

MINUTES – combined work session and regular meeting
Thursday, July 25, 2019

Summit County Board of Developmental Disabilities

MINUTES

Thursday, July 25, 2019
5:30 p.m.

The **combined work session and regular monthly meeting** of the Summit County Developmental Disabilities Board was held on Thursday, July 25, 2019 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

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

ALSO PRESENT

John J. Trunk, Superintendent	Joe Eck, Director of Labor Relations & Risk Management
Lisa Kamlowsky, Assistant Superintendent	Holly Brugh, Director of SSA & Children's Services
Russ DuPlain, Director of IT, Records & Facilities	Drew Williams, Director of Community Supports & Development and others
Danyelle Conner, Director of HR	
Maggi Albright, Recording Secretary	

I. SUMMIT DD 2020 BUDGET DRAFT

The Summit DD 2020 Budget needs to be approved by the Board prior to submission to the Social Services Advisory Board (SSAB) and County Council. Staff are creating an internal budgeting process so that dollars can be tied to specific areas and services and supports versus a line item in the budget. The Summit DD 2020 budget request is in the amount of \$67,553,258 for the Operating Fund, \$89,415 for the Gifts and Donations Fund and \$6,388,386 for the Permanent Improvement Fund. The 2020 budget request reflects a revenue decrease of 5.3% and a decrease in operating expenses of 3.3% in comparison to the 2019 budget. The projected deficit spending in 2020 is \$3.9 million dollars. Revenue is projected to be down in comparison to the 2019 budget largely due to a methodology change at the Ohio Department of Developmental Disabilities (DODD) that has no effect on the bottom line.

WORK SESSION *(continued)***I. SUMMIT DD 2020 BUDGET DRAFT** *(continued)*

DODD moved about \$2.3 million dollars of state subsidy funding out of revenue and included it as an offset against waiver match expense beginning with the 2020 fiscal year state budget. Additionally, the 2019 budget included two years of cost report audit settlements rather than the typical one-year settlement. The 2020 budget includes additional staffing needs of 14 FTEs, as the number of individuals needing service coordination continues to increase at a higher rate than anticipated. In addition to increased staffing, salary costs increased due to a settled Collective Bargaining Agreement in 2019 and an overall 3% increase. Employee benefit costs for 2020 are lower when compared to 2019 due to a reserve payment required to enter into the Stark County Schools consortium, which gives Summit DD two premium holidays in 2020. Unemployment costs will be reduced in 2020 with the completion of Summit DD's transition out of being a direct service provider. Direct Contract Services will have a reduction in 2020 due to a planned three-year phase out of a contract with Summit Housing Development Corporation (SHDC). Indirect Contract Services includes an increase in architect fees for the development of facilities. Medicaid costs will be reduced in 2020 with the shift of the state subsidy funding but will be offset by additional individuals needing services. The revenue portion allocated to the Family Support Services (FSS) program of the state subsidy, which is approximately \$279,000, will be offset against match for Medicaid waivers. The FSS has been replaced with the Family Engagement Program (FEP), which is funded entirely with local levy dollars. The anticipated 2019 ending fund balance of \$47,985,705 less projected deficit spending results in a fund balance of \$44,046,224 at the end of 2020. The Summit DD 2020 budget draft has been recommended for approval by the July Finance & Facilities Committee.

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

Early Intervention (Help Me Grow) is Ohio's system for serving children birth to age 3 who have or are suspected of having a developmental disability. Each year in Ohio, the Ohio Department of Developmental Disabilities (DODD) receives federal Part C Early Intervention (EI) dollars which are then allocated to each county's Family & Children First Council (FCFC). FCFC has asked Summit DD to enter into a contract to oversee the contract management and service coordination portion of Part C EI services. Summit DD would then subcontract with Akron Children's Hospital (ACH) for those services. The ACH contract would be for the period July 1, 2019 through June 30, 2020 in an amount not to exceed \$784,667. The request is to contract with Akron Children's Hospital to provide contract management, conduct evaluations to identify delays in the areas of adaptive, cognitive, communication, physical and social-emotional development and to provide service coordination to develop Individualized Family Service Plans (IFSP) to address the individual needs of each child for Part C EI services. In addition, an evaluation for eligibility for services takes place for each child referred.

