

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

August 27, 2019
Regular Meeting
Dennis M. Coble Administration Building

MINUTES

Michelle Sahr; President, called the regular meeting to order at 5:04pm.

Board Members present by Roll Call:

Kelly Butler, Carol J. Fruscella, John Gargan, Timothy Moran, Michelle Sahr, William Tarver

A quorum is present.

Administrative Staff Present (absences noted by Superintendent)

G. Brown, Supt., C. Brown, T. Byich, C. Clevenger-Morris, B. Cooper, D. Cotton, M. Dolensky, A. Hall, K. Hill, L. Leslie, B. Puleo, G. Slapnicker, G. Smith, K. Sumwalt, J. Vennetti

Excused: J. Hall, K. Smith, T. Torch, G. Winsen

Guests present: Phil Miller, CEO, Portage Industries, Inc., Tatyana Havel, Clarence Williams, Jennifer Williams, Preston Leventry, Don Shardy, Eric Curry, Robert, Curry, Donna Curry

Staff: J. Miller, D. Gordon, L. Myers, T. Beatty

Motioned to approve excused board member(s): Cheri Michael

Motion by T. Moran

Second by C. Fruscella

Motion carried by voice vote

Colleen Brown, Advocacy and Community Resource Coordinator/Special Olympics Coordinator, and Lauren Myers, Special Olympics Volleyball Coach, recognized the athletics that attended the 2019 Summer Games Special Olympics Athletes

- During Special Olympics State Summer games, 33 Portage DD athletes competed over the 3-day weekend. Volleyball-seven (7) athletes, Soccer-seven (7) athletes, Track & Field-five (5) athletes, Bocce-six (6) athletes, Powerlifting-four (4) athletes, Bowling-(4) athletes.
- In the team sports, Volleyball took 1st place; Bocce teams took 1st, 2nd, and 4th; and Soccer took 4th.
- Individual Sports: Track & Field-each athlete competed in 2 events-there was 4-1st place, 1-2nd, 1-3rd and 4-4th. Bowling 2-1st, 1-3rd, and 1-4th. Powerlifting is 3

events; there were 5-1st, 1-2nd, 3-4th, 2-5th and 1-6th. Donny Shardy, “the Destroyer” took 1st in all three of the events.

We are very proud of the effort put forth by all the athletes. They go through an extensive amount of training during the season to prepare for the Summer Games. The weekend was hot and the competition days were long. No one complained!

Thank you to our coaches that put in the hours to train our athletes; they are there every step of the way coaching, supporting and cheering. Our program would not be what it is without you.

Gina Brown, Superintendent, and Donald Shardy, Powerlifting Athlete, recognized Clarence Williams, Special Olympics Powerlifting Coach for thirty-one (31) years as a Special Olympics Coach with eighteen (18) years as the Powerlifting Coach. Mr. Williams thanked the Board for the opportunity to be a Special Olympics coach.

John Vennetti, Director of Service and Support Administration, introduced Barbara Cooper, Service and Support Administration Supervisor, effective July 29, 2019

Public Comment: no requests

Adopted a motion to approve minutes from Regular Meeting held June 19, 2019 Special Meeting held July 2, 2019 and Special Meeting held July 31, 2019

Motion by T. Moran
Second by W. Tarver
Motion carried by voice vote

Motioned to approve the agenda for August 27, 2019 Regular Meeting as presented at table.

Motion by C. Fruscella
Second by K. Butler
Motion carried by voice vote

Motion for the Ratification of the June and July 2019 Invoice Payments as authorized by the Superintendent.

Motion by W. Tarver
Second by J. Gargan
Motion carried by voice vote

Motioned for the Acceptance of the June 30 and July 31, 2019 Financial Reports.

Motion by J. Gargan

Second by K. Butler
Motion carried by voice vote

Board committee report: No committee meetings held

Motioned to approve Resolution 19 Resolution 19-08-01 for Acceptance of Gifts, Memorials, Grants, and Donations for the Month of June 2019 in the amount of \$25.00 (no reportable donations received in July)

RESOLUTION 19-08-01

ACCEPTANCE OF GIFTS, MEMORIALS, GRANTS, AND DONATIONS FOR THE MONTH OF JUNE/JULY 2019

WHEREAS, the Portage County Board of Developmental Disabilities has received, gifts, memorials, grants and donations during the month of June/July 2019 as specified below: and

To:	From:	
Happy Day School <i>In memory of Austin Rankin</i>	Randall & Donna Rankin	\$25.00
Early Intervention Program <i>Baby Signs DVD Complete Starter Kits-Signing with Baby</i> <i>Baby Sign Language/Tracking Guide/Reference Dictionary Flash Cards</i>	Holly & Jakob Taylor	No \$ value

WHEREAS, Board Policy 1.17 requires that all gifts, memorials and donations valued at more than twenty-five dollars (\$25.00) be reported to the Board at each regular meeting; and

WHEREAS, Policy 1.17 further requires the Board to accept or reject such gifts, memorials, donations, and grants by resolution with a roll call; now; therefore be it

RESOLVED, the Portage County Board of Developmental Disabilities accepts with appreciation the aforementioned named gifts, memorials, grants and donations

Submitted by: Gina Brown, Superintendent, & Diane Cotton, Director Business Management

