Ellet Center	Production Floor	026680
1	Desk Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022020
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	023241
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	028286
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	027584
1	Metal Desk, Brown, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Metal Desk, Brown, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Metal Desk, Brown, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	027593
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Computer Table, Black Frame/Wood Top	Ellet Center	Production Floor	No Tag
1	Computer Table, Beige/Woodgrain Top (Trans. from Southern)	Ellet Center	Production Floor	023261
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	027586
1	Metal Cabinet on Wheels, Gray (Transferred from Southern)	Ellet Center	Production Floor	No Tag

1	4 Drawer Filing Cabinet, Black (Transferred from Southern)	Ellet Center	Production Floor	022004
1	4 Drawer Filing Cabinet, Black (Transferred from Southern)	Ellet Center	Production Floor	021973
1	Two Drawer Lateral File Cabinet, Black/Woodgrain (Southern)	Ellet Center	Production Floor	18390
1	G.E. Mini Refrigerator, White (Trans. From Southern)	Ellet Center	Production Floor	No Tag
1	Sumbeam Microwave, White	Ellet Center	Production Floor	No Tag
1	Desk Chair, Black/Gray Cloth	Ellet Center	Production Floor	No Tag
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	027583
1	Round Table Transferred from Southern)	Ellet Center	Production Floor	024654
2	Wire Rack on Wheels, Silver	Ellet Center	Production Floor	No Tag
1	Tall Metal Desk, Gray	Ellet Center	Production Floor	022732
1	Metal Work Table, Green Top	Ellet Center	Production Floor	100873
1	Wood Desk	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black	Ellet Center	Production Floor	100765
1	Guest Chair, Black	Ellet Center	Production Floor	No Tag
1	Metal Desk, Brown, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	DD204119
1	Metal Desk, Brown, Laminate Top (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Wood Work Table, White Top (transferred from Southern)	Ellet Center	Production Floor	022757
1	Wood Work Table, White Top (transferred from Southern)	Ellet Center	Production Floor	022040
1	Metal Work Table, Orange Top	Ellet Center	Production Floor	DD204150
1	5' Silver Wire Rack on Wheels	Ellet Center	Production Floor	No Tag
1	Metal Work Table, Green Top	Ellet Center	Production Floor	100918
5	Sterilite Plastic Drawer Set, White	Ellet Center	Production Floor	No Tag
1	Black & Decker Coffeemaker, Black, 12 cup	Ellet Center	Production Floor	No Tag
1	Black & Decker Coffeemaker, Black, 5 cup	Ellet Center	Production Floor	No Tag
1	Chefmate Toaster, White	Ellet Center	Production Floor	No Tag
1	Kitchen Gourmet Toaster Oven, White	Ellet Center	Production Floor	No Tag
2	Hamilton Beach Coffeemaker	Ellet Center	Production Floor	No Tag
1	Metal Work Table, Green Top	Ellet Center	Production Floor	100917
1	Metal Work Table, Orange Top	Ellet Center	Production Floor	No Tag
1	Metal Work Table, Turquoise Top	Ellet Center	Production Floor	100869
1	Metal Work Table, Orange Top	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black	Ellet Center	Production Floor	100696
1	Guest Chair, Black	Ellet Center	Production Floor	100922
1	Metal Rack w/Wheels, Silver	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black	Ellet Center	Production Floor	100714
1	Metal Work Table, Orange Top	Ellet Center	Production Floor	100953
1	Metal Work Table, Turquoise Top	Ellet Center	Production Floor	100868
1	Guest Chair, Black	Ellet Center	Production Floor	100893
1	Guest Chair, Black	Ellet Center	Production Floor	100963
1	Guest Chair w/Arms, Black Vinyl/Black Metal Frame	Ellet Center	Production Floor	No Tag
1	Minuteman 200x Floor Scrubber	Ellet Center	Production Floor	028387
1	Guest Chair, Black	Ellet Center	Production Floor	100964
1	Guest Chair, Black	Ellet Center	Production Floor	100899
1	Invacare Reliant RPS 350 Patient Lift	Ellet Center	Production Floor	No Tag
1	Desk Chair, Gray Cloth	Ellet Center	Production Floor	No Tag
1	Starlift Hand Pallet Jack, Yellow	Ellet Center	Production Floor	100905
1	Guest Chair, Purple Cloth	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black Cloth (Transferred from Southern)	Ellet Center	Production Floor	022018
3	Plastic Chair, Brown (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Hoyer Lift (Transferred from Bath Center)	Ellet Center	Production Floor	DD203750
1	Computer Table, Black/Gray (Transferred from Southern)	Ellet Center	Production Floor	024936
1	Computer Table, Black/Gray (Transferred from Southern)	Ellet Center	Production Floor	024938
1	Two Drawer File Cabinet, Putty (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Hon 4 Drawer Filing Cabinet, Black (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	4 Drawer File Cabinet, Black (Transferred from Southern)	Ellet Center	Production Floor	023142
1	Multi- Shelf Cart, Black Metal Frame/Wood shelves (from South.)	Ellet Center	Production Floor	No Tag
1	Sharp Microwave, Black (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Sharp Microwave, Black (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Computer Table, Black/Gray (Transferred from Southern)	Ellet Center	Production Floor	024934
1	Small Wood Bookshelf (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	G.E. Microwave, Black Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Emerson Microwave, Black (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Computer Table, Mahogany (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Wood Desk	Ellet Center	Production Floor	No Tag
1	Round Table	Ellet Center	Production Floor	028288
1	Wire Utility Cart, Black (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Metal Work Table, Purple Top	Ellet Center	Production Floor	DD204152
3	6' Awning Frame, Black (Transferred from Bath Center)	Ellet Center	Production Floor	No Tag
2	80" Awning Frame, Black (Transferred from Bath Center)	Ellet Center	Production Floor	No Tag
1	9 1/2' Awning Frame, Black (Transferred from Bath Center)	Ellet Center	Production Floor	No Tag

