

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

AGENDA

Thursday, September 23, 2021
Administrative Board Room
5:30 p.m.

WORK SESSION

DISCUSSION ONLY ITEMS

No Discussion Only Items this Month

ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY

No Action Items Discussion Previously this Month

NEW ACTION ITEMS FOR BOARD CONSIDERATION

I. AUGUST 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. AUGUST 26, 2021 (combined Work Session/Regular Meeting)
- VI. BOARD ACTION ITEMS
 - A. AUGUST FINANCIAL STATEMENTS
- VII. SUPERINTENDENT’S REPORT
- VIII. PRESIDENT’S COMMENTS
- IX. ADJOURN

**SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE EIGHT MONTHS ENDED AUGUST 31, 2021 AND 2020**

	8/31/2021			8/31/2020				
	2021 ANNUAL BUDGET	2021 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING	2020 ANNUAL BUDGET	2020 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING
OPERATING REVENUE								
PROPERTY TAXES	\$ 53,454,163	\$ 27,309,596	\$ 26,144,567	48.9%	\$ 53,434,163	\$ 27,081,595	\$ 26,352,568	49.3%
REIMBURSEMENTS	6,344,000	9,275,974	(2,931,974)	-46.2%	10,262,948	4,435,927	5,827,021	56.8%
GRANTS	1,683,639	1,001,927	681,712	40.5% 1	1,290,062	1,068,643	221,419	17.2%
CONTRACT SERVICES	-	-	-	0.0%	20,000	3,207	16,793	84.0%
REFUNDS	-	23,360	(23,360)	0.0%	-	6,324	(6,324)	0.0%
OTHER RECEIPTS	85,000	169,327	(84,327)	-99.2% 2	81,500	87,638	(6,138)	-7.5%
TOTAL REVENUE	\$ 61,566,802	\$ 37,780,184	\$ 23,786,618	38.6%	\$ 65,088,673	\$ 32,683,334	\$ 32,405,339	49.8%
OPERATING EXPENDITURES								
SALARIES	\$ 18,967,852	\$ 11,904,335	\$ 7,063,517	37.2%	\$ 17,860,147	\$ 10,754,652	\$ 7,105,495	39.8%
EMPLOYEE BENEFITS	7,816,538	4,536,655	3,279,883	42.0%	7,598,570	3,612,644	3,985,926	52.5%
SUPPLIES	445,602	186,497	259,105	58.1%	414,572	325,891	88,681	21.4%
TRAVEL AND TRAINING	341,460	64,294	277,166	81.2%	344,264	123,022	221,242	64.3%
DIRECT CONTRACT SERVICES	9,089,940	3,931,875	5,158,065	56.7%	9,351,090	3,818,219	5,532,871	59.2%
INDIRECT CONTRACT SERVICES	1,860,242	1,119,675	740,567	39.8% 3	1,858,035	917,290	940,745	50.6%
MEDICAID COSTS	24,300,000	20,026,324	4,273,676	17.6%	28,040,000	17,882,788	10,157,212	36.2%
UTILITIES	535,000	194,597	340,403	63.6%	562,000	232,041	329,959	58.7%
RENTALS	8,245	2,998	5,247	63.6%	8,000	2,998	5,002	62.5%
ADVERTISING	136,000	98,436	37,564	27.6%	131,000	80,060	50,940	38.9%
OTHER EXPENSES	332,635	258,051	74,584	22.4%	324,580	262,595	61,985	19.1%
EQUIPMENT	112,000	68,629	43,371	38.7%	111,000	63,508	47,492	42.8%
REAL PROPERTY IMPROVEMENT	200,000	13,398	186,602	93.3%	200,000	7,138	192,862	96.4%
TOTAL EXPENDITURES	\$ 64,145,514	\$ 42,405,764	\$ 21,739,750	33.9%	\$ 66,803,258	\$ 38,082,846	\$ 28,720,412	43.0%
NET REVENUES AND EXPENDITURES	\$ (2,578,712)	\$ (4,625,580)			\$ (1,714,585)	\$ (5,399,512)		
BEGINNING FUND BALANCE	\$ 57,765,589	\$ 57,765,589						
PLUS: REVENUE	61,566,802	37,780,184						
LESS: EXPENDITURES	(64,145,514)	(42,405,764)						
ENDING FUND BALANCE	\$ 55,186,877	\$ 53,140,009						