The resolution was moved by **Carol J. Fruscella** seconded **William Tarver**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to

the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran	aye	William Tarver,	aye
		Michelle Sahr,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a meeting held on **August 27, 2019** and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motioned to approved Resolution 19-08-02 for Approval of Attached School Age Program School Bus Routes and Stops for the 2019-2020 School Year and Authorization to the Superintendent or His /Her Designee to Approve Subsequent School Age Program Bus Routes and Stops During the 2019-2020 School Year

RESOLUTION 19-08-02

APPROVAL OF ATTACHED SCHOOL AGE PROGRAM SCHOOL BUS ROUTES AND STOPS FOR THE 2018-2019 SCHOOL YEAR AND AUTHORIZATION TO THE SUPERINTENDENT OR HIS /HER DESIGNEE TO APPROVE SUBSEQUENT SCHOOL AGE PROGRAM BUS ROUTES AND STOPS DURING THE 2019-2020 SCHOOL YEAR

WHEREAS, Ohio Administration Code (OAC) 3301-83-13 requires approval by the Portage County Board of Developmental Disabilities (hereinafter Board) of School Age Program school bus routes and stops at the start of each school year; and

WHEREAS, authority to designate or relocate subsequent school-age bus routes and stops may be delegated by the Board to the Superintendent or his/her designee; now therefore be it

RESOLVED, that the Board hereby approves the 2019-2020 school year School Age Program bus routes and stops attached as part of this resolution; and be it further

RESOLVED, that authority to designate or relocate subsequent school-age bus routes and stops during the 2019-2020 school year is hereby delegated to the Superintendent or his/her designee; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this resolution.

Submitted by: Gina Brown, Superintendent and Thomas Byich, Supervisor Transportation Services

The resolution was moved by **Kelly Butler** and seconded by **Wayne Tarver**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which are as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran,	aye	William Tarver,	aye
		Michelle Sahr,	aye

Certification

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **August 27, 2019**, and an accurate copy of said resolution may be located in the official minutes of the board.



Beverly Puleo, Assistant to the Superintendent

HAPPY DAYS SCHOOL BUS LIST

SCHOOL - 2019-2020

UPDATED: 7/29/2019

BUS: 3			BUS: 22			BUS: 23		
203560	M-F	wc	203537	M-F	wc	201459	M-F	wc
204302	M-F	wc	201723	M-F	wc	200737	M-F	wc
203578	M-F	wc	202560	M-F	wc	200883	M-F	wc
202787	M-F	wc						

Motion to approve Resolution 19-08-03 for Participation in The Ohio Department of Education's

(ODE) Special Education, *Part B—Individuals with Disabilities Education Act (IDEA)* Grant Program for the 2019-2020 School Year in the amount of ten thousand, four hundred eighty-one dollars and twenty-five cents (\$10,481.25)

RESOLUTION 19-08-03

PARTICIPATION IN THE OHIO DEPARTMENT OF EDUCATION’S (ODE) SPECIAL EDUCATION, *PART B—INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)* GRANT PROGRAM FOR THE 2019-2020 SCHOOL YEAR

WHEREAS, the Portage County Board of Developmental Disabilities (Board) is eligible to receive federal flow-through dollars in the amount of ten thousand, four hundred eighty-one dollars and twenty-five cents (\$10,481.25) by participation in ODE’s Special Education, *Part B—IDEA* grant program for the 2019-2020 School Year; and

WHEREAS, these funds will be used for salaries and benefits; now therefore be it

RESOLVED, that the Board authorizes participation in ODE’s Special Education, *Part B—IDEA* grant program for the 2019-2020 school year; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this resolution.

Submitted by: Gina Brown, Superintendent; Alicia Hall, Director of Education and Child Development; and Diane Cotton, Director of Business Management

The resolution was moved by: **William Tarver** and seconded by **John Gargan**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran,	aye	William Tarver,	aye
		Michelle Sahr,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, Portage County Board of Developmental

Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held **August 27, 2019** and an accurate copy of said resolution will be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 19-08-04 for Approval of an Agreement with Portage Industries, Inc. for the Amendment of Contract #20190238 to Add Non-Medical Transportation Services for Board-Eligible Individuals not on a Medicaid Waiver for the Contractual Period of July 15, 2019 through December 31, 2019 in an amount not to exceed Twenty-Six Thousand Dollars And No Cents (\$26,000.00), for a Total Contract Maximum amount of One Hundred Fifteen Thousand Dollars And No Cents (\$115,000.00)

RESOLUTION 19-08-04

APPROVAL OF AN AGREEMENT WITH PORTAGE INDUSTRIES, INC. FOR THE AMENDMENT OF CONTRACT #20190238 TO ADD NON-MEDICAL TRANSPORTATION SERVICES FOR BOARD-ELIGIBLE INDIVIDUALS NOT ON A MEDICAID WAIVER

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter Board) currently has contract agreement #20190238 with Portage Industries, Inc. (hereinafter Vendor) for the calendar year 2019; and

WHEREAS, both the Board and the Vendor are desirous of amending the current agreement to include non-medical transportation services for Board-eligible individuals not on a Medicaid waiver; now, therefore be it

RESOLVED, that the Board hereby approves and authorizes the Superintendent to enter into an amendment with the Vendor to pay for non-medical transportation services for a contractual period of July 15, 2019 through December 31, 2019 in an amount not to exceed twenty-six thousand dollars and no cents (\$26,000.00), for a total contract maximum amount of one hundred fifteen thousand dollars and no cents (\$115,000.00); and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this contract.