2	15 1/2' Awning Frame, Black Transferred from Bath Center)	Ellet Center	Production Floor	No Tag
2	Kiosk Display Parts (Transferred from Bath Center)	Ellet Center	Production Floor	No Tag
1	Display Kiosk	Ellet Center	Production Floor	No Tag
2	Metal Flat Dolly, Gray	Ellet Center	Production Floor	No Tag
1	Food Service Cart, Beige	Ellet Center	Production Floor	No Tag
1	Guest Chair, Black	Ellet Center	116	100713
1	Wood Stool, White Legs/Wood Seat	Ellet Center	116	No Tag
1	Haier Microwave	Ellet Center	117	DD203716
1	Desk Chair, Brown	Ellet Center	117	DD203718
1	Safco Metal Cabinet, Beige (Weaver Industries Tag)	Ellet Center	117	001573
1	Whirlpool Estate Dryer	Ellet Center	117	DD200532
1	Whirlpool Estate washer	Ellet Center	117	DD200533
1	Desk	Ellet Center	117	100879
1	Desk	Ellet Center	117	100762
1	Desk	Ellet Center	117	100761
1	Lifetime 8' folding Table, White Top	Ellet Center	117	No Tag
1	Rectangular Table, Green Top	Ellet Center	117	DD203719
1	Rectangular Table, Green Top	Ellet Center	117	100850
1	Rectangular Table, Green Top	Ellet Center	117	100848
1	TV Cart, Black	Ellet Center	117	028015
1	Sharp Microwave, White	Ellet Center	117	No Tag
1	Medical Privacy Screen, Black Mesh	Ellet Center	117	No Tag
1	TV Cart, Black	Ellet Center	117	026712
1	Sharp TV, Black	Ellet Center	117	026711
1	Sony DVD/VCR Player, Silver	Ellet Center	117	No Tag
1	Memorex DVD/VCR Player, Silver	Ellet Center	117	No Tag
1	Memorex DVD/VCR Player, Silver	Ellet Center	117	No Tag
1	Guest Chair, Black	Ellet Center	117	100897
1	Guest Chair, Black	Ellet Center	117	100705
1	Guest Chair, Black	Ellet Center	117	100703
1	Plastic Chair, Black	Ellet Center	117	DD203720
17	Paxton Plastic Tote Bins, Gray	Ellet Center	117	No Tag
1	Guest Chair, Black	Ellet Center	117	028094
1	Guest Chair, Black	Ellet Center	117	100882
1	Desk	Ellet Center	117	100843
1	Round Table	Ellet Center	117	DD203721
1	Round Table	Ellet Center	117	DD203722
1	Emerson Microwave	Ellet Center	117	DD203646
1	HP Deskjet D4260 Printer	Ellet Center	117	100711
1	Sylvania TV, Black	Ellet Center	117	No Tag
1	Flatscreen TV Stand	Ellet Center	117	100753
1	Small Wood Bookshelf	Ellet Center	117	No Tag
1	Guest Chair, Black/Gold	Ellet Center	117	100706
1	Round Table	Ellet Center	117	DD203723
1	Folding Table	Ellet Center	117	DD203724
1	Small Wood Table	Ellet Center	117	DD203703
8	Rubbermaid 36" Clear Plastic Tote Bins w/Lids	Ellet Center	117	No Tag
1	Plastic Folding Table	Ellet Center	117	DD203725
1	Folding Table	Ellet Center	117	DD203726
1	Flatscreen TV Stand	Ellet Center	117	DD203727
1	Rolling Stand, Black	Ellet Center	117	DD203732
1	Hot Press Machine	Ellet Center	117	DD203735
1	Safco Cart, Black	Ellet Center	118	No Tag
1	Olivetti Typewriter, Black	Ellet Center	118	02789
1	Brother Intellifax 700 Fax Machine (Weaver Industries Tag#)	Ellet Center	118	001494
1	Fellowes PC-7 Shredder	Ellet Center	118	No Tag
1	Table Mirror on Swivel	Ellet Center	118	07080
5	Boxes of Hanging Wire Racks, both Black & White	Ellet Center	118	No Tag
1	Rectangular Table, Purple Top	Ellet Center	117	100933
1	Janitorial Cart	Ellet Center	117	DD203736
1	Patient Toilet Seat on Wheels	Ellet Center	117	DD203737
1	Lounge Chair, Tan Leather	Ellet Center	117	100716
1	Christmas Tree	Ellet Center	117	No Tag
1	Box of Christmas Wreaths	Ellet Center	117	No Tag
1	Magnasight Explorer Machine	Ellet Center	117	No Tag
1	Toshiba Flat Screen TV	Ellet Center	118	No Tag
1	Sylvania DVD/VCR Player, Silver	Ellet Center	118	No Tag
1	Trutech DVD/VCR Player, Silver	Ellet Center	118	No Tag
1	Guest Chair, Black	Ellet Center	118	No Tag
1	Rectangular Table, Green Top	Ellet Center	118	100876

1	Guest Chair, Black	Ellet Center	118	100859
1	Guest Chair w/Arms, Black Vinyl/Black Metal Frame	Ellet Center	118	No Tag
1	Rolling Cabinet, Beige	Ellet Center	118	100951
2	Lifetime 8' folding Table, White Top	Ellet Center	118	No Tag
1	Guest Chair, Black	Ellet Center	118	100961
1	Guest Chair, Black	Ellet Center	118	100892
1	Guest Chair, Black	Ellet Center	118	100697
1	Desk	Ellet Center	118	100938
1	Two Drawer File Cabinet, Black/Woodgrain Top	Ellet Center	118	No Tag
1	Guest Chair, Black	Ellet Center	118	100926
1	Samsung Microwave, White	Ellet Center	118	028199
1	Desk Chair, Red/Brown	Ellet Center	118	102024
1	Guest Chair, Black	Ellet Center	118	100891
1	Guest Chair, Black	Ellet Center	118	100894
1	Desk Chair, Tan/Black	Ellet Center	118	102049
1	Desk Chair, Tan/Black	Ellet Center	118	102132
1	Desk Chair, Tan/Black	Ellet Center	118	102136
1	Desk Chair, Tan/Black	Ellet Center	118	102131
1	Desk Chair, Tan/Black	Ellet Center	118	102135
1	Desk Chair, Tan/Black	Ellet Center	118	No Tag
1	Desk Chair, Tan/Black	Ellet Center	118	102047
1	Desk Chair, Tan/Black	Ellet Center	118	102129
1	Desk Chair, Tan/Black	Ellet Center	118	102130
1	Desk Chair, Tan/Black	Ellet Center	118	102134
1	Guest Chair, Black	Ellet Center	118	100919
1	Rectangular Table, Purple Top	Ellet Center	118	No Tag
1	Metal Utility Cart, Beige/Black	Ellet Center	118	09728
1	Guest Chair, Black	Ellet Center	118	No Tag
1	Guest Chair, Black	Ellet Center	118	100855
1	Rectangular Table, Purple Top	Ellet Center	118	100766
1	Desk Chair, Tan/Black	Ellet Center	118	100679
1	Guest Chair, Black	Ellet Center	118	100920
1	Desk Chair, Tan	Ellet Center	118	DD201517
1	Guest Chair, Black	Ellet Center	118	100928
1	Hotpoint Refrigerator, White	Ellet Center	118	100940
1	G. E. Microwave, White	Ellet Center	118	No Tag
1	Hotpoint Refrigerator, White	Ellet Center	120	100772
1	G. E. Microwave, White	Ellet Center	120	100773
1	Rectangular Table	Ellet Center	120	10774
1	Plastic Chair, Black	Ellet Center	120	100728
1	Plastic Chair, Black	Ellet Center	120	100736
1	Plastic Chair, Black	Ellet Center	120	100746
1	Plastic Chair, Black	Ellet Center	120	100731
1	Plastic Chair, Black	Ellet Center	120	100776
1	Plastic Chair, Black	Ellet Center	120	100777
1	Metal Mail Sorter, Black	Ellet Center	120	100799
1	Global Two Door Metal Cabinet, Black	Ellet Center	120	100800
1	Tall Computer Stand w/Wheels, Gray	Ellet Center	120	No Tag
1	Sensor Xp18 Upright Sweeper	Ellet Center	Cust. Closet	DD204133
1	Tornado 1500 Floor Glazer	Ellet Center	Cust. Closet	DD204134
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	DD204084
1	Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	028287
7	Large Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	No Tag
3	Medium Size Rectangular Table (Transferred from Southern)	Ellet Center	Production Floor	No Tag
1	Round Table	Ellet Center	Production Floor	027585
1	Black Utility Stand w/TV	Ellet Center	Production Floor	100759
1	Hill Adjustable Table	Ellet Center	114	DD200539
1	Two Drawer File Cabinet, Black/Woodgrain Top	Ellet Center	114	No Tag
1	Two Drawer File Cabinet, Black/Woodgrain Top	Ellet Center	114	100847
1	Guest Chair, Black	Ellet Center	114	100895
1	Guest Chair, Black	Ellet Center	114	100965
1	Guest Chair, Black	Ellet Center	114	100962
1	Guest Chair, Black	Ellet Center	114	100858
1	Guest Chair, Black	Ellet Center	114	100883
1	Rectangular Table, Purple Top	Ellet Center	114	100935
1	Rectangular Table, Purple Top	Ellet Center	114	No Tag
1	Rectangular Table, Purple Top	Ellet Center	114	100756
1	Rectangular Table, Purple Top	Ellet Center	114	No Tag
1	Rectangular Table, Purple Top	Ellet Center	114	100932
1	Oster Microwave, Black/Silver	Ellet Center	114	No Tag