**SUMMIT COUNTY DD BOARD
NOTES TO THE FINANCIAL STATEMENT
FOR THE MONTH ENDED AUGUST 31, 2021
(Rounded)**

An evenly distributed monthly budget 8.3%
Evenly distributed budget remaining for four months 33.3%

<u>Revenue:</u>			
1	Grants:		
2	Other Receipts:	\$	91,200
<u>Expenditures:</u>			
4	Indirect Contract Services:		25,700
	Payment of the inter-governmental agreement for the Summit 2020 Quality of Life Project,		65,000
	Payment to Intellinetics for digitizing paper records of individuals served for retention purposes.		33,800

<u>Revenue:</u>			
	Reimbursements:		
	Other Receipts:		
	Unanticipated receipt of a cost report audit settlement caused this area to be better than budget.		
	Refund from the Akron Community Foundation for undistributed funds with the Summit County COVID-19 Nonprofit Emergency Relief Grant program.	\$	56,000

<u>Expenditures:</u>			
	Employee Benefits:		
	Other Expenses:		
	Annual county chargeback for worker's compensation insurance in the amount of \$130,767 which is offset by a state refund of \$109,274.		21,500
	Ohio Association of County Boards (OACB) 2021 annual dues.		92,700
	Payment to Wichert Insurance Company for the following insurance costs:		
	Cyber insurance with Cincinnati Insurance Company,		8,600
	Director and officers liability insurance with Cincinnati Insurance Company,		30,600
	Property & casualty, business automobile and umbrella coverage with Selective Insurance Company.		59,800
	Annual county chargeback for building insurance.		29,900

MINUTES – work session and regular meeting
Thursday, August 26, 2021

Summit County Developmental Disabilities Board

MINUTES - DRAFT

Thursday, August 26, 2021

5:30 p.m.

The **combined work session and regular monthly meeting** of the Summit County Developmental Disabilities Board was held on Thursday, August 26, 2021 at the 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

Tom Quade, Board President
Tami Gaugler, Board Vice President
Jason Dodson, Board Secretary
Allyson V. James
Dave Dohnal

BOARD MEMBERS EXCUSED

Meghan Wilkinson
Denise Ricks

ALSO PRESENT

John J. Trunk, Superintendent
Lisa Kamlowsky, Assistant Superintendent
Russ DuPlain, Director of IT & Facilities
Danyelle Conner, Director of Human
Resources

Billie Jo David, Dir. of Communications
& Quality
Mira Pozna, Director of Fiscal
Drew Williams, Director of Community
Supports & Development
Maggi Albright, Recording Secretary

I. SUMMIT DD 2022 BUDGET

Summit DD's 2022 budget request needs to be approved by the Board prior to submission to the Social Services Advisory Board (SSAB) and County Council. The 2022 budget request is in the amount of \$67,453,966 for the Operating Fund, \$63,699 for the Gifts and Donations Fund, \$689,468 for the Permanent Improvement Fund and \$2,914,247 for the Medicaid Reserve Fund. The Permanent Improvement Fund has a balance of \$8,847,215 as of June 30, 2021. The 2022 appropriation request will be \$689,468 which is \$500,000 anticipated capital assistance awarded during 2022 and \$189,468 in unencumbered funds. The 2022 budget reflects a revenue increase of 4.7% totaling \$64,441,050 and an increase in operating expenditures of 5.2% totaling \$67,453,966 in comparison to the 2021 budget, and projects a total deficit spending of approximately \$3,012,916. The estimated increase in revenue is primarily due to an increase in property tax collections, which makes up 84% of revenue, an anticipated Cost Report audit settlement and an increase in Part C Help Me Grow (HMG) reimbursements.

