

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

# **AGENDA**

Thursday, October 25, 2018

Administrative Board Room

**5:30 p.m.**

## **WORK SESSION**

### **DISCUSSION ONLY ITEMS**

*No new discussion only items this month*

### **ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY**

- I. SUMMIT DD 2019-2021 LONG RANGE PLAN

### **NEW ACTION ITEMS FOR BOARD CONSIDERATION**

- II. SEPTEMBER FINANCIAL STATEMENTS

## **BOARD MEETING**

- I. CALL TO ORDER
- II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS
- III. CAUCUS – SUPERINTENDENT
- IV. PUBLIC COMMENT
- V. APPROVAL OF MINUTES
  - A. SEPTEMBER 27, 2018 (combined Work Session/Regular Meeting)
- VI. BOARD ACTION ITEMS
  - A. FINANCE & FACILITIES COMMITTEE
    - 1. SEPTEMBER FINANCIAL STATEMENTS
  - B. SERVICES & SUPPORTS COMMITTEE
    - 1. SUMMIT DD 2019-2021 LONG RANGE PLAN
- VII. SUPERINTENDENT'S REPORT
- VIII. PRESIDENT'S COMMENTS
- IX. EXECUTIVE SESSION
- X. ADJOURN

# Summit County Developmental Disabilities Board

## TOPIC SUMMARY REPORT

| <b>TOPIC</b>                | <b>ISSUE/CONCERN</b>  | <b>RECOMMENDATION</b>             |
|-----------------------------|---|-----------------------------------|
| 2019 – 2021 Long Range Plan | <p>The current long range plan expires at the end of 2018. The new plan will take effect in 2019, coinciding with the Board's final transition from being a direct service provider.</p> <p>Outline the mission, vision, values, and long range goals of the Agency from 2019 – 2021.</p> | Approve 2019-2021 Long Range Plan |

### ***SUPPORTING DATA FOR RECOMMENDATION***

The current long range plan expires at the end of 2018. The main emphasis of the 2016 – 2018 was to successfully transition each individual to a private provider of their choice while building capacity and quality within the service delivery system. As Summit DD completely transitions out of services, the 2019 – 2021 Long Range Plan will lay the foundation for the next generation of disability services within Summit County.

The language in the plan was updated in October 2018 to reflect the feedback Summit DD received from more than 100 stakeholders, including people we support, parents, staff, and providers.

#### **Feedback into the 2019 – 2021 Long Range Plan Process:**

- Parents/Guardian and Individuals Eligible for services – a monthly survey collected data to identify priorities and value of services.
- Taxpayers – a community survey collected data for priorities, value of services, and attitudes and perceptions about inclusion.
- Employees – a series of focus groups collected data from more than 70 staff members from across the Agency.
- Providers – a focus group collected feedback from a diverse cross section of providers.
- A review of long term financial models
- Census trends and patterns

#### **Proposed Mission, Vision, Values of 2019 – 2021 Long Range Plan:**

- Mission – Helping people of all abilities reach their full potential, one person at a time
- Vision – Summit County is a community where people feel included.
- Values – *Trust, Respect, Collaboration, Innovation, Inclusion, and Excellence.*

Submitted By: Billie David

Date: 10/18/18

For:            Superintendent/Assistant Superintendent

  x   Finance & Facilities Committee

  x   Services & Supports Committee

  x   HR/LR Committee

# Summit County Developmental Disabilities Board

## TOPIC SUMMARY REPORT

### Proposed Goals of 2019 – 2021 Long Range Plan:

Goal 1: To ensure quality services while we cultivate opportunities for people to feel included.

- Build meaningful relationships with people we support to shape person-centered outcomes.
- Ignite the community as a natural support.
- In partnership with our provider community, build a culture in the direct service professional community that is committed to achieving people's outcomes

Goal 2: To empower an engaged workforce that achieve the best outcomes for people we support.

- Foster a culture that reflects our core values.
- Build work systems that support organizational performance excellence.

Goal 3: Ensure that our system is sustainable for future generations.

- Maximize alternative revenue streams.
- Ensure that the allocation of local resources are aligned to outcomes that move us closer to our mission and vision.
- Right-size our facilities to meet future needs.

