

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

AGENDA

Administrative Board Room
2355 2nd Street, Cuyahoga Falls, OH
Thursday, December 18, 2025
5:30 p.m.

WORK SESSION

DISCUSSION ONLY ITEMS

- I. 2026 SUMMIT DD ACTION PLAN
Attachment #1
- II. FAMILY & CHILDREN FIRST COUNCIL/SUMMIT DD SHARED POOL AGREEMENT
Attachment #2

ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY

The items below have been recommended for approval by the November Finance & Facilities and Services & Supports Committees.

- III. SUMMIT COUNTY DEPARTMENT OF JOB & FAMILY SERVICES CASE MANAGER CONTRACT
Attachment #3
- IV. ADVANCED BEHAVIOR CONSULTING CONTRACT
Attachment #4

NEW ACTION ITEMS FOR BOARD CONSIDERATION

The items below have been recommended for approval by the December Finance & Facilities Committee.

- V. RING CENTRAL CONTRACT
Attachment #5
- VI. NOVEMBER FINANCIAL STATEMENTS
Attachment #6

BOARD MEETING

I. CALL TO ORDER – ROLL CALL

Gaugler ____ Ricks ____ Cramer ____ Briggs ____ Youssef ____ Dodson ____ James ____

II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES

- A. NOVEMBER 17, 2025 (combined work session/regular board meeting)
Attachment #7

RESOLUTION #25-12-01 – Resolved that the Board approve the minutes of the November 17, 2025 combined work session/regular meeting.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Ricks ____ Cramer ____ Briggs ____ Youssef ____ Dodson ____ James ____ Gaugler ____

V. BOARD ACTION ITEMS

- A. SUMMIT COUNTY DEPARTMENT OF JOB & FAMILY SERVICES CASE MANAGER CONTRACT **Attachment #3**

RESOLUTION #25-12-02 – Resolved that the Board approve a contract with the Summit County Department of Job & Family Services for a dedicated case manager for calendar year 2026 in an amount not to exceed Ninety-Two Thousand Five Hundred Dollars (\$92,500), and that the Superintendent be authorized to sign said contract.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Cramer ____ Briggs ____ Youssef ____ Dodson ____ James ____ Gaugler ____ Ricks ____

BOARD MEETING *(continued)*

V. BOARD ACTION ITEMS *(continued)*

B. ADVANCED BEHAVIOR CONSULTING CONTRACT **Attachment #4**

RESOLUTION #25-12-03 – Resolved that the Board approve a contract with Advanced Behavior Consulting for calendar year 2026 in an amount not to exceed One Hundred Eighty-Five Thousand Dollars (\$185,000) and that the Superintendent be authorized to sign said contract.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Briggs ____ Youssef ____ Dodson ____ James ____ Gaugler ____ Ricks ____ Cramer ____

C. RING CENTRAL CONTRACT **Attachment #5**

RESOLUTION #25-12-04 – Resolved that the Board approve a contract with Ring Central for a cloud-based phone system for the period December 31, 2025 through December 30, 2028, in an amount not to exceed One Hundred Sixty Eight Thousand Eight Hundred Thirty Five Dollars (\$168,835) and that the Superintendent be authorized to sign said contract.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Youssef ____ Dodson ____ James ____ Gaugler ____ Ricks ____ Cramer ____ Briggs ____

D. NOVEMBER FINANCIAL STATEMENTS **Attachment #6**

RESOLUTION #25-12-05 – Resolved that the Board approve the November financial statements.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Dodson ____ James ____ Gaugler ____ Ricks ____ Cramer ____ Briggs ____ Youssef ____

BOARD MEETING *(continued)*

VI. SUPERINTENDENT'S REPORT

- A. 2026 SUMMIT DD BOARD OFFICERS
- B. 2026 COMMITTEE ASSIGNMENTS
- C. MISCELLANEOUS UPDATES

VII. PRESIDENT'S COMMENTS

VIII. EXECUTIVE SESSION

RESOLUTION #25-12-06 – Resolved that the Board enter into Executive Session in compliance with Sunshine Law, Ohio Revised Code 121.22, Section G, Subsection (4) to discuss collective bargaining matters. Upon reconvening, the Board may or may not conduct additional business.

Motion: _____ Second: _____

ROLL CALL VOTE: James ____ Gaugler ____ Ricks ____ Cramer ____ Briggs ____
Youssef ____ Dodson ____

IX. POSSIBLE ADDITIONAL ACTION ITEMS

A. WEA I TENTATIVE AGREEMENT

RESOLUTION #25-12-07 – Resolved that the Board approve the Tentative Agreement with Weaver Education Association (WEA) I collective bargaining agreement for the period January 1, 2026 through December 31, 2028.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Gaugler ____ Ricks ____ Cramer ____ Briggs ____ Youssef ____ Dodson ____ James ____

BOARD MEETING *(continued)*

IX. POSSIBLE ADDITIONAL ACTION ITEMS *(continued)*

B. WWSA TENTATIVE AGREEMENT

RESOLUTION #25-12-08 – Resolved that the Board approve the Tentative Agreement with Weaver Workshop and Support Association (WWSA) collective bargaining agreement for the period January 1, 2026 through December 31, 2028.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Ricks ____ Cramer ____ Briggs ____ Youssef ____ Dodson ____ James ____ Gaugler ____

X. ADJOURN

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

<i>TOPIC</i>	<i>ISSUE/CONCERN</i>	<i>RECOMMENDATION</i>
2026 Draft Action Plan	Outlines 2026 Action Items to address the 2025 – 2030 Long-Range Plan	Approve 2026 Action Plan
<i>SUPPORTING DATA FOR RECOMMENDATION</i>		
<p>Each year, the Annual Action Plan outlines specific action items that help Summit DD achieve the priorities identified in the long-range plan. These work items are cascaded from the leadership team, to managers, to the individual goals on employee performance evaluations.</p> <p>The long-range plan, titled Vision 2030, identifies three priority areas, including Individual and Family Focus, Stakeholder and Community Focus, and Employee Focus.</p> <p>The 2026 Action plan outlines 18 specific action items to achieve goals outlined in the 2025 – 2030 Long-Range Plan. New initiatives include:</p> <ul style="list-style-type: none"> • Enhancing the individualized support individuals and families receive from initial inquiry at community events through the entire intake/eligibility process. • Advancing a long-term revenue solution to address sustainability throughout the levy cycle. • Developing a methodology to address the financial impact of statewide rule and rate changes in the long-term financial forecast. • Create transition-focused workgroups to address unique needs through transition points. • Create informational resources for individuals and families when selecting a provider. • Use provider partnerships to advance coordinated initiatives. • Fully implement new ADA Digital Accessibility standards. • Connect self-advocates to opportunities to engage in their communities. • Equip managers with training, tools and resources to promote psychological safety in the workplace. • Create personalized training and development of our employees and managers. • Identify key leadership positions for succession planning. • Conduct an employee satisfaction survey. <p>The Draft 2026 action plan is posted for public comment through January 8.</p> <p style="text-align: center;">Recommended for approval by the December HR/LR, Services & Supports and Finance & Facilities Committees.</p>		

Submitted By: Billie Jo DavidDate: 12/5/25For: Superintendent/Assistant Superintendent X Finance & Facilities Committee X Services & Supports Committee X HR/LR Committee

Mission

Helping people of all abilities reach their full potential, one person at a time.

Vision

Summit County is a community where people feel included.

Values

Trust - Respect - Collaboration - Innovation - Inclusion - Excellence

Trust

We want to earn the trust of people we support with every interaction. We realize that this can only be accomplished by delivering on our promises and remaining transparent. It is an honor that people accept us into their lives, and we will not take that for granted.