WORK SESSION *(continued)*

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

Evaluations must be conducted by staff who are either dually certified in two different disciplines or by two staff who each have different certifications or licenses. Summit DD currently employs three dually certified evaluators and will be adding a fourth in the near future. Due to the limited amount of federal grant dollars available, Summit DD would contribute \$229,557 in salary costs for employees who perform the evaluations. ACH will absorb any salary increases for service coordination, however, there is an increase to the contract this year to account for a portion of a Service Coordinator salary that was absorbed by ACH in the 2018 grant period. In 2018, there were 845 children served and about 904 children will be served in 2019. Funds are available in the budget and will be supported by grant funds. The Akron Children's Hospital contract has been recommended for approval by the July Finance & Facilities and Services & Supports Committees.

III. MAY AND JUNE FINANCIAL STATEMENTS

Revenue for May/June included receipt of Homestead and Rollback in the amount of \$2,974,000, quarterly Medicaid Administrative Claims reimbursement of \$427,700, Title XX reimbursement in the amount of \$66,300, and grant reimbursement of \$49,900. Expenditures included \$125,000 payment to NEON for the FEP, \$30,700 for IT consulting services, \$42,600 for enhanced IT security monitoring and licensing/maintenance fees, \$108,500 for Agency insurance costs and \$39,900 for customized technical support for the document management system. The fund balance at the end of June was \$49,257,861. The May/June Financial Statements have been recommended for approval by the July Finance & Facilities Committee.

IV. SURPLUS INVENTORY

Summit DD has items, identified in attachment #4, that are no longer needed or usable. Some of the items may be sold to other local government entities and the rest will be offered for sale through an internet auction where items are sold to the highest bidder. Any remaining items will be disposed of in an environmentally safe manner in accordance with the Ohio Revised Code. The July Finance & Facilities Committee recommends approval of auctioning and/or disposal of the surplus inventory.

The work session adjourned at 6:07 p.m.

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BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 6:08 p.m.

I. PUBLIC COMMENT

Leslie Frank, a parent and former Summit DD staff, thanked the Superintendent for his prompt response to an e-mail inquiry she submitted. She also mentioned that a former Summit DD staff who was 90 years of age passed away recently. Ms. Frank said she attends the parent meetings that Jan Dougherty runs each month which are very informative. She congratulated Drew Williams on his contract renewal and stated that Mr. Williams was instrumental in getting her daughter placed at Youngstown Developmental Center at a time when she needed additional assistance. Her daughter has been able to turn her life around and will be getting married soon.

II. APPROVAL OF MINUTES

A. MAY 23, 2019 (combined work session and regular meeting)

RESOLUTION No. 19-07-01

Mr. Briggs moved that the Board approve the minutes of the May 23, 2019 combined work session and regular meeting, as presented in attachment #5. The motion, seconded by Mr. Quade, was unanimously approved.

III. BOARD ACTION ITEMS

A. FINANCE & FACILITIES COMMITTEE

1. MAY AND JUNE FINANCIAL STATEMENTS

RESOLUTION No. 19-07-02

Mr. Quade moved that the Board approve Financial Statements for the period ended June 30, 2019 inclusive of May 2019, as presented in attachment #3. The motion, seconded by Mr. Briggs, was unanimously approved.

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BOARD MEETING *(continued)*

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III. BOARD ACTION ITEMS *(continued)*

A. FINANCE & FACILITIES COMMITTEE *(continued)*

2. SURPLUS INVENTORY

RESOLUTION

No. 19-07-03

Mrs. Lee moved that the Board approve the request to auction or otherwise dispose of surplus inventory, in accordance with Ohio Revised Code, as identified in attachment #4. The motion, seconded by Mr. Quade, was unanimously approved.