1	2 1/2' Tall Metal Trash Can, Gray	Ellet Center	114	No Tag
1	Hill Adjustable Table	Ellet Center	115	No Tag
49	Guest Chair, Gray Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
20	Guest Chair, Gray Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026438
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026443
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026426
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026435
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026423
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026431
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026421
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026425
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026451
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026461
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026446
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026454
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026468
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026449
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026450
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026448
1	Guest Chair, Beige Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026463
1	Guest Chair, Black (Transferred from Southern)	Ellet Center	Reception Area	023119
1	Guest Chair, Black (Transferred from Southern)	Ellet Center	Reception Area	022009
1	Guest Chair, Black (Transferred from Southern)	Ellet Center	Reception Area	023112
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028065
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028054
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028101
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028047
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028038
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	025206
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028028
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028053
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028103
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	026732
1	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	028095
2	Guest Chair w/Arms, Green Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair w/Arms, Blue Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Guest Chair w/Arms, Gray Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
2	Guest Chair w/Arms, Black Vinyl (Transferred from Southern)	Ellet Center	Reception Area	No Tag
1	Square Wood Display	Ellet Center	Gift Gallery	No Tag
2	Square Wood Display, Green, 2' Tall	Ellet Center	Gift Gallery	No Tag
2	Square Wood Display, Green, 3' Tall	Ellet Center	Gift Gallery	No Tag
1	Square Wood Display, Maroon, 2' Tall	Ellet Center	Gift Gallery	No Tag
1	Rectangular Wood Display, Maroon, 2' Tall	Ellet Center	Gift Gallery	No Tag
1	Rectangular Wood Display, White, 3' Tall	Ellet Center	Gift Gallery	No Tag
1	Square Wood Display, Maroon, 3' Tall	Ellet Center	Gift Gallery	No Tag
3	Round Folding Table, Wood Top	Ellet Center	Gift Gallery	No Tag
1	Guest Chair w/Arms, Gray Vinyl	Ellet Center	Gift Gallery	No Tag
1	Rectangular Table, Green Top	Ellet Center	Gift Gallery	No Tag
1	Round Folding Table, White Top	Ellet Center	Gift Gallery	No Tag
1	Rectangular Table, Wood Top	Ellet Center	Gift Gallery	No Tag
1	Rectangular Table, Purple Top	Ellet Center	Gift Gallery	100709
3	Rectangular Wood Display, Green, 2' Tall	Ellet Center	Gift Gallery	No Tag
1	Rectangular Wood Display, White, 2' Tall	Ellet Center	Gift Gallery	No Tag
3	2' Square Wood End Table	Ellet Center	Gift Gallery	No Tag
1	Round Table, Black Metal Legs/Wood Laminate Top	Ellet Center	Gift Gallery	No Tag
1	18 Compartment Wood Display Unit	Ellet Center	Gift Gallery	No Tag
2	Wood Display Counter	Ellet Center	Gift Gallery	No Tag
1	Guest Chair, Black	Ellet Center	Gift Gallery	100857
1	2 Door Wood Cabinet on Wheels	Ellet Center	Gift Gallery	No Tag
3	Wire Rack, Black	Ellet Center	Gift Gallery	No Tag
1	Metal Shelf Unit, Gray	Ellet Center	Gift Gallery	11559
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	'001628
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001622
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001634
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001619

1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001636
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001620
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001631
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001629
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001624
1	Metal Shelf Unit, Gray	Ellet Center	Gift Gallery	07313
1	Metal Shelf Unit, Gray (Weaver Industries Tag #)	Ellet Center	Gift Gallery	001626
5	Round Folding Table, Wood Top	Ellet Center	Gift Gallery	No Tag
1	Sharp Microwave, Stainless Steel	Ellet Center	Gift Gallery	No Tag
1	Sentry Floor Safe, Gray	Ellet Center	Gift Gallery	No Tag
1	Plastic Chair, Black	Ellet Center	Gift Gallery	No Tag
1	Brinks Floor Safe, Green	Ellet Center	Gift Gallery	No Tag
1	Fold Up Display Canopy, White	Ellet Center	Gift Gallery	No Tag