Respect

We will actively listen to people we support to understand where they are on their journey and what they want to achieve next. We respect people's choices about their lives.

Collaboration

We will partner with those we support every step of the way. We will work with community organizations to build relationships that open doors for those we support.

Innovation

We consistently look for ways to challenge the status quo. We create new opportunities that provide more choices for people of all abilities. We encourage our staff to pursue opportunities to better their skills and knowledge.

Inclusion

We believe that everyone has a right to live a life where they feel included in their community. We also understand that community means something different to each person. We are committed making connections that are meaningful to those we support, building a community that only sees opportunity in each other.

Excellence

We believe those we support, parents, and the community deserve our very best and we are committed to giving it. We will work to understand the needs and expectations of those we support and continually find ways to meet and exceed those expectations.

2026 Action Plan – Individual & Family Focus

Ensure Individuals with Developmental Disabilities have equitable access to services and funding that empowers them to achieve their personal goals.

2026 Action Items

- Use data and insights to engage in the appropriate community settings and provide continued, individualized support so people move from initial contact to full completion of the intake and eligibility process and are connected to services that meet their individual needs.
- Align internal teams, providers, and community partners to meet individuals where they are on their employment path and help them pursue meaningful work in the community.

Continuously engage individuals and families to identify service and support needs, using available funding to prioritize the identified needs of eligible children and adults.

2026 Action Items

- Ensure recent cost-saving measures remain sustainable while actively monitoring impacts, filling service gaps, maintaining connections for individuals, and advancing long-term revenue solutions.
- Monitor and analyze upcoming state rule and rate changes, engaging appropriate workgroups to determine service and financial impacts and update long-term financial forecasts to prepare for mandated changes.

Strengthen key transitions for individuals and families, offering tailored resources and support to ensure the continuity of care throughout an individual's lifetime.

2026 Action Items

- Establish transition-focused workgroups and use feedback from individuals and families to assess and refine our processes, information, and support at key life transitions, ensuring they align with organizational resources and priorities.

Facilitate opportunities for individuals and families to connect and share information and experiences with one another, fostering an environment where families can learn from each other as Summit DD learns from them.

2026 Action Items

- Leverage feedback gathered from individuals and families to create meaningful connection opportunities and informational resources that align with their priorities and interests.
- Develop informational resources about certified service providers to support families through the free choice of provider process.

2026 Action Plan – Stakeholder & Community Focus

Continuously evaluate the capacity and needs of community partners to collaboratively support the best outcomes for individuals with disabilities in Summit County.

2026 Action Items

- Define key stakeholders, needs and communication channels.
- Leverage our strong provider partnerships to advance assistive technology, residential options, support those with complex needs, and the successful implementation of coordinated initiatives.

Actively engage the community with targeted outreach efforts and awareness campaigns, fostering a greater understanding of developmental disabilities and increasing visibility and support for Summit DD's Mission.

2026 Action Items

- Ensure SummitDD.org, digital forms, and online materials are fully accessible and meet ADA digital accessibility requirements to provide an inclusive user experience.
- Launch updated advertising campaign focusing on stories of individuals receiving core services.

Reposition Summit DD as a facilitator of inclusion for individuals with disabilities, leveraging community partners and resources to integrate inclusive practices in all aspects of community life.

2026 Action Items

- Implement a coordinated strategy to strengthen self-advocacy by increasing opportunities for individuals to build skills, participate in decision-making, and engage meaningfully in their communities.

2026 Action Plan – Employee Focus

Integrate a diversity and inclusion focus into all workforce practices, ensuring commitment in building and maintaining a workforce that is representative of the community served.

2026 Action Items

- Ensure consistent and transparent communication by disseminating Executive Leadership Team updates via organization-wide informational sessions, InspireDD messaging, and supportive guidance materials.
- Strengthen a trauma-informed workplace by equipping managers with training, tools, and support strategies to help staff navigate traumatic events and promote emotional well-being and psychological safety.

Enhance employee training and development efforts to foster professional growth, develop future leaders, promote a culture of belonging, enhance technology and ensure that staff are well-equipped to meet the needs of the individuals we serve.

2026 Action Items

- Evaluate and enhance new employee orientation.
- Create personalized training and development pathways for employees and managers, integrating feedback to support skill-building, leadership readiness, and long-term career success.

Strengthen employee engagement by fostering a supportive, inclusive, and rewarding work environment that recognizes our commitment to core values.

2026 Action Items

- Begin long-term succession planning by identifying essential leadership roles and evaluating transition needs to support organizational stability in future years.
- Conduct an employee satisfaction survey and identify areas of strengths and opportunities for improvement.

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

<i>TOPIC</i>	<i>ISSUE/CONCERN</i>	<i>RECOMMENDATION</i>
Contract with Summit County Family and Children First Council Shared Pool for Youth (Service Review Collaborative).	Summit DD contributes funds to a shared pool which assists children and families involved in multi-systems.	Summit DD to continue participation in shared pool agreement in the amount of \$110,700 for the period January 1, 2026 through December 31, 2026.

SUPPORTING DATA FOR RECOMMENDATION

Service Area: SSA

Amount of Increase/Decrease: \$0

As required by ORC 121.37 (C) (1-9), Family and Children First Councils (FCFC) must develop a county-specific Service Coordination Mechanism (SCM), which serves as the guiding document for coordination of services in the county. Developed from the SCM, a team of professionals from child serving agencies in Summit County meet weekly to:

- Review and monitor requests for community-based services for children with multi-system needs
- Offer case consultation from a multi-system perspective to staff from any agency dealing with a complex youth/family
- Refer families for wrap around/service coordination
- Review individual cases that need more restrictive placement settings such as residential treatment and monitoring youth in residential treatment.
- Issue recommendations and/or offering alternatives to better serve youth and families

Data from 1/1/25 to 10/31/25:

1) Wraparound/Service Coordination

71 referrals accepted and opened / 7 were DD involved youth

2) Case Consultation

20 requests made and reviewed / 1 was a DD involved youth

3) Funding Requests for Community Based Services

49 funding requests reviewed by SRC / 2 were DD involved youth

Requests included: camp, safety items, sensory items, Y membership, gas cards, structured activities, and mentoring

4) Funding Requests for Out of Home Placement (i.e. crisis respite home, residential treatment, group home, etc.)

20 requests / 1 were DD involved youth

Funds from this contract are pooled with funds from other county agencies to support the various needs of the children/families involved with FCFC. Contributors include Summit DD (\$110,700), Summit County Children's Services (\$171,245), Juvenile Court (\$131,084), and the ADM Board (\$145,431).

In addition to funding from the shared pool, FCFC also received over \$211,641 in state money to cover the increasing placement costs for eligible youth. This additional funding along with contributions from the agencies above has reduced custody relinquishment in Summit County.

Summit DD has two staff members who serve as part of this committee who can bring any Board eligible child/family to the committee for support and funding recommendations.

**Recommended for approval by the December Finance & Facilities
and Services & Supports Committees.**

Submitted By: Holly Brugh

For: Superintendent/Assistant Superintendent

 X Finance & Facilities Committee

Date: December 2025

 X Services & Supports Committee

 HR/LR Committee

**SUMMIT COUNTY FAMILY AND CHILDREN FIRST COUNCIL
SHARED POOL FOR YOUTH FUNDING AGREEMENT WITH
SUMMIT COUNTY DEVELOPMENTAL DISABILITIES BOARD**

This Agreement is made between **Summit County Developmental Disabilities Board, (SCDDDB)**, located at 2355 2nd Street Cuyahoga Falls, Ohio 44221, by Lisa Kamlowksy, Superintendent, duly authorized, and the **Summit County Family and Children First Council, (FCFC)**, authorized under Ohio Revised Code Section 121.37.

