

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

AGENDA

Administrative Board Room
2355 2nd Street, Cuyahoga Falls, OH

5:30 p.m.

WORK SESSION

DISCUSSION ONLY ITEMS

- I. 2023 SUMMIT DD BUDGET
- II. CHILDREN'S HOSPITAL MEDICAL CENTER OF AKRON PART C EARLY INTERVENTION
SERVICE COORDINATION CONTRACT

ACTION ITEMS FOR BOARD CONSIDERATION

- III. NEW POLICY 4049 – TECHNOLOGY FIRST
- IV. SUMMIT DD AUTHORIZED REPRESENTATIVES FOR NEON
- V. MAY/JUNE FINANCIAL STATEMENTS
- VI. BUSINESS AS ADMINISTRATIVE AGENT FOR FAMILY & CHILDREN FIRST COUNCIL (FCFC)
 - A. FCFC PLACEMENT CONTRACT EXTENSIONS

BOARD MEETING

- I. CALL TO ORDER
- II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS
- III. CAUCUS – SUPERINTENDENT
- IV. PUBLIC COMMENT
- V. APPROVAL OF MINUTES
 - A. MAY 26, 2022 (combined Work Session/Regular Meeting)
- VI. BOARD ACTION ITEMS
 - A. NEW POLICY 4049 – TECHNOLOGY FIRST
 - B. SUMMIT DD AUTHORIZED REPRESENTATIVES FOR NEON
 - C. MAY/JUNE FINANCIAL STATEMENTS
- VII. BUSINESS AS ADMINISTRATIVE AGENT FOR FAMILY & CHILDREN FIRST COUNCIL (FCFC)
 - A. FCFC PLACEMENT CONTRACT EXTENSIONS
- VIII. SUPERINTENDENT’S REPORT
- IX. PRESIDENT’S COMMENTS
- X. ADJOURN

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Approval of the 2023 Budget request	2023 Budget request needs to be approved by the Board prior to submission to SSAB and County Council.	Approval of the 2023 Budget request in the amount of \$72,412,857 for the Operating Fund, \$65,390 for the Gifts and Donations Fund, \$1,449,469 for the Permanent Improvement Fund, and \$2,914,247 for the Medicaid Reserve Fund.

SUPPORTING DATA FOR RECOMMENDATION

The 2023 Budget request reflects a revenue increase of 4.6% and an increase in operating expenditures of 7.4% in comparison to the 2022 approved budget, and projects total deficit spending of approximately \$5.0m.

The estimated increase in revenue is primarily due to an increase in property tax collections, an anticipated increase in the annual waiver match reconciliation and additional grant awards for Early Intervention.

The increase in the 2023 salary budget includes an average 3% wage increase for all staff and an addition of seven and a half (7.5) new staff to meet increased needs. Included in the increase is one (1) new staff that is funded by the Part C Early Intervention grant and has no net financial impact.

Employee benefit costs budgeted for 2023 includes an annual increase of 7.21% for medical insurance, no increase in dental insurance and includes the benefit of one premium holiday month.

Medicaid costs are budgeted to increase with the addition of a County Board funded quarterly Direct Service Professional (DSP) retention payments. On behalf of County Boards, OACB submitted a proposal to DODD to help providers increase wages for DSPs who are leaving the DD system for better paying opportunities. The proposal, which passed on July 13, 2022, includes a 6.5% quarterly payment for paid claims in the prior quarter to waiver providers who opt into the program. The program is funded by County Boards as an addition to waiver match in conjunction with federal funding with no state participation. The effective date is April 1, 2022, with no mentioned date when the program would end.

The increase in Direct Contract Services will fund a planned investment in provider supports in an effort to help recruit and retain DSPs with the ongoing staffing shortage, and to help providers serve individuals with complex behavioral and multi-system needs.

Utilities decrease with the sale of the Howe Road and Bath properties. Future facility costs will be paid with funds available in the Permanent Improvement Fund. All other expenditure areas are expected to have no material change.

The budgeted 12/31/22 ending Operating Fund balance of \$60,710,130 less projected 2023 deficit spending results in a 12/31/23 projected fund balance of \$55,699,105.

Additionally, a request for approval of appropriations in other funds as attached.

Recommended for approval by the July Finance & Facilities Committee.

Submitted By: Mira Pozna

For: Superintendent

 X Finance & Facilities Committee

Date: July 14, 2022

 Services & Supports Committee

 HR/LR Committee

SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE SIX MONTHS ENDED JUNE 30, 2022 AND THE YEARS ENDING DECEMBER 31, 20232, 2022, AND 2021

	ACTUAL		BUDGET		\$ CHANGE PY BUDGET	% CHANGE PY BUDGET
	12/31/2021	6/30/2022	12/31/2022	12/31/2023		
OPERATING REVENUE						
PROPERTY TAXES	\$53,691,260	\$27,884,846	\$ 53,893,961	\$ 54,661,837	\$ 767,876	1.4%
REIMBURSEMENTS	11,870,949	5,163,820	8,703,840	10,282,400	1,578,560	18.1%
GRANTS	1,629,071	968,978	1,805,317	2,418,595	613,278	34.0%
REFUNDS	26,985	13,354	-	-	-	0.0%
OTHER RECEIPTS	185,092	46,661	37,932	39,000	1,068	2.8%
TOTAL REVENUE	\$ 67,403,357	\$ 34,077,659	\$ 64,441,050	\$ 67,401,832	\$ 2,960,782	4.6%
OPERATING EXPENDITURES						
SALARIES	\$18,216,414	\$ 9,788,629	\$ 20,032,262	\$ 21,088,114	\$ 1,055,852	5.3%
EMPLOYEE BENEFITS	7,286,998	3,828,932	8,067,946	8,893,468	825,522	10.2%
MEDICAID COSTS	26,626,096	11,984,196	28,400,000	30,700,000	2,300,000	8.1%
DIRECT SERVICE CONTRACTS	6,074,906	3,113,045	7,287,641	8,380,489	1,092,848	15.0%
INDIRECT SERVICE CONTRACTS	1,713,055	677,840	1,936,331	1,815,522	(120,809)	-6.2%
SUPPLIES	289,488	153,738	432,060	475,570	43,510	10.1%
TRAVEL AND TRAINING	110,055	127,912	297,300	315,400	18,100	6.1%
UTILITIES	290,100	167,719	348,000	203,100	(144,900)	-41.6%
RENTALS	3,998	2,065	7,000	6,500	(500)	-7.1%
ADVERTISING	137,634	73,677	145,000	160,000	15,000	10.3%
OTHER EXPENSES	291,826	272,149	335,420	316,694	(18,726)	-5.6%
EQUIPMENT	133,870	530	65,000	58,000	(7,000)	-10.8%
REAL PROPERTY IMPROVEMENT	271,466	374,415	100,000	-	(100,000)	-100.0%
TOTAL EXPENDITURES	\$ 61,445,906	\$ 30,564,847	\$ 67,453,960	\$ 72,412,857	\$ 4,958,897	7.4%
NET REVENUES AND EXPENDITURES	\$ 5,957,451	\$ 3,512,812	\$ (3,012,910)	\$ (5,011,025)	-7.4%	
	ACTUAL	ACTUAL	BUDGET	PROJECTED		
BEGINNING FUND BALANCE	\$ 57,765,589	\$ 63,723,040	\$ 63,723,040	\$ 60,710,130		
PLUS: REVENUE	67,403,357	34,077,659	64,441,050	67,401,832		
LESS: EXPENDITURES	(61,445,906)	(30,564,847)	(67,453,960)	(72,412,857)		
ENDING FUND BALANCE	\$ 63,723,040	\$ 67,235,852	\$ 60,710,130	\$ 55,699,105		