**Recommended for approval by the September HR/LR, Finance & Facilities  
and Services & Supports Committees.**

Submitted By: Billie David

Date: 10/18/18

For:        Superintendent/Assistant Superintendent

  x   Finance & Facilities Committee

  x   Services & Supports Committee

  x   HR/LR Committee

## Mission

Helping people of all abilities reach their full potential, one person at a time.

## Vision

Summit County is a community where people feel included.

## Values

### **Respect - Collaboration - Innovation - Inclusion - Excellence - Trust**

#### ***Trust***

We want to earn the trust of people we support with every interaction. We realize that this can only be accomplished by delivering on our promises and remaining transparent. It is an honor that people accept us into their lives and we will not take that for granted.

#### ***Respect***

We will actively listen to people we support to understand where they are on their journey and what they want to achieve next. We respect people's choices about their lives.

#### ***Collaboration***

We will partner with those we support every step of the way. We will work with community organizations to build relationships that open doors for those we support.

#### ***Innovation***

We consistently look for ways to challenge the status quo. We create new opportunities that provide more choices for people of all abilities. We encourage our staff to pursue opportunities to better their skills and knowledge.

#### ***Inclusion***

We believe that everyone has a right to live a life where they feel included in their community. We also understand that community means something different to each person. We are committed making connections that are meaningful to those we support, building a community that only sees opportunity in each other.

#### ***Excellence***

We believe those we support, parents and the community deserve our very best and we are committed to giving it. We will work to understand the needs and expectations of those we support and continually find ways to meet and exceed those expectations.

## Long Range Plan Goals

### **Goal 1: To ensure quality services while we cultivate opportunities for people to feel included.**

Our role is to listen to people we serve, identify outcomes, and connect people to paid or natural support that will help achieve their goals. We will remain person-centered to ensure each person receives the highest quality of services possible as we create opportunities that provide meaningful community connections.

Objectives include:

- Build meaningful relationships with people we support to shape person-centered outcomes.
- Ignite the community as a natural support.
- In partnership with our provider community, build a culture in the direct service professional community that is committed to achieving people's outcomes

### **Goal 2: To empower an engaged workforce that achieve the best outcomes for people we support.**

Our employees are our greatest asset as we work to achieve our mission and vision. We will cultivate an energized and inspired team and ensure they have the knowledge, skills, and tools to meet and exceed the expectations of those we support.

Objectives include:

- Foster a culture that reflects our core values
- Build work systems that support organizational performance excellence.

### **Goal 3: To ensure that our system is sustainable for future generations.**

Summit DD has experienced an increased number people eligible for services, along with declining revenues. We will build a financially sustainable service delivery model to ensure funding is available to support the health, safety and quality of life of people we serve well into the future.

Objectives include:

- Maximize alternative revenue streams.
- Ensure that the allocation of local resources are aligned to outcomes that move us closer to our mission and vision.
- Right-size our facilities to meet future needs.

**SUMMIT COUNTY DD BOARD**  
**COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE**  
**FOR THE NINE MONTHS ENDED SEPTEMBER 30, 2018 AND 2017**

