

MINUTES – combined work session and regular meeting
Tuesday, December 11, 2018

Summit County Board of Developmental Disabilities

MINUTES

Tuesday, December 11, 2018

5:30 p.m.

The **combined work session and regular monthly meeting** of the Summit County Developmental Disabilities Board was held on Tuesday, December 11, 2018 at the Summit DD administrative offices located at 89 East Howe Road, Tallmadge, Ohio 44278. The **work session** convened at 5:31 p.m.

BOARD MEMBERS PRESENT

Randy Briggs, Board President
Meghan Wilkinson, Board Vice President
Denise Ricks, Board Secretary
Tom Quade
Allyson V. Lee
Dave Dohnal
Tami Gaugler

ALSO PRESENT

John J. Trunk, Superintendent	Joe Eck, Director of Labor Relations & Risk Management
Billie Jo David, Director of Communications & MUI	Mira Pozna, Director of Fiscal
Holly Brugh, Director of SSA & Children's Services	Russ DuPlain, Director of IT, Records & Facilities
Lynn Sargi, Director of Human Resources	Drew Williams, Director of Community Supports & Development
Maggi Albright, Recording Secretary	

I. SUMMIT 2020 QUALITY OF LIFE PROJECT CONTRACT

Summit 2020 Quality of Life Project is a collaboration between Summit County Job & Family Services (SCDJFS) and nonprofit health and social services agencies to serve the most vulnerable citizens of Summit County. Summit 2020 has been in place since 2002 and is a priority of County Executive Ilene Shapiro with oversight of the project delegated to the Social Services Advisory Board (SSAB). The contract is managed by the Summit County Combined General Health District with SCDJFS, Summit DD, Summit County ADM Board and Summit County Children's Services Board (CSB) sharing equally in the cost of the Agreement. The primary indicators and initiatives are:

- Economic stability and prosperity
- Early childhood
- Older adults
- Health and health disparities
- Government efficiencies and effectiveness

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WORK SESSION *(continued)*

I. SUMMIT 2020 QUALITY OF LIFE PROJECT CONTRACT *(continued)*

Project goals include:

- Collecting data for 22 indicators to measure the quality of health and social services in Summit County
- Developing plans and goals to improve the quality of services, as measured by the 22 indicators
- Implementing plans to strengthen public health and social service infrastructure
- Strengthening collaborations between public health and social service provider and systems

It will be a priority of the directors of the three levy funded agencies (Summit DD, ADM Board, CSB) to integrate more agency priorities into the Summit 2020 Plan and to assure the Plan reflects more initiatives of those agencies. Mrs. Lee asked if the initiatives are already in place, how are Summit DD's interests incorporated into the process. Mr. Trunk replied as an example, there have been discussions around overall health and fitness by decreasing BMIs and seeking grants around addressing these issues for people with disabilities. As measures are documented, all citizens of the community are being considered and data is being shared among the social services agencies. Mr. Quade stated as the health department compiles data, sharing the data is part of the charge to ensure disparities are identified and addressed. Summit DD collects so much data that can be folded into the work that already exists. Mr. Trunk mentioned that he met with the data analysts for this project and they were very receptive to collecting Summit DD's data and sharing information. Staff are taking advantage of the opportunity to be part of these discussions. The request is to renew funding support for Summit 2020 for the two-year period of January 1, 2019 through December 31, 2020, for the total contract amount not to exceed \$65,000. Funds are available in the budget and the Summit 2020 contract has been recommended for approval by the December Finance & Facilities Committee.