This Agreement is effective from January 1, 2026, until superseded by a subsequent Funding Agreement, or specifically terminated in writing with thirty days prior notice by either party in accordance with the notice provisions of this Agreement, or until its automatic termination on December 31, 2026.

I. PURPOSE

SCDDDB agrees to contribute funding to FCFC in carrying out its statutory roles and responsibilities to families with children who have complex, multiple needs in Summit County.

II. GENERAL PROVISIONS

This Agreement is made under and governed by the laws of the state of Ohio and is subject to all applicable provisions of Ohio and Federal law and regulations related to the provision of child welfare services to children and youth.

III. FUND MAINTENANCE

Summit County Developmental Disabilities Board (SCDDDB) located at 2355 2nd Street Cuyahoga Falls, Ohio 44221, is the designated Administrative/Fiscal agent for FCFC as specified in the Administrative/Fiscal Agent Agreement. In accordance with that Administrative/Fiscal Agent Agreement, and acting on behalf of FCFC, SCDDDB shall maintain all funds donated to FCFC, as donated by County of Summit DD Board, Summit County Children Services, Summit County Juvenile Court and County of Summit ADM Board in a separate fund account. Acting as fiscal agent for FCFC, SCDDDB will provide accountings for funds held in the fund account as detailed in the Administrative/Fiscal Agent Agreement.

IV. FUNDING

The SCDDDB agrees to donate and deposit into the separate fund account, on behalf of FCFC an amount of **One Hundred Ten Thousand and Seven Hundred Dollars, (110,700)** for the time period of January 1, 2026 to December 31, 2026. Under the terms of this Agreement, a payment of \$110,700 is due on 1/1/26 to SCDDDB as Administrative Agent for FCFC. In the event of termination prior to December 31, 2026, SCDDDB shall be reimbursed proportionately and commensurate with the actual term of the Agreement.

V. **FUND USE/ACCESS**

All funds deposited into the separate fund account shall be used to pay the costs of services for children accessing the FCFC Service Coordination Mechanism. In addition, funds will be used to pay the salaries and fringe benefits, training, travel and supplies of FCFC Director, FCFC staff and FCFC Cross Systems Training.

The FCFC Committee designated to manage the FCFC Service Coordination Mechanism shall determine the eligibility of any youth regarding the use of FCFC funds. In addition, the designated committee will determine the appropriateness of placement and/or services to be provided and whether or not the entire cost or a portion of the cost for such services and/or placement should be paid from the fund. The FCFC, upon receipt of the written approval of the designated committee, may withdraw monies from the fund in amounts sufficient to pay for the approved services and make direct payment to the service provider. The FCFC will monitor monthly expenditures to assure spending does not exceed the FCFC approved budget.

The financially contributing members to the fund retain oversight responsibilities and report out to the FCFC Executive Council. Any questions, concerns or disputes regarding funding for a specific child will be directed to the Executives of the financially contributing members of the fund. SCBDD shall provide fiscal reports to the FCFC in accordance with the Administrative/Fiscal Agent Agreement.

VI. **AGREEMENT REVIEW**

No earlier than ninety (90) days and no later than sixty (60) days prior to the end of the Agreement term (December 31, 2026), the parties shall meet to review the Funding Agreement. The purpose of the review is to determine whether a subsequent Funding Agreement will be entered into and, if so, designate the terms and conditions of the agreement.

VII. **SEPARABILITY**

This Agreement is separable. If any provision of this Agreement is declared void or invalid by any Court, it will not affect the validity of any of the other provisions of this Agreement. If one or more of the contributing agencies terminate and/or alter their contribution amount this contract may be reviewed and/or amended.

VIII. **COMPLETE AGREEMENT**

This Agreement is the complete understanding of the parties. Anything not included in this Agreement is not binding.

IX. **MODIFICATION**

Any modification of this Agreement or additional obligation by either party in connection with

this Agreement shall be binding only if evidenced in writing and signed by each party or an authorized representative of each party.

X. NOT BINDING IN SUCCESSOR/ASSIGNS

This Agreement is made solely for the benefit of FCFC and no other person shall acquire or have any right thereunder or by virtue hereof.

XI. NO WAIVER

The failure of either party to this Agreement to insist upon the performance of any terms and conditions of this Agreement, or the waiver of any breach of any terms and conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

XII. NOTICE

Any notice of other communication to be given under this Agreement shall be given by delivering the same in writing to the following addresses:

For FCFC:

FCFC Executive Director
Family and Children First Council
2355 2nd Street
Cuyahoga Falls, Ohio 44221
Phone: 330-212-5508

For SCBDD:

Superintendent
Summit County DD Board
2355 2nd Street
Cuyahoga Falls, Ohio 44221
Phone: 330-634-800

FCFC Administrative Agent/SCDDDB Superintendent
2355 2nd Street
Cuyahoga Falls, Ohio 44221
Phone: 330-634-8000

XIII. HIPAA COMPLIANCE

To best serve children's needs it may be necessary for the parties to exchange protected health information about involved individuals. Therefore, in order to facilitate the exchange of such protected health information within the boundaries of the law and in compliance with the privacy regulations promulgated pursuant to the Health Insurance Portability and Accountability Act, the parties hereto incorporate by reference EXHIBIT A attached to this Agreement, which exhibit is captioned "BUSINESS ASSOCIATE AGREEMENT."

XIV. CONFIDENTIALITY

FCFC agrees that all information communicated to them with respect to clients of DD is confidential. FCFC promises and agree that they shall not disclose any such confidential

information to any other person unless specifically authorized to make any such disclosures, they shall do so only within the limits and to the extent of that authorization.

XV. RECORD ACCESS

FCFC shall provide access to any books, documents, papers and records which are directly pertinent to the Agreement for the purpose of making audits, examination, excerpts and transcriptions. This access shall be given to any federal, state, or county agency, the Comptroller General of the United States, or any of their duly authorized representatives. FCFC shall maintain all required records for three years after SCCS makes final payments and all other pending matters are closed.

XVI. HEADINGS

The headings in this Agreement are for convenience only, and will not be used to modify, limit or extend any provision.

IN WITNESS WHEREOF, the parties hereto do execute this agreement this 1 day of
January 2026.

Lisa Kamlowsky	Date
Superintendent	
Summit County Developmental Disabilities Board	

 Lisa Kamlowsky Date
 Superintendent, Summit County Developmental Disabilities Board
 Acting as Administrative/Fiscal Agent FCFC

Stacey Garske 10/28/25
 Stacey Garske Date
 Executive Director
 Family & Children First Council

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

<i>TOPIC</i>	<i>ISSUE/CONCERN</i>	<i>RECOMMENDATION</i>
Contract with Department of Job and Family Services (DJFS) for direct staff support to Summit DD staff and eligible individuals.	Contract supports a dedicated DJFS worker for Summit DD which improves access to services provided by the agency.	Approval of contract for a DJFS dedicated worker effective January 1, 2026 to December 31, 2026. Contract amount not to exceed \$92,500.

SUPPORTING DATA FOR RECOMMENDATION

Service Area: SSA

of Individuals Currently Served: All Medicaid Enrollees

Amount of Increase: \$2,500

This contract is between Summit DD and the Summit County Department of Job & Family Services (DJFS), a collaboration that has been in effect since 2013.

Summit DD receives assistance from a dedicated DJFS caseworker whose sole responsibility is to assist Summit DD staff and eligible individuals with Medicaid enrollment, Medicaid waivers, food assistance programs, and access to various other DJFS programs. Individuals and families have a direct connection with the DJFS worker and do not have to go through the Akron office for support. The SSA department also has direct access to this worker daily and this worker also runs a monthly report that is shared with Summit DD regarding individuals Medicaid redetermination date. Summit DD uses this information to ensure individuals complete the required paperwork to keep their Medicaid eligibility and enrollment on a waiver.