Dream Out Loud Studio

2	Desk Chair on Wheels, Black	Dream Out Loud	Lunch Room	No Tag
1	Rectangular Table	Dream Out Loud	Lunch Room	No Tag
1	3M 9050 Overhead Projector	Dream Out Loud	Lunch Room	No Tag
1	3M 1700 Overhead Projector	Dream Out Loud	Lunch Room	027307
1	Haier Microwave, White	Dream Out Loud	Lunch Room	No Tag
1	Metal Art Stool	Dream Out Loud	Lunch Room	No Tag
1	Four Drawer Lateral File Cabinet, Black	Dream Out Loud	Hallway	No Tag
1	Two Drawer Lateral File Cabinet, Black	Dream Out Loud	Office	No Tag
1	Lounge Chair, Yellow Vinyl/Wood Frame	Dream Out Loud	Men's Restroom	No Tag
1	Round Folding Table, Wood Top	Dream Out Loud	Hallway	No Tag
3	Rectangular Folding Table	Dream Out Loud	Main Room	No Tag
1	Two Door Metal Cabinet, Gray (Weaver Industries Tag#)	Dream Out Loud	Main Room	001403
11	Swivel Metal Art Stool, Gray	Dream Out Loud	Main Room	No Tag
1	Stahls Thermal Transfer Press	Dream Out Loud	Main Room	No Tag
1	Metro Cart, Beige/Silver	Dream Out Loud	Main Room	No Tag
1	Two Door Metal Cabinet, Black	Dream Out Loud	Main Room	No Tag
3	Desk Chair, Turquoise Cloth	Dream Out Loud	Main Room	No Tag
1	Knight & Co. Heat Press	Dream Out Loud	Main Room	No Tag
1	Metro Cart, Beige/Silver	Dream Out Loud	Main Room	No Tag
4	Rectangular Wood Work Table	Dream Out Loud	Main Room	No Tag
1	Ricoh GX-7000 Printer	Dream Out Loud	Main Room	No Tag
1	Rubbermaid Cart, Black Plastic	Dream Out Loud	Main Room	No Tag
1	Wood Bookshelf	Dream Out Loud	Main Room	No Tag
1	Two Door Metal Cabinet, Black	Dream Out Loud	Main Room	03265
1	Skutt Automatic Kiln (Weaver Industries Tag#)	Dream Out Loud	Main Room	002121
1	Skutt Automatic Kiln	Dream Out Loud	Main Room	No Tag
1	Fabric Rack on Wheels, Blue	Dream Out Loud	Main Room	No Tag
4	24" x 30" H.D. Rack on Wheels, Gray	Dream Out Loud	Main Room	No Tag
1	4' Metal Work Table, Gray	Dream Out Loud	Main Room	No Tag
1	2 Door/2Drawer Wood Cabinet w/Countertop	Dream Out Loud	Main Room	No Tag
2	24" x 48" H.D. Rack on Wheels, Gray, 5 Shelve	Dream Out Loud	Main Room	No Tag
2	24" x 48" H.D. Rack on Wheels, Gray, 3 Shelve	Dream Out Loud	Main Room	No Tag
4	24" x 48" H.D. Rack on Wheels, Gray, 4 Shelve	Dream Out Loud	Main Room	No Tag
1	Outdoor Bench, Black Metal Frame/Wood Seat	Dream Out Loud	Main Room	No Tag
21	Guest Chair w/Arms, Gray Vinyl	Dream Out Loud	Main Room	No Tag
2	Hon 4 Drawer File Cabinet, Light Gray	Dream Out Loud	Main Room	No Tag
1	6 Shelf Metal Cart on Wheels, Gray (Weaver Industries Tag#)	Dream Out Loud	Main Room	001568
1	Rubbermaid Cart, Black Plastic	Dream Out Loud	Main Room	No Tag
1	DRD/II Slab Roller Machine	Dream Out Loud	Main Room	No Tag
1	Wood Display Cart w/6 Shelves (Weaver Industries Tag#)	Dream Out Loud	Main Room	001720
1	48" x 36" x 63" Picture Rack Display on Wheels	Dream Out Loud	Main Room	No Tag
1	32" x 27" x 52" Picture Rack Display on Wheels	Dream Out Loud	Main Room	No Tag
6	36" x 96" Rectangular Table	Dream Out Loud	Main Room	No Tag
1	18 Compartment Locker Set, Turquoise	Dream Out Loud	Main Room	No Tag
1	3' Wood Display Stand, White	Dream Out Loud	Main Room	No Tag
1	Wood Work Table, White Top	Dream Out Loud	Main Room	023376
1	Wood Work Table, White Top	Dream Out Loud	Main Room	023378
1	Dayton Wet/Dry Vacuum	Dream Out Loud	Main Room	No Tag
1	7' Metal Shelf Unit, Gray	Dream Out Loud	Main Room	10115
1	Safco Flat Dolly, Beige	Dream Out Loud	Main Room	No Tag
4	Tennsco Two Door Metal Cabinet, Gray	Dream Out Loud	Main Room	No Tag
7	Janome Sewing Machine, White	Dream Out Loud	Main Room	No Tag

2	48" Wood Display Stand, 8 Compartment, White	Dream Out Loud	Main Room	No Tag
1	36" Wood Display Stand, 6 Compartment, White	Dream Out Loud	Main Room	No Tag
1	Rolling Ladder, Gray	Dream Out Loud	Main Room	No Tag
2	Lounge Chair, Yellow Vinyl/Wood Frame	Dream Out Loud	Main Room	No Tag
1	Small Wood Table	Dream Out Loud	Main Room	No Tag
1	G.E. Refrigerator, White	Dream Out Loud	DOL Kitchen	No Tag
1	G.E. Microwave, Black	Dream Out Loud	DOL Kitchen	No Tag
1	Maytag Oven, White	Dream Out Loud	DOL Kitchen	No Tag
2	Mr. Coffee Coffeemaker, White	Dream Out Loud	DOL Kitchen	No Tag
1	Maytag Dishwasher, White	Dream Out Loud	Main Room	No Tag
1	Four Drawer Lateral File Cabinet, Black	Dream Out Loud	Main Room	No Tag
1	2' x 4' Wood Table on Wheels	Dream Out Loud	Back Office	No Tag
1	Folding Round Table	Dream Out Loud	Back Office	No Tag
1	Desk Chair, Gray Cloth/Black Legs	Dream Out Loud	Back Room	No Tag
1	Black Plastic Display Stand	Dream Out Loud	Back Room	No Tag
1	24" x 30" H.D. Rack on Wheels, Gray	Dream Out Loud	Back Restroom	No Tag
1	24" x 48" H.D. Rack on Wheels, Gray, 4 Shelve	Dream Out Loud	Back Restroom	No Tag
1	G.E. Washer, White	Dream Out Loud	Back Restroom	No Tag
1	G.E. Dryer, White	Dream Out Loud	Back Restroom	No Tag
1	24" x 48" Metal Work Table, Gray Frame/Wood Top	Dream Out Loud	Back Restroom	No Tag
1	Clay Cleaning Basin	Dream Out Loud	Back Restroom	No Tag
3	Outdoor Patio Table, Gray/White	Dream Out Loud	DOL Patio	No Tag

Quantity	Type	Epson Scanner	Dept/Center	Room	Tag number
Art Supplies in Gift Gallery					
1	Lot of cloth Placemats, Bibs, Napkins		Ellet Center	Gift Gallery	No Tag
1	Lot of Scented Candles		Ellet Center	Gift Gallery	No Tag
1	Lot of Clay Coffee Mugs & Dinner Plates		Ellet Center	Gift Gallery	No Tag
1	Lot of Sachets, Clay Ornaments, & Clay Spoon Rests		Ellet Center	Gift Gallery	No Tag
1	Lot of Ceramic Garden Stakes/Markers		Ellet Center	Gift Gallery	No Tag
1	Lot of Laminated Pictures		Ellet Center	Gift Gallery	No Tag
1	Dress Frame Stand		Ellet Center	Gift Gallery	No Tag
2	Uline Paper Cutter		Ellet Center	Gift Gallery	No Tag
1	Pro Panel Art Hanging System, Dark Gray Cloth		Ellet Center	Gift Gallery	No Tag
6	Coffee Mugs		Ellet Center	Gift Gallery	No Tag
5	Thermal Cash Register Paper		Ellet Center	Gift Gallery	No Tag