Description	2022 Approved Budget	2023 Proposed Budget	% Change From 2022 Budget	Notes
Revenue				
Property Taxes	\$ 53,893,961	\$ 54,661,837	1.4%	Per most current Budget Commission Certification of Tax Levy.
Reimbursements	8,703,840	10,282,400	18.1%	Anticipated increase in waiver match reconciliation for FY2021 in addition to overall increase in case management (TCM) and Medicaid administration claims (MAC).
Grants	1,805,317	2,418,595	34.0%	Addition of an ARPA and a TANF grant for Early Intervention.
Other Receipts	37,932	39,000	2.8%	Immaterial anticipated net change.
Total Revenue	\$ 64,441,050	\$ 67,401,832	4.6%	
Expenditures				
Salaries	20,032,262	21,088,114	5.3%	An average 3% wage increase for all staff. Additionally, seven and a half (7.5) new staff are added to meet increased demand. Included in the increase is one (1) new staff that is funded by the Part C Early Intervention grant.
Employee Benefits	8,067,946	8,893,468	10.2%	Direct effect on payroll taxes and PERS with the increase in salaries. In addition, a 7.21% increase for medical insurance which includes the benefit of one premium holiday month.
Waiver Match, 1.25% Waiver Admin Fee	28,400,000	30,700,000	8.1%	Addition of a county board-funded quarterly DSP retention payment. These payments will be calculated at 6.5% of paid claims for waiver providers who opt into the program. Additionally contributing to the increase is typical growth.
Direct Service Contracts	7,287,641	8,380,489	15.0%	Additional resources for individuals with complex behavioral and multi-system needs, DSP recruitment and retention efforts and provider supports.
Indirect Service Contracts	1,936,331	1,815,522	-6.2%	Immaterial anticipated net change.
Supplies	432,060	475,570	10.1%	Immaterial anticipated net change.
Travel and Training Expense	297,300	315,400	6.1%	Overall increase in mileage and conference expenses as we resume normal operations.
Utilities	348,000	203,100	-41.6%	Anticipated decrease with the sale of the Bath and Howe Road properties.
Rentals	7,000	6,500	-7.1%	Immaterial anticipated net change.
Advertising	145,000	160,000	10.3%	Increase in community awareness.
Other Expenses	335,420	316,694	-5.6%	Anticipated decrease in building insurance.
Equipment	65,000	58,000	-10.8%	Decreased needs for software development by an outside vendor.
Real Property Improvements	100,000	-	-100.0%	Future facility costs will be paid with funds available in the Permanent Improvement Fund.
Total Expenditures	67,453,960	72,412,857	7.4%	
Net Revenues and Expenditures	\$ (3,012,910)	\$ (5,011,025)	-7.4%	

HR/LR Staffing Report – To support 2023 Budget
July 2022 Board Meeting

	2017	2018	2019	2020	2021	2022	2023
Budgeted Positions (Board Approved)	452.5	397	280.5	280.5	301.5	314.5	Proposed 322

314.5 (2022 FTEs) + 1 (2022 FTE) + 6.5 Additions (2023 FTEs) = 322 (2023 FTEs)

Detail				
Type	Position Additions (2022)		Position Addition (2023)	
Non-bargaining – Management	1	El Contract Manager (1)	2	Mgr. Comm. Supp & Dev. (1) SSA Supervisor (1)
Non-bargaining – non-Management	0		2.5	DEI Administrator (1) Investigative Agent (1) HR Coordinator (.5)
Bargaining unit	0		2	QA Nurse (1) SSA Coordinator (1)
Total	1		6.5	

*The .5 FTE in 2022 will be converted to 1 FTE in 2023

* The 1 FTE added in 2021 is fully grant-funded

**Summit County DD Board
Appropriation Request for Other Funds
For the Year Ending December 31, 2023**

Gifts and Donations Fund

Fund Balance as of 6/30/22	\$ 65,390
----------------------------	-----------

2023 Appropriation Request	\$ 65,390
----------------------------	-----------

Medicaid Reserve Fund

Fund Balance as of 6/30/22	\$ 2,914,247
----------------------------	--------------

2023 Appropriation request to help offset the increase in waiver match due to the County Board-Funded quarterly DSP retention payment proposal.

\$ 2,914,247

Permanent Improvement Fund

Fund Balance as of 6/30/2022	\$ 1,474,238
------------------------------	--------------

2023 Appropriation Request

Anticipated Capital Assistance awarded during 2023 (flow-through)	500,000
---	---------

Remainder of unencumbered funds at 6/30/22	949,469
--	---------

Total Appropriation Request	\$ 1,449,469
-----------------------------	--------------

For Informational Purposes Only:

Building Renovation Costs

Barberton	\$ 2,662,279
-----------	--------------

Cuyahoga Falls	6,193,624
----------------	-----------

Unassigned	1,196,088
------------	-----------

Total cost as of 6/30/2022	\$ 10,051,991
----------------------------	---------------

Total Approved Budget	\$ 10,610,000
-----------------------	---------------

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Contract with Akron Children's Hospital to provide service coordination for Part C Early Intervention Services.	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. Evaluation, Service Coordination and Contract Management are required components of the Part C Early Intervention grant.	Recommend that the Board approve a one-year contract with Akron Children's Hospital for the period of 7/1/22-6/30/23 in an amount not to exceed \$1,021,414 for the provision of service coordination.

SUPPORTING DATA FOR RECOMMENDATION

Service Area: Early Intervention

Total Cost: \$1,021,414 (\$55,523 increase)

Satisfaction: Akron Children Hospital has met or exceeded all expectations as a service provider.

- Part C is Ohio's early intervention system serving children under the age of three with developmental delays and disabilities. The primary role is to:
 - Conduct developmental evaluations to identify delays in the areas of adaptive, cognitive, communication, physical, and social-emotional development; and
 - Use Service Coordinators to develop Individualized Family Service Plans to address the individual needs of each child and family.
- Each year in Ohio, the Department of Developmental Disabilities receives Federal Part C Early Intervention dollars which are then allocated to each county's Family and Children First Council (FCFC). FCFC then enters into a contract with Summit DD to oversee the service coordination portion of Part C early intervention services. Summit DD sub-contracts with Akron Children's Hospital (ACH) for these services.
- Contract Management and evaluations for eligibility are kept in house at Summit DD. A portion of the allocated funds are used to offset the salary of these employees.