Submitted by: Gina Brown, Superintendent; John Vennetti, Director of Service and Support Administration; and Diane Cotton, Director of Business Management

The resolution was moved by **Kelly Butler** and seconded by **Timothy Moran**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran,	aye	William Tarver,	aye
		Michelle Sahr,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **August 27, 2019**, and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 19-08-05 for Authorization for Three-Year Agreement with Microsoft for Office 365 and payment of past and future invoices to the SHI International Corporation in a total amount of fifty-seven thousand, seven hundred fifty dollars and eighty-four cents (\$57,750.84) for the period of June 1, 2019 through May 31, 2022 through the State of Ohio Cooperative Purchasing program contract number 0A118

RESOLUTION 19-08-05

AUTHORIZATION FOR THREE-YEAR AGREEMENT WITH MICROSOFT FOR OFFICE 365

WHEREAS, the Portage County Board of Developmental Disabilities (Board) would like to upgrade the Board’s e-mail server and office productivity software on Board computers to a new system; and

WHEREAS, the HIPAA and Information Technology Manager recommended the Microsoft Office 365 system; and

WHEREAS, the subscriptions for Microsoft Office 365 can be purchased through the State of Ohio Cooperative Purchasing program contract number 0A118; and

WHEREAS, the purchase of Microsoft Office 365 will replace outdated systems, some of

which will no longer be supported by Microsoft in 2020; and

WHEREAS, per Board policy 2.01, *Powers, Duties and Responsibilities of the Superintendent*, prior approval of the Board is required for purchases in excess of the competitive bidding limit of fifty thousand dollars (\$50,000.00); therefore, be

RESOLVED, that the Board authorization of payment of past and future invoices to the SHI International Corporation in a total amount of fifty-seven thousand, seven hundred fifty dollars and eighty-four cents (\$57,750.84) for the period of June 1, 2019 through May 31, 2022; and be it further

RESOLVED, that the Superintendent is hereby authorized to take any all actions to carry out this resolution.

Submitted by: Gina Brown, Superintendent and Gary Slapnicker, HIPAA and Information Technology Manager

The resolution was moved by **Timothy Moran** seconded by **William Tarver**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance will all legal requirements including Section 121.22 of the Ohio Revised Code.

The foregoing motion having been put to a roll call vote, the results of which are as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran,	aye	William Tarver	aye
		Michelle Sahr,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities do hereby certify that the foresaid motion was duly adopted at a regular meeting held **August 27 2019**, and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 19-08-06 for Revision of Authorization for Payment of Developmental Center Charges Previously Authorized by Board Resolution 19-03-04 from eighty-four thousand dollars (\$84,000.00) to ninety-three thousand, six hundred dollars

(\$93,600.00) for a period revised from September 18, 2018 through June 30, 2019 to a period of September 19, 2018 through July 31, 2019

RESOLUTION 19-08-06

REVISION OF AUTHORIZATION FOR PAYMENT OF DEVELOPMENTAL CENTER CHARGES PREVIOUSLY AUTHORIZED BY BOARD RESOLUTION 19-03-04

WHEREAS, the Portage County Board of Developmental Disabilities (Board), in order to short term receive stabilization services for an individual served, requested temporary placement for this individual in the Warrensville Developmental Center (DC) under the guidance of Ohio Revised Code 5123.69; and

WHEREAS, the Director of Service and Support Administration/Superintendent recommended continued services beyond the initial 180 day temporary placement; and

WHEREAS, the Ohio Department of Developmental Disabilities sent an agreement that requires the Board to pay the full amount of the individual's cost of care retroactive to the date of admission if the individual not discharged from the DC within 180 days; and

WHEREAS, per Board policy 2.01, *Powers, Duties and Responsibilities of the Superintendent*, prior approval of the Board is required for purchases in excess of the competitive bidding limit of fifty thousand dollars (\$50,000.00); therefore, be

RESOLVED, that the Board revises the authorization of payment of past and future invoices to the Ohio Department of Developmental Disabilities from eighty-four thousand dollars (\$84,000.00) to ninety-three thousand, six hundred dollars (\$93,600.00) for a period revised from September 18, 2018 through June 30, 2019 to a period of September 19, 2018 through July 31, 2019; and be it further

RESOLVED, that the Superintendent is hereby authorized to take any all actions to carry out this resolution.

Submitted by: Gina Brown, Superintendent, & John Vennetti, Director of Service and Support Administration

The resolution was moved by **William Tarver** seconded by **Kelly Butler**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance will all legal requirements including Section 121.22 of the Ohio Revised Code.

The foregoing motion having been put to a roll call vote, the results of which are as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran,	aye	William Tarver	aye
		Michelle Sahr,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities do hereby certify that the foresaid motion was duly adopted at a regular meeting held **August 27, 2019**, and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motion to approve Resolution 19-08-07 for Authorizing the Execution and Delivery of a Master Electric Energy Sales Agreement Between the Portage County Board of Developmental Disabilities and Power4schools’ Endorsed Electric Supplier, Engie Resources LLC.