Summit DD Vehicles to Sell

Vehcile #	Year	Make	Model	Mileage	VIN#	Load Capacity	Estimated Value
<u>Large Capacity Buses</u>							
103	2007	Freightliner	334 C-2	176,914	4UZABRDC57CV12146	16 seats 3 W/C	\$3,000-5,000
115	2008	Freightliner	334 C-2	162,219	4UZABRDJ58CZ25014	24 Seats 3 W/C	\$3,000-5,000
287	2008	Freightliner	334 C-2	175,589	4UZABRDJ78CZ25001	24 Seats 3 W/C	\$3,000-5,000
295	2008	Freightliner	334 C-2	173,142	4UZABRDJ18CZ25009	24 Seats 3 W/C	\$3,000-5,000
106	2008	Freightliner	334 C-2	138,740	4UZABRDJ78CZ25144	24 Seats 3 W/C	\$3,000-5,000
112	2008	Freightliner	334 C-2	142,726	4UZABRDJ28CZ25150	24 Seats 3 W/C	\$3,000-5,000
291	2008	Freightliner	334 C-2	169,832	4UZABRDJ48CZ25005	24 Seats 3 W/C	\$3,000-5,000

Non CDL Vehicles

CS01	2008	Ford	332 E350	110,781	1FBNE31L08DB47039	11 seats	\$4,000-5,000
CSD14	2010	Ford	332 E350	101,423	1FBNE3BL5ADA30996	11 seats	\$7,500-8,000
CSD15	2010	Ford	332 E350	112,109	1FBSS3BL2ADA30997	14 seats	\$7,500-8,000
SV19	2011	Ford	332 E350	73,960	1FDNE3BLXBDA12115	10 seats	\$11,000-12,000
SV22	2011	Ford	332 E350	82,399	1FDNE3BL0BDA12110	10 seats	\$10,000-11,000

Non-release seatbelt vests to sell

Type	size	Qty	Value
high back blue	medium	3	\$50/each
high back blue	XXL	3	\$50/each

seatbelt equipment to scrap

Type	Qty
non release straps	6
non release belts	32
W/C securement straps	11

SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE SEVEN MONTHS ENDED JULY 31, 2017 AND 2016

	7/31/17				7/31/16			
	2017 ANNUAL BUDGET	2017 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING	2016 ANNUAL BUDGET	2016 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING
OPERATING REVENUE								
PROPERTY TAXES	\$ 50,701,798 ¹	\$ 26,077,254	\$ 24,624,544	48.6%	\$ 50,543,000	\$ 25,766,904	\$ 24,776,096	49.0%
REIMBURSEMENTS	12,485,745	6,370,039	6,115,706	49.0% ³	13,915,074	11,225,600	2,689,474	19.3%
GRANTS	1,627,402	617,680	1,009,722	62.0%	1,434,473	758,049	676,424	47.2%
CONTRACT SERVICES	157,110	406,573	(249,463)	-158.8%	291,750	73,015	218,735	75.0%
REFUNDS	-	9,594	(9,594)	0.0%	-	31,738	(31,738)	0.0%
OTHER RECEIPTS	63,243	743,737	(680,494)	-1076.0% ⁴	72,456	121,410	(48,954)	-67.6%
TOTAL REVENUE	\$ 65,035,298	\$ 34,224,877	\$ 30,123,655	46.8%	\$ 66,256,753	\$ 37,976,715	\$ 28,280,038	42.7%
OPERATING EXPENDITURES								
SALARIES	\$ 21,676,369	\$ 11,952,882	\$ 9,723,487	44.9%	\$ 23,384,781	\$ 12,867,689	\$ 10,517,092	45.0%
EMPLOYEE BENEFITS	9,854,803	5,240,906	4,613,897	46.8%	9,408,874	5,688,682	3,720,192	39.5%
SUPPLIES	958,239	384,324	573,915	59.9%	1,252,728	450,540	802,188	64.0%
TRAVEL	336,950	181,518	155,432	46.1%	382,260	193,992	188,268	49.3%
DIRECT SERVICE CONTRACTS	8,501,516	5,608,244	2,893,272	34.0% ⁵	9,508,618	5,141,907	4,366,710	45.9%
INDIRECT SERVICE CONTRACTS	2,797,498	1,437,859	1,359,640	48.6%	3,112,317	1,531,562	1,580,754	50.8%
MEDICAID COSTS	24,765,000	11,965,849	12,799,151	51.7%	24,715,000	18,645,336	6,069,664	24.6%
UTILITIES	702,250	351,417	350,833	50.0%	721,148	363,838	357,310	49.5%
RENTALS	142,675	87,878	54,797	38.4%	357,700	395,275	(37,575)	-10.5%
ADVERTISING	132,000	69,531	62,469	47.3%	127,500	81,219	46,281	36.3%
OTHER EXPENSES	363,323	291,174	72,149	19.9%	383,424	284,856	98,568	25.7%
EQUIPMENT	256,000	123,157	132,843	51.9%	277,500	131,876	145,624	52.5%
REAL PROPERTY IMPROVEMENTS	818,680 ²	387,570	431,110	52.7%	400,000	28,126	371,874	93.0%
TOTAL EXPENDITURES	\$ 71,305,303	\$ 38,082,309	\$ 33,222,995	46.6%	\$ 74,031,849	\$ 45,804,898	\$ 28,226,951	38.1%
NET REVENUE AND EXPENDITURE	\$ (6,270,005)	\$ (3,857,432)			\$ (7,775,096)	\$ (7,828,183)		
BEGINNING FUND BALANCE	\$ 55,998,359	ACTUAL						
PLUS: REVENUE	65,035,298	55,998,359						
LESS: EXPENDITURES	(71,305,303)	34,224,877						
ENDING FUND BALANCE	\$ 49,728,354	\$ 52,140,927						

Attachment #6

Recommended for approval by the
August Finance & Facilities Committee

SUMMIT COUNTY DD BOARD
NOTES TO FINANCIAL STATEMENTS
FOR THE MONTH ENDED JULY 31, 2017
(Rounded)

An evenly distributed budget remaining for a one month period
Evenly distributed budget remaining for five months

8.3%
41.7%

Budget:

1 Property Taxes:

An adjustment was made by the County for a revision to the Certificate of Tax Levy.

\$

686,766

2 Real Property Improvements:

An additional budget appropriation was needed to pass-through Community Capital Assistance funding to Summit Housing Development Corp.

439,680

Revenue:

3 Reimbursements:

Quarterly state subsidy

\$

662,000

With persons served choosing private providers at a faster pace than anticipated, Medicaid reimbursements for Board provided services is about 20% under budget to date and will likely continue trending downward. This is offset by about 10% better than budgeted reimbursements for targeted case management due in part by an unbudgeted rate increase.