	FY 2022	FY 2023	Increase/Decrease
# Served	899 (FY 21)	1014 (FY 22)	115
Total Award Amount	\$1,180,317	1,198,548	\$18,231
FCFC	\$12,500	\$13,329	\$829
Summit DD	\$197,962	\$177,134	(\$20,828)
ACH	\$965,891	\$1,021,414	\$55,523

- Funds to cover this contract are included in the budget and will be supported by grant funds.

Reviewed by the July Services & Supports Committee.
Recommended for approval by the July Finance & Facilities Committee.

Submitted By: Holly Brugh

Date: July 2022

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



**SERVICE CONTRACT
BETWEEN SUMMIT COUNTY
DEVELOPMENTAL DISABILITIES BOARD
AND
Children's Hospital Medical Center of
Akron**

This Contract, entered into by and between the Summit County Developmental Disabilities Board, a Board authorized, created and appointed under the provisions of Chapter 5126 of the Ohio Revised Code, with its principal office at 2355 Second Street, Cuyahoga Falls, Ohio 44221, hereinafter referred to as "Summit DD", and Children's Hospital Medical Center of Akron, an Ohio non-profit corporation with its principal office at One Perkins Square, Akron, Ohio, 44308-1062, hereinafter referred to as "Contractor", recites that:

WHEREAS, the parties desire to enter into a Contract whereby Summit DD will provide reimbursement to Contractor for Part C Early Intervention Service Coordination.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties do hereby agree as follows:

I. SUMMIT DD OBLIGATIONS

- A. Summit DD shall monitor the quality of services delivered under this Contract in the following manner: monthly reports, documentation reviews and/or site visits. In the event of an adverse finding, Summit DD will share the results of said finding with the Contractor, and initiate corrective action to improve the quality of services in accordance with that level of service which is recognized as acceptable professional practice and in accordance with the standards established by Summit DD.

II. CONTRACTOR OBLIGATIONS

- A. Contractor shall maintain all necessary insurance coverage, licenses, certifications, registrations and credentials required to perform its contractual obligations.
- B. Contractor shall provide service coordination and specific activities as required pursuant to Ohio Administrative Code (OAC) Chapter 5123-10, including but not limited to:

OAC Section 5123-10-01, Early Intervention Program – Procedural Safeguards
OAC Section 5123-10-02, Early Intervention Program – Eligibility and Services
OAC Section 5123-10-03, Early Intervention Program – System of payments
OAC Section 5123-10-04, Early Intervention Program – Credentials for Early Intervention Service Coordinators and Early Intervention Service Coordination Supervisors

- C. Contractor shall, on a monthly basis or as requested, provide to Summit DD an analysis of the number of completed visits and the type and number of referrals made by each service coordinator during the preceding month. This data shall form the basis for consideration of an appropriate number of service coordinators to provide services under this Contract.

- D. Contractor shall ensure that Help Me Grow (HMG) Supervisor provides continual coaching and monitoring of all service coordinators including observations of activities as required in OAC Section 5123-10-02. Documentation shall be provided to Summit DD quarterly.
- E. Contractor shall make available to Summit DD or its designated representative for review all records and data pertaining to payments, claims and services rendered to individuals under this contract. Contractor shall initiate corrective action where necessary to improve the quality of services in accordance with that level of service which is recognized as acceptable professional practice and the standards established by Summit DD.
- F. Contractor shall reply to and cooperate in arranging compliance with an identified program or fiscal audit. Contractor is liable to Summit DD for any adverse findings that result from an action it takes or fails to take in the implementation of its response to adverse audit findings.
- G. Contractor shall comply with all professional licensure and certification requirements, including but not limited to furnishing evidence of the following: Contractor shall conduct criminal background investigations of all staff in accordance with Ohio Revised Code § 5123.081. Contractor shall require that all staff meet the Ohio Department of Developmental Disabilities rules and regulations as applicable to Contractor. Contractor shall employ staff in sufficient numbers and with sufficient academic background and/or experience to meet the training, health, safety, social and personal needs of the individual as such needs are mutually agreed upon by the parties. Contractor shall obtain training, which is acceptable to the Summit DD for all staff providing services under this Contract. Contractor shall comply with all local, state and federal requirements regarding non-discrimination, fair employment practices and wage/hour standards, and shall not discriminate in the provision of services on the basis of age, race, color, disability, religion, sex, sexual orientation, or national origin. Contractor shall furnish the Summit DD with evidence of appropriate state licensure and credentials as required for all personnel providing services under this Contract.
- H. Contractor agrees to submit all such programmatic and financial information as may reasonably be required by Summit DD:
 - 1. To permit monitoring and evaluation of the faithful performance of services being rendered under this contract; and
 - 2. To allow effective program planning, service coordination and resource development.
- I. Contractor shall give notice of incidents adversely affecting health and safety pertaining to individuals receiving services under this Contract to the Summit DD's Major Unusual Incident (MUI) Unit and shall provide other additional reports to the Summit DD and to such other persons and/or agencies as is required by applicable state and federal law. "Major Unusual Incidents" and "Unusual Incidents" shall be defined for purposes of this Contract as such term is defined in the Ohio Administrative Code § 5123:17-02 and Contractor shall notify the Summit DD's MUI Unit within the timelines spelled out in said rule. Notification shall be made by submitting same to the Summit DD by electronic mail to www.muireports@summitdd.org or by facsimile to 330.634.8553.

- J. Contractor shall provide and maintain, in full force and effect, general liability insurance covering the Contractor's activities under this contract. This shall include coverage for liability or casualty loss or claims arising from actions by or from the use or occupancy by Contractor of premises used by the Contractor in performance of its duties under this contract. The Contractor shall provide the Summit DD with a copy of the Contractor's liability insurance policy upon request of Summit DD. Such coverage shall be in an amount of no less than \$1,000,000.00/occurrence. Should the policy have a general aggregate limit, such aggregate limit must not be less than \$2,000,000.00.
- K. Contractor shall comply with all applicable Workers' Compensation laws and acquire a certificate of insurance, evidence of which must be produced to the Summit DD upon demand.
- L. Contractor shall provide upon request of Summit DD the names and addresses of Contractor's current Board members.
- M. Contractor shall indemnify, save and hold harmless the Summit DD and any agents or employees thereof, from any and all claims, demands, actions, or causes of action of whatsoever nature or character resulting from the performance of Contractor, its agents and/or employees, and shall make good any loss, damage or injury without the loss to the Summit DD.
- N. Contractor shall name the Summit DD as a source of funding in any audit, literature, brochure or presentation as the same relates to Part C Early Intervention and/or Help Me Grow activities.
- O. Employees of the Contractor are not "public employees" for the purpose of membership in the Ohio Public Employees Retirement System.