IV. SUPERINTENDENT'S REPORT

A. CENSUS

A sample of the new Census format was presented. Data was gathered using DODD's data warehouse. This new format provides, among other things, large county comparisons, waiver funding by type, the number of people supported by age group and identifies the number of individuals eligible to transition from school-age services within the next three years. This, and other information, will be vital for future budget forecasting and planning. Superintendent Trunk asked the Board Members to let him know if there is other information they would like to see included in this new report format.

B. MISCELLANEOUS

Superintendent Trunk announced that Jason Dodson, County Executive Shapiro's Chief of Staff, will be leaving soon and will be replaced by the current Director of Finance, Brian Nelson. Diane Miller-Dawson, who is currently with the City of Akron, will be replacing Mr. Nelson. Mr. Briggs commented that the County is lucky to be getting Ms. Miller-Dawson, as she is very bright and has been instrumental in obtaining funding for community schools.

Superintendent Trunk advised that a meeting has been scheduled with Jerry Craig and Julie Barnes, Executive Directors of the ADM Board and Children's Services respectively, to discuss the Summit 2030 Project. Areas of focus will include aging population, health and wellness and employment.

Superintendent Trunk mentioned that he has been having discussions with DODD Director Davis about visiting Summit county, about some of Summit DD's cutting-edge initiatives and about the health and wellness disparity that exists among people with disabilities and how to bridge that gap.

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BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

B. MISCELLANEOUS *(continued)*

Mr. Quade said that he is pleased to hear about these discussions and mentioned that there needs to be intentional inclusion in planning and implementation. Mr. Quade has had several conversations around this topic with the US Surgeon General, who is very involved in this topic.

Superintendent Trunk reminded everyone that the Summit DD Annual Golf Outing will be held on August 12th at Fairlawn Country Club. This is the Agency's primary fundraiser for the levy campaign. All foursomes are sold out and a large turnout is expected. This is a great opportunity to tell the Agency's story to the community.

V. PRESIDENT'S COMMENTS

Mrs. Wilkinson commented that she loves being part of Summit DD and serving on the Board. She mentioned that she now works for the Boys Scouts of America serving Summit County. The Great Trail Council, Boy Scouts of America has partnered with KultureCity and has made Camp Manitoc the first summer camp in the country to be sensory certified. The certification process requires all camp staff to be trained to by leading medical professionals on how to recognize sensory needs and how to handle sensory overload situations. This teaches everyone that camp is for all who want to attend. Mrs. Wilkinson said that her boys will be starting school in the fall and this will be their first full year. She has been talking with her boys and her daughter about being kind and inclusive of all. As we approach the start of a new school year, she encouraged everyone to have similar conversations with their children. Mrs. Wilkinson referenced the new Mr. Rogers movie that is coming soon and said that she liked Mr. Rogers' message and what he stood for and there is a quote of his that spoke to her: *"The world needs a sense of worth and will achieve it only by its people feeling that they are worthwhile"*.

VI. EXECUTIVE SESSION

RESOLUTION No. 19-07-04

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

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BOARD MEETING *(continued)*

The regular session of the Board Meeting adjourned at 6:31 p.m.

The Board entered Executive Session at 6:36 p.m.

The Board Meeting reconvened at 6:44 p.m.

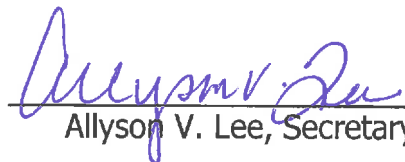
VII. ADDITIONAL ACTION ITEMS

A. EMPLOYMENT CONTRACT – MAGGI ALBRIGHT

RESOLUTION No. 19-07-05

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, 2019 through October 19, 2021. The motion, seconded by Mr. Briggs, was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:45 p.m.



Allyson V. Lee, Secretary