

MINUTES – combined work session and regular meeting  
Thursday, July 28, 2022

## Summit County Developmental Disabilities Board

# MINUTES

Thursday, July 28, 2022  
5:30 p.m.

The **combined work session and regular monthly meeting** of the Summit County Developmental Disabilities Board was held on Thursday, July 28, 2022 at the Summit DD administrative offices located at 2355 2<sup>nd</sup> Street, Cuyahoga Falls, Ohio 44221. The **work session** convened at 5:37 p.m. Roll call: Dave Dohnal, Denise Ricks, Allyson James, and Gregg Cramer.

### BOARD MEMBERS PRESENT

Dave Dohnal, Board President  
Denise Ricks  
Allyson V. James  
Gregg Cramer

### BOARD MEMBERS EXCUSED

Tami Gaugler, Board Vice President  
Jason Dodson, Board Secretary  
Meghan Wilkinson

### ALSO PRESENT

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

James Armstrong, Director of Legal Svs.  
Danyelle Conner, Director of Human  
Resources  
Russ DuPlain, Director of IT & Facilities  
Maggi Albright, Recording Secretary  
and others

## I. 2023 SUMMIT DD BUDGET

Summit DD's annual budget request needs to be approved by the Board prior to submission to the Social Services Advisory Board (SSAB) and County Council. The 2023 budget request is in the amount of \$72,412,857 for the Operating Fund, \$2,914,247 for the Medicaid Reserve Fund, \$1,449,469 for the Permanent Improvement Fund and \$65,390 for the Gifts and Donations Fund. The 2023 budget reflects a revenue increase of 4.6% due primarily to enhanced FMAP and the difference between projected service utilization and actual utilization. The budget projects an increase in operating expenditures of 7.4% with planned deficit spending of approximately \$5M. The estimated increase in revenue is primarily due to increased property tax collections, an anticipated increase in the annual waiver match reconciliation and additional grant awards for Early Intervention (EI). The 2023 budget includes an average 3% wage increase for staff and the addition of 7.5 new FTE's to meet increased needs. One of the new FTE positions is funded by the Part C EI grant and has no net financial impact. Budgeted employee benefit costs include an annual increase of 7.21% for medical insurance, no increase in dental insurance rates and also includes one premium holiday.

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

### **I. 2023 SUMMIT DD BUDGET *(continued)***

Medicaid costs have been budgeted to increase with the addition of county board funded quarterly direct services professional (DSP) retention payments. This 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; there is no state participation. The increase in direct contract services will fund a planned investment in provider supports to help recruit and retain DSPs and assist providers serve individuals with complex behavioral and multi-system needs. Utilities have decreased with the sale of the Howe Road and Bath properties, and future facilities costs will be paid with funds available in the Permanent Improvement Fund. The 2023 appropriations request is anticipated to be \$1,449,469. Mr. Cramer asked about the Gifts and Donations Fund. Ms. Pozna replied that line item reflects unrestricted donations, and it is used on occasion to pay for items needed by individuals served that are unable to be funded otherwise. The 2023 budget reflects an ending balance of \$60,710 in the Operating Fund, less projected 2023 deficit spending, resulting in a projected fund balance of \$55,699,104 at the end 2023. The 2023 budget request has been reviewed by the July Services & Supports Committee and recommended for approval by the July Finance & Facilities Committee.

### **II. CHILDREN'S HOSPITAL MEDICAL CENTER OF AKRON PART C EARLY INTERVENTION SERVICE COORDINATION CONTRACT**

Early Intervention (Help Me Grow – HMG) is Ohio's system for serving children birth to age 3 who have or are suspected to have a developmental disability. Evaluation, service coordination and contract management are required components of the Part C EI grant. Each year in Ohio 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 Councils (FCFC). In Summit County, FCFC contracts with Summit DD to oversee the service coordination portion of Part C EI services. Summit DD sub-contracts with Children's Hospital of Akron for these services. The recommendation is that the Board renew a one-year contract with Children's Hospital Medical Center of Akron for the provision of service coordination, for the period July 1, 2022 through June 30, 2023 in an amount not to exceed \$1,021,414. Contract management and evaluations are kept in house at Summit DD and a portion of the allocated funds are used to offset salaries of these employees. In fiscal year 2022 there were 899 individuals served under this contract, with 1,014 individuals anticipated to be served in 2023. Funds are available in the budget and are supported by grant dollars. The contract has been reviewed by the July Services and Supports Committee and recommended for approval by the July Finance & Facilities Committee.