The dedicated DJFS worker provides over 300 individuals and SSAs with support each month.

The 2026 contract cost has increased \$2,500 to align with the salary and benefits of the JFS worker currently assigned to Summit DD. Total contract amount not to exceed \$92,500.

Funds are available in the 2026 budget.

**Recommended for approval by the November Finance & Facilities
and Services & Supports Committees.**

Submitted By: Holly Brugh

Date: November 2025

For: Superintendent/Assistant Superintendent

 X Finance & Facilities Committee

 X Services & Supports Committee

 HR/LR Committee

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

<i>TOPIC</i>	<i>ISSUE/CONCERN</i>	<i>RECOMMENDATION</i>
Agreement with Advanced Behavior Consulting, LLC	Providing consultative behavioral therapy services and supports to people served, families and providers.	Summit DD Board approves a contract with Advanced Behavior Consulting LLC for the period 1/1/2026 to 12/31/2026, for a total contract amount not to exceed \$185,000

SUPPORTING DATA FOR RECOMMENDATION

Service Area: Supporting people served, families and providers.

Amount of Increase/Decrease: \$0

Advanced Behavior Consulting (Advanced) is a local organization that provides Board Certified Behavior Analyst and Registered Behavior Technician services. Through this contract Advanced partners with Summit DD on several activities-

1. Oversight of Registered Behavior Technicians, employed by provider agencies.
2. Providing enhanced training to direct support professionals who serve people with complex needs.
3. Attending Intensive Treatment Team meetings and consulting with Summit DD staff and providers on specific cases.

Through this partnership Advanced supports three staff to maintain their Registered Behavior Technician certification and has trained fifteen Behavior Technicians. This has resulted in 32 individuals being able to maintain day services and 14 individuals have received consultative support ensuring the proper behavior supports are in place.

**Recommended for approval by the November Finance & Facilities
and Services & Supports Committees.**

Submitted By: Drew Williams

Date: 11/3/2025

For: Superintendent/Assistant Superintendent

 X Finance & Facilities Committee

 X Services & Supports Committee

 HR/LR Committee

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

<i>TOPIC</i>	<i>ISSUE/CONCERN</i>	<i>RECOMMENDATION</i>
Funding for multi-year phone system contract and allocation of resources.	New phone system licensing and implementation costs.	Board approve a contract with Ring Central, Inc. in an amount not to exceed \$168,835 for the period 12/31/25 to 12/30/28.
<i>SUPPORTING DATA FOR RECOMMENDATION</i>		
<p>Total Cost: \$168,835 over 3 years</p> <p>Summary: Summit DD has been using an Avaya phone system since 2010. While we have upgraded components since then to allow for remote use of phone apps on employee devices, newer systems can do more at a lower cost.</p> <p>Through discussions with a number of vendors, the best fit is Avaya Cloud Office, which is a Ring Central phone system that is cloud-based and provides greater capabilities and redundancy.</p> <p>Annual licensing & maintenance costs will be \$56,278.20 each year of the agreement.</p> <p>Key benefits of implementing this new phone system:</p> <ul style="list-style-type: none"> • Integrated electronic faxing (we use a stand-alone e-fax solution today) • Text messaging capabilities using Summit DD phone numbers (330-634-8xxx) • Existing physical phones at both sites will still work with the new system • Annual cost savings over \$20,000 <p>The existing phone system and related maintenances costs, phone lines, and e-faxing have a combined cost of about \$80,000 per year. This will result in savings of over \$20,000 per year, while also improving our system's capabilities. Savings the first year will be lower due to a period of overlap between old and new systems.</p> <p>Other items to note:</p> <ul style="list-style-type: none"> • This cost is based on a 3-year agreement • The agreement includes 4 months of free service (valued at over \$18,000) • We have 90 days to cancel this agreement for any reason <p>Funding for the first year of the new system is included in the 2026 annual budget. This pricing is part of a cooperative purchasing agreement, so we do not need to go through an RFP process. However, we explored 6 other options from a variety of vendors to ensure this solution was the best fit at the best price.</p> <p>It is recommended that the Board approve the request to contract with Ring Central for a total amount not to exceed \$168,835 over the 3 year period.</p> <p>Recommended for approval by the December Finance & Facilities Committee.</p>		

Submitted By: Russ DuPlainFor: Superintendent/Assistant Superintendent X Finance & Facilities CommitteeDate: December 2025 Services & Supports Committee HR/LR Committee

INITIAL ORDER FORM

This Initial Order Form is a binding agreement between RingCentral, Inc. (“**RingCentral**”), through its agent Avaya LLC (“**Avaya**”), and **Summit DD** (“**Customer**” or “**You**”) (together the “**Parties**”), for the purchase of the Services, licenses, and products listed herein. This Initial Order Form is subject to and incorporates the terms and conditions of: (i) the separate written agreement, executed by the Parties governing the purchase of the Services described in this Order Form, or (ii) the RingCentral Online Terms of Service available at <https://www.ringcentral.com/legal/eulatos.html>, if there is no written agreement in place (hereinafter (i) and (ii) referred to as the “**Agreement**”). Capitalized terms not defined herein shall have the same meanings as set forth in the applicable Agreement between the Parties. Unless agreed by both Parties in writing, any terms or conditions set forth in a Customer-issued purchase order or ordering document shall not apply. Avaya represents that it has the authority as RingCentral’s agent to bind RingCentral to this Order Form.

Customer
Summit DD

2355 Second St.
Cuyahoga Falls, Ohio 44221
United States

Lisa Kamlowsky
330-634-8000
lkamlowsky@summitdd.org

Service Provider
RingCentral, Inc.

20 Davis Drive
Belmont, CA 94002
United States

Service Commitment Period

Start Date: December 31, 2025

Initial Term: 36 Months

Renewal Term: 24 Months

Payment Schedule: Annual

Avaya Cloud Office Services

Recurring Services			
Summary of Service	Qty	Rate	Subtotal
DigitalLine Unlimited Advanced	400	\$138.00	\$55,200.00
DigitalLine Unlimited Advanced		\$84.00	
Compliance and Administrative Cost Recovery Fee		\$42.00	
e911 Service Fee		\$12.00	
Additional Local Number	599	\$1.80	\$1,078.20
Annual Recurring Services*			\$56,278.20

Total Initial Amount	\$56,278.20
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*Amounts are exclusive of applicable Taxes, Fees, and Shipping Charges.

Cost Center Billing

For customers with cost center billing, it is the Customer’s responsibility to provide cost center allocation information to the Avaya invoice billing team at least 10 days prior to the issuance of the invoice. After the information is received, it will be reflected on future invoices, but will not be adjusted retroactively on past invoices. If purchasing additional services through the administrative portal, it is the Customer’s responsibility to assign cost centers at the time of purchase; otherwise, those services will not be allocated by cost center on the next invoice. Please note that cost center allocation is not available for certain items, such as minute bundles and credit memos. For additional questions, please contact the ACO invoice billing team at acobilling@avaya.com.

Free Services Amount

You will receive 18,999.40 US Dollars (the “**Free Service Amount**”), which will be applied against charges for the recurring Services

set forth in this Order Form and any applicable taxes and fees associated with those Services invoiced by RingCentral. The Free Service Amount is non-transferable and non-refundable and will expire upon termination of this Order Form. You will be responsible for paying for any additional services and products ordered, and any applicable associated taxes and fees.

Customer Reference. Customer may promote their use of RingCentral services and agrees that RingCentral may identify customer as a user of the services. All press releases or quotes regarding Customer's use of service will be pre-approved by Customer, which consent will not be unreasonably withheld.

Add-on Services. Customer is responsible for reviewing additional terms and conditions that may apply to RingCentral add-on services (where available) and certain Advanced Support Services listed on this order form, and which are available at <https://www.ringcentral.com/legal/add-on-services.html>.