RESOLUTION 19-08-07

AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER ELECTRIC ENERGY SALES AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES AND POWER4SCHOOLS’ ENDORSED ELECTRIC SUPPLIER, ENGIE RESOURCES LLC.

WHEREAS, the Ohio Schools Council, Ohio School Board Association, Ohio Association of School Business Officials, and the Buckeye Association of School Administrators (the “Associations”) each carries out cooperative purchase programs and promotes cooperative arrangements and agreements among its member school districts and government agencies or private persons; and

WHEREAS, the Associations collectively do business under the trade name “Power4Schools” (“P4S”) for the purpose of endorsing competitive retail electric service (“CRES”) providers to supply retail electric energy services to the Associations’ members; and

WHEREAS, the members of, and other participating public schools associated with, the Associations desire to purchase retail electric energy services from the CRES provider that has received the endorsement of P4S, ENGIE Resources LLC (“ENGIE”); and

WHEREAS, the Portage County Board of Developmental Disabilities (the "Board"), as a member of one of the Associations, pursuant to this resolution desires to authorize the execution and delivery by the Superintendent of the Board of a Master Electric Energy Sales Agreement between the Board and ENGIE (the "Power Sales Agreement"), pursuant to which the Board will purchase electricity generation for its school facilities for the January 2020 through January 2022 billing period; and

NOW, THEREFORE, BE IT RESOLVED BY THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, COUNTY OF PORTAGE, STATE OF OHIO, as follows:

Section 1. The Board authorizes and directs the Superintendent to execute and deliver, in the name of the Board and on its behalf, the Power Sales Agreement, substantially in the form now on file with this Board, with any changes that are and not inconsistent with this resolution and that may be acceptable to the Superintendent whose acceptance shall be conclusively evidenced by the execution of such document by the Superintendent.

Section 2. Monies adequate to pay amounts due under the Power Sales Agreement for the current fiscal year are hereby appropriated for that purpose.

Section 3. It is hereby found and determined that all formal actions of the Board concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of the Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code, and be it further

RESOLVED, that the Superintendent is hereby authorized to take any all actions to carry out this resolution.

Submitted by: Gina Brown, Superintendent and Diane Cotton, Director of Business Management.

The resolution was moved by: **Timothy Moran** and seconded by: **Carol J. Fruscella**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance will all legal requirements including Section 121.22 of the Ohio Revised Code.

The foregoing motion having been put to a roll call vote, the results of which are as follows:

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	excused
Timothy Moran,	aye	William Tarver	aye
		Michelle Sahr,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, Portage County Board of Developmental Disabilities, do hereby certify that the afrosaid motion was duly adopted at a regular meeting held **August 27, 2019** and an accurate copy of said resolution will be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motioned to Rescind Policies:

Regarding Program Services no longer operated by the Board:

- 4.09 *Staff Discipline of Any Adult Enrolled in the Adult Services Program*
- 4.11A(C) *Preschool Discipline Policy*
- 4.12 *Due Process Policy and Procedures for Adult Services Program Purpose*
- 4.15 *Enrollee Placement Committee & Procedures for Enrollment in Adult Services Program*
- 4.20 *Individual Plan Policy for Adult Services*
- 4.37 *Adult Services Program Annual Calendar*
- 4.46 *Staffing Requirements for Adult Services*
- 4.66 *Adult Services Day Program Waiting List*
- 9.05 *Certification of The Portage County Board Of Developmental Disabilities as a Provider Of Home and Community-Based Waivers—Adult Day Health Center Services under the Transitions Developmental Disabilities Waiver*

Motion by C. Fruscella

Second by T. Moran

Motion carried by voice vote

Motioned to Amend Policy:

- 4.07 *Special Olympics and Participation: change position titles; add/delete participation events offered*
- 4.49 *Resolution of Complaints and Appendix (Complaint or Appeal of Adverse Action Explanation Form): policy—rule number change and minor language change/Appendix—changed from 45 to 30 days, the Director or his or her designee will send by certified mail, his or her decision regarding your complaint or appeal; new DODD phone number*

Motion by W. Tarver

Second by T. Moran

Motion carried by voice vote

The following Management Reports were reported:

Children's Services: Alicia Hall, Director of Education and Child Development, reported required annual in-services were held; School started August 28, 2019; Karen Hill, Nursing Support, taught CPR class and gave a presentation on "Bed Bugs"; University Hospitals did training on 'Stop the Bleed' demonstrating the use of the 'Bleed Buckets' UH is providing free to school districts; and also the annual requirement of Blood Borne Pathogens/Hazard Materials training; Thanked the Maintenance crew for the diligent work to get the school ready for opening day.