II. SUMMIT COUNTY FAMILY & CHILDREN FIRST COUNCIL (SCFCFC) CONTRACT – SHARED FUNDING POOL

Family & Children First Councils must develop a county-specific Service Coordination Mechanism (SCM), which serves as the guiding document for coordination of services in the county. The purpose of the SCM is to streamline and coordinate existing government services for families seeking services for their children age birth through 21 and to ensure that eligible families have access to service coordination. Developed through the SCM, a team of professional from child-serving agencies in Summit County meet weekly to:

- Review and monitor requests for community-based services for children with multi-system needs
- Offer case consultation from a multi-system perspective to staff from any agency serving a complex youth/family
- Refer families for wrap around/service coordination

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WORK SESSION *(continued)*

II. SUMMIT COUNTY FAMILY & CHILDREN FIRST COUNCIL (SCFCFC) CONTRACT – SHARED FUNDING POOL *(continued)*

- Review individual cases that are in need of more restrictive placement settings, such as residential treatment and monitoring youth in residential treatment
- Issuing recommendations and/or offering alternatives to better serve youth and families

So far in 2018, there were 60 referrals for wrap around/service coordination, 20 referrals for case consultation, 56 funding requests for community-based services and 13 funding requests for out of home placement. The request is to continue to participate in the shared pool agreement for the period January 1, 2019 through December 31, 2019, in an amount not to exceed \$110,700. Funds for this contract will be pooled from CSB in the amount of \$171,245, the ADM Board in the amount of \$145,431, Juvenile Court in the amount of \$131,084 and Summit DD in the amount of \$110,700. Summit DD will have two staff members who serve as part of the SCFCFC and will have access to bring any Board-eligible child/family case to the committee for support and funding recommendations. Funds are available in the budget and the Summit County Family & Children First Council contract has been recommended for approval by the December Finance & Facilities and Services & Supports Committees.

III. SUMMIT DD 2019 ACTION PLAN

Ohio Administrative Code requires each county board to adopt, by Board resolution, a strategic plan. The Board approved Summit DD's 2019-2021 Long Range Plan (LRP) at its October meeting. The LRP updated the Agency Mission, Vision and values, as well as the three-year goals of the organization. The 2019 Action Plan outlines the action items Summit DD will carry out during the first year of the LRP. 2019 action items include:

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

- Identify outcomes that are meaningful to people
- Complete a provider engagement survey and identify priorities for improvement
- Participate in the Provider Partnership Pilot Expansion Project and implement recommendations
- Share success stories of inclusion

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

- Complete a thoughtful analysis of our organizational structure to ensure our collective work is aligned with the achievement of the LRP
- Identify short-term diversity priorities, making Summit DD reflective of the community we serve
- Complete an employee engagement survey and identify priorities for improvement

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WORK SESSION *(continued)*

III. SUMMIT DD 2019 ACTION PLAN *(continued)*

- Develop an approach to training and development that ensures employees have the skills and knowledge needed to achieve the goals of the Agency.

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

- Implement facilities use plan
- Prioritize non-Medicaid expenditures

A Public Hearing was held on November 27th to obtain feedback on the 2019 Action Plan. The 2019 Action Plan has been recommended for approval by the November HR/LR, Services & Supports and Finance & Facilities Committees.

IV. DEPARTMENT OF JOBS & FAMILY SERVICES (DJFS) CONTRACT FOR ONSITE ASSISTANCE

The contract with JFS to provide onsite assistance has been a collaborative partnership since 2013. Summit DD receives onsite assistance from a DJFS caseworker who maintains an office at the Summit DD administration building and provides assistance with Medicaid enrollment, Medicaid waivers, Healthy Start and food assistance programs. Individuals, families and staff are able to work directly with the DJFS caseworker at Summit DD. This allows the caseworker to address special issues and barriers that can sometimes delay Medicaid enrollment. During the first six months of 2018, the DJFS caseworker supported an average of 33 people a month relative to Medicaid eligibility, as pertains to DODD waivers, and nine additional people with community Medicaid. The caseworker also averages about 70 phone calls and e-mails monthly. The request is to renew a contract with DJFS for the period January 1, 2019 through December 31, 2019, in an amount not to exceed \$78,000. Reimbursement would be made to DJFS on a monthly basis. Funds are available in the budget and the contract with DJFS has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

V. NORTH EAST OHIO NETWORK (NEON) CONTRACT – FAMILY ENGAGEMENT PROGRAM

Summit DD contracts with NEON to act as the fiscal administrator of the Family Engagement Program (FEP) and to act as a flow through for reimbursement of funds to individuals and families for this program. The FEP allows individuals ages 0-22, without Medicaid waivers, to access up to \$1,800 annually to use for participation in activities that enhance their lives. Some of these activities may include: summer camp, community programs, school activities, therapy, specialized equipment and technology supports. So far in 2018 over 700 families have accessed the FEP, with the majority of funds paying for community-based camps (112), specialized camps (156), community classes/clubs (128) and adaptive equipment (45). Families pay for the goods/services up front and, upon an approved receipt, are then reimbursed for the expenses.