MINUTES – work session and regular meeting
Thursday, August 26, 2021

WORK SESSION *(continued)*

I. **SUMMIT DD 2022 BUDGET** *(continued)*

The increase in the 2022 salary line item includes an average 3% wage increase for all staff and the addition of nine new staff to meet increasing needs. There have also been four staff added for the Family and Children First Council (FCFC) which have no financial impact, as these positions are funded by other sources. Employee benefit costs budgeted for 2022 include a compounded annual increase of 5.85% for medical insurance and includes two premium holiday months. There is no increase in dental insurance. The majority of the decrease in direct contract services is due to a planned decrease in direct services funded with levy dollars, with the intention of refinancing eligible individuals to waivers. The savings are offset by an intended investment in multi-system service collaborations. Medicaid costs are budgeted to increase as the federal share is decreased to pre-pandemic levels, effectively increasing the local and state shares. Utilities and real property improvements will decrease as the Howe Road properties are vacated. All other expenditure areas are anticipated to have no material change. The 2021 budgeted ending Operating Fund balance of \$55,186,877 less projected 2022 deficit spending results in a projected fund balance of \$52,173,961 at the end of 2022. The Summit DD 2022 Budget has been recommended for approval by the July Finance & Facilities Committee.

II. **CHILDRENS HOSPITAL MEDICAL CENTER OF AKRON PART C EARLY INTERVENTION SERVICES CONTRACT**

Early Intervention (Help Me Grow) is Ohio's system for serving children birth to age 3 who have or are suspected of having developmental delays or disability. Evaluation, service coordination and contract management are required components of the Part C Early Intervention (EI) grant. Each year the Ohio Department of Developmental Disabilities (DODD) receives federal Part C EI dollars which are then allocated to each county's Family and Children First Council (FCFC). Beginning July 1, 2021 Summit DD became the Administrative Agent (AA) for the Summit County FCFC and has entered into a Memorandum of Understanding (MOU) with FCFC to oversee the contract management and service coordination portion of Part C services. Summit DD will subcontract with Children's Hospital Medical Center of Akron for these services. The request is to enter into a one-year contract with Children's Hospital Medical Center of Akron for the period July 1, 202 through June 30, 2022 in an amount not to exceed \$965,891. In addition to contract management and service coordination, an evaluation for eligibility takes place for each child referred. Summit DD employs four dually certified evaluators to conduct these evaluations. Due to the limited amount of federal grant dollars available to administer the Part C program, Summit DD will contribute \$178,502 to the salary costs for the employees who perform the evaluations. In fiscal year 2020 additional funding was added to each county's allocation to support the addition of two new eligibility categories: neonatal abstinence syndrome (NAS) and elevated blood lead levels (BLLs) and also to support local outreach efforts.

WORK SESSION *(continued)*

II. CHILDRENS HOSPITAL MEDICAL CENTER OF AKRON PART C EARLY INTERVENTION SERVICES CONTRACT *(continued)*

This funding remained in the 2021 budget. In FY 21 Children’s Hospital added an additional service coordinator supported by the increased service coordination caseload and number of children served. Funds to cover this contract are included in the budget and will be supported by grant funds. The Children Hospital Medical Center of Akron contract has been recommended for approval by the July Finance & Facilities and Services & Supports Committees.

III. LAMAR ADVERTISING

In 2021 Metro contracted with Lamar Transit as the administrative agent for advertising on Metro buses. Summit DD currently has two existing contracts with Lamar Outdoor for billboard advertising:

- ✓ Agency contract with Lamar Outdoor - \$31,040
- ✓ EI Child Find Grant Outreach campaign with Lamar Outdoor - \$13,600

Additional spending with Lamar Transit would exceed \$50,000, requiring Board approval. Proposed 2021 advertising with Lamar Transit Advertising (formerly paid to Metro) is \$19,740 (12 taillight bus signs, 12 queen bus signs, 5 Scat tails per month, 100 interior signs as a bonus) with an additional \$2,000 to print two large reusable bulletins. The request is to approve additional advertising with Lamar for total spending in 2021 with Lamar not to exceed \$66,380. Funds are available in the budget and the proposed advertising with Lamar has been recommended for approval by the July Finance & Facilities Committee.

IV. INTELLINETICS CONTRACT INCREASE

In December 2020 the Board approved a \$95,000 contract with Intellinetics to digitize files of individuals no longer served by the Board. As of July, the project is 42% complete with 636,365 pages of records scanned and 885,600 pages remaining to be processed. Additional paper files that need digitized have been located resulting in projected cost increase of \$35,000. It is also recommended to expand the scope of the contract to include pick-up, scanning, indexing and shredding of up to 600 banker boxes, an estimated 1,500,000 pages of paper of administrative records required to be maintained pursuant to the Agency’s records retention schedule. The projected cost to digitize these additional administrative records is \$136,766. The contract increase is in the amount of \$171,766 for a total contract not to exceed \$266,766. Intellinetics partners with the ARC Industries to create an immersive training environment for individuals with disabilities with the goal of community integration. The individuals’ experience is focused on hard and soft skill-building and involvement in a general business environment (dress, behavior, goals, communication, etc.).