III. CONTRACTOR FINANCIAL OBLIGATIONS

- A. Contractor will disclose for-profit or not-for-profit status on "Exhibit 1" attached hereto and made part of this Contract and a complete list of names and addresses of any individuals or organizations having a direct or indirect ownership or controlling interest of five percent (5%) or more in the Contractor.
- B. Contractor agrees to keep a regular book of accounts maintained on an accrual basis of accounting and in such form as is consistent with generally accepted accounting principles. Upon request by Summit DD, the Contractor agrees to submit an audit of its operation by an independent certified public accountant annually. The Summit DD, or its authorized representative, shall have access to the books and records of the Contractor at any time during the normal business hours of the Contractor.
- C. If Contractor is a non-federal entity that expends seven-hundred and fifty thousand dollars (\$750,000) or more per year in Federal awards, a single or program-specific audit shall be conducted in accordance with the provisions included in OBM Uniform Guidance, Subpart F. Any audit made in accordance with this paragraph shall be in lieu of any financial audit requirement under this Contract.

IV. CLAIMS AND PAYMENT

- A. The amount of this Contract shall not exceed One Million Twenty-One Thousand Four Hundred and Fourteen Dollars and no/100 (\$1,021,414.00) and is limited to Summit DD'S 2022/2023 appropriation.
- B. Payments will be made monthly upon Summit DD's receipt of a detailed invoice from Contractor which will include identification of costs of salary/benefits, expenses, and itemized breakdown of staff time spent on activities required to carry out Contractor's responsibilities under this Contract.
- C. Payments under this Contract are contingent upon receipt of grant funds by Summit DD for the funding period July 1, 2022 to June 30, 2023 through the Summit County Family and Children's First Council.

V. TERM AND TERMINATION

- A. The term of this Contract shall be from July 1, 2022 through June 30, 2023.
- B. This Contract may be terminated by Summit DD at any time for cause or for no cause by providing the Contractor with notice in writing not less than ninety (90) days prior to terminating this Contract.
- C. In the event of a breach of any provision of this Contract, the non-breaching party may institute Conciliation Procedures as set forth in "Exhibit 2" attached hereto and made a part of this Contract. If the dispute is not resolved within the timeframes identified in the Conciliation Procedure, then the non-breaching party may terminate this Contract by written notice delivered via certified mail.

VI. CONFIDENTIALITY

The Contractor shall maintain the confidentiality of any records of individuals receiving service and shall not disclose them except as permitted by law; provided, however, that the laws of Ohio and the requirements of the Summit DD's policies and procedures shall govern this provision. Any information gathered through service delivery is the property of the Summit DD and may not be released without a written authorization signed by the parent/guardian/individual served.

VII. DISPUTE RESOLUTION PROCESS FOR PERSONS SERVED

The Contractor shall establish a procedure for affording individuals served due process as appropriate. The Contractor shall utilize this procedure in the event of a disagreement between the Contractor and the individual related to the Contractor's performance of its duties and obligations under this Contract.

VIII. MISCELLANEOUS

A. STANDARDS

All services provided under this Contract shall be in accordance with applicable local, state and federal rules and laws including but not limited to the requirements of Chapter's 5123 and 5126 of the Ohio Revised Code, the rules and regulations of the Ohio Department of Developmental Disabilities and any applicable requirements and regulations of the Summit DD.

B. ASSIGNMENT

Contractor may not assign this Contract or any part thereof without the written consent of the Summit DD.

C. ENTIRE CONTRACT

It is acknowledged by the parties that this Contract supersedes any and all previous written or oral Contracts between the parties concerning the subject matter of this Contract. Exhibits attached hereto are adopted by reference as though fully rewritten herein.

D. NOTICES

Notices required to be given herein shall be in writing and shall be sent via certified mail to the following respective addresses:

TO: County of Summit
Developmental Disabilities Board
ATTENTION: Superintendent
2355 Second Street
Cuyahoga Falls, OH 44221

TO: Lisa Aurilio, COO
Children's Hospital Medical Center of Akron
One Perkins Square
Akron, OH 44308-1062

COPY TO: Michelle Mizda
Director of Social Work
Children's Hospital Medical Center of Akron
One Perkins Square
Akron, OH 44308-1062

- E. In the event that any statute, regulation, rule or state or federal law is amended, the requirements of this Contract shall be automatically amended to reflect such modification without any further action by the parties.
- F. This Contract shall be governed by and interpreted in accordance with the laws of Ohio.

***** **SIGNATURE PAGE TO FOLLOW** *****

SIGNATURES

IN WITNESS WHEREOF, the parties by their duly authorized representatives have executed this Contract.

**CHILDREN'S HOSPITAL MEDICAL
CENTER OF AKRON**

Lisa Aurilio, COO
Signature / Date

Print Name

Witness / Date

**COUNTY OF SUMMIT
DEVELOPMENTAL DISABILITIES BOARD**

Lisa Kamlowsky, Superintendent
Signature / Date

Print Name

Witness / Date

***APPROVED AS TO FORM
OPINION NO.: 10-095
MICHAEL D. TODD
ASSISTANT PROSECUTING ATTORNEY
SUMMIT COUNTY, OHIO***

EXHIBIT 1:

Status: ☐ Not-for-Profit ☒ For Profit

Names and addresses of any individuals or organizations having a direct or indirect ownership or control interest of 5% or more in Contractor.

NAME	ADDRESS

CONCILIATION PROCEDURE

In the event of disagreement between the parties as to their rights, duties and obligations under the Contractor Agreement, the following procedure shall be implemented, at the written request of either party:

STEP I

The Superintendent of the Summit DD or Chief Executive Officer of the contract agency shall indicate and detail the specific problem or conflict situation in writing to the other Chief Executive Officer/Superintendent with copies to the respective Board Chairpersons.

A meeting between the Executive Directors shall be scheduled to review the facts presented, obtain additional factual material and agree on a proposed resolution within the context of the established policies of the respective Boards within ten (10) working days after the original presentation of the issue. If no such resolution is achieved, the parties shall move to Step II.

STEP II

Within ten (10) days of outcome of Step I, written factual materials produced during Step I detailing the problem and the reasons for failure to resolve same shall be presented to the Chairpersons of the respective Boards.

The Chairpersons will schedule within ten (10) working days a meeting which shall include the members of the Executive Committee of the respective Boards or selected Board members to review the facts and to make recommendations for resolution of the problem. Since resolution at this level may require policy modification of one or both Boards, a period of thirty (30) working days will be allowed for final resolution of problems at this level.

Neither party shall initiate any court action unless and until the conciliation procedure set forth in this policy has been completed.

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Approve Technology First as a Board Policy.	The Ohio Department of Developmental Disabilities (DODD) Rule 5123-2-01 requires each county board of developmental disabilities to have a Technology First Policy.	Approve Board Policy 4049 - Technology First.

SUPPORTING DATA FOR RECOMMENDATION

On April 21, 2022, DODD Rule 5123-2-01, Technology First, went into effect. This rule is to ensure technology is considered as part of all service and support plans for people with disabilities. This rule contains language that states that Remote Support must be considered as the first option when authorizing services for a person with disabilities before authorizing on-site Homemaker/Personal Care staff.

Technology First, created through a 2018 executive order, is not a technology-only policy but aims to help people learn more about how to use technology to improve their quality of life and how they can experience more independence and personal freedom.