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WORK SESSION *(continued)*

V. NORTH EAST OHIO NETWORK (NEON) CONTRACT – FAMILY ENGAGEMENT PROGRAM *(continued)*

NEON charges a fee of \$12.50 per transaction, for the total administrative fee not to exceed \$10,000. The total amount allocated for the FEP is \$585,000. The NEON contract also includes Summit DD's annual dues of \$6,000. The request is to renew a contract with NEON for the period January 1, 2019 through December 31, 2019, in an amount not to exceed \$600,000. The 2019 budget for the FEP remains the same as 2018, however, the total contract amount is increased by \$70,000 over the 2018 contract amount as a result of reallocating unused respite dollars budgeted elsewhere. Funds are available in the budget and the NEON contract has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

VI. ORIANA HOUSE CONTRACT – ALTERNATIVE ENVIRONMENT PROGRAM (AEP)

Summit DD has partnered with the Oriana House since 2012 to provide a pretrial diversion option for individuals with developmental disabilities who are facing criminal charges in lieu of awaiting trial/disposition in the Summit County Jail. The contract ensures the availability of two male beds for eligible individuals in a restrictive, structured residential environment. Funds of \$50,000 per year support guaranteed placement of eligible individuals into these beds. 243 bed days are projected for 2019. In 2016, the number of beds was reduced from four to two and that has proven to be sufficient. This contract also supports services provided to individuals while they are in the AEP, which can include case management, crisis counseling, social skills group, medication compliance, recreation, hygiene and nutrition. The cost per day is \$185.18. In 2018, four people utilized two beds with varying lengths of stay. Two of the four people were eventually convicted and sentenced to long-term prison stays. The request is to renew a contract with Oriana House for the period January 1, 2019 through December 31, 2019, in an amount not to exceed \$95,000. Mrs. Lee asked if the cost of this contract is negotiable. Mr. Briggs stated there is a methodology for what is charged and the cost is to make beds available. Many times beds are not available and this contract ensures that beds will be available if/when they are needed. Mr. Trunk added the overall cost of this contract has gone down due to reduction in bed use. Mrs. Brugh noted that rates were negotiated and reduced last year and mentioned that the contract covers staffing costs, housing and services while individuals are utilizing the program. Funds are available in the budget and the contract with Oriana House has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

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VII. SUCCESS4KIDZ (S4K) CONTRACT

Summit DD has partnered with Success4Kidz to provide evidence-based consultative therapy services to families since 2007. S4K supports Summit DD's Early Intervention (EI) program by:

- Participating in evaluations to determine eligibility for EI services
- Meeting weekly as a team with Help Me Grow (HMG) service coordinators and Developmental Specialists (DS) to ensure families are supported by one primary service provider who is backed by a team of support professionals
- Adding OT and PT staff to the team of professionals who can serve as the primary service provider. This allows the team to select from not only the DS and Speech Therapist but also the OT and PT to give the family the best fit

So far in 2018, S4K has averaged 195 visits per month and have provided 1,759 visits in the past nine months, which is an increase of 53 visits over the same period last year. S4K acts as the primary service provider for 58 families and the secondary service provider for 83 families. S4K also serves nine 3-5 year olds and collaborates with the CPI Program to help promote inclusion in childcare centers. The request is to renew a contract with S4K for the period January 1, 2019 through December 31, 2019, in an amount not to exceed \$456,500. Costs are billed hourly at \$75 or \$18.75/unit of service. Funds are available in the budget and the contract with Success4Kidz has been recommended for approval by the November Finance & Facilities and Services & Supports Committees and was discussed again at both committees in December to review the additional \$6,500 for the CPI program.