|                                      | 9/30/2018                |                       |                               |                              | 9/30/2017                |                       |                               |                              |
|--------------------------------------|--------------------------|-----------------------|-------------------------------|------------------------------|--------------------------|-----------------------|-------------------------------|------------------------------|
|                                      | 2018<br>ANNUAL<br>BUDGET | 2018<br>YTD<br>ACTUAL | YTD \$<br>BUDGET<br>REMAINING | YTD %<br>BUDGET<br>REMAINING | 2017<br>ANNUAL<br>BUDGET | 2017<br>YTD<br>ACTUAL | YTD \$<br>BUDGET<br>REMAINING | YTD %<br>BUDGET<br>REMAINING |
| <b>OPERATING REVENUE</b>             |                          |                       |                               |                              |                          |                       |                               |                              |
| PROPERTY TAXES                       | \$ 51,456,835            | \$ 48,892,254         | \$ 2,564,581                  | 5.0% <b>1</b>                | \$ 50,701,798            | \$ 47,983,007         | \$ 2,718,791                  | 5.4%                         |
| REIMBURSEMENTS                       | 12,301,000               | 9,497,383             | 2,803,617                     | 22.8%                        | 12,485,745               | 10,099,817            | 2,385,928                     | 19.1%                        |
| GRANTS                               | 1,250,000                | 1,123,786             | 126,214                       | 10.1%                        | 1,627,402                | 829,373               | 798,029                       | 49.0%                        |
| CONTRACT SERVICES                    | 450,000                  | 64,269                | 385,731                       | 85.7%                        | 157,110                  | 522,842               | (365,732)                     | -232.8%                      |
| REFUNDS                              | -                        | 22,580                | (22,580)                      | 0.0%                         | -                        | 9,594                 | (9,594)                       | 0.0%                         |
| OTHER RECEIPTS                       | 86,000                   | 163,776               | (77,776)                      | -90.4%                       | 63,243                   | 738,373               | (695,130)                     | -1099.1%                     |
| <b>TOTAL REVENUE</b>                 | <b>\$ 65,543,835</b>     | <b>\$ 59,764,048</b>  | <b>\$ 5,779,787</b>           | <b>8.8%</b>                  | <b>\$ 65,035,298</b>     | <b>\$ 60,203,006</b>  | <b>\$ 4,832,292</b>           | <b>7.4%</b>                  |
| <b>OPERATING EXPENDITURES</b>        |                          |                       |                               |                              |                          |                       |                               |                              |
| SALARIES                             | \$ 19,083,932            | \$ 13,261,979         | \$ 5,821,953                  | 30.5%                        | \$ 21,676,369            | \$ 14,839,489         | \$ 6,836,880                  | 31.5%                        |
| EMPLOYEE BENEFITS                    | 8,611,271                | 5,206,044             | 3,405,227                     | 39.5%                        | 9,854,803                | 6,516,228             | 3,338,575                     | 33.9%                        |
| SUPPLIES                             | 708,020                  | 285,999               | 422,021                       | 59.6% <b>2</b>               | 958,239                  | 469,206               | 489,033                       | 51.0%                        |
| TRAVEL AND TRAINING                  | 315,350                  | 180,897               | 134,453                       | 42.6%                        | 336,950                  | 222,315               | 114,635                       | 34.0%                        |
| DIRECT CONTRACT SERVICES             | 9,301,833                | 7,172,919             | 2,128,914                     | 22.9% <b>3</b>               | 8,504,516                | 6,941,187             | 1,563,329                     | 18.4%                        |
| INDIRECT CONTRACT SERVICES           | 2,198,530                | 1,117,470             | 1,081,060                     | 49.2%                        | 2,509,498                | 1,622,045             | 887,453                       | 35.4%                        |
| MEDICAID COSTS                       | 28,410,000               | 21,645,155            | 6,764,845                     | 23.8%                        | 25,050,000               | 21,375,867            | 3,674,133                     | 14.7%                        |
| UTILITIES                            | 642,925                  | 369,865               | 273,060                       | 42.5%                        | 702,250                  | 420,100               | 282,150                       | 40.2%                        |
| RENTALS                              | 23,600                   | 19,682                | 3,918                         | 16.6%                        | 142,675                  | 108,118               | 34,557                        | 24.2%                        |
| ADVERTISING                          | 132,000                  | 67,284                | 64,716                        | 49.0%                        | 132,000                  | 86,033                | 45,967                        | 34.8%                        |
| OTHER EXPENSES                       | 335,250                  | 255,799               | 79,451                        | 23.7%                        | 363,323                  | 293,728               | 69,595                        | 19.2%                        |
| EQUIPMENT                            | 342,000                  | 199,876               | 142,124                       | 41.6%                        | 256,000                  | 153,671               | 102,329                       | 40.0%                        |
| REAL PROPERTY IMPROVEMENTS           | 350,000                  | 19,827                | 330,173                       | 94.3%                        | 818,680                  | 854,703               | (36,023)                      | -4.4%                        |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 70,454,711</b>     | <b>\$ 49,802,796</b>  | <b>\$ 20,651,915</b>          | <b>29.3%</b>                 | <b>\$ 71,305,303</b>     | <b>\$ 53,902,690</b>  | <b>\$ 17,402,613</b>          | <b>24.4%</b>                 |
| <b>NET REVENUES AND EXPENDITURES</b> | <b>\$ (4,910,876)</b>    | <b>\$ 9,961,252</b>   |                               |                              | <b>\$ (6,270,005)</b>    | <b>\$ 6,300,316</b>   |                               |                              |
| <b>BEGINNING FUND BALANCE</b>        |                          | <b>ACTUAL</b>         |                               |                              |                          |                       |                               |                              |
| PLUS: REVENUE                        | \$ 50,547,257            | \$ 50,547,257         |                               |                              |                          |                       |                               |                              |
| LESS: EXPENDITURES                   | 65,543,835               | 59,764,048            |                               |                              |                          |                       |                               |                              |
|                                      | (70,454,711)             | (49,802,796)          |                               |                              |                          |                       |                               |                              |
| <b>ENDING FUND BALANCE</b>           | <b>\$ 45,636,381</b>     | <b>\$ 60,508,509</b>  |                               |                              |                          |                       |                               |                              |

