

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

Summit County Developmental Disabilities Board

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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

RESOLUTION

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

RESOLUTION

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

RESOLUTION

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

RESOLUTION 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

RESOLUTION 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

RESOLUTION 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 Kamlow sky 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 Kamlow sky 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