Community Outreach Coordinator: Christopher Clevenger-Morris—reported

- As of Friday, I am excited to have moved into my new office in Happy Day School. Thank you to Tom and his team for the quick turnaround and the fantastic work they did.
- We had an amazing turnout with volunteers at the fair. We were able to promote our new logo and brand at the event, while also moving out some of our inventory of promotional materials with our previous logo.
- The Ravenna Balloon A Fair will take place on Saturday, September 21. So will Kent State's Homecoming parade. Any Board members interested in volunteering at our booth for the fair, or interested in walking in either parade, should see me after the meeting.
- Kent State University is back, which means we will be working quickly to turn around our new website. Stay tuned for updates as we move forward with the students.
- Our annual trunk or treat will take place on Friday, October 25. The event this year will benefit Miller Community House, place of peace, and Freedom House.
- It was brought to my attention by one of our SSAs that the Southeast High School Football team will attempt to make a young man's dream come true when they arrange for him to score a touchdown during their game against Field High School. The student is on the football team and going into his senior year. The two teams are working together to coordinate the event. The game will take place on Friday, September 6 at 7:00 PM. Southeast High School, 8423 Tallmadge Rd, Ravenna OH 44266

Community and Provider Relations: Michelle Dolensky, Director of Community and Provider Relations, informed the Board regarding several areas

- *Nursing Support* (Karen): Nursing support (Karen): instructed two (2) First Aid/CPR Classes; one (1) Medication Administration Class; Attended Ohio Board of Nursing Continuing Education Advisory Committee
- *Advocacy* (Colleen): Evening July Advocacy meeting 5 people attended, morning August Meeting 17 in attendance; ARC/People First Summer Conference in Columbus, Colleen attended along with two (2) self-advocates and one (1) parent;
- *Community Resources:* Posting for Special Olympic positions.

- We are still in need an Assistant Swim Coach and a Cheerleading Coach. Please share with anyone who may be interested;
 - Special Olympic Cleveland Plane Pull. Please support Portage Pullers by going online to donate;
 - Volleyball Inclusion Game tomorrow at 6:00pm, Happy Day School gym, all welcome;
 - Softball Team Qualified for State Games on September 14 in Toledo
- *Community/Provider Relations:*
- Quarterly Provider meeting held with 20 People from 13 different agencies and 2 Independent Providers, Provider Collaborative: July 17 in attendance along with staff member from DODD, August 6 attending
 - DSP Magnet Training offered for Providers, sponsored by 5 counties—60 persons attended
 - Quarterly Provider Partnership meeting
 - Participated in UH Family Health and Safety Day/Streetsboro Chamber Business Expo
 - Community Resource and Hiring Fair, September 28th, HDS 10:00am-2:00pm, flyers at table

Service and Support Administration: John Vennetti, Director of Service and Support Administration,

- We start back at Reed memorial Library on Sept 4th. *Transition Booster* training. This one is on backward planning which is your start with where you want to be and go backwards to get there in regards to IEPs. In addition, Laura Fechter are transition coordinator will be working with individuals age 18-22 in a separate room regarding backward planning-transition planning and goal setting.
- HPC, OSOC, and Mileage rates are all increasing January 1, 2020 as well as here will be increases in the capped amounts for Level 1 and SELF-waivers.
- We wanted to change things up and talk about positive things our individuals have done, SSAs and providers.
 - We had an emergency placement needed on Friday and Independence came though and found a place the next day for him to go.
 - Independence was able to immediately help with transportation to and from Camp for JJ— called one day at 3:30pm and they took him at 8:30am the next day. Dan Brainard and Autumn Calhoun made it happen so quickly (JJ had no provider so Trailblazers accepted him and then Independence transported).
 - Breakthrough staff performed the Heimlich maneuver last month to save one of our individuals that was choking.
 - Tim Spaulding at Access To Independence brought equipment for JJ to see what would best fit him and he lifted him, let JJ lay his head on his shoulder and was very comforting to him and handled home chaos like a champ.

- So last month one of our individuals was at home with her staff. The staff had a medical emergency, started feeling numbness in her legs and arms, and was crying. The individual remained calm and called 911. The staff was admitted and is doing better thanks to her.

Reviewed June/July 2019 Personnel Report:

Recap of Personnel Actions for June 2019

As of June 2019, there were 94 employees including five (5) intermittent positions and five (5) vacancies.

Positions Added/Abolished:

Job Postings/Vacancies:

Substitute Instructor (Children's Services), posted February 20, 2019 until filled, status, Open
Speech-Language Pathologist (Part-time), 240 days, 4 hrs/day (Children's Services), posted
April 1-19, 2019, filled, effective July 23, 2019

Mechanic, 260/261/262 days, 8 hrs/day (Transportation), vacant May 31, 2019, posted May
1-15, 2019, Filled, effective June 3, 2019

Service & Support Administration Supervisor, 242 days, 8 hrs/day (Service & Support
Admin), vacant July 14, 2019, posted June 26-July 12, 2019, Vacant

Supplemental Positions:

Softball Coach, posted June 4-18, 2019, Filled, effective June 19, 2019

New Hires:

Promotions/Transfers:

Brian Adamson Assistant Mechanic, 260/261/162 days, 8 hrs/day to Mechanic,
260/261/162 days, 8 hrs/day (Transportation), effective June 3, 2019

Reclassifications:

Additional Assignments:

Supplemental Agreements:

Jacob Hall Softball Coach, effective June 19, 2019

Separations:

Retirements:

Joyce Jones Part-time Assistant Cook, 184 days, 3 hrs/day (Children's Services),
effective June 30, 2019

Elaine Maronski Instructor-School Age, 184 days, 7 hrs/day (Children's Services), effective
June 30, 2019

Recap of Personnel Actions for July 2019

Lynn Leslie, Director of Humans Resources noted Marco Condos retirement after 39 years of service to the Board

As of July 2019, there were 92 employees including five (5) intermittent positions and seven (7) vacancies.