Special Terms & Notes

Trial Period. The Customer may cancel any services purchased under this Agreement with written notice to RingCentral within 90 days of the date in which the purchase becomes effective. Except as otherwise provided in the Agreement between the Parties, in the event of a timely cancellation, the Customer shall not owe any fees or charges for the services being cancelled in respect of any period subsequent to the date of such written notice (except those arising from continued Usage), and shall be entitled to a pro-rata refund of any prepaid and unused fees for the services subject to the cancellation. Any services purchased under this Agreement are final after 90 days.

Termination for Lack of Available Funds. RingCentral acknowledges that Customer relies on public funding, and the Agreement validity is based upon the availability of public funding under the Customer's authority. Customer may terminate the Agreement at the end of the fiscal period for which funds were available, without penalty, if:

1. public funds are unavailable for the performance of the Customer's obligations under this Agreement;
2. public funds are unavailable for services that are the substantial equivalent as those provided by RingCentral under the Agreement; and
3. operating funds are not otherwise available to the Customer to make payments under the Agreement.

Cooperative Contract

1. **Applicable Agreement.** This Order Form is subject to the terms and conditions specified in the RingCentral Master Services Agreement ("MSA") incorporated into the Region 4 Education Service Center (ESC) Contract No. R241104 for Unified Communications as a Service (UCaaS) with RingCentral Inc. (effective May 1, 2025) at pages 107 through 148, found at: <https://public.omniapartners.com/suppliers/ringcentral/contract-documentation#c38627>, and administered by OMNIA Partners for Region 4 ESC.
2. A separately executed MSA is NOT required between the OMNIA Partners Participant and RingCentral. The following Attachments to the MSA are incorporated into and form a part of the MSA applicable to this Order Form:
 - Exhibit A – Definitions
 - Attachment A – RingEX Services
 - Attachment G – Security Addendum
3. Contract No. R241104 must appear on:
 - a. RingCentral quotations to the OMNIA Partners Participant;
 - b. The OMNIA Partners Participant's Purchase Order; and
 - c. The RingCentral invoice.
4. Participating Public Agency must issue RingCentral a purchase order (or similar document) for all purchases, including any subsequent purchases made through the RingCentral Administrative Portal.
5. Venue and Choice of Law is Ohio.
6. **Renewal.** Participating Public Agency may continue to renew its subscription with RingCentral under OMNIA Contract No. R241104 until it expires. Subscription terms that exceed the OMNIA Contract R241104 term shall remain valid, subject to any limiting terms. Eligible Entities that would like to renew subscription services after expiration of OMNIA Contract R241104 may, subject to mutual consent of the Parties and the terms of the OMNIA contract, continue their subscription under OMNIA for up to one year beyond the Contract R241104 term.
7. **Authority.** This Order Form is made between Participating Public Agency and RingCentral, Inc., entering into this Order Form through its agent Avaya LLC. Avaya represents that it has the authority as RingCentral's agent to bind RingCentral to this Order Form and all other documents incorporated herein. With regards to Service Attachments A and C, any reference to RingCentral MVP or Office shall also apply to Avaya Cloud Office by RingCentral ("ACO").

IN WITNESS WHEREOF, the Parties have executed this Initial Order Form above through their duly authorized representatives.

Customer
Summit DD

For and on behalf of
RingCentral, Inc.

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: Michael Fiocca

Title: Regional Vice President, Public Sector

Date: _____

SUMMIT COUNTY DD BOARD
SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE ELEVEN MONTHS ENDED NOVEMBER 30, 2025 AND 2024

	11/30/2025					11/30/2024				
	2025 ANNUAL BUDGET	2025 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING	ACTUAL 12/31/2024	2024 ANNUAL BUDGET	2024 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING	
OPERATING REVENUE										
PROPERTY TAXES	\$ 66,177,703	\$ 72,899,347	\$ (6,721,644)	-10.2% 2	\$ 55,464,650	\$ 55,568,694	\$ 55,464,643	\$ 104,051	0.2%	
REIMBURSEMENTS	10,520,000	6,292,689	4,227,311	40.2% 3	11,627,500	11,141,000	7,536,705	3,604,295	32.4%	
GRANTS	2,116,240	1,887,745	228,495	10.8%	2,356,145	1,753,429	1,691,510	61,919	3.5%	
CONTRACT SERVICES	100,000	484,352	(384,352)	-384.4%	328,855	-	257,173	(257,173)	0.0%	
REFUNDS	12,500	33,323	(20,823)	-166.6%	8,294	-	7,529	(7,529)	0.0%	
OTHER RECEIPTS	39,000	21,680	17,320	44.4%	27,700	5,500	27,700	(22,200)	-403.6%	
TOTAL REVENUE	<u>\$ 78,965,443</u>	<u>\$ 81,619,136</u>	<u>\$ (2,653,693)</u>	<u>-3.4%</u>	<u>\$ 69,813,144</u>	<u>\$ 68,468,623</u>	<u>\$ 64,985,260</u>	<u>\$ 3,483,363</u>	<u>5.1%</u>	
OPERATING EXPENDITURES										
SALARIES	\$ 23,229,072	\$ 20,886,017	\$ 2,343,055	10.1%	\$ 21,607,114	\$ 21,720,516	\$ 19,911,130	\$ 1,809,386	8.3%	
EMPLOYEE BENEFITS	10,433,033 1	10,126,815	306,218	2.9%	9,857,446	9,712,632	9,551,560	161,072	1.7%	
MEDICAID COSTS	40,765,758	45,225,592	(4,459,834)	-10.9%	36,605,234	32,614,918	36,605,234	(3,990,316)	-12.2%	
DIRECT CONTRACT SERVICES	9,249,583 1	9,920,875	(671,292)	-7.3% 4	10,527,751	8,472,473	9,700,330	(1,227,857)	-14.5%	
INDIRECT CONTRACT SERVICES	1,377,881	998,331	379,550	27.5% 5	1,337,381	1,649,624	1,158,579	491,045	29.8%	
SUPPLIES	277,360 1	248,840	28,520	10.3% 6	345,538	415,960	308,834	107,126	25.8%	
TRAVEL AND TRAINING	278,750	177,684	101,066	36.3%	208,935	310,280	186,669	123,611	39.8%	
UTILITIES	201,000	170,407	30,593	15.2%	183,675	189,000	161,383	27,617	14.6%	
RENTALS	7,400	4,369	3,031	41.0%	4,370	10,000	4,370	5,630	56.3%	
ADVERTISING	120,000	76,773	43,227	36.0%	126,111	118,000	117,241	759	0.6%	
OTHER EXPENSES	365,435	286,821	78,614	21.5%	325,463	348,590	295,485	53,105	15.2%	
EQUIPMENT	188,000	186,528	1,472	0.8%	7,652	8,000	7,652	348	4.4%	
TOTAL EXPENDITURES	<u>\$ 86,493,272</u>	<u>\$ 88,309,052</u>	<u>\$ (1,815,780)</u>	<u>-2.1%</u>	<u>\$ 81,136,670</u>	<u>\$ 75,569,993</u>	<u>\$ 78,008,467</u>	<u>\$ (2,438,474)</u>	<u>-3.2%</u>	
NET REVENUES AND EXPENDITURES	<u>\$ (7,527,829)</u>	<u>\$ (6,689,916)</u>			<u>\$ (11,323,526)</u>	<u>\$ (7,101,370)</u>	<u>\$ (13,023,207)</u>			
	BUDGET	ACTUAL								
BEGINNING FUND BALANCE	\$ 50,881,604	\$ 50,881,604								
PLUS: REVENUE	78,965,443	81,619,136								
LESS: EXPENDITURES	(86,493,272)	(88,309,052)								
ENDING FUND BALANCE	<u>\$ 43,353,775</u>	<u>\$ 44,191,688</u>								

Recommended for approval by the December Finance & Facilities Committee.