4 Other Receipts:

Flow-through Community Capital Assistance funding received from DODD on behalf of Summit Housing Development Corp. for the purchase of a home.

118,800

Expenditures:

5 Direct Contract Services:

Payment of contact with Oriana House.

81,100

Revenue:

Grants:

Trending under budget due to a timing difference with the TANF Summer Youth Employment Program which is expected to begin in the third quarter.

Contract Services:

Payments received from Children Services Board for waiver match costs for services provided June through December 2016.

\$ 117,500

Other Receipts:

Flow-through Community Capital Assistance funding received from DODD on behalf of Summit Housing Development Corp. for the purchase of homes.

562,000

Expenditures:

Direct Contract Services:

Annual contract payment to Summit Housing Development Corp. (SHDC) to assure stable and affordable residence for individuals living in homes owned by SHDC.

254,000

Other Expenses:

Payment of 2016 Ohio Association of County Boards (OACB) annual dues.

75,000

Payments to Wichert Insurance Company for the following insurance costs:

Cyber insurance with AIG-Illinois International Insurance.

Director and officers liability insurance with Selective Insurance Company.

Property & casualty, business automobile and umbrella coverage with Selective Insurance Company.

10,700

32,500

83,900

Real Property Improvements:

Flow-through Community Capital Assistance funding received from DODD on behalf of Summit Housing Corp. for the purchase of a home.

241,100

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

Topic	Issue/Concern	Recommendation	Supporting Data for Recommendation
Review of direct service contracts to assure ethical standards are not violated	Board employees who are also employed with a contract agency of the county board and/or certified to provide services as a waiver provider.	<p>Ethics Committee determine that:</p> <p>1) direct service contracts meet the conditions specified in ORC 5126.033; and</p> <p>2) the Board adopt the recommendations of the Ethics Committee</p>	<p>Affidavit of Board employee Sheila Watson, who is also self-employed as an individual provider of home and community based waiver services.</p> <p>Affidavit of Board employee Patricia Dean, who is also employed by Hartville Meadows, a contract agency of the Board.</p> <p>The above employees have certified by affidavit that their specific, secondary employment situations meet the conditions specified in ORC 5126.033, including:</p> <ol style="list-style-type: none"> 1. Employees do not hold a supervisory or managerial position with the county board; 2. Employees have not participated in any decisions affecting the provision or necessity of services or the choice as to who should provide services; 3. Services are necessary for the individual; 4. Employees did not participate in any discussions or decision making process to determine the necessity of services; and 5. Employees have not exercised any undue influence in obtaining the work.
Recommended for approval by the July Ethics Committee			

Submitted By: Lisa Kamlowksy

For:

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

Date: April 2017

ETHICS COMMITTEE MEETING

July 27, 2017

Committee Members: John Trunk, Lisa Kamlowsky,
Randy Briggs, Joe Siegferth, Allyson Lee

The meeting commenced at 6:36 p.m. The role and purpose of Ethics Committee was reviewed.

I. **Review of Direct Service Contracts**

Sheila Watson is a Summit DD employee who is also self-employed as an independent provider of home and community based waiver services. Patricia Dean is a Summit DD employee who is also employed by Hartville Meadows, a contract agency of the Board. 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 Ethics Committee finds that Ms. Watson and Ms. Dean have attested that all of the conditions specified in ORC 5126.033 have been met. Mr. Briggs moved that the committee recommend to the Board that the Board adopt the recommendations of the Ethics Committee. Mr. Siegferth seconded the motion; the motion passed unanimously.

There being no further business, the meeting was adjourned at 6:40 p.m.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

Summit County Developmental Disabilities Board

MINUTES - draft

Thursday, July 27, 2017
5:00 p.m.

The combined work session and regular monthly meeting of the Summit County Developmental Disabilities Board was held on Thursday, July 27, 2017 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

Randy Briggs, Board President
Denise Ricks, Secretary
Joe Siegferth
Tom Quade
Meghan Wilkinson
Allyson V. Lee

BOARD MEMBERS ABSENT

Dave Dohnal, Vice President

ALSO PRESENT

John J. Trunk, Superintendent	Joe Eck, Director of Labor Relations & Risk Management
Lisa Kamlowsky, Assistant Superintendent	
Drew Williams, Director of Community Supports & Development	Russ DuPlain, Director of IT & Facilities
Billie Jo David, Director of Communications & MUI	Lynn Sargi, Director of HR
	Maggi Albright, Recording Secretary and others

I. 2018 BUDGET REQUEST

The 2018 Budget request is in the amount of \$70,454 711 for the Operating Fund, \$115,000 for the Gifts and Donations Fund and \$629,405 for the Permanent Improvement Fund. The 2018 budget needs to be approved by the Board prior to submission to the Social Services Advisory Board (SSAB) and County Council. The 2018 budget reflect relatively flat revenue and operating expenditures in comparison to 2017 and projects total deficit spending of approximately \$5.8 million dollars. The 2017 ending fund balance is projected to be \$49,481,267, less projected deficit spending in 2018, resulting in a fund balance at the end of 2018 of approximately \$43,683,886. Mrs. Lee asked about the difference in fund balance from 2017 to 2018. Mr. Trunk replied the levy request is for a renewal and the Board is spending more than revenue can cover. A significant amount of revenue is being lost and expenses have been controlled but they still exceed revenue. Mr. Briggs commented that the fund balance is like a rainy day fund. Mr. Trunk added the fund balance is needed to balance the budget each year.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

WORK SESSION *(continued)*

I. 2018 BUDGET REQUEST *(continued)*

The 2018 budget includes a reduction of 55.5 FTEs over the 2017 budget, offset by anticipated exit cost payouts and an average pay increase of 2.5%. Cost savings for staff reductions from the closing of the Tallmadge Center and a reduction in Transportation staff will be reflected in the 2019 budget. Revenue projections for Medicaid reimbursements are decreasing as services shift to private providers but is offset with an increase in the reimbursement rate for Targeted Case Management (TCM). Increases in direct services contracts are due to additional resources allocated to innovative programs and community collaborations for children, teens and adults. Increased waiver match is due to individuals selecting private providers in addition to typical waiver growth. The Board will use the portion of its state subsidy allocated to the Family Support Services (FSS) program as match for Medicaid waivers. The FSS program has been replaced with the Family Engagement Program (FEP), which is funded entirely with local tax dollars. The 2018 budget request has been recommended for approval by the July Finance & Facilities Committee.