Under this new rule, each county board is required to develop a local policy that will clearly outline that technology solutions are being explored and documented throughout the initial and ongoing person-centered planning process while also supporting, where applicable, individualized outcomes in each person's plan.

Each county board must also develop a plan to address how it will increase the number of individuals who are using technology solutions while also increasing the knowledge, skills, and comfort of staff related to assessing how technology may help meet the needs or achieve outcome and the use of technology. In addition, the county board must collect, and review data related to these initiatives annually.

Summit DD intends to address these initiatives and data analysis through the Long Range and Action Plan process.

Recommended for approval by the May Services & Supports Committee.

Submitted By: Holly Brugh

Date: May 2022

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

4049 - TECHNOLOGY FIRST

The Summit DD recognizes that technology is essential in assisting people with developmental disabilities to live more fulfilling and independent lives and shall be part of all person-centered conversations. The effective use of supportive technology will expand service delivery, improve business operations, and improve individual's access to transportation. Technological and/or remote options shall be considered before authorizing services like on-site homemaker/personal care staff and may also be utilized in combination with other services or to replace more restrictive service options.

Supportive technology is defined as any product, device, equipment, and other related supports and services that may be utilized in maintaining, increasing, and/or improving the functional capabilities of individuals with developmental disabilities and afford them maximum control over their daily decisions regarding their health, safety, and general wellbeing.

Summit DD is committed to increasing the use of technology solutions and will collaborate with individuals served, their families, and service providers in exploring and documenting available technological options throughout the initial and ongoing person-centered planning process. Assessments and tools that promote the use of technology will be used by Summit DD staff, who will be regularly trained about technological and remote options, in determining the appropriate technology to support outcomes in each Individualized Service Plan.

Embedded in Summit DD's Strategic Plan are benchmarks and strategies to support increasing the use of technology over the next three years. These strategies include increasing the level of knowledge, skill, and comfort of staff. Through the annual planning process, Summit DD will review its goals and objectives related to increasing the use of technology solutions by individuals served.

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Formal identification of new Superintendent as NEON representative	NEON by-laws require a Board resolution appointing the Board's Superintendent as its authorized representative	Appoint Superintendent via formal resolution
SUPPORTING DATA FOR RECOMMENDATION		
<p>North East Ohio Network is a Regional Council of Governments formed under ORC Chapter 167. Summit DD is one of fourteen member county boards. Each county's Superintendent serves as a member of the NEON Board of Directors. NEON Bylaws require each county board to authorize its Superintendent representative via a formal board resolution.</p> <p>Mira Pozna is identified as the Superintendent's designee to represent Summit DD at NEON meetings if needed.</p> <p style="text-align: center;">Recommended for approval by the July Finance & Facilities Committee.</p>		

Submitted By: Lisa KamlowskyDate: July 2022
 For: Superintendent/Assistant Superintendent
 X Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee

**SUMMIT COUNTY DD BOARD
COMPARATIVE SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE SIX MONTHS ENDED JUNE 30, 2022 AND 2021**

	6/30/2022				6/30/2021			
	2022 ANNUAL BUDGET	2022 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING	2021 ANNUAL BUDGET	2021 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING
OPERATING REVENUE								
PROPERTY TAXES	\$ 53,893,961	\$ 27,884,846	\$ 26,009,115	48.3% 1	\$ 53,454,163	\$ 27,309,200	\$ 26,144,963	48.9%
REIMBURSEMENTS	8,703,840	5,163,820	3,540,020	40.7%	6,344,000	8,543,749	(2,199,749)	-34.7%
GRANTS	1,805,317	968,978	836,339	46.3% 2	1,683,639	751,337	932,302	55.4%
REFUNDS	-	13,354	(13,354)	0.0%	-	21,620	(21,620)	0.0%
OTHER RECEIPTS	37,932	46,661	(8,729)	-23.0%	85,000	129,458	(44,458)	-52.3%
TOTAL REVENUE	\$ 64,441,050	\$ 34,077,659	\$ 30,363,391	47.1%	\$ 61,566,802	\$ 36,755,364	\$ 24,811,438	40.3%
OPERATING EXPENDITURES								
SALARIES	\$ 20,032,262	\$ 9,788,629	\$ 10,243,633	51.1%	\$ 18,967,852	\$ 9,109,895	\$ 9,857,957	52.0%
EMPLOYEE BENEFITS	8,067,946	3,828,932	4,239,014	52.5%	7,816,538	3,624,760	4,191,778	53.6%
MEDICAID COSTS	28,400,000	11,984,196	16,415,804	57.8%	24,300,000	11,216,428	13,083,572	53.8%
DIRECT CONTRACT SERVICES	7,302,641	3,113,045	4,189,596	57.4% 3	9,089,940	3,000,811	6,089,129	67.0%
INDIRECT CONTRACT SERVICES	1,921,331	677,840	1,243,491	64.7% 4	1,860,242	762,203	1,098,039	59.0%
SUPPLIES	432,060	153,738	278,322	64.4%	445,602	142,417	303,185	68.0%
TRAVEL AND TRAINING	297,300	127,912	169,388	57.0%	341,460	33,120	308,340	90.3%
UTILITIES	348,000	167,719	180,281	51.8%	535,000	145,431	389,569	72.8%
RENTALS	7,000	2,065	4,935	70.5%	8,245	1,999	6,246	75.8%
ADVERTISING	145,000	73,677	71,323	49.2%	136,000	74,338	61,662	45.3%
OTHER EXPENSES	335,420	272,149	63,271	18.9% 5	332,635	256,354	76,281	22.9%
EQUIPMENT	65,000	530	64,470	99.2%	112,000	38,865	73,135	65.3%
REAL PROPERTY IMPROVEMENT	100,000	374,415	(274,415)	-274.4% 6	200,000	13,398	186,602	93.3%
TOTAL EXPENDITURES	\$ 67,453,960	\$ 30,564,847	\$ 36,889,113	54.7%	\$ 64,145,514	\$ 28,420,019	\$ 35,725,495	55.7%
NET REVENUES AND EXPENDITURES	\$ (3,012,910)	\$ 3,512,812			\$ (2,578,712)	\$ 8,335,345		
BEGINNING FUND BALANCE	BUDGET	ACTUAL						
PLUS: REVENUE	\$ 63,723,040	\$ 63,723,040						
LESS: EXPENDITURES	64,441,050	34,077,659						
ENDING FUND BALANCE	(67,453,960)	(30,564,847)						
	\$ 60,710,130	\$ 67,235,852						

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

**SUMMIT COUNTY DD BOARD
NOTES TO FINANCIAL STATEMENT
FOR THE TWO MONTHS ENDED JUNE 30, AND MAY 31, 2022
(Rounded)**

An evenly distributed monthly budget

Evenly distributed budget remaining for six months

8.3%

50.0%

Revenue:

1 Property Taxes:

Homestead & Rollback portion of our first half tax settlement.

2 Grants:

Title XX quarterly reimbursement,

\$ 2,897,500

Incremental reimbursement of expenses associated with the Strong Families Safe Communities Grant.

72,400

21,100

Expenditures:

3 Direct Contract Services:

Incremental funding of the Family Engagement Program for individuals enrolled in the program.
Grants awarded to agency providers to help alleviate high transportation costs.