**SUMMIT COUNTY DD BOARD
NOTES TO FINANCIAL STATEMENT
FOR THE MONTH ENDED NOVEMBER 30, 2025
(Rounded)**

Evenly distributed budget remaining

8.3%

Current Month

<u>Budget:</u>			
1	Employee Benefits, Supplies and Direct Contract Services	Through Summit County Executive Order, a budget transfer releasing \$120,000 from Supplies and re-appropriating \$100,000 into Direct Contract Services and \$20,000 into Employee Benefits to cover remaining expenditures in 2025.	\$ 120,000
<u>Revenue:</u>			
2	Property Taxes:	Annual settlement from Akron Metropolitan Housing Authority (AMHA) for properties they own, and second half House Trailer Tax settlement.	\$ 33,200
3	Reimbursements:	Medicaid Administrative Claims (MAC) quarterly reimbursement.	706,500
<u>Expenditures:</u>			
4	Direct Contract Services:	Accessibility renovations completed at the Larkdale respite home. Costs for this home are shared with the ADM Board for individuals with dual diagnosis.	\$ 15,000
5	Indirect Contract Services:	Annual licensing, maintenance and support contract renewal for the DocuWare electronic document storage system,	14,500
6	Supplies:	Purchase of new desktop computers to replace systems that were over eight years old.	10,000

Year to Date

<u>Revenue:</u>			
	Property Taxes:	Second half tax settlement. Amount is higher then expected by approximately \$6m due to a software issue at the county. Upon resolution of the issue the settlement will be appropriately adjusted by the SCFO.	
<u>Expenditures:</u>			
	Medicaid Costs:	Additional appropriation (budget) was recorded by the county Finance and Budget Department.	\$ 4,641,700

SUMMIT COUNTY DEVELOPMENTAL DISABILITIES BOARD
COMPARATIVE STATEMENT OF NET REVENUE AND EXPENDITURES
FOR THE YEAR ENDING DECEMBER 31, 2025

	2025 BUDGET	2025 PROJECTION	BUDGET (OVER)/UNDER	
REVENUE				
PROPERTY TAXES	\$ 66,177,703	\$ 65,299,347	\$ 878,356 a	1.3%
REIMBURSEMENTS	10,520,000	10,844,995	(324,995) b	-3.1%
GRANTS	2,116,240	2,099,480	16,760	0.8%
CONTRACT SERVICES	100,000	508,592	(408,592)	0.0%
REFUNDS	12,500	36,354	(23,854)	100.0%
OTHER RECEIPTS	39,000	22,895	16,105	41.3%
TOTAL REVENUE	\$ 78,965,443	\$ 78,811,662	\$ 153,781	0.2%
EXPENDITURES		-		
SALARIES	\$ 23,229,072	\$ 22,587,315	\$ 641,757	2.8%
EMPLOYEE BENEFITS	10,433,033	10,424,273	8,760	0.1%
MEDICAID COSTS	40,765,758	45,225,592	(4,459,834) c	-10.9%
DIRECT SERVICE CONTRACTS	9,169,583	10,725,485	(1,555,902) d	-17.0%
INDIRECT SERVICE CONTRACTS	1,457,881	1,089,330	368,551	25.3%
SUPPLIES	277,360	331,786	(54,426)	-19.6%
TRAVEL AND TRAINING	278,750	236,913	41,837	15.0%
UTILITIES	201,000	227,209	(26,209)	-13.0%
RENTALS	7,400	5,826	1,574	21.3%
ADVERTISING	120,000	76,773	43,227	36.0%
OTHER EXPENSES	365,435	311,829	53,606	14.7%
EQUIPMENT	188,000	186,528	1,472	0.8%
TOTAL EXPENDITURES	\$ 86,493,272	\$ 91,428,859	\$ (4,935,587)	-5.7%
NET REVENUES AND EXPENDITURES	\$ (7,527,829)	\$ (12,617,197)	\$ (5,089,368)	
FUND BALANCE				
BEGINNING FUND BALANCE	\$ 50,881,604	\$ 50,881,604		
REVENUE	78,965,443	78,811,662		
EXPENDITURES	(86,493,272)	(91,428,859)		
ENDING FUND BALANCE	\$ 43,353,775	\$ 38,264,407		

Notes:

a - Collection budget was based on SCFO estimate at the time we were on the ballot. Correction to 2nd half tax collection still pending.

b -Cost report settlement is estimated to be higher than expected.

c - Combination of rate increases and higher authorizations. Supplemental invoice was higher than expected.

d - Combination of rate increases and higher authorizations. No state share in rate increases.



MINUTES – combined work session and regular meeting
Monday, November 17, 2025

Summit County Developmental Disabilities Board

MINUTES - DRAFT

Monday, November 17, 2025
5:30 p.m.

The **combined work session and regular meeting** of the Summit County Developmental Disabilities Board was held on Monday, November 17, 2025 at the Summit DD administrative offices located at 2355 2nd Street, Cuyahoga Falls, Ohio 44221. The **work session** convened at 5:30 p.m.

BOARD MEMBERS

Jason Dodson, Board President
Allyson V. James, Board Vice-President
Gregg Cramer, Board Secretary
Tami Gaugler
Denise Ricks
Randy Briggs
Stacy Youssef

ALSO PRESENT

Lisa Kamlowksy, Superintendent	Holly Brugh, Assistant Superintendent
Drew Williams, Assistant Superintendent	James Armstrong, Director of Legal Svs.
Mira Pozna, Director of Fiscal	Laura Gleason, Director of HR
Billie Jo David, Director of	Russ DuPlain, Director of IT & Facilities
Communications & Quality	Maggi Albright, Recording Secretary
	and others

I. SUMMIT COUNTY DEPARTMENT OF JOB & FAMILY SERVICES (DJFS) CASE MANAGER CONTRACT

The request is to renew an annual agreement with the Summit County DJFS for a dedicated caseworker to be assigned to Summit DD. This person's sole responsibility is to assist Summit DD staff and individuals served with Medicaid enrollment, maintaining Medicaid eligibility, food assistance, and access to various other DJFS programs. There is significant advantage in having a dedicated resource to address issues and barriers that may delay or interrupt Medicaid enrollment and/or eligibility for families. The 2026 contract is in an amount not to exceed \$92,500, a \$2,500 increase over 2025 cost. Funds are available in the 2026 budget and the contract has been recommended for approval by the November Finance & Facilities and Services & Supports Committee.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

WORK SESSION *(continued)*

II. ADVANCED BEHAVIOR CONSULTING CONTRACT

Advanced Behavior Consulting is a local organization that provides board certified behavior analysts and registered behavior technician services. The request is for approval of a contract for calendar year 2026 in an amount not to exceed \$185,000. This provider offers consultative behavioral support services to individuals with more intense behavioral needs. This is accomplished through specialized training, consultation and oversight of the staff supporting the individuals. The contract with Advanced Behavior Consulting has been recommended for approval by the November Finance & Facilities and Services & Supports Committee.

III. NORTHEAST OHIO NETWORK (NEON) CONTRACT

The request is to contract with NEON Council of Government to administer the Family Engagement Program (FEP) for calendar year 2026 in an amount not to exceed \$546,000. As discussed last month and as part of Summit DD's fiscal sustainability recommendations, the FEP is being reduced in 2026 by a total of \$363,000. The maximum amount of reimbursement in 2026 will be lowered from \$1,800 to \$1,000 per individual. The scope of the FEP is also changing slightly to no longer reimburse for access to typical classes and memberships. Reimbursable activities include such things as summer camps, therapies, specialized equipment, technology supports and school activities. Mr. Briggs asked for an example of some of the things that will no longer be reimbursed. Superintendent Kamlowsky replied that zoo memberships, acting classes and dance classes are a few examples since these activities are available in the community and available to any child. FEP funding was depleted in September this year due to overwhelming demand and higher than anticipated utilization. Users of the program have already been advised of the 2026 program changes. The 2026 NEON contract has been recommended for approval by the October Services & Supports and Finance & Facilities Committees.