Positions Added/Abolished:*Added:*

Physical Development Specialist (APE) (Part-time), 184 days, 14 hrs/week (Children's Services), effective August 26, 2019

Abolished:

Instructor—School-Age, 184 days, 7 hrs/day (Children's Services), effective August 25, 2019

Instructor Assistant, 184 days, 6.5 hrs/day (Children's Services) - 2 positions, effective August 25, 2019

Physical Development Specialist (APE), 184 days, 7 hrs/day (Children's Services), effective August 25, 2019

Assistant Cook (Part-time), 184 days, 10 hrs/week (Children's Services), effective August 25, 2019

Vehicle Operator w/CDL, 184 days, 4 hrs/day (Transportation), effective August 25, 2019

Vehicle Attendant, 184 days, 4 hrs/day (Transportation) - 2 positions, effective August 25, 2019

Assistant Mechanic, 260-262 days, 8 hrs/day (Transportation), effective August 25, 2019

Job Postings/Vacancies:

Substitute Instructor (Children's Services), posted February 20, 2019 until filled, status, Open
Speech-Language Pathologist (Part-time), 240 days, 4 hrs/day (Children's Services), posted April 1-19, 2019, filled July 23, 2019

Service & Support Administration Supervisor, 242 days, 8 hrs/day (Service & Support Admin), vacant July 14, 2019, posted June 26-July 12, 2019, filled, effective July 29, 2019

Physical Development Specialist (APE), 240 days, 14 hrs/week (Children's Services), vacant August 26, 2019, posted July 8-22, 2019, Vacant

Service & Support Administrator, 240 days, 7.5 hrs/day (Service & Support Admin), vacant July 29, 2019, posted July 22-August 5, 2019, Vacant

Supplemental Positions:

Athletics Coach (April - June), vacant September 1, 2019, posted July 12-26, 2019, Vacant

Assistant Athletics Coach (April - June), vacant September 1, 2019, posted July 12-26, 2019, Vacant

Basketball Coach [3] (October - February), vacant September 1, 2019, posted July 12-26, 2019, Vacant

Cheerleading Coach (October - February), vacant September 1, 2019, posted July 12-26, 2019, Vacant

Powerlifting/Weighting Coach (October - June), vacant September 1, 2019, posted July 12-

26, 2019, Vacant
Soccer Coach (June - September), vacant September 1, 2019, posted July 12-26, 2019, Vacant
Swimming Coach (October - February), vacant September 1, 2019, posted July 12-26, 2019, Vacant
Assistant Swimming Coach (October - February), vacant September 1, 2019, posted July 12-26, 2019, Vacant
Softball Coach [2] (July - September), vacant September 1, 2019, posted July 12-26, 2019, Vacant
Bocce Coach (April - June), vacant September 1, 2019, posted July 12-26, 2019, Vacant
Bowling Coach (February - June), vacant September 1, 2019, posted July 12-26, 2019, Vacant
Volleyball Coach (March - June), vacant September 1, 2019, posted July 12-26, 2019, Vacant

New Hires:

Kathryn Wood Speech-Language Pathologist (Part-time), 240 days, 4 hrs/day (Children's Services), effective July 23, 2019

Promotions/Transfers:

Barbara Cooper Service & Support Administrator to SSA Supervisor, 242 days, 8 hrs/day (Service & Support Admin), effective July 29, 2019

Reclassifications:**Additional Assignments:****Supplemental Agreements:****Separations:**

Emily Martinez Service & Support Administration Supervisor, 242 days, 8 hrs/day (Service & Support Admin), effective July 12, 2019

Retirements:

Marco Condos Facility Maintenance Supervisor, 260-262 days, 8 hrs/day (Maintenance), effective July 31, 2019

Karen McDaniel Instructor Assistant, 184 days, 6.5 hrs/day (Children's Services), effective July 31, 2019

Reviewed June 2019 Enrollment Report with enrollment of 1002 beneficiaries for the month of June with an increase of forty-five (45) and a decrease of twenty-five (25) beneficiaries from May 2019.

Reviewed July 2019 Enrollment Report with enrollment of 982 beneficiaries for the month of July with an increase of nineteen (19) and a decrease of thirty-eight (38) beneficiaries from June 2019.

The Superintendent reported on the following:

➤ **EVV**

- DODD continues to hear from county boards and service and support administrators who want to help people with Electronic Visit Verification (EVV) devices and systems. This memo includes resources about where to direct people who need additional information or assistance.
- An overview of EVV can be found at the [Ohio Department of Medicaid's website](#). The FAQs document on the right side of the page is frequently referenced by state staff.
- Providers who need assistance with their device or setting up their system should call the EVV Provider Hotline at 1-800-805-3505 (available 24/7). Other questions can be emailed to the EVV mailbox, evv@medicaid.ohio.gov. Responses are generally sent between one and two business days.

➤ The proposed amendments reflect the Ohio Department of Developmental Disabilities' (DODD's) commitment to and investment in direct support professionals, as well as modifications requested by Ohio's stakeholders and self-advocates to modernize the non-medical transportation (NMT) service in the Level One, Individual Options, and Self-Empowered Life Funding (SELF) waivers.