SUMMIT COUNTY DD BOARD  
NOTES TO FINANCIAL STATEMENTS  
FOR THE MONTH ENDED SEPTEMBER 30, 2018  
(Rounded)

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

8.3%  
25.0%

**Revenue:**

**1** Property Taxes: Second half tax settlement. \$ 21,833,000

**Expenditures:**

**2** Supplies: Fuel usage and vehicle repairs are trending low with the transition out of transportation services happening faster than anticipated.

**3** Direct Service Contracts: Payments to providers participating in the TANF Summer Youth Program. \$ 26,900

**Revenue:**

**Prior Months**

Reimbursements: FY 2013 DODD Cost Report settlement, over budget. \$ 2,828,400

Grants: Receipt of HMG reimbursements that was expected in 2017. 244,300

Multi-system Youth Grant reimbursement. 49,900

A DODD grant award of \$249,692 effective 4/16/2018 - 6/30/19 for therapeutic respite and intensive in-home supports to prevent or reduce out-of-home placements and improve outcomes for multi-system youths. This grant was not included in the current budget.

Contract Services: Under-budget due to an unanticipated decrease in waivers allocated for needs of the Children Services Board as children are granted alternative supports.

**Expenditures:**

Employee Benefits: Health insurance costs are currently below budget. As a new customer Medical Mutual required a binder payment in 2017 in the amount of \$490,000 which has been credited against 2018 premiums. In addition, due to lower rates and a rebate from the state there will be no workers' compensation cost for 2018.

MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

## Summit County Board of Developmental Disabilities

# MINUTES - DRAFT

Thursday, September 27, 2018  
5:30 p.m.

The **combined work session and regular monthly meeting** of the Summit County Developmental Disabilities Board was held on Thursday, September 27, 2018 at the Summit DD administrative offices located at 89 East Howe Road, Tallmadge, Ohio 44278. The **work session** convened at 5:36 p.m.

### BOARD MEMBERS PRESENT

Randy Briggs, Board President  
Meghan Wilkinson, Board Vice President  
Denise Ricks, Board Secretary  
Dave Dohnal  
Tami Gaugler

### BOARD MEMBER EXCUSED

Tom Quade  
Allyson V. Lee

### ALSO PRESENT

John J. Trunk, Superintendent  
Lisa Kamlowsky, Assistant Superintendent  
Holly Brugh, Director of SSA & Children's Services  
Lynn Sargi, Director of HR  
Drew Williams, Director of Community Supports & Development

Joe Eck, Director of Labor Relations & Risk Management  
Billie Jo David, Director of MUI & Communications  
Russ DuPlain, Director of IT, Records and Facilities  
Maggi Albright, Recording Secretary and others