VIII. SUMMIT COUNTY SHERIFF CONTRACT

Summit DD has partnered with the Summit County Sheriff since 2013 to provide a detective to investigate criminal cases, including conducting relevant interviews, searching for suspects, gathering evidence, obtaining warrants, grand jury/courtroom testimony, take initial criminal notifications, complete initial police reports for Major Unusual Incidents (MUIs) of a criminal nature and to provide an assigned deputy and vehicle to patrol both inside and outside Summit DD facilities. The detective will also coordinate with the Summit County Prosecutor's office and other law enforcement jurisdictions, as needed, to educate the community concerning criminal cases involving individuals with developmental disabilities. To date, there have been 23 arrests (14 misdemeanors and 9 felonies). Since the collaboration began in 2013, there have been 67 misdemeanor arrests and 52 felony arrests that led to 52 indictments. There is also up to \$4,000 built into the contract to purchase security services for events held at Summit DD by external entities, such as dances and Special Olympics. The request is to renew a contract with the Summit County Sheriff for the period January 1, 2019 through December 31, 2019, in an amount not to exceed \$239,660. Funds are available in the budget and the contract with the Summit County Sheriff has been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

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WORK SESSION *(continued)*

IX. GARDINER CONTRACT

Summit DD uses Gardiner to provide routine and emergency maintenance on all HVAC units at all facilities. The request is to renew contracts with Gardiner in 2019 for total contract amounts not to exceed \$59,992. The annual maintenance contract is in the amount of \$49,992. An additional \$10,000 has also been budgeted for repairs outside of the routine maintenance contract due to the aging HVAC systems. This includes non-maintenance parts such as heater exchangers, ductwork, structural supports, replacement of obsolete equipment, etc. Funds are available in the budget and the contract with Gardiner has been recommended for approval by the November Finance & Facilities Committee.

X. PRIMARY SOLUTIONS CONTRACT

Summit DD uses the Gatekeeper system provided by Primary Solutions as its main applications for tracking people the Board supports and to manage billing activities. The annual license cost for Gatekeeper will be \$54,380, which is a 2.8% increase over the 2018 cost. Summit DD uses OhioDD.com provided by Primary Solutions for tracking billing and utilization of services. The annual license cost for OhioDD.com will be \$8,595, which is a 3% increase over the 2018 cost. An additional \$5,000 has also been budgeted in 2019 for customized work and training from Primary Solutions that is beyond what is included in the licensing agreements. Mr. Briggs asked if the licenses cover staff only. Mr. DuPlain replied the licenses are unlimited use. The request is to renew contracts with Primary Solutions in 2019 for the total amount not to exceed \$67,975. Funds are available in the budget and the Primary Solutions contracts have been recommended for approval by the November Finance & Facilities Committee.

XI. DISCOVER CONTRACTS: HATTIE LARLHAM AND HELP FOUNDATION

In March 2017, the Ohio Department of Developmental Disabilities (DODD) introduced a new waiver rule titled Career Planning. The rule included the provision of discovery assessment services. Discovery is a process in which a provider conducts a one on one assessment over the course of a three-month period to determine the interests and desires of an individual. As part of the Discovery process, people participate in a work and social observation and a home visit. Once the assessment part of the Discovery process is complete the provider, in conjunction with the team, creates a Positive Personal Profile. This profile outlines the person's interests, goals and potential areas of support. From the profile, action steps and potential support services are identified to assist the person in meeting their identified outcomes. Throughout 2018, Summit DD has been building provider capacity to be able to offer Discovery services through a series of trainings. There should be sufficient provider capacity to offer Discovery assessment services without the need for this contract by July 2019.