MINUTES – work session and regular meeting
Thursday, August 26, 2021

WORK SESSION *(continued)*

IV. INTELLINETICS CONTRACT INCREASE *(continued)*

Individuals participating in this program are then connected to employment services focused on finding long-term employment in the community in an environment that fits their individual strengths. Funds are available in the 2021 budget and the contract increase has been recommended for approval by the August Finance & Facilities Committee.

V. JULY FINANCIAL STATEMENTS

In July there was unanticipated receipt of two years cost report audit settlement. July was also a premium holiday month realizing a cost benefit of \$423,000. Expenditures included provider grant awards in the amount of \$22,000, contribution of \$10,000 to a statewide grant to support providers with staff retention/recruitment efforts, incremental funding of \$100,000 for the Family Engagement Program (FEP), payment of \$48,500 to Intellinetics for digitizing records, payments to DODD of \$411,400 for quarterly Medicaid waiver administration fees, \$6,144,300 for quarterly Medicaid waiver match and \$2,254,200 for annual supplemental waiver match, as well as \$29,800 to ComDoc for customized technical support for the document management and Job Router systems. July ended with a deficit of \$2,439,778 and a fund balance of \$55,325,811. The July Financial Statements have been recommended for approval by the August Finance & Facilities Committee.

The work session adjourned at 5:48 p.m.

MINUTES – work session and regular meeting
Thursday, August 26, 2021

BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:48 p.m.

I. PUBLIC COMMENT

Leslie Frank, a parent and former Summit DD employee, asked about the Children’s Hospital Part C EI contract relative to the number of children served projected to be less in 2022 but the contract cost has increased. Ms. Pozna explained this contract is a grant award, so the dollar amount is not a cost it is revenue. Superintendent Trunk added the overall allocation is a formula based on per capita by state. Ms. Frank asked relative to the Intellinetics contract how far back documents are being scanned. Mr. Trunk replied documents are either being digitized or shredded in accordance with the Agency’s records retention schedule. Ms. Frank asked for an update on the Bath Center property. Mr. Trunk said the property is still advertised for sale but there has been no recent interest. Ms. Frank congratulated Drew Williams and Maggi Albright on their recent employment contracts and she thanked Russ DuPlain for all the information he has provided on the facilities renovations.

II. APPROVAL OF MINUTES

A. JULY 22, 2021 (combined work session and regular meeting)

RESOLUTION

No. 21-08-01

Mr. Dodson moved that the Board approve the minutes of the July 22, 2021 combined work session and regular meeting. The motion, seconded by Ms. James, was unanimously approved.

III. BOARD ACTION ITEMS

A. SUMMIT DD 2022 BUDGET

RESOLUTION

No. 21-08-02

Ms. James moved that the Board approve the Summit DD budget for calendar year 2022 in the amount of Sixty Seven Million Four Hundred Fifty Three Thousand Nine Hundred Sixty Six Dollars (\$67,453,966) for the Operating Fund, Sixty Three Thousand Six Hundred Ninety Nine Dollars (\$63,699) for the Gifts and Donations Fund, Six Hundred Eighty Nine Thousand Four Hundred Sixty Eight Dollars (\$689,468) for the Permanent Improvement Fund, Two Million Nine Hundred Fourteen Thousand Two Hundred Forty Seven Dollars (\$2,914,247) for the Medicaid Reserve Fund, and authorize positions of employment, as indicated in the HR/LR Staffing Report.

BOARD MEETING *(continued)*III. BOARD ACTION ITEMS *(continued)*A. SUMMIT DD 2022 BUDGET *(continued)*RESOLUTION
No. 21-08-02

Be it further resolved that the Board approve up to Twenty-Eight Million Four Hundred Thousand Dollars (\$28,400,000) of the 2022 budget to pay the non-federal share of Medicaid expenditures for services under Ohio Revised Code Sections 5126.059 and 5126.0510. The Board acknowledges that payment of the non-federal share represents an ongoing financial commitment of the Summit County Developmental Disabilities Board. The motion, seconded by Mrs. Gaugler, was unanimously approved.