## I. SUMMIT DD 2019-2021 LONG RANGE PLAN

Summit DD's current Long Range Plan (LRP) expires at the end of 2018. The Plan explains the Board's role in building an all-inclusive community, creating opportunities for every individual. The new three-year LRP will take effect in 2019 and coincides with the Board's final transition from being a direct service provider. This is the first Plan in fifty years where Summit DD won't be a provider of services. The LRP lays the foundation for the next generation of disability services in Summit County and outlines the Board's Mission, Vision and Values and identifies goals of the Agency from 2019-2021. Feedback for the LRP was gathered from parents/guardians, employees, providers, taxpayers, census trends and patterns and review of long term financial models. The Board's Mission was updated to reflect Summit DD's role and responsibility to the individual rather than emphasizing services. The Vision statement was updated to more clearly articulate the vision for the community the Agency serves. The Values were updated to reflect the commitment of Summit DD's employees to people supported, each other and the community.



MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

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

### **I. SUMMIT DD 2019-2021 LONG RANGE PLAN** *(continued)*

The goals identified in the LRP are:

- Ensure a stable service delivery system as we work towards full community inclusion – ensuring the allocation of local resources meet the desired outcomes identified by the Board, igniting the community as a natural support and supporting, developing and monitoring the provider community.
- Empower an engaged workforce to achieve high levels of organizational performance – fostering a culture that reflects the Agency's core values and building work systems that support organizational performance excellence.
- Ensuring the Agency's system is sustainable into the future – maximizing alternative revenue streams, prioritizing resources and right-sizing facilities to meet future needs.

Mr. Trunk commented that hundreds of voices go into the Plan. He remarked that Billie Jo David has done an unbelievable job pulling all the pieces of the Plan together. Mr. Briggs noted that much work went into creating the Plan and stated he is very happy with it. The 2019-2021 LRP has been recommended for approval by the September HR/LR, Services & Supports and Finance & Facilities Committees.

### **II. 2019 EMPLOYEE INSURANCE**

Local government entities in Ohio can participate in inter-governmental collaborations to reduce costs and enhance services through cost sharing arrangements. Relative to purchasing health insurance, Ohio's State Employee Relations Board (SERB) has documented widespread participation in health benefit consortia by local government entities. The 2017 SERB Health Insurance Survey indicates that almost 61% of statewide public employers currently belong to a consortia, with the primary goal of saving money by increasing the health benefit risk pool. Prior to 2012, Summit DD had 569.5 employees and the Agency participated in Summit County's Health Insurance plan, a health benefit consortia. The County proposed a 30% increase for 2013 and, as a result, Summit DD sought proposals from various carriers. The Insurance Committee recommended, and the Board approved, exiting the County program and selecting Aetna as its carrier for its fully-insured program. For benefit year 2018, Summit DD faced a proposed 47% rate increase from Aetna due to high claims experience. The Insurance Committee recommended, and the Board approved, switching to Medical Mutual of Ohio (MMO) with significant plan design changes such as increased deductibles, co-pays and out-of-pocket maximums to offer a program that fell within 2018 budget parameters. In 2019, Summit DD will now employ 280.5 employees which is approximately a 50% reduction from its 2013 headcount, the year Summit DD left the Summit County consortium and shifted its program to Aetna. As a significantly smaller stand-alone entity, Summit DD is less able to withstand the volatility of the health care market as well as inevitable high claim years.

MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

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

### **II. 2019 EMPLOYEE INSURANCE** *(continued)*

As a result, Human Resource and Fiscal staff began to explore health benefit consortia options as a potential mechanism to offer a competitive health care plan and increase the health benefit risk pool. Initial research focused on the size, structure, application and termination processes, plan design and rates, as well as compliance and reporting support of several consortia. Three consortia were explored in depth; all have MMO as the carrier:

1. CBA Benefits (Summit DD's current dental plan provider) is a fully insured program that covers approximately 1,700 lives. Initial rates are determined by underwriting and plan design. Members/employers are re-rated annually.
2. Summit County Health Connection is a self-insured program with approximately fifteen members/employers that covers 8,000 lives. Initial rates are determined by underwriting and plan design. Members/employers receive the same percentage increase for the first two years of a three-year agreement period and then are individually re-rated every third year based on claims and premiums paid.
3. Stark County Schools Council of Governments health benefits program is a partially self-insured program with 115 members/employers that covers 50,000 lives. All members pay the same rate for the single plan design offered. There is no individual member underwriting or re-rating process. Stark members must also purchase its ancillary insurance options (i.e., dental, vision, and life). The cost of the ancillary programs is anywhere from 2-5 times higher than Summit DD's current rates. Stark does provide a Section 125 Flexible Spending Account program at no cost to its members.