\$ 150,000

34,500

4 Indirect Contract Services:

Payment to Intellinetics for digitizing paper records for retention purposes,
Licensing, maintenance and support contract renewals for the following applications:
Binary Defense Systems - Enhanced security monitoring of our IT systems,
LastPass password management software with LogMein USA.

24,900

44,300

14,000

5 Other Expenses:

Benefits consulting and administrative services with James B Oswald Co.

24,500

6 Real Property Improvements:

Annual county chargeback for building insurance for the Howe Road and Barberton properties.
Additional cost for patio and roof repairs at the Cuyahoga Falls location.

26,800

117,100

Year to Date

Expenditures:

Employee Benefits:

January was a premium holiday month realizing a cost benefit for medical and dental costs.

\$ (422,900)

Other Expenses:

Ohio Association of County Boards (OACB) 2022 annual dues.

95,500

Payment to Wichert Insurance Company for the following insurance costs:

Cyber insurance with Cincinnati Insurance Company,

10,700

Director and officers and employment practices liability insurance with Cincinnati Insurance Company,

33,600

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

64,800

Real Property Improvement:

Additional cost for patio and roof repairs at the Barberton and Cuyahoga Falls locations.

257,300

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE	RECOMMENDATION
Summit County Family and Children First Council Placement Contract Extensions	Summit County Family and Children First Council needs its Administrative Agent to enter into contract extensions on its behalf	Recommend Summit DD as Administrative Agent of the Summit County Family and Children First Council to enter into placement contract extensions based on recommendations of the Summit County Family and Children First Council

SUPPORTING DATA FOR RECOMMENDATION

Service Area: Summit County Family & Children First Council

Satisfaction: The Agreement between Summit County Family & Children First Council (FCFC) and Summit DD as its Administrative Agent authorizes Summit DD to enter into Agreements and/or administer contracts with public or private entities to fulfill specific FCFC business (Administrative Agreement, Section 7a)

- Residential Treatment Provider Contract Extensions:
 - Summit County Family & Children First Council funds out of home placements for FCFC involved youth needing intensive out of home treatment services, as approved by the FCFC Service Review Committee; and
 - Summit County Family and Children First Council utilizes the same Providers, service terms, conditions and per diem rates established by Summit County Children Services, which includes:

Providers: Bellefaire JCB, Foundations, Genacross, Youth Intensive Services, Gracehaven, Fox Run, Bair Foundation, Applewood, Ohio Guidestone, Focus to Focus, Shelter Care, Cleveland Christian Home, NYAP, Youth Academy, Safe House, Cornell Abraxas, Belmont Pines, In Focus of Cleveland, CCHO and Village Network.

Per Diem Range: \$48.22 - \$890.00. Costs driven by Level of Care (LOC) needs which range from foster care to intensive psychiatric treatment with 1:1 staff coverage.

- Summit County Family and Children First Council wishes to enter into one (1) year contract extensions with current Providers for the time period of 5/1/22– 3/31/23; and,
- Such Contracts are necessary for Summit County Family and Children First to move forward with individual youth placements deemed appropriate by the FCFC Service Review Committee.

Recommended for approval by the July Finance & Facilities Committee.

Submitted By: Janice Houchins

Date: July 2022

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

1ST AMENDMENT TO AGREEMENT FOR CHILD PLACEMENT SERVICES

This First Amendment is made to the CHILD PLACEMENT SERVICES AGREEMENT (hereinafter referred to as "Agreement"), entered into by Summit County Family and Children First Council (hereinafter referred to as "FCFC"), with the Summit County Developmental Disabilities Board ("SCDDB") acting as Administrative Agent, duly authorized under Ohio Revised Code Section 121.37, located at 2355 2nd St., Cuyahoga Falls, Ohio 44221 and "insert Provider Name here" (hereinafter referred to as "Provider"), with its principal place of business located at "insert provider address here". FCFC and Provider are collectively referred to as the "Parties".

WHEREAS, the Parties entered into an Agreement on July 1, 2021 for such services; and

WHEREAS, the Parties mutually desire to amend the underlying Agreement as set forth herein,

NOW, THEREFORE, in consideration of mutual agreements and covenants hereinafter contained and for other good and valuable consideration, the receipt and sufficiency whereof being hereby mutually acknowledged, Provider and FCFC hereby agree to modify the Agreement as follows:

I. AMENDMENT

- a. Extend contract term. New term ending date is March 31, 2023.
- b. Per diem rates effective 4/1/22 through 3/31/23 are as follows:
 - (Insert provider per diem rate(s) here)

II. EFFECTIVE DATE

The Parties agree that this Amendment shall be effective as of April 1, 2022 and shall continue to apply through the terms of the Agreement.

III. CONTROLLING TERMS

In the event of any conflict or inconsistency between the provisions of this First Amendment and the original Agreement, this First Amendment shall control. Any non-conflicting terms and conditions shall remain in full force and effect.

{bottom of page intentionally left blank}

IN WITNESS WHEREOF, Provider and FCFC, by their duly authorized representatives, have caused this First Amendment to be executed as of the dates listed below.

Summit County Developmental Disabilities Board:

By: _____
Lisa Kamlowsky, Superintendent
FCFC Administrative Agent, Duly Authorized

Summit County Family and Children First Council:

By: _____
Janice Houchins, Summit County FCFC Director

Insert Provider Name here:

By: _____
Insert Name of Provider President/CEO
Insert Name of Provider

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

Summit County Developmental Disabilities Board

MINUTES - DRAFT

Thursday, May 26, 2022

5:30 p.m.

The **combined work session and regular monthly meeting** of the Summit County Developmental Disabilities Board was held on Thursday, May 26, 2022 at the Summit DD administrative offices located at 2355 2nd Street, Cuyahoga Falls, Ohio 44221. The **work session** convened at 5:38 p.m. Roll call: Dave Dohnal, Tami Gaugler, Meghan Wilkinson, Denise Ricks, Allyson James, and Gregg Cramer.

BOARD MEMBERS PRESENT

Dave Dohnal, Board President
Tami Gaugler, Board Vice President
Meghan Wilkinson
Denise Ricks
Allyson V. James
Gregg Cramer

BOARD MEMBER EXCUSED

Jason Dodson, Board Secretary

ALSO PRESENT

Lisa Kamlowsky, Superintendent
Holly Brugh, Director of SSA & EI
Mira Pozna, Director of Fiscal Services
Drew Williams, Director of Community
Supports & Development
Billie Jo David, Director of Communication
& Quality

James Armstrong, Director of Legal Svs.
Danyelle Conner, Director of Human
Resources
Joe Eck, Director of Labor Relations &
Risk Management
Russ DuPlain, Director of IT & Facilities
Maggi Albright, Recording Secretary
and others

I. NEW POLICY 4049 – TECHNOLOGY FIRST

On April 21, 2022, the Ohio Department of Developmental Disabilities (DODD) Rule 5123-2-01, Technology First, became effective. This rule is to ensure that technology is considered as part of all service and support plans for people with disabilities. The rule contains language that states remote supports must be considered as the first option when authorizing services for a person with disabilities before on-site homemaker/personal care staff are considered. The policy is designed to educate individuals and families about the benefits of using technology to improve their quality of life and how they can experience more independence and personal freedom. Under the new rule each county board is required to develop a local policy as well as a plan to address how it will increase the number of individuals who are using technology solutions while also increasing the knowledge and skills of staff related to assessing how technology may help meet needs or achieve outcomes.