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WORK SESSION *(continued)*

XI. DISCOVER CONTRACTS: HATTIE LARLHAM AND HELP FOUNDATION

The request is to renew contracts with Hattie Larlham and the Help Foundation for the period January 1, 2019 through June 30, 2019, each in the amount of \$30,000, for the total contracts not to exceed \$60,000. Since 2016, over 300 Discovery assessments have been completed. Individuals, families and teams continue to be satisfied with the process and outcomes of the Discovery process. Funds are available in the budget and the contracts with Hattie Larlham and Help Foundation have been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

XII. NOVEMBER FINANCIAL STATEMENTS

Revenue for November reflects reimbursements of the quarterly Medicaid Administrative Claims (MAC) in the amount of \$351,100, and the MAC portion of the FY 2014 cost report audit settlement of \$46,700. The TANF Summer Youth Employment Program reimbursement of \$177,700 was also received, as well \$89,200 for quarterly Title XX reimbursement. Proceeds of \$18,100 from the sale of seven busses and \$5,900 in proceeds from the two auctions at the Tallmadge Center were also received in November. Expenditures for the month included \$50,000 for the Volunteer Guardian Program, \$33,100 to ComDoc for technical support and annual maintenance and licensing fees for software systems totaling \$95,300. The November balance in the permanent improvement fund is \$3,307,563. November ended with a balance of \$1,929,141 and a fund balance of \$52,476,398. The November Financial Statements have been recommended for approval by the December Finance & Facilities Committee.

The work session adjourned at 6:12 p.m.

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BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 6:12 p.m.

I. BOARD MEMBER CAUCUS

Mr. Quade asked relative to annual contracts, to what extent are staff being intentional and evaluating the purpose of the contracts. He stated he is not advocating for change but wants to ensure that each contract is being reviewed for efficiencies and effectiveness. Mr. Trunk responded that all contracts are reviewed several months in advance of being presented to committees and to the Board. Some of the things reviewed are return on investment, priority of need and alternative options. Directors have conversations with their teams about the contracts and there are also discussions at the leadership level. Mr. Quade noted the volume of paper in the Board packets and stated that most is for contracts. He suggested that the Topic Summary Reports (TSR) may be all the Board needs and recommended leaving it to the discretion of the Superintendent whether or not to include the entire contract in Board packets. Mrs. Lee stated she would like to retain the level of detail the Board is currently receiving. Mr. Briggs added he would also like to continue receiving full contracts and information to review. However, when topics are reviewed at committees, it may not be necessary to present the full contract again in Board packets. Mrs. Gaugler suggested contracts be presented for first read but then present TSRs only for second reads. Mr. Briggs stated that it is the purview of the Superintendent relative to what information he wants to present to the Board. Mr. Trunk asked the Board about receiving information electronically. Brief discussion followed and most Board Members indicated they did not prefer to receive information electronically.

Mr. Briggs stated that a Nominating Committee will be necessary to collect information relative to Board Members' interest to serve in officer positions for 2019. He asked Mr. Quade and Mrs. Ricks to serve as the Nominating Committee. Both agreed. Mr. Briggs announced that while he will remain on the Board, he will not be a candidate for an officer position in 2019.

II. PUBLIC COMMENT

Leslie Frank, a parent and Summit DD staff, mentioned there are three people remaining at the Cuyahoga Falls Center through Friday. She was pleased to note that all people on her caseload have found providers and all seem happy with their choice, with the exception of one person who currently has some medical concerns. She wished everyone a Merry Christmas and a happy 2019.

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BOARD MEETING *(continued)*

III. APPROVAL OF MINUTES

A. NOVEMBER 13, 2018 (combined work session and regular meeting)

RESOLUTION No. 18-12-01

Mrs. Wilkinson moved that the Board approve the minutes of the November 13, 2018 combined work session and regular meeting, as presented in attachment #13. The motion, seconded by Mrs. Gaugler, was unanimously approved.

IV. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. SUMMIT DD 2019 ACTION PLAN

RESOLUTION No. 18-12-02

Mrs. Lee moved that the Board approve the Summit DD 2019 Action Plan, as presented in attachment #3. The motion, seconded by Mr. Quade, was unanimously approved

2. DEPARTMENT OF JOB & FAMILY SERVICES CONTRACT FOR ONSITE ASSISTANCE

RESOLUTION No. 18-12-03

Mr. Quade moved that the Board approve a contract with the Summit County Department of Job & Family Services to provide onsite assistance for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Seventy Eight Thousand Dollars (\$78,000), as presented in attachment #4, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Lee, was unanimously approved.