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

### **III. 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 individuals with disabilities have access to innovative technology solutions and that technology is considered as part of all service and support plans. The rule contains language requiring remote supports to be considered as the first option when authorizing services for a person with disabilities before on-site homemaker/personal care staff are considered. Summit DD SSAs will have team conversations with individuals, families and providers to think through what kinds of remote support options might be available. The effect of the policy will 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 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. County boards are required to collect and review data related to this policy on an annual basis. Summit DD is addressing these new rule requirements by seeking approval of this new Policy. New Policy 4049 has been recommended for approval by the May Services & Supports Committee.

### **IV. SUMMIT DD AUTHORIZED REPRESENTATIVES FOR NEON**

Summit DD is one of fourteen county board members of the North East Ohio Network Regional Council of Governments (NEON). NEON Bylaws require each county board authorize its Superintendent as a representative through a formal board resolution. Superintendent Kamlowsky identified Mira Pozna, Director of Fiscal, as an alternate. The July Finance & Facilities Committee reviewed the request and recommend approval.

### **V. MAY/JUNE FINANCIAL STATEMENT**

The financial statement for the six months ending June 30, 2022 reflects revenue of \$2,897,500 for homestead and rollback portion of the first half tax settlement, \$72,400 in Title XX quarterly reimbursement and \$21,100 for incremental reimbursement of expenses associated with the Strong Families Safe Communities Grant. Expenditures included \$150,000 for incremental funding of the Family Engagement Program for individuals enrolled in the program, \$34,500 in grant awards to agency providers to help alleviate high transportation costs, \$24,900 to Intellinetics for digitizing services and \$58,300 in payments for system licensing and maintenance fees.

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

### **V. MAY/JUNE FINANCIAL STATEMENT *(continued)***

Other expenditures included \$24,500 to Oswald Company for benefits consulting fees, \$26,800 in annual county chargeback for building insurance and \$117,100 for additional patio and roof repair costs at the Cuyahoga Falls location. June ended with a balance of \$3,512,812 and a fund balance of \$67,235,852. The May/June financial statements have been recommended for approval by the July Finance & Facilities Committee.

### **VI. BUSINESS AS ADMINISTRATIVE AGENT FOR FAMILY & CHILDREN FIRST COUNCIL**

#### **A. FCFC PLACEMENT CONTRACT EXTENSIONS**

Summit DD, as the Administrative Agent (AA) for FCFC, has the responsibility of approving contracts on behalf of FCFC. Summit County FCFC funds out of home placements for youth who need intensive treatment services, as approved by the FCFC Service Review Committee (SRC). FCFC utilizes the same providers, service terms and conditions and per diem rates established by the Summit County Children's Services Board (CSB), which include an array of providers and per diem rates ranging \$48.22-\$890. Costs depend on the level of care needs. FCFC requests to enter into one year contract extensions with current providers for the period May 1, 2022 through March 31, 2023.

Ms. James asked about the need for extensions. Superintendent Kamlowsky explained that FCFC utilize CSB to negotiate contract rates so that rates are consistent. Contract extensions were suggested for the 20-30 providers in the State since the rates are the only change. The placement contract extensions have been recommended for approval by the July Finance & Facilities Committee.

The work session adjourned at 5:57 p.m.

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## **BOARD MEETING**

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:57 p.m.

### **I. PUBLIC COMMENT**

Leslie Frank, a parent and former Summit DD staff, congratulated Russ DuPlain on receiving a Proclamation from the Board in May. She acknowledged the time, work and effort Mr. DuPlain put into the building renovations project and commented on how great the buildings turned out. Ms. Frank attended the Party on the Block and said how nice it was to see so many people coming together to have fun. She thanked the Board and the City of Cuyahoga Falls for creating the community event. Ms. Frank expressed her gratitude for the Ardmore contract and said her son would not have been able to move into his own apartment without it. Ms. Frank thanked Patty Hauserman and Patrice Bezik for the Safe Eating presentation this evening. She worked with both ladies when she was employed by the Board and they are right on top of things, offering guidance and solutions that are very helpful to individuals, families and teams.