IV SUCCESS4KIDZ (S4K) CONTRACT

S4K provides physical and occupational therapy services for children served through Summit DD's Early Intervention program. The 2026 contract is in the amount of \$506,500, which cost remains flat and hourly rates are in line with applicable Medicaid payment rates. This contract supports approximately 300 children. The 2026 S4K contract has been recommended for approval by the October Services & Supports and Finance & Facilities Committees.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

WORK SESSION *(continued)*

V. BRITTCO CONTRACT AMENDMENT

Brittco provides the software used by Summit DD and many other county DD boards to support the Ohio ISP. The application also integrates billing functionality with direct service provider agencies. The request is to extend the contract with Brittco through calendar year 2026 in an amount not to exceed \$76,200, which represents no cost increase over 2025. The Brittco contract amendment has been recommended for approval by the October Services & Supports and Finance & Facilities Committees.

VI. SUMMIT HOUSING DEVELOPMENT CORPORATION (SHDC) BLANKET HOUSING AGREEMENT AMENDMENT

The request is to amend Summit DD's three-year blanket housing agreement with SHDC that extends through 2027. There are no dollars attached to this agreement; it spells out roles and responsibilities of the county board and the housing corporation related to acquisition and use of community capital assistance funds from DODD, which are used to secure housing for individuals eligible for county board services. A statewide audit review of housing agreements between county boards of DD and housing corporations was conducted. Results of the audit determined that additional language needs to be included in the housing agreements. Among the changes is the inclusion of a Series II Lease Agreement between the Ohio Public Facilities Commission and the Ohio Department of Developmental Disabilities. Should a dispute arise the lease agreement would take precedence over the blanket agreements. The updated language does not affect SHDC's ability to acquire community-based housing using community capital assistance funds and when housing acquisitions occur Summit DD will continue to approve each purchase and serve as the pass-through entity for the funds. It should be noted that the auditor's review did not reveal any issues with Summit DD's housing agreements, but recommendations are for all agreements to be updated. Mr. Cramer commented that his son resided in a SHDC home for a while and it was a good experience. He stated that SHDC does a nice job for the residents of Summit County. The SHDC amendment has been recommended for approval by the November Services & Supports Committee.

VII. NORTH COAST COMMUNITY HOMES (NCCH) BLANKET HOUSING AGREEMENT

The request is to enter into a multi-year housing agreement with NCCH similar to the agreement Summit DD has with SHDC. The current agreement with NCCH is for one year and staff anticipate continuing to partner with this organization for future housing opportunities. The NCCH blanket housing agreement also includes the Series II Lease Agreement. The NCCH housing agreement has been recommended for approval by the November Services & Supports Committee.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

WORK SESSION *(continued)*

VIII. OCTOBER FINANCIAL STATEMENTS

Revenue in October included second half homestead exemption, house trailer and national park pilot tax settlements of \$511,300, Keeping Families Together grant award of \$10,000, and approximately \$8,000 in proceeds from the sale of surplus computer equipment. Ms. Pozna noted the County correction to the overage in the property tax line item is still pending. Expenditures for the month included payments to DODD of \$476,600 for quarterly Medicaid waiver administrative fees and \$9,748,200 for quarterly Waiver match payment. There was also a County chargeback fee of \$40,600 for half year of licensing fees for the County's financial software system (Munis) and a payment of \$10,500 for Special Olympics event and administrative expenses. October ended in a deficit position of \$4,811,592 with a fund balance of \$46,070,012. The October financial statements have been recommended for approval by the November Finance & Facilities Committee.

The work session adjourned at 5:41 p.m.

BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:41 p.m.

I. ROLL CALL

Mrs. Youssef - Present	Mrs. Ricks - Present
Mr. Dodson - Present	Mr. Cramer - Present
Ms. James - Present	Mr. Briggs – Present
Mrs. Gaugler - Present	

II. PUBLIC COMMENT

Leslie Frank, a parent and community member, commented she is pleased to see renewal of the DJFS contract. She mentioned that her daughter previously utilized services under this contract, and it was very helpful. Ms. Frank asked if SHDC plans to build a home on the vacant lot on the corner of 2nd Street and Wadsworth. Superintendent Kamlowsky replied that SHDC was unable to obtain the necessary funding to complete a build on that site. Ms. Frank asked if Summit DD has a contract with Blick for OT/PT services for adults. Superintendent Kamlowsky replied it does not. Ms. Brugh added that Summit DD never contracted with Blick for those services but would sometimes use local funds when needed.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

III. APPROVAL OF MINUTES

A. OCTOBER 16, 2025 (combined work session/regular meeting)'

R E S O L U T I O N

No. 25-11-01

Resolved that the Board approve the minutes of the October 16, 2025 combined work session/regular meeting. Ms. James made the motion and Mrs. Ricks seconded.

<u>Roll call vote:</u>	Mr. Dodson – yes	Mr. Cramer - yes
	Ms. James - yes	Mr. Briggs – yes
	Mrs. Gaugler – yes	Mrs. Youssef - yes
	Mrs. Ricks - yes	

The motion was unanimously approved.

IV. BOARD ACTION ITEMS

A. NORTHEAST OHIO NETWORK CONTRACT

R E S O L U T I O N

No. 25-11-02

Resolved that the Board approve a contract with Northeast Ohio Network for calendar year 2026 in an amount not to exceed Five Hundred Forty-Six Thousand Dollars (\$546,000) and that the Superintendent be authorized to sign said contract. Mrs. Gaugler made the motion and Ms. James seconded.

<u>Roll call vote:</u>	Ms. James - yes	Mr. Briggs - yes
	Mrs. Gaugler – yes	Mrs. Youssef - yes
	Mrs. Ricks - yes	Mr. Dodson – yes
	Mr. Cramer - yes	

The motion was unanimously approved.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

B. SUCCESS4KIDZ CONTRACT

R E S O L U T I O N

No. 25-11-03

Resolved that the Board approve a contract with Success4Kidz Therapy for calendar year 2026 in an amount not to exceed Five Hundred Six Thousand Five Hundred Dollars (\$506,500) and that the Superintendent be authorized to sign said contract. Mr. Briggs made the motion and Mrs. Youssef seconded.

<u>Roll call vote:</u>	Mrs. Gaugler - yes	Mrs. Youssef - yes
	Mrs. Ricks – yes	Mr. Dodson - yes
	Mr. Cramer - yes	Ms. James – yes
	Mr. Briggs - yes	

The motion was unanimously approved.

C. BRITTCO CONTRACT AMENDMENT

R E S O L U T I O N

No. 25-11-04

Resolved that the Board approve a contract amendment with Brittco for calendar year 2026 in an amount not to exceed Seventy-Six Thousand Two Hundred Dollars (\$76,200) and that the Superintendent be authorized to sign said contract amendment. Mrs. Ricks made the motion and Mrs. Youssef seconded.

<u>Roll call vote:</u>	Mrs. Ricks - yes	Mr. Dodson - yes
	Mr. Cramer – yes	Ms. James - yes
	Mr. Briggs - yes	Mrs. Gaugler - yes
	Mrs. Youssef - yes	

The motion was unanimously approved.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

D. SUMMIT HOUSING DEVELOPMENT CORPORATION BLANKET HOUSING AGREEMENT AMENDMENT

R E S O L U T I O N

No. 25-11-05

Resolved that the Board approve an amendment to the blanket housing agreement with Summit Housing Development Corporation for the period January 1, 2025 through December 31, 2027 and that the Superintendent be authorized to sign said contract amendment. Mr. Cramer made the motion and Mrs. Ricks seconded.