II. AKRON CHILDREN'S HOSPITAL PART C EARLY INTERVENTION CONTRACT

Part C is Ohio's Early Intervention system serving children with developmental disabilities under the age of three (formerly known as Help Me Grow). The primary role is to:

- Conduct developmental evaluations to identify delays in the areas of adaptive, cognitive, communication, physical and social-emotional development
- Use service coordinators to develop Individualized Family Service Plans (IFSP) to address the individual needs of each child and family

Beginning in January 2017, the lead agency for Part C Early Intervention services in Ohio changed from the Ohio Department of Health to the Ohio Department of Developmental Disabilities (DODD). Since the change in lead agencies is so new, there will not be a RFP at the state level. Instead, each county was asked to provide DODD with a written statement of how they will continue to offer Part C Early Intervention services for the next fiscal year. As the lead agency for the Family & Children First Council (FCFC), the local authority over Part C services, Summit County Public Health has contracted with Summit DD for the management of the service coordination of Part C Early Intervention services. Summit DD maintains the role of contract manager and, through a RFP process in 2015, selected Akron Children's Hospital to provide service coordination, supporting approximately 800 children in Summit County. The proposed contract, for the period July 1, 2017 through June 30, 2018 in an amount not to exceed \$755,884, continues that role for fiscal year 2017. Mr. Trunk noted that a slight increase to the contract amount was received since the contract was discussed with the Board last month. During this fiscal year, Summit DD will partner with the FCFC coordinator to assess current funding level, case load size and programmatic components in an effort to ensure families in Summit County are receiving the best possible services.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

WORK SESSION *(continued)*

II. AKRON CHILDREN'S HOSPITAL PART C EARLY INTERVENTION CONTRACT *(continued)*

Funds are available in the budget and the contract with Akron Children's Hospital has been recommended for approval by the May Finance & Facilities and Services & Supports Committees.

III. SURPLUS INVENTORY

There are items from the Southern Center that are no longer needed or in useable condition and are being requested to be auctioned, with any unsold items to be scrapped. The list of surplus items identified in attachment #3 have been recommended for approval by the July Finance & Facilities Committee.

IV. MAY AND JUNE FINANCIAL STATEMENTS

The May and June financial statements have been combined and revenue reflects receipt of the Homestead & Rollback property taxes in the amount of \$3,005,000, which is trending on target, May quarterly Title XX reimbursement in the amount of \$86,000, June quarterly Medicaid Administrative Claiming reimbursement in the amount of \$416,000 and flow through Community Capital Assistance funding from DODD on behalf of Summit Housing Development Corporation (SHDC) in the amount of \$437,000. Expenditures for the two months included County chargeback for Worker's Compensation insurance in the amount of \$195,600, which was lower than expected, payment in the amount of \$42,600 to Binary Defense Systems for enhanced security monitoring, quarterly Medicaid Administrative Claiming fees in the amount of \$12,500, County annual chargeback for building insurance in the amount of \$32,600 and \$116,100 in flow through Community Capital Assistance funding received from DODD on behalf of SHDC for the purchase of a home. The fund balance at the end of June was \$54,168,589. The May and June Financial Statements have been recommended for approval by the July Finance & Facilities Committee.

The work session adjourned at 5:20 p.m.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:20 p.m.

I. PUBLIC COMMENT

Leslie Frank, a parent and Summit DD staff, commented that the exterior lighting issue at Cuyahoga Falls has been resolved; it was a breaker/timing issue. Ms. Frank stated that she appreciated the opportunity to participate in the Agency-sponsored Volunteer Day. She mentioned that an individual who works at Cuyahoga Falls had previously selected a private provider and then decided to return to Cuyahoga Falls during his 60 day trial. She stated the team is reviewing other options. Ms. Frank commented on how successful the transition process has been in allowing each person to move forward at their own pace.

II. APPROVAL OF MINUTES

A. MAY 25, 2017 (combined work session and regular meeting)

RESOLUTION **No. 17-07-02**

Mrs. Wilkinson moved that the Board approve the minutes of the May 25, 2017 combined work session and regular meeting, as presented in attachment #5. The motion, seconded by Mrs. Ricks, was unanimously approved.

B. JULY 10, 2017 (Special Meeting)

RESOLUTION **No. 17-07-03**

Mr. Siegferth moved that the Board approve the minutes of the July 10, 2017 special Board Meeting, as presented in attachment #6. The motion, seconded by Mr. Quade, was unanimously approved.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING *(continued)*

III. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. AKRON CHILDREN'S HOSPITAL PART C EARLY INTERVENTION CONTRACT

R E S O L U T I O N

No. 17-07-04

Mrs. Ricks moved that the Board approve a contract with Akron Children's Hospital for the period July 1, 2017 through June 30, 2018 in an amount not to exceed Seven Hundred Fifty Five Thousand Eight Hundred Eighty Four Dollars (\$755,884.00), as presented in attachment #2, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Quade, was unanimously approved.

2. SURPLUS INVENTORY

R E S O L U T I O N

No. 17-07-05

Mr. Quade moved that the Board approve the disposal of surplus inventory in accordance with the Ohio Revised Code, as identified in attachment #3. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

3. MAY AND JUNE FINANCIAL STATEMENTS

R E S O L U T I O N

No. 17-07-06

Mrs. Lee moved that the Board approve the May and June Financial Statements, as presented in attachment #4. The motion, seconded by Mr. Siegferth, was unanimously approved.

IV. SUPERINTENDENT'S REPORT

A. CENSUS

Mr. Trunk noted that the Board is supporting about 113 more adults and 320 more children compared to a year ago. He indicated the majority of the increase is in Early Intervention and indicated that better screening and identification is occurring, along with increased support in the 3-5 age group.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

A. CENSUS *(continued)*

He also noted that there are 111 more Medicaid waivers versus last year and stated that most of the waiver growth over the last year has been state funded waivers. There are 33 more individuals in the area of Summit DD funded supported living, which is individuals who don't have waivers, only need short term intervention, or are not Medicaid eligible. There has also been a dramatic shift in day and transportation services in the past year. One year ago, 31% of adults received day services from Summit DD, versus 18% today. That equates to about 700 individuals last year and about 400 individuals this year. In Transportation, about 24% received services from Summit DD last year versus 13% this year. Adults are selecting providers quicker than anticipated and the trend is likely to continue. There has been much positive feedback from families relative to the transition process. Mr. Quade mentioned that as families transition and individuals select and move to private providers, does staff have any information about the individuals and families that have decided not to transition yet - why they may be choosing to wait? Mr. Trunk replied the transition was designed to take place over a number of years so that individuals and families could take their time to make choices that would be a good fit. He noted that Tallmadge, Barberton and Cuyahoga Falls are not scheduled to transition until next year. Some individuals and families at those locations have been in the program for years and have expressed their desire to remain with Summit DD until the end. Mrs. Lee asked about the growth in the Community Partnership for Inclusion Program (CPI) and if it is in line with benchmarks. Mr. Trunk replied this program area is exceeding growth identified in the Board's Action Plan. He stated how impressive it is that so many community childcare providers are willing to provide inclusive environments. Mr. Briggs noted that it speaks to the increased awareness.