B. CHILDRENS HOSPITAL MEDICAL CENTER OF AKRON PART C EARLY INTERVENTION SERVICES CONTRACT

RESOLUTION
No. 21-08-03

Mrs. Gaugler, moved that the Board approve the Board approve a contract with Children's Hospital Medical Center of Akron for the period July 1, 2021 through June 30, 2022, for the provision of contract management and service coordination for Federal Part C Early Intervention Services, in an amount not to exceed Nine Hundred Sixty Five Thousand Eight Hundred Ninety One Dollars (\$965,891), and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Dodson, was unanimously approved.

C. LAMAR ADVERTISING

RESOLUTION
No. 21-08-04

Mr. Dohnal moved that the Board approve expenditures with Lamar for advertising in 2021 for the total amount not to exceed Sixty-Six Thousand Three Hundred Eighty Dollars (\$66,380) and that the Superintendent be authorized to sign documents necessary to execute said purchases. The motion, seconded by Ms. James, was unanimously approved.

MINUTES – work session and regular meeting
Thursday, August 26, 2021

BOARD MEETING *(continued)*

III. BOARD ACTION ITEMS *(continued)*

D. INTELLINETICS CONTRACT INCREASE

RESOLUTION No. 21-08-05

Mr. Dodson moved that the Board approve a contract increase with Intellinetics for digitizing records in an amount not to exceed One Hundred Seventy One Thousand Seven Hundred Sixty Six Dollars (\$171,766), for the total contract not to exceed Two Hundred Sixty Six Thousand Seven Hundred Sixty Six Dollars (\$266,766), and that the Superintendent be authorized to sign said contract amendment. The motion, seconded by Mr. Dohnal, was unanimously approved.

E. JULY FINANCIAL STATEMENTS

RESOLUTION No. 21-08-06

Ms. James moved that the Board approve the July Financial Statements. The motion, seconded by Mrs. Gaugler, was unanimously approved.

IV. SUPERINTENDENT'S REPORT

Superintendent Trunk mentioned there is an increase in the number of positive Covid-19 cases, including several recent hospitalizations. As a result, support to the provider community has expanded again with additional PPE, quick tests kits and consideration of additional financial support. Internal procedures relative to face-to-face visits are also being reviewed. Additional information about vaccines, boosters and testing is being provided to individuals and families. There is a severe workforce shortage, particularly with residential services so there may be a need for conversations around natural supports and other options to be explored should the staffing shortage continue. Day program and employment sites are maintaining staffing levels but there may be a reduction in capacity if Covid cases continue to increase.

Relative to the workforce shortage, approximately 66% of providers are able to maintain current services but cannot support any additional individuals, 2% are considering consolidating services, 4.5% are decreasing the number of individuals served, 27% can serve additional people, 77% are using non-direct service staff to cover shifts, 56% indicated if workforce was reduced by five they could not ensure health and safety, 82% indicated if workforce was reduced by 6-10 staff they could not ensure health and safety. A large local provider is consolidating residential services with an even bigger provider due to staffing shortages.

MINUTES – work session and regular meeting
Thursday, August 26, 2021

BOARD MEETING *(continued)*

IV. SUPERINTENDENT'S REPORT *(continued)*

Drew Williams and his team developed a crisis response model where providers let him know of staffing issues and his team assists in identifying staff along with other supports. The upcoming Long-Range Plan will have a focus on provider relief such as recruitment, training and retention so that this allows providers to allocate funds for direct service professionals. Mr. Quade asked if there is data around exit interviews. Mr. Williams replied he has not seen exit interview data, however, issues seem to be around low pay, working conditions, long hours, added shifts, expectations and the fact that it is a hard job. All these concerns have added pressure to an already exhausted system. Ms. James asked about the impact on Summit DD staff. Superintendent Trunk responded the workforce has been very stable over the past year. Staff continue to work remotely, and that model has been successful.