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BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

A. FINANCE & FACILITIES COMMITTEE *(continued)*

3. NORTH EAST OHIO NETWORK (NEON) CONTRACT – FAMILY ENGAGEMENT PROGRAM

R E S O L U T I O N

No. 18-12-04

Mrs. Ricks moved that the Board approve a contract with North East Ohio Network for fiscal administration of the Family Engagement Program and for Summit DD annual dues, for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Six Hundred Thousand Dollars (\$600,000), as presented in attachment #5, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Quade, was unanimously approved.

4. ORIANA HOUSE CONTRACT – ALTERNATIVE ENVIRONMENT PROGRAM

R E S O L U T I O N

No. 18-12-05

Mrs. Gaugler moved that the Board approve a contract with Oriana House for the Alternative Environment Program for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Ninety Five Thousand Dollars (\$95,000), as presented in attachment #6, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Dohnal, was unanimously approved.

5. SUCCESS4KIDZ CONTRACT

R E S O L U T I O N

No. 18-12-06

Mr. Dohnal moved That the Board approve a contract with Success4Kidz to provide consultative services for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Four Hundred Fifty Six Thousand Five Hundred Dollars (\$456,500), as presented in attachment #7, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

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BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

A. FINANCE & FACILITIES COMMITTEE *(continued)*

6. SUMMIT COUNTY SHERIFF CONTRACT

RESOLUTION No. 18-12-07

Mrs. Wilkinson moved that the Board approve a contract with the Summit County Sheriff's office to provide security and criminal investigation services for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Two Hundred Thirty Nine Thousand Six Hundred Sixty Dollars (\$239,660), as presented in attachment #8, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Lee, was unanimously approved.

7. GARDINER CONTRACT

RESOLUTION No. 18-12-08

Mrs. Lee moved that the Board approve the request to enter into contracts with Gardiner for annual maintenance and HVAC repairs for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Fifty Nine Thousand Nine Hundred Ninety Two Dollars (\$59,992), as presented in attachment #9, and that the Superintendent be authorized to sign said contracts. The motion, seconded by Mr. Quade, was unanimously approved.

8. PRIMARY SOLUTIONS CONTRACT

RESOLUTION No. 18-12-09

Mr. Quade moved that the Board approve the request to enter into contracts with Primary Solutions for annual maintenance and licensing fees for the period January 1, 2019 through December 31, 2019, in an amount not to exceed Sixty Seven Thousand Nine Hundred Seventy Five Dollars (\$67,975), as presented in attachment #10, and that the Superintendent be authorized to sign said contracts. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

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BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

A. FINANCE & FACILITIES COMMITTEE *(continued)*

9. DISCOVERY CONTRACTS: HATTIE LARLHAM AND HELP FOUNDATION

R E S O L U T I O N

No. 18-12-10

Mrs. Ricks moved that the Board approve contracts with Hattie Larlham and the HELP Foundation to provide Discovery assessments for the period January 1, 2019 through June 30, 2019, for the combined total amount not to exceed Sixty Thousand Dollars (\$60,000), as presented in attachment #11, and that the Superintendent be authorized to sign said contracts. The motion, seconded by Mrs. Gaugler, was unanimously approved.

10. NOVEMBER FINANCIAL STATEMENTS

R E S O L U T I O N

No. 18-12-11

Mrs. Gaugler moved that the Board approve the November Financial Statements, as presented in attachment #12. The motion, seconded by Mrs. Wilkinson, was unanimously approved.

V. SUPERINTENDENT'S REPORT

A. MISCELLANEOUS UPDATES

Mr. Trunk reminded Board Members to submit their preferences to Maggi Albright relative to 2019 committee assignments. New assignments will be made at the January 2019 Board Meeting.

A list of potential 2019 in-service topics for the Board is being compiled. Some of those topics include: Health and Safety, Waiting List, Budget Update, Accreditation, Remote Supports/Assistive Technology, etc.