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

WORK SESSION *(continued)*

I. NEW POLICY 4049 – TECHNOLOGY FIRST *(continued)*

County boards are required to collect and review data related to this policy on an annual basis. Summit DD is addressing this new rule by asking the Board to adopt new Policy 4049 – Technology First. Conversations will be held at the team level to discuss individual needs. Increasing technology solutions is also part of Summit DD's Long Range Plan and staff plan to collaborate with the provider community to strategize how to maximize remote supports. New Policy 4049 has been recommended for approval by the May Services & Supports Committee.

II. FAMILY AND CHILDREN FIRST COUNCIL (FCFC) SHARED POOL (SERVICE REVIEW COLLABORATIVE) CONTRACT

Each county Family and Children First Council (FCFC) must develop a 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 support for children birth through age 21 and to ensure that eligible families have access to service coordination. This program is supported by a collaboration with Summit County Children's Services Board (CSB) contributing \$171,245, Juvenile Court contributing \$131,084 and the ADM Board contributing \$145,431. The request is for Summit DD to renew its commitment with a contribution of \$110,700 for the period July 1, 2022 through June 20, 2023. This group has also received over \$1,000,000 in state money to cover the increasing placement costs for eligible youth. Funding from this pool has dramatically reduced out of state placements in Summit County. Some of the services provided through March include wrap around/service coordination - 49 referrals accepted, 8 were youth with developmental disabilities; 3 case consultations were reviewed, 1 was a youth with a developmental disability; 30 funding requests for community-based services were reviewed, 17 were youth with developmental disabilities; and there were 31 requests for out of home placement, 8 involving youth with developmental disabilities. Summit DD has two staff who serve on the committee and have access to bring Board eligible child/family requests to the committee for support and funding recommendations. Funds are available in the budget and the FCFC shared pool contract has been recommended for approval by the April Services & Supports and Finance & Facilities Committees.

III. KOINONIA SUMMER YOUTH WORK EXPERIENCE PROGRAM CONTRACT

Summit DD will once again administer a summer work experience for individuals age 16-20 that are still enrolled in school or recently graduated. Students work an average of 20 hours per week for five weeks and are paid minimum wage (\$9.30/hour). Students will be supported in groups of 2-3 with an onsite job coach and will work at various community-based businesses.

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

WORK SESSION *(continued)*

III. KOINONIA SUMMER YOUTH WORK EXPERIENCE PROGRAM CONTRACT *(continued)*

Koinonia will also provide transportation. Koinonia will deliver services to 16 students facilitating two, five-week sessions. The request is to enter into a contract with Koinonia for the period June 1, 2022 through August 31, 2022 in an amount not to exceed \$57,900. Funds are available in the budget and the Koinonia contract has been recommended for approval by the April Services & Supports Committee.

IV. WEAVER INDUSTRIES SUMMER YOUTH WORK EXPERIENCE PROGRAM CONTRACT

Weaver Industries is another provider participating in summer work experience and is also offering a career exploration program to support students ages 14-15. This program, new in 2022, is focused on exploring the work world and post-secondary education options. Students will be supported in groups of two with a job coach and will tour local businesses and post-secondary educational/vocational locations for a total of 40 hours over two weeks. Locations will be determined based on interest of the participating youth, and transportation will also be included. This contract will serve up to 36 youth during the period of June 1, 2022 through August 31, 2022, in an amount not to exceed \$94,000. Funds are available in the budget and the Weaver Industries contract has been recommended for approval by the April Services & Supports Committee.

V. NORTHEAST OHIO NETWORK (NEON) CONTRACT

Summit DD's provider community has demonstrated an extraordinary commitment to ensuring services and supports for people with disabilities during difficult times over the past few years. Summit DD previously distributed appreciation funds to the provider community focused on day and residential services. Summit DD proposes to provide appreciation funds to non-medical transportation service providers to help offset increasing fuel costs and recommends partnering with NEON to distribute funds to independent providers. NEON will collect W-9s, issue checks to providers and conduct any follow-up necessary. NEON charges an administrative fee of \$15 per check issued, with a total not to exceed 200 checks, so administrative fees will not exceed \$3,000. The total contract amount is not to exceed \$151,000. Utilizing NEON for this purpose will help get checks in the hands of providers quicker and alleviate some of the administrative tasks involved. The NEON contract has been recommended for approval by the May Services & Supports and Finance & Facilities Committees.

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

WORK SESSION *(continued)*

VI. SUMMIT DD/FCFC ADMINISTRATIVE AGENT AGREEMENT

Ohio Revised Code Section 121.37 directs each county in Ohio to establish a Family and Children First Council (FCFC) to streamline and coordinate services for families and children. Summit County FCFC and Summit DD would like to continue the current agreement for administrative agent services and the law requires a contract for this service on an annual basis. The renewal agreement is effective July 1, 2022 through June 30, 2023. FCFC employs a director and three additional staff who provide service coordination functions. Summit DD provides in-kind support to FCFC administrative functions. The Summit DD/FCFC Administrative Agent Agreement has been recommended for approval by the May Finance & Facilities Committee.

VII. APRIL FINANCIAL STATEMENT

Revenue in April reflects first half property tax settlement, including house trailer tax, of \$24,987,300. Expenditures for the month included payments to DODD of \$419,600 for quarterly Medicaid waiver administrative fees and \$5,577,000 for quarterly Medicaid waiver match, \$25,000 annual payment to Kronos for timekeeping system, \$15,100 quarterly payment to Primary Solutions, \$109,100 payment to Wichert Insurance, and \$82,900 in costs for patio and roof repairs at the Barberton and Cuyahoga Falls buildings. April ended in a positive position with a balance of \$5,036,786 and a fund balance of \$68,759,826. The April financial statement has been recommended for approval by the May Finance & Facilities Committee.