An overview of these three options was shared with the Insurance Committee, which is comprised of representatives of each of the bargaining units as well as representatives from administration. Insurance Committee members expressed strong interest in meeting with representatives from the Stark County Schools program. Summit DD and union leadership met with representatives of Stark County Schools on July 18<sup>th</sup>. The Stark Health Plan design as compared to Summit DD's current plan is outlined in attachment #1. Below is additional information regarding Stark's program:

- Individual members/employers may negotiate the employee cost-sharing structure (currently 15% employee - 85% Summit DD).
- Summit DD currently offers \$100 per month opt-out waiver payment to employees as well as domestic partner coverage. Stark prohibits both an opt-out waiver and domestic partner coverage.
- Stark has a spousal carve-out requirement. Spouses of Summit DD employees, as of the date of entry into the program, are grandfathered in and are eligible for coverage. Spouses of future employees are ineligible if they are eligible for employer provided coverage elsewhere.
- Stark's program has averaged a 4.8% rate increase over the last ten years.

MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

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

### **II. 2019 EMPLOYEE INSURANCE** *(continued)*

- Stark requires members to contribute to its reserve. This reserve requirement can be achieved in one of two ways: buy in – pay an upfront amount equivalent to 30% of claims paid over the last three years, which equates to approximately \$1.58 million for Summit DD, or achieve the reserve requirement over an up to five year period. When a member achieves the reserve requirement, it becomes eligible for premium holidays.
- Premium holidays are defined as a month where neither the employer nor employee is responsible for paying for medical, dental and vision coverage (life insurance premiums must be paid). The Stark program averages 2.4 premium holidays per plan year (July 1-June 30). A single premium holiday for Summit DD would equate to its current monthly premiums for medical and dental of approximately \$435,000. Vision is 100% employee-paid.

In anticipation of a potential change in health insurance, the 2019 proposed budget includes:

- 5% increase for the health insurance line item
- 50% increase for dental and life insurance line items
- line item equivalent to the reserve requirement buy-in amount of \$1,584,084.90

The health insurance rates offered by Stark are comparable to current rates, however, the plan design is far superior. While Stark's dental, vision and life insurance rates are significantly higher, the dental plan design is better and the employer costs of these coverages are modest compared to health care costs. In addition, if Summit DD shifted to the Stark program there would be cost savings of approximately \$90,000 in 2019 and beyond associated with terminating a number of contracts/relationships (insurance consultant/broker, FSA/HSA/COBRA administrator, and on-line enrollment system). Staff anticipates that if the Agency associates itself with a large, well-respected health benefit consortia such as Stark with a track record of annual increases in the 5% range, Summit DD will be better able to control its future health insurance costs while providing an important benefit to its employees. Joining the Stark plan would be contingent upon reaching agreements with the three unions (WWSA, WEA I and WEA II) adopting contract language. Any changes in the union contracts would be brought to the Board. Funds are available in the budget and the August HR/LR and Finance & Facilities Committees recommend approval of joining the Stark County Schools Council of Governments health plan for 2019 benefit coverages.

### **III. COMDOC CONTRACTS**

Summit DD has worked with ComDoc to provide customized technical support and consulting services to expand document management and paperless processes since 2014. There is \$100,000 budgeted for consulting work in 2018 although the work done so far has been covered by 2017 funds that were approved last year.

MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

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

### III. COMDOC CONTRACTS *(continued)*

Other expenses with ComDoc include annual maintenance for software packages, printer support and annual software maintenance and licensing fees. The request is to enter into contracts with ComDoc for these services and approve additional funds not to exceed \$99,344 to cover the scope of work through 2018. Funds are available in the budget and the ComDoc contracts have been recommended for approval by the August Finance & Facilities Committee.