Mr. Trunk noted the recent OACB Annual Conference was well attended and was a very good event with valuable content. There was one resolution around an update to the annual dues structure at the Delegate Assembly. The resolution passed unanimously. The overall theme of the conference was future planning and looking forward. It is a challenge to begin rethinking some of the long-standing assumption and the role of county boards. An explosion of technology and technical supports is now available and boards will need to think outside the box.

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BOARD MEETING *(continued)*

V. SUPERINTENDENT'S REPORT *(continued)*

A. MISCELLANEOUS UPDATES *(continued)*

The culture and community are changing and the workforce and how services are provided need to be looked at differently. Mr. Trunk noted that Randy Briggs, Tami Gaugler and Dave Dohnal attended the conference. There was a very proud moment for Summit County at the conference when Dave Dohnal was presented with the Distinguished Service Award for representing a large county. Superintendent Trunk was honored to be able to present the award to Mr. Dohnal. Mr. Trunk gave Mr. Dohnal a framed photo of him receiving the award at the event. Mr. Trunk noted that Mr. Dohnal also received a letter of congratulations from Summit County Prosecutor Sherri Bevan-Walsh for receiving this prestigious award. Mr. Dohnal's wife and daughter surprised him by attending the awards ceremony. Mr. Briggs commented this was the first time he has ever seen Mr. Dohnal at a loss for words. Mr. Dohnal said that when he thinks about the thousands of those we support and protect, it is an honor, and very humbling, to receive this award and there has not been anything that has measured up to this recognition. He also stated he was flattered that so many people from Summit County were present to support him. He thanked everyone for their support.

Mr. Trunk mentioned that he, Lisa Kamlowksy, Mira Pozna and Holly Brugh will be meeting with DODD Director Martin in mid-January to request several of the state-funded I/O waivers. He said staff are able to make a strong case for this request and he is hopeful the Director will award additional waivers to Summit County.

Mr. Trunk announced that tonight is Lynn Sargi's last Board Meeting; she has accepted a position with the Cleveland Library system as the Director of Human Resources. Ms. Sargi joined Summit DD in 2011 and brought an expertise in staff recruitment, staff development, benefits administration, and many other areas and has raised the bar. She has served on regional and state-wide HR groups and he regularly hears about her contributions. She has pushed staff to increase conversations around diversity and competencies and was a big part in the development of the 2019 Action Plan. Ms. Sargi's last day is January 11th and he wished her the best of luck.

VI. PRESIDENT'S COMMENTS

Mr. Briggs offered congratulations to the leadership team and all staff for successfully completing a challenging year. Goals were accomplished and the bar continues to be raised. He stated that Ms. Sargi will be missed, that she has done a fantastic job and the Board hates to lose her. He congratulated Ms. Sargi and wished her well in future endeavors.

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BOARD MEETING *(continued)*

VI. PRESIDENT'S COMMENTS *(continued)*

Next year will be even better as exciting opportunities are presented, such as artificial intelligence in the workplace and how that might work to support the Board's customers. Mr. Briggs stated he is proud to be a Board Member in Summit County and noted that Summit County makes a big impact around the State. He commented that Mr. Dohnal's Distinguished Service Award is well deserved and the amount of time and effort that Mr. Dohnal contributes to enhance the lives of people with disabilities is second to none in the State. He is proud to have Mr. Dohnal represent Summit DD around the State and in our community. Mr. Briggs wished everyone safe holidays and a Happy New Year.

VII. EXECUTIVE SESSION

RESOLUTION No. 18-12-12

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 a public employee. Upon reconvening, the Board may or may not conduct additional business. The motion was seconded by Mr. Dohnal.

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

The regular session of the Board Meeting adjourned at 6:36 p.m.

The Board entered Executive Session at 6:41 p.m.

The Board Meeting reconvened at 6:54 p.m.

VIII. ADDITIONAL ACTION ITEM

A. EMPLOYMENT CONTRACT EXTENSION – JOE ECK

RESOLUTION No. 18-12-13

Mr. Quade moved that the Board approve a contract of employment for Joe Eck, Director of Labor Relations & Risk Management, for the period April 21, 2019 through April 20, 2021. The motion, seconded by Mrs. Gaugler, was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:56 p.m.


Denise Ricks, Secretary