<u>Roll call vote:</u>	Mr. Cramer - yes	Ms. James - yes
	Mr. Briggs – yes	Mrs. Gaugler - yes
	Mrs. Youssef - yes	Mrs. Ricks - yes
	Mr. Dodson - yes	

The motion was unanimously approved.

E. NORTH COAST COMMUNITY HOMES BLANKET HOUSING AGREEMENT

R E S O L U T I O N

No. 25-11-06

Resolved that the Board approve a blanket housing agreement with North Coast Community Homes for the period January 1, 2026 through December 31, 2028 and that the Superintendent be authorized to sign said contract. Mrs. Gaugler made the motion and Ms. James seconded.

<u>Roll call vote:</u>	Ms. Briggs - yes	Mrs. Gaugler - yes
	Mrs. Youssef – yes	Mrs. Ricks - yes
	Mr. Dodson - yes	Mr. Cramer - yes
	Ms. James - yes	

The motion was unanimously approved.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

F. OCTOBER FINANCIAL STATEMENTS

R E S O L U T I O N

No. 25-11-07

Resolved that the Board approve the October financial statements. Ms. James made the motion and Mr. Cramer seconded.

<u>Roll call vote:</u>	Mrs. Youssef - yes	Mrs. Ricks - yes
	Mr. Dodson – yes	Mr. Cramer - yes
	Ms. James - yes	Mr. Briggs – yes
	Mrs. Gaugler - yes	

The motion was unanimously approved.

V. SUPERINTENDENT’S REPORT

A. SERVICE SATISFACTION SURVEY

The annual Service Satisfaction Survey reaches individuals served and parents/guardians to measure satisfaction with their DSP staff and caregivers, community participation, opportunity to exercise choice, and with Summit DD and their Summit DD staff, among other things. Overall, 86% of individuals are very happy with Summit DD and their staff person with 90% of individuals reporting they get all of the services they need. Over 90% of individuals reported their DSPs are knowledgeable about how to best support them and that their DSP treats them with respect at all times. Over 60% of individuals voted, which is an area where staff have been working to increase. One area where analysis is needed is the expressed need for additional services from parents/guardians where 1 in 5 indicated their child is not getting all of the services needed, with respite noted as the most common need. Superintendent Kamlowsky mentioned that additional data and results are included in attachment #10.

B. MISCELLANEOUS UPDATES

Superintendent Kamlowsky and Mira Pozna presented Summit DD’s 2026 budget to County Council on November 3rd. Legislation is working its way through the approval process at the County level and the 2026 budget is anticipated to be approved without issue.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

V. SUPERINTENDENT'S REPORT *(continued)*

B. MISCELLANEOUS UPDATES *(continued)*

The disruption in SNAP benefits as a result of the federal government shutdown impacted about 1,200 individuals supported by Summit DD. In an effort to minimize food insecurity Summit DD has done a number of things, such as:

- ✓ Partnering with Akron Canton Regional Food Bank and the City of Cuyahoga Falls to host two pop up drive through food pantries at the Summit DD Cuyahoga Falls site for the community and individuals served. Also provided additional Summit DD staff volunteers for both activities. The first pantry served 150 cars that drove through and supported 700 people. The second drive through food pantry is scheduled for December 10th at Summit DD Cuyahoga Falls.
- ✓ 30 Summit DD staff volunteered at the Akron Canton Regional Food Bank in response to the need for additional volunteers
- ✓ Summit DD is serving as a collection site for non-perishable food items at both the Cuyahoga Falls and Barberton locations.
- ✓ Provided resources to individuals, including a list of food shelters in Summit County
- ✓ The Hudson Conservatory Ballet collected food items specifically for individuals served. A local nonprofit, Wednesday's Child, will distribute those items using volunteers.

DJFS has been instructed to take immediate steps to ensure households receive full November allotments, with partial benefits starting last week but no date has been released relative to when the benefits will be available on cards.

Superintendent Kamlowsky reported that the County Executive has sponsored legislation re-appointing Tami Gaugler and Gregg Cramer to additional four-year terms as Summit DD Board Members at the November 24th Council meeting. The terms will be effective January 1, 2026 through December 31, 2029. The Superintendent thanked Mrs. Gaugler and Mr. Cramer for the energy and effort they put into their roles as Board Members and for their willingness to continue serving for another term.

Superintendent Kamlowsky announced the County Executive is also recommending the appointment of Elizabeth Schrack to the Board at the November 24th Council meeting. This will be her first term, to begin in January 2026 and run through the end of December 2029. She will be filling the seat currently held by Denise Ricks who will be term limited at the end of the year. Ms. Schrack is employed as a Counselor at Blick Center and also receives services through Summit DD.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

V. SUPERINTENDENT'S REPORT *(continued)*

B. MISCELLANEOUS UPDATES *(continued)*

Superintendent Kamlowsky thanked Kathy Supple and Jennifer Musson for their leadership in Summit DD's early childhood development space and for the informative presentation they gave this evening. The presentation provides credit for Board Members toward the annual four-hour continuing education requirement. For Board Members who have not been able to receive all of the required credits through these presentations, Maggi Albright will be reaching out to provide options to fulfill the annual requirements.

C. PROPOSED 2026 BOARD MEETING SCHEDULE

The 2026 board meeting schedule proposes maintaining meetings on the third Thursday of each month at 5:30 p.m. with the exception of June when there is no meeting and May where the suggestion is to move the meeting to Monday, May 18th due to a scheduling conflict with the annual OACB Spring Conference falling on the third Thursday.

Superintendent Kamlowsky reminded Board Members that Board officer positions for 2026 will be on the agenda for action at the January annual organizational meeting. 2026 committee assignments will also be made at the January meeting.

VI. PRESIDENT'S COMMENTS

Mr. Dodson wished all a happy Thanksgiving.

VII. EXECUTIVE SESSION

R E S O L U T I O N

No. 25-11-08

Resolved that the Board enter into Executive Session in compliance with Sunshine Law, Ohio Revised Code 121.22, Section G, Subsection (1) to discuss the employment of public employees. Upon reconvening, the Board may or may not conduct additional business. Mr. Cramer made the motion and Mr. Briggs seconded.

<u>Roll call vote:</u>	Mr. Dodson – yes	Mr. Cramer - yes
	Ms. James – yes	Mr. Briggs - yes
	Mrs. Gaugler - yes	Mrs. Youssef – yes
	Mrs. Ricks – yes	

The motion was unanimously approved.

MINUTES – combined work session and regular meeting
Monday, November 17, 2025

BOARD MEETING *(continued)*

The regular meeting of the Board adjourned at 5:58 p.m.

The Board entered into Executive Session at 6:00 p.m.

The Board meeting reconvened at 6:04 p.m.

VIII. ADDITIONAL ACTION ITEM

A. EMPLOYMENT CONTRACT EXTENSIONS

R E S O L U T I O N

No. 25-11-09

Resolved that the Board authorize the Superintendent to extend certain employment contracts through March 1, 2026 in accordance with attachment #12. Mrs. Ricks made the motion and Mrs. Youssef seconded.

<u>Roll call vote:</u>	Ms. James - yes	Mr. Briggs - yes
	Mrs. Gaugler – yes	Mrs. Youssef - yes
	Mrs. Ricks - yes	Mr. Dodson – yes
	Mr. Cramer - yes	

The motion was unanimously approved.

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

Gregg Cramer, Secretary