### IV. AUGUST FINANCIAL STATEMENTS

August ended with deficit spending of \$9,517,125. Revenue for August reflects quarterly Title XX reimbursement of \$89,100 and reimbursement of \$49,900 for the multi-system youth grant. Expenditures in August included payments of \$95,800 to providers participating in the TANF Summer Youth Program, the purchase of two new servers in the amount of \$18,100 and payment to NEON in the amount of \$200,000 to fund the Family Engagement Program (FEP). The fund balance at the end of August was \$41,030,132. The August Financial Statements have been recommended or approval by the September Finance & Facilities Committee.

### V. REVISED POLICY 4018 – EARLY INTERVENTION – DESCRIPTION OF SERVICES

In 2017, the Ohio Department of Developmental Disabilities (DODD) became the lead state agency for the Part C Early Intervention Program. With the program moving from the Ohio Department of Health to DODD, the name was officially rebranded from Help Me Grow to Part C Early Intervention. Policy 4018 is being revised to reflect the name change as well as the elimination of language, which better fits the local procedures. Revised Policy 4018 has been recommended for approval by the September Services & Supports Committee.

### VI. CHILDREN'S SERVICES BOARD LEVY ENDORSEMENT REQUEST

The Summit County Children's Services Board (CSB) levy will be Issue 8 on the ballot in November. Issue 8 is a renewal of the current 2.25 mil levy with a 1 mil increase. CSB has not requested an increase to its levy in 30 years and revenue has decreased by over \$58.6 million dollars since 2008. CSB served over 9,719 children in 2017, which is a 36% increase since 2012. Ohio provides the lowest funding in the nation for child protective services, leaving the responsibility to fund on the local community. The levy provides approximately 60% of the agency's operating budget. Without the critical funding the levy provides, CSB runs the risk of having to cut 34% of its staff and reduce its budget by 20%. Additionally, some services would have to be eliminated and others reduced. Mr. Trunk stated he supports the request to endorse the CSB levy.

The work session adjourned at 6:03 p.m.

MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

## **BOARD MEETING**

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 6:03 p.m.

### **I. BOARD MEMBER CAUCUS**

Dave Dohnal commented that he recently attended a seminar for first responder agencies that provided training on how to interact and provide assistance in emergency situations to individuals with disabilities. The majority of participants were law enforcement personnel. Officer Matt Petroc and Detective Joe Storad, both of Summit County and both of whom work with Summit DD under the collaborative contract, were presenters at the training and both were very impressive. There was so much interest in the presentation and content that the training ran over by 40 minutes. Mr. Dohnal stated he was enormously impressed with the presentation.

### **II. PUBLIC COMMENT**

Leslie Frank, a parent and Summit DD staff, commented she was happy to see the use of *respect* in the Agency's Vision statement. She noted a possible grammatical correction in the LRP document. Ms. Frank indicated she continues to visit individuals who have transitioned to other providers and most are very happy. She thanked the Board for allowing a 60 day safety net for individuals. She also thanked the Board for providing shadowing opportunities for staff.

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

#### **A. AUGUST 23, 2018 (combined work session and regular meeting)**

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

#### **No. 18-09-01**

Mrs. Wilkinson moved that the Board approve the minutes of the August 23, 2018 combined work session and regular meeting, as presented in attachment #7. The motion, seconded by Mrs. Ricks, was unanimously approved.



MINUTES – combined work session and regular meeting  
Thursday, September 27, 2018

## **BOARD MEETING (continued)**

### IV. BOARD ACTION ITEMS

#### A. FINANCE & FACILITIES COMMITTEE

##### 1. 2019 EMPLOYEE INSURANCE

#### RESOLUTION

No. 18-09-02

Mrs. Ricks moved that the Board approve the form resolution identified as Exhibit A to attachment #2, for participation in the Stark County Schools Council of Governments health benefits program, contingent upon ratification by all bargaining units, and effective January 1, 2019. The motion, seconded by Mrs. Gaugler, was unanimously approved.