### **II. APPROVAL OF MINUTES**

#### **A. MAY 26, 2022 (combined work session and regular meeting)**

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

#### **No. 22-07-01**

Mrs. Ricks moved that the Board approve the minutes of the May 26, 2022 combined work session and regular meeting. The motion, seconded by Ms. James, was unanimously approved.

### **III. BOARD ACTION ITEMS**

#### **A. NEW POLICY 4049 – TECHNOLOGY FIRST**

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

#### **No. 22-07-02**

Ms. James moved that the Board approve new Policy 4049 – Technology First. The motion, seconded by Mr. Cramer, was unanimously approved.

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## **BOARD MEETING** *(continued)*

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

#### B. SUMMIT DD AUTHORIZED REPRESENTATIVES FOR NEON

##### RESOLUTION

No. 22-07-03

Mr. Cramer moved that the Board appoints Superintendent Lisa Kamlowsky as its authorized representative at NEON Council of Government meetings and in all NEON business and approves Director of Fiscal Mira Pozna to serve as the Superintendent's Designee to attend and represent Summit DD in all NEON business as appropriate. The motion, seconded by Mrs. Ricks, was unanimously approved.

#### C. MAY/JUNE FINANCIAL STATEMENTS

##### RESOLUTION

No. 22-07-04

Mrs. Ricks moved that the Board approve the May/June Financial Statements. The motion, seconded by, Ms. James, was unanimously approved.

### IV. BUSINESS AS ADMINISTRATIVE AGENT FOR FAMILY & CHILDREN FIRST COUNCIL

#### A. FCFC PLACEMENT CONTRACT EXTENSIONS

##### RESOLUTION

No. 22-07-05

Ms. James moved that the Board, in its capacity as Administrative Agent for Family and Children First Council, approve extensions to the model Child Placement Services Agreements for the period May 1, 2022 through March 31, 2023, and authorize the Superintendent to take action to effectuate said Agreements. The motion, seconded by, Mr. Cramer, was unanimously approved.

### V. SUPERINTENDENT'S REPORT

Superintendent Kamlowsky thanked Terri Burns, Director of Summit County Department of Job & Family Services, for reaching out and collaborating to maximize available TANF funds for Early Intervention. The anticipated \$200,000 will be used to expand services by covering the cost of an additional service coordinator as well as to offset in-kind costs covered by Summit DD.



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## **BOARD MEETING** *(continued)*

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

Superintendent Kamlowsky thanked Mayor Don Walters, Sarah Kline, Superintendent of Cuyahoga Falls Parks and Recreation, City of Cuyahoga Falls staff and more than 70 Summit DD staff ambassadors who helped make Party on the Block such a fun and successful event. Hundreds of community members, individuals and families attended the celebration as the City of Cuyahoga Falls welcomed Summit DD to the neighborhood with this family-friendly community celebration. There were lots of activities for kids such as face-painting, a petting zoo, games and inflatables. Summit DD housed information booths, the sensory bus was on site and our employee ambassadors gave tours of the building. It was a great event with many people in attendance.

Monday, August 8<sup>th</sup> is the 29<sup>th</sup> Annual Summit DD Golf Outing at Fairlawn Country Club. This is the primary fundraiser for *Support Summit DD*, the ballot action committee that supports the passage of Summit DD's levy. Superintendent Kamlowsky thanked presenting sponsors ViaQuest and Summit Housing Development Corporation and the many community sponsors along with employees who volunteer their time to make this event the success that it is.

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

Mr. Dohnal stated he found the Safe Eating in-service to be extremely interesting and commented that Ms. Hauserman and Ms. Bezik did a fantastic job with the presentation. This is a topic that deeply impacts people; Ms. Hauserman and Ms. Bezik are providing education and assistance to give people a chance for a better quality of life; it is a great and necessary service.

Mr. Dohnal commented that the magnificent newly renovated Cuyahoga Falls building has such value and noted that one of the purposes is to make life better for people who are dealing with situations they didn't ask for. When you come through the door, you are working with staff who make lives better for others. Mr. Dohnal said it is a privilege to be associated with Summit DD.

There being no further business, the Board Meeting adjourned at 6:10 p.m.

  
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Jason Dodson, Secretary