B. TRANSITION SERVICES FOR YOUTH UPDATE

There has been an increased focus on supporting kids become ready for employment as they graduate school. Staff have been building collaborative relationships with school districts and are currently working with Woodridge and Copley-Fairlawn, where students are participating in Discovery assessments and career exploration activities with a focus on community-based employment education. During the 2017-2018 school year, students will spend time in the community weekly, rotating through intern opportunities based on their interests, as identified through the Discovery process. Trainings are also being conducted for teachers and paraprofessionals.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

B. TRANSITION SERVICES FOR YOUTH UPDATE *(continued)*

Summit DD is also collaborating with Akron Public Schools. Summit DD staff participated on the College and Career Academics of Akron Tactical Plan Committee with the goal to develop and ensure students with disabilities have the same opportunities to participate as other students. Staff are also working in collaboration to develop an assessment that will be used with students in middle school and additional trainings will be held with teachers and paraprofessionals. The TANF Summer Work Experience program supported 40 students this year, each working 20 hours per week and earning \$9.25/hour. If students completed the entire eight weeks of the program, they could earn \$1,480. Some of the participating employers included Big Lots, Circle K, K-Mart, City of Akron, City of Stow, Summit METRO Parks and Pebble Creek Nursing Home. Mr. Briggs asked if any of the kids participating in the TANF program got jobs. Mr. Williams replied not yet, however, several employers have indicated interest in employing several individuals. Providers are following up with all employers for potential opportunities and to discuss the benefits of employing individuals with disabilities.

C. COMMUNITY POLL EXECUTIVE SUMMARY

Summit DD contracted with the Center for Marketing and Opinion Research (CMOR) to conduct a poll to measure overall familiarity and satisfaction with Summit DD along with attitudes and perception. The poll was conducted between March 31st and April 27th. The poll consisted of 800 respondents chosen at random. In the area of awareness and overall opinion of Summit DD, 91.2% of registered voters are aware of Summit DD, which is a favorable trend over the past levy period where it was 81%. The awareness has shifted to most people recognizing that Summit DD "supports people with developmental disabilities" from the previous levy period where most people associated Summit DD with transportation and job placement. About 34.1% of respondents were not aware or had no opinion of Summit DD compared to 40% at the last levy period. Approximately 72.1% of registered voters are likely to support the levy, with 64% very likely and 23.5% of voters undecided. Only 4% of voters stated they are less likely to vote for the levy knowing Summit DD will no longer provide direct services. 34% of voters plan to vote early and most people prefer to get information about local issues from the Akron Beacon Journal, word of mouth or weekly neighborhood newspapers. About 39% of voters indicated they have regular interactions with someone who has a disability. 96% of voters believe that individuals with disabilities can be productive in community employment, however, this number drops to 65% when asked about their place of employment.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

C. COMMUNITY POLL EXECUTIVE SUMMARY *(continued)*

The most cited reason for this drop is that the job is too technical or too dangerous. 86% of voters believe children with disabilities can be successful in integrated settings such as schools, play groups, childcare centers, etc. When asked if children with disabilities could be success at their children's school/activities, that number increases to 90%. This is an improvement over 2016 polling data which was at 63%. A map of Summit County was displayed representing support by zip code to identify in which areas there is more work to do. Mr. Quade noted that property values went up recently and the way the Board is funded is a percentage of property taxes. He asked about the impact. Mr. Trunk replied that even though property values have increased, homeowners pay based on the value of their homes at the time the tax was passed so they are locked in at the rate in the year the levy passed.

D. MISCELLANEOUS

Mr. Trunk advised the first meeting of the Levy Steering Committee was held several weeks ago and he feels things are off to a good start. He noted there is an important endorsement presentation to the Greater Akron Chamber on August 4th. Additionally, the level of provider support has been incredible already and it is critical to everyone in Summit County that the levy passes.

The Summit DD Golf Outing is being held on August 14th at Fairlawn County Club. Golf is already full, however, people can still attend for the social activities. Mr. Trunk thanked volunteers for their hard work and efforts.

The sale of the home on Frederick Blvd. in Akron has been completed and Summit DD received a check for the proceeds of the sale. Mr. Trunk advised he is in discussions with DODD staff about transferring the \$49,000, which is the remaining balance of the 30-year commitment on this property, to another project.

Mr. Trunk announced he and Judge Stormer are hosting an art event at the Akron Art Museum on Thursday, August 3rd featuring art created by local artists with disabilities. The event will be held from 4:00 - 6:00 p.m. All art will be on sale and will be displayed at Probate Court for several weeks following the event.

Mr. Trunk provided a brief update on the state budget explaining that language has been added around how individuals are placed on or removed from waiting lists. The Help Me Grow intake and referral process has been centralized and is being overseen by DODD.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

D. MISCELLANEOUS *(continued)*

The final budget includes language that will give county boards more of a voice in determining the role counties will play in overseeing provider quality. A workgroup must be formed within 30 days of the bill's passage and is required to report back to the legislature with its findings within one year. Mr. Trunk noted that he has been asked to serve on this workgroup. Also, \$65 million dollars has been added for additional waivers, which will fund approximately 750 waivers. Mr. Trunk indicated that Summit County could receive about 15-20 of those 750. Additionally, the budget has funds set aside to increase the hourly wage for direct service professionals by \$1.00/hour, if they meet specified criteria.

V. PRESIDENT'S COMMENTS

Mr. Briggs stated that everyone needs to work on the levy efforts; talk to all your neighbors and friends and encourage people to get out to vote. It is expected to be a light election with not many issues on the ballot.

VI. EXECUTIVE SESSION

RESOLUTION

No. 17-07-07

Mrs. Ricks moved that the Board enter into Executive Session in compliance with 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 Mr. Siegferth.

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

The regular session of the Board Meeting adjourned at 6:15 p.m.

The Board entered Executive Session at 6:20 p.m.

The Board Meeting reconvened at 6:30 p.m.

MINUTES – combined work session and regular meeting
Thursday, July 27, 2017

BOARD MEETING *(continued)*

VII. ADDITIONAL ACTION ITEMS

A. EMPLOYMENT CONTRACT – MAGGI ALBRIGHT

R E S O L U T I O N

No. 17-07-08

Mr. Quade moved that the Board approve a contract of employment for Maggi Albright, Executive Administrative Assistant to the Superintendent, for the period October 20, 2017 through October 19, 2019. The motion, seconded by Mrs. Ricks, was unanimously approved.

B. EMPLOYMENT CONTRACT – JUDY SPOONER

R E S O L U T I O N

No. 17-07-09

Mr. Quade moved that the Board approve a contract of employment for Judy Spooner, Bridges Transition Specialist, for the period October 12, 2016 through January 11, 2018. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

VIII. PRESIDENT'S FINAL COMMENTS

Mr. Briggs informed Board Members that the Superintendent's evaluation has been distributed to them. He asked Members to review the document, complete their portion of the evaluation and return to Mrs. Albright within the new week or so.

There being no further business, the Board Meeting adjourned at 6:34 p.m.

Denise Ricks, Secretary