- Public comment is open for proposed changes in the Individual Options, Level One, and Self-Empowered Life Funding (SELF) waivers to add new rates, change budgetary limits, and change service definitions. As part of the waiver amendment process, the public can comment on the proposed amendment. The public comment period is August 15, 2019, through September 14, 2019. Comments must be received by midnight on September 14, 2019.
 - **Email:** waiverfeedback@dodd.ohio.gov
 - **U.S. mail:** On the envelope, address the letter to the waiver you are commenting about, i.e., "DD Waiver amendment," and mail to
Ohio Department of Developmental Disabilities
30 E. Broad Street, 13th Floor
Columbus, OH 43215
 - **FAX:** Send to 614-466-6945. Please include which waiver you are commenting about in the subject line, i.e., "Attn: Bureau of Long Term Services and Support, DD Waiver Amendment"
 - **Phone:** Call 614-466-5990; feel free to leave a message.
 - **Courier or in-person submission:**
Ohio Department of Developmental Disabilities
30 E. Broad Street, 13th Floor
Columbus, OH 43215
- Rule [5123-9-06](#) (Home and Community-Based Services Waivers - Documentation and Payment for Services Under the Individual Options and Level One Waivers) establishes standards governing documentation and payment for services. Paragraph (D) sets forth service limitations for the Level One Waiver. Paragraph (D)(1) sets forth that an annual limitation of \$5,325 applies to several services used alone or in combination by an individual enrolled in a Level One Waiver. The limitation is being increased to \$6,750 to accommodate the increased payment rates for Homemaker/Personal Care and Participant-Directed Homemaker/Personal Care. The funding ranges for individuals enrolled in the

Individual Options Waiver, contained in Appendix A to the rule, are also being increased to ensure individuals can continue to receive the same level of services.

- Rule [5123-9-30](#) (Home and Community-Based Services Waivers - Homemaker/Personal Care Under the Individual Options and Level One Waivers) defines Homemaker/Personal Care and sets forth provider qualifications, requirements for service delivery and documentation of services, and payment standards for the services. The rule is being amended to increase the rates paid to providers of the service and to clarify the provision of On-Site/On-Call Homemaker/Personal Care (i.e., when a provider of Homemaker/Personal Care must be available in a person's residence to provide care should it become necessary but is not required to remain awake).
 - Rule [5123-9-32](#) (Home and Community-Based Services Waivers - Participant-Directed Homemaker/Personal Care Under the Individual Options, Level One, and Self-Empowered Life Funding Waivers) defines Participant-Directed Homemaker/Personal Care and sets forth provider qualifications, requirements for service delivery and documentation of services, and payment standards for the services. The rule is being amended to increase the rates paid to providers of the service and to clarify the provision of On-Site/On-Call Participant-Directed Homemaker/Personal Care (i.e., when a provider of Participant-Directed Homemaker/Personal Care must be available in a person's residence to provide care should it become necessary but is not required to remain awake). Additional amendments are being made to:
 - Rule [5123-9-40](#) (Home and Community-Based Services Waivers - Administration of the Self-Empowered Life Funding Waiver) implements the Waiver, a component of the Medicaid Home and Community-Based Services program administered by the Department pursuant to Section 5166.21 of the Revised Code. The rule is being amended to increase the benefit limitations to accommodate the increased payment rates for Participant-Directed Homemaker/Personal Care. Paragraph (I)(1) sets forth that the annual cost of services for individuals enrolled in the Waiver shall not exceed \$40,000 for an adult or \$25,000 for a child. The limitations are being increased to \$45,000 and \$30,000, respectively.
 - See the [Business Impact Analysis](#) for details. Please send your comments to the Common Sense Initiative Office at CSIPublicComments@governor.ohio.gov and to Becky.Phillips@dodd.ohio.gov by **Thursday, August 29**.
- The Department is proposing actions involving three rules that govern transportation services available to individuals enrolled in Medicaid Home and Community-Based Services waivers:
- Rule [5123:2-9-18](#) (Home and Community-Based Services Waivers - Non-Medical Transportation Under the Individual Options, Level One, and Self-Empowered Life Funding Waivers) is being rescinded and replaced by a new rule of the same title numbered 5123-9-18. The rule defines Non-Medical Transportation and sets forth provider qualifications, requirements for service delivery and documentation of services, and payment standards for the service. New rule 5123-9-18 reflects restructuring of the service delivery mode and payment rates.
 - Rule [5123:2-9-19](#) (Home and Community-Based Services Waivers - General Requirements for Adult Day Support, Career Planning, Group Employment Support, Individual Employment Support, Non-Medical Transportation, and Vocational

Habilitation) is being rescinded and replaced by a new rule of the same title numbered 5123-9-19. New rule 5123-9-19 reflects increases to the Non-Medical Transportation budget limitations, which are included in Appendix B to the rule.

- Rule [5123-9-24](#) (Home and Community-Based Services Waivers - Transportation Under the Individual Options, Level One, and Self-Empowered Life Funding Waivers) is being amended. The rule defines Transportation and sets forth provider qualifications, requirements for service delivery and documentation of services, and payment standards for the service. The rule is being amended to align the payment rates for Transportation with the new payment rates for Non-Medical Transportation at the per-mile rate.
- See the [Business Impact Analysis](#) for details. Please send your comments to the Common Sense Initiative Office at CSIPublicComments@governor.ohio.gov and to Becky.Phillips@dodd.ohio.gov by **Thursday, August 29**.