##### 2. COMDOC CONTRACTS

#### RESOLUTION

No. 18-09-03

Mrs. Gaugler moved that the Board approve resources to support contracts with ComDoc in 2018 to provide custom consulting solutions and annual maintenance and licensing for the document management system, in an amount not to exceed Ninety Nine Thousand Three Hundred Forty Four Dollars (\$99,344.00), as presented in attachment #3, and that the Superintendent be authorized to sign said contracts. The motion, seconded by Mr. Dohnal, was unanimously approved.

##### 3. AUGUST FINANCIAL STATEMENTS

#### RESOLUTION

No. 18-09-04

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

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

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

#### B. SERVICES & SUPPORTS COMMITTEE

1. REVISED POLICY 4018 – EARLY INTERVENTION – DESCRIPTION OF SERVICES

#### RESOLUTION

No. 18-09-05

Mrs. Wilkinson moved that the Board approve revisions to Policy 4018 – Early Intervention – Description of Services, as presented in attachment #5. The motion, seconded by Mrs. Ricks, was unanimously approved.

#### C. OTHER

1. CHILDREN'S SERVICES BOARD LEVY ENDORSEMENT

#### RESOLUTION

No. 18-09-06

Mrs. Ricks moved that the Board hereby endorses the Summit County Children's Services Board Issue 8 ballot initiative appearing on the November 2018 ballot, and further authorizes the Superintendent to sign any documents necessary to communicate the endorsement. The motion, seconded by Mrs. Gaugler, was unanimously approved.

### V. SUPERINTENDENT'S REPORT

#### A. FACILITIES PLANNING UPDATE

Summit DD is working with a consultant conducting a study to determine how to best serve its customer in all geographic areas of the County while maximizing current assets. Presently, there are six possible scenarios relative to building space that will be costed out to provide a basis of comparison and determine feasibility. Mr. Trunk commented that Russ DuPlain has been instrumental in spearheading and moving this effort forward. He stated that County and elected officials have been included in the conversations and briefed on plans. The scenarios will be narrowed down to 2-3 in the next few months after further analysis.

#### B. MISCELLANEOUS UPDATES

Mr. Trunk reminded everyone that the All Agency In-service will be held on October 15<sup>th</sup> at Quaker Station and will recognize staff for service.

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

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

#### **B. MISCELLANEOUS (continued)**

The OACB Annual Conference will be held November 28<sup>th</sup>-30<sup>th</sup> at the Hilton Easton in Columbus. Mr. Trunk advised Board Members they should contact Maggi Albright to make arrangements if they would like to attend.

Mr. Trunk spoke with Kent State University Professor Dr. Mary Ann Devine who conducts disability studies. Dr. Devine is submitting a grant that blends technology and increases health and wellness, which is aligned with what health commissioners are promoting. The proposal would utilize technology to help engage people in healthy activities. Dr. Devine wants to work with Summit DD on this project. Mr. Trunk noted he will be writing a letter of support for the grant.

Mr. Trunk stated the Graham Road home, a four unit home in Stow for individuals who have been dual diagnosed, will be opening in a few days. One individual has been identified to move into the home and others are being reviewed. This is the first of four homes scheduled to be open in the State of Ohio and since it is a statewide project, residents from other counties may reside in the home. Mr. Briggs asked how a determination is made for residents. Mrs. Brugh replied individuals have already been dually diagnosed and determined eligible. Mr. Trunk stated Holly Brugh and Drew Williams have been very involved with getting this home operational and he cannot say enough about their contributions to this project.

Mr. Trunk noted he was invited to meet with the Weaver Industries (WI) Board to talk about their future planning. WI is challenged by a rule change around billing constraints for voc hab services. This issue is impacting providers and there is a one year transition while a statewide effort looks into this issue.

The reimbursement rate for transportation providers with five or more individuals has been adjusted to pay less. Smaller vehicles that transport fewer people will experience rate increases since they are more economic and efficient to use. The reimbursement rate change is being rolled out over the next twelve months.

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

Mr. Briggs stated his support of the CSB levy and encouraged everyone to help in any way they can with this critical levy.

There being no further business, the Board Meeting adjourned at 6:36 p.m.

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Denise Ricks, Secretary