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

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

BOARD MEETING

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

I. CAUCUS

Superintendent Kamlowsky stated the Board would like to make a special presentation to Russ DuPlain to recognize him for his leadership in overseeing the renovations of the Barberton and Cuyahoga Falls facilities over the past few years. The following Proclamation was read and presented to Mr. DuPlain:

Superintendent Kamlowsky - Whereas Russ DuPlain joined Summit DD in January 2012 as the Director of Information Technology and, after demonstrating his management and leadership abilities, in 2017 took on the oversight of Summit DD's numerous facilities; and

Mrs. Ricks - Whereas soon after Russ accepted responsibilities for the facilities in addition to his IT duties, the Federal Government mandated that Summit DD could no longer provide direct services, resulting in Summit DD successfully transitioning more than 2,000 adults from our day program centers to other providers, and thereby creating significant office space in all of Summit DD's buildings; and

Mr. Cramer - Whereas Russ led the effort to implement a comprehensive analysis of Summit DD's future office and physical structural needs in light of the changes in Federal Law, resulting in the decision to reduce the number of buildings to two: Barberton and Cuyahoga Falls; and orchestrating the sale of the Bath Center, Southern Center, Tallmadge Center and the large Administrative building in Tallmadge, collaborating with public officials in the County and all respective cities; and

Ms. Wilkinson - Whereas through Russ's thoughtful leadership, Hasenstab Architects were able to incorporate the feedback from employees and members of the community in their design plans, thus creating a modern and open work experience better enabling Summit DD staff to serve more than 4,700 children and adults with developmental disabilities; and

Mrs. Gaugler - Whereas Russ evaluated all construction contractor proposals which ultimately resulted in Summit Construction being awarded the contracts to transform Summit DD's existing buildings in Cuyahoga Falls and Barberton from primarily workshops into the modern efficient offices that consist of a combined total of 134 workspaces and 21 conference rooms or collaboration spaces, while including a café and patio in both locations that creates an improved inclusive atmosphere from which Summit DD staff can assist other in pursuing their dreams and achieving their goals; and

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

BOARD MEETING *(continued)*

I. CAUCUS *(continued)*

Ms. James - *Whereas Russ, throughout this multi-year process, successfully navigated disruptions from Covid-19 and supply chain issues along with other problems that arise in major construction projects, resulting in both buildings opening in 2022 within budget and providing a meaningful return on investment within approximately twelve years.*

Mr. Dohnal - *Summit County Developmental Disabilities Board recognizes and proclaim its appreciation to RUSS DUPLAIN for his visionary leadership, his commitment to those we serve, the Summit DD staff, and for his attention to detail while overseeing this monumental project that will positively impact Summit DD and our entire community for generations to come.*

Mr. DuPlain thanked the Board and Superintendent and stated he is honored to receive this Proclamation and he appreciates the support provided during this project. He commented the renovations project has been a journey and while he may have been at the helm, it has taken a whole team to get to successful completion.

II. PUBLIC COMMENT

Leslie Frank, a parent and former Summit DD staff, was not present but submitted comments which Mr. Dohnal read. Ms. Frank appreciated being at the Cuyahoga Falls ribbon cutting ceremony and open house. She said the building is lovely, and it was awesome to see how it transformed from a day program to administrative offices. The event was well attended, and it was nice to see John Trunk, Ilene Shapiro, and Sarah Klein. Ms. Frank also noted that Tom Berry, a parent and long-time supporter of the Board, passed away recently. She wished all a happy Memorial Day.

III. APPROVAL OF MINUTES

A. APRIL 28, 2022 (combined work session and regular meeting)

RESOLUTION

No. 22-05-01

Ms. Wilkinson moved that the Board approve the minutes of the April 28, 2022 combined work session and regular meeting. The motion, seconded by Mrs. Ricks, was unanimously approved.

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS

A. FAMILY & CHILDREN FIRST COUNCIL (FCFC) SHARED POOL (SERVICE REVIEW COLLABORATIVE) CONTRACT

R E S O L U T I O N

No. 22-05-02

Ms. James moved that the Board approve a contract with the Summit County Family and Children First Council in an amount not to exceed One Hundred Ten Thousand Seven Hundred Dollars (\$110,700) for services to children with complex needs for the period July 1, 2022 through June 30, 2023, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Gaugler, was unanimously approved.

B. KOINONIA SUMMER YOUTH WORK EXPERIENCE PROGRAM CONTRACT

R E S O L U T I O N

No. 22-05-03

Mrs. Gaugler moved that the Board approve a contract with Koinonia in an amount not to exceed Fifty Seven Thousand Nine Hundred Dollars (\$57,900) for the summer youth work experience program for the period June 1, 2022 through August 31, 2022, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Cramer, was unanimously approved.

C. WEAVER INDUSTRIES SUMMER YOUTH WORK EXPERIENCE PROGRAM CONTRACT

R E S O L U T I O N

No. 22-05-04

Mrs. Ricks moved that the Board approve a contract with Weaver Industries in an amount not to exceed Ninety-Four Thousand Dollars (\$94,000) for the summer youth work experience program and career exploration for the period June 1, 2022 through August 31, 2022, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mrs. Gaugler, was unanimously approved.

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

D. NORTHEAST OHIO NETWORK (NEON) CONTRACT

R E S O L U T I O N

No. 22-05-05

Ms. Wilkinson moved that the Board approve a contract with Northeast Ohio Network in an amount not to exceed One Hundred Fifty-One Thousand Dollars (\$151,000) to distribute appreciation funds to independent providers for the period July 1, 2022 through December 31, 2022, and that the Superintendent be authorized to sign said contract. The motion, seconded by Mr. Cramer, was unanimously approved.

E. SUMMIT DD/FCFC ADMINISTRATIVE AGENT AGREEMENT

R E S O L U T I O N

No. 22-05-06

Ms. James moved that the Board approve the Administrative Agent Agreement between Summit DD and Family and Children First Council for the period July 1, 2022 through June 30, 2023, and that the Superintendent be authorized to sign said agreement. The motion, seconded by Mrs. Gaugler, was unanimously approved.

F. APRIL FINANCIAL STATEMENTS

R E S O L U T I O N

No. 22-05-07

Mrs. Gaugler moved that the Board approve the April Financial Statements. The motion, seconded by Mrs. Ricks, was unanimously approved.

V. SUPERINTENDENT'S REPORT

Superintendent Kamlowsky thanked Board Members and all who were able to attend the Cuyahoga Falls ribbon cutting ceremony and open house. It was a tremendous event with hundreds of people in attendance throughout the afternoon, including elected officials, staff, individuals, families, and community members who watched the construction progress. Service information tables were available along with the sensory bus that people could tour; staff received numerous positive comments about both of these areas being included/available.

Superintendent Kamlowsky noted there is no Board Meeting in June. The next meeting will be held on Thursday, July 28th @ 5:30 p.m. @ Cuyahoga Falls.

MINUTES – combined work session and regular meeting
Thursday, May 26, 2022

BOARD MEETING *(continued)*

VI. PRESIDENT'S COMMENTS

Mr. Dohnal said that he is depressed and angry by what is going on in the country; people are being shot while buying groceries, children killed in their school, gas price gouging, and on and on. However, when you walk through the doors of the newly renovated Cuyahoga Falls and Barberton buildings it's an amazing transformation. The buildings are light and bright, open and accessible. Summit DD is in a position with great facilities, a very compassionate and accepting community, funded by taxpayers who have generously stepped up to address the needs and supportive civic leadership. Most of all, Summit DD has staff that doesn't think good is sufficient, it has to be great and that's what they go out and strive for. The buildings are a tribute to the past and a symbol of what's to come for an even greater quality of life for those we serve. He thanked staff on behalf of the Board for their dedication, commitment and effort.

There being no further business, the Board Meeting adjourned at 6:05 p.m.

Jason Dodson, Secretary