The Executive Leadership Team (ELT) have been working on the development of the Agency's next three-year Long-Range Plan (LRP) which will focus on supporting people with more intensive needs, addressing workforce shortages, remaining innovative, and supporting a solid infrastructure. The Plan is being developed to define and shape future services instead of reacting to emergencies.

Superintendent Trunk reported that renovations to the Cuyahoga Falls and Barberton buildings are on target and things look great. Barberton is scheduled for completion in October and Cuyahoga Falls in December.

The Agency's current three-year accreditation, which is the maximum term available, is almost expired and the Ohio Department of Developmental Disabilities (DODD) will be conducting an onsite accreditation review in March 2022. DODD will review MUI, person served records, personnel records, policies and procedures and will conduct interviews with individuals and families. This is a great opportunity to share best practices and things the Agency does well with the goal of achieving another three-year accreditation.

The Summit DD 2022 budget will be presented to the Social Services Advisory Board (SSAB) on September 9th and will then go to County Council for review and subsequent approval.

Superintendent Trunk stated the Summit DD annual golf outing was a huge success raising approximately \$30,000 for the PAC/levy. He thanked all who participated and also Billie Jo David, her team and the many volunteers who put so much effort into making this a fun and successful event.

MINUTES – work session and regular meeting
Thursday, August 26, 2021

BOARD MEETING *(continued)*

V. PRESIDENT'S COMMENTS

Mr. Quade stated the Board may not ask a lot of questions at times and that is because the Superintendent and ELT do a great job of sharing data and information during committee meetings, in the monthly Board agenda review meeting and at Board Meetings. There is value in having the Board educated on what is going on and it is one of those critical things the Board doesn't take for granted and is appreciative of the transparency; it makes the Board feel comfortable in doing their job – keep up the good work.

VI. EXECUTIVE SESSION

RESOLUTION No. 21-08-07

Mr. Dodson 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 employees. Upon reconvening, the Board may or may not conduct additional business. The motion was seconded by Mr. Dohnal.

Roll call: James-yes, Quade-yes, Gaugler-yes, Dohnal-yes and Dodson-yes.

The regular session of the Board Meeting adjourned at 6:16 p.m.

The Board entered Executive Session at 6:18 p.m.

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

VII. ADDITIONAL ACTION ITEMS

A. EMPLOYMENT CONTRACT – LISA KAMLOWSKY

RESOLUTION No. 21-08-08

Mrs. Gaugler moved that the Board approve a contract of employment with Lisa Kamlowsky for the position of Superintendent for a three (3) year term commencing January 1, 2022 through December 31, 2024. The motion, seconded by Ms. James, was unanimously approved.

MINUTES – work session and regular meeting
Thursday, August 26, 2021

BOARD MEETING *(continued)*

VII. ADDITIONAL ACTION ITEMS *(continued)*

B. OPERS PICK-UP FOR LISA KAMLOWSKY

RESOLUTION No. 21-08-09

Mr. Dodson moved that whereas the Board has entered into a contract with Lisa Kamlowky for the position of Superintendent pursuant to Board Resolution #21-08-08; and

Whereas as term of said contract the Board has agreed to pick-up and pay the employee's statutorily required contribution to the Ohio Public Employees Retirement System (OPERS); and

Whereas the Board has established a qualified plan under Internal Revenue Code Section 414(h)(2) pursuant to Board Resolution No. 09-01-10;

Therefore be it resolved that the Board authorizes the pick-up of the employee's share of the statutorily required contributions to the Public Employees Retirement System of Ohio for Superintendent Lisa Kamlowky under the fringe benefit method of employer pick-up, and in accordance with Section 414(h)(2) of the Internal Revenue Code. The motion, seconded by Mrs. Gaugler, was unanimously approved.

Ms. Kamlowky replied by expressing her gratitude and said she cannot thank Board Members enough for putting their trust in her for this important role. She is genuinely excited to lead Summit DD and she takes the responsibility very seriously. Lisa has spent most of her working life at Summit DD and the past twenty-five years of working with individuals, family members, providers, staff, employers and the community has shaped the person she is today. She is proud to be part of this amazing organization. Ms. Kamlowky extended a huge thank you to her friend and colleague, John Trunk, for his generous support over the years and for assisting with this transition; he will be a tough act to follow.

There being no further business, the Board Meeting adjourned at 6:35 p.m.

Jason Dodson, Secretary