➤ **Service Coordination Support Team**

- As part of the Office of System Support and Standards (OSSAS) reorganization, a group of department staff will be working together to transform the service coordination role throughout the state.
- The focus of the group will be to simplify, streamline, and support service coordination efforts. Service and support administrators (SSAs) perform service coordination roles for county boards of developmental disabilities, and qualified intellectual disabilities professional (QIDPs) perform service coordination roles for intermediate care facilities for people with intellectual disabilities (ICFs).
- The group will be developing service coordination onboarding and ongoing training resources, conducting surveys, and attending regional meetings, forums, and workgroups to gather feedback about the best way to support service coordination efforts in Ohio. Members of the group will also serve as subject matter experts on the Ohio Individual Service Plan (ISP) Workgroup.

➤ Leaders from Ohio's DD support system and state legislature gathered in Columbus to mark the inclusion of a direct support professional (DSP) wage increase in the recently passed state budget bill.

- Spending approved in the budget will increase the statewide average DSP wage to \$12.82 per hour starting in the second half of FY2020 and to \$13.23 per hour starting in the second half of FY2021. This is the first meaningful raise for DSPs since the previous Medicaid reimbursement rate was set in 2005. Stagnant wages have led to high turnover rates and a statewide shortage of DSPs.
- The state's contribution to make the DSP wage increase possible will be \$83 million over the next two years (and \$54 million per year after that) for homemaker/personal care services. County boards will contribute \$10.7 million in 2020-21 and \$21.4 million per year going forward.

OACB is grateful for the passionate advocacy of our county board members, parents, families, and staff in addition to the advocacy of many system stakeholders. This increase would not have been possible without spending commitments from the state and county boards, legislative leadership from policymakers, implementation planning from providers, and support from disability advocates.

The President announced Next Regular Board Meeting:

Wednesday, September 18, 2019 Regular Board Meeting, 5:00pm, at the Dennis M. Coble Administration Building

At 6:10pm, the Board entered Executive Session in the Board Room with no action to be taken following Executive Session.

Motion by W. Tarver
Second by C. Fruscella

For the following identified reason:

- (x) To consider the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; indicate reason: Superintendent Evaluation
- () To consider the purchase of public property or the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest;
- () Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or intimate court action;
- () Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- () Matters required to be kept confidential by federal law or rules or state statutes.
- () Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public boy of public office.

The aforesaid motion having been put to a roll call vote, the results of which were as follows:

NOT VOTING	PRESENT		BOARD MEMBERS
	YES	NO	
()	(x)	()	KELLY BUTLER
()	(x)	()	CAROL J. FRUSCELLA
()	(x)	()	JOHN GARGAN JR
(x)	()	()	CHERI MICHAEL
()	(x)	()	TIMOTHY MORAN
()	(x)	()	MICHELLE SAHR
()	(x)	()	WILLIAM TARVER

Motion to adjourn executive session at 7:16 pm.

Motion by C. Fruscella

Second by W. Tarver

Motion carried by roll call vote as follows: Kelly Butler, aye, Carol J. Fruscella, aye, John Gargan, Jr., aye, Timothy Moran, aye, Cheri Michael, excused, Michelle Sahr, aye. William Tarver, aye.

Motion to return to open session 7:17 p.m.

Motion by C. Fruscella

Second by K. Butler

Motion carried.

No action taken from Executive Session.

The President asked if any other business needed to come before the Board. There being none, she called for a motion for adjournment at 7:17pm

Motion by T. Moran

Second by K. Butler

Motion carried by voice vote.

INFORMATION

- Monday, August 26, 2019** Children’s Services Staff In-Service and Set-Up Day
- Tuesday, August 27, 2019** Children’s Services Staff In-Service and Set-Up Day
- Tuesday, August 27, 2019** Open House for School-Age Students, 1:30-3:00pm
- Wednesday, August 28 2019** First Day for School-Age Students
- Monday, September 2, 2019** Labor Day—Agency Closed
- Monday, September 9, 2019** Parent Council Meeting, 6:00pm, Reed Memorial Library
- Saturday, September 21, 2018** Ravenna Balloon A-fair, Main Street Ravenna, 8:00am-5:30pm
—*Volunteers needed for Booth*

L.E.A.P Self-Advocacy Group

Day Meetings: October 14, December 9, Reed Memorial Library, Ravenna, 9:30am-11:30am

Evening Meetings: September 9, November 11, Reed Memorial Library, Ravenna, 5:00pm-6:30pm

Special Olympics

Wednesday, August 28, 2019 Volleyball game with Special Olympic athletes and Portage DD staff, Happy Day School, 6:00pm. *Special Olympics*

Portage County will be holding a food drive for the Center of Hope during the game. Everyone is asked to bring one non-perishable food item.

September 28, 2019,

Special Olympics Ohio Plane Pull (Fundraiser), 9:00am–2:00pm, I-X Center (Note changed in date)

Respectfully Submitted,



Beverly Puleo, Assistant to the Superintendent



Michelle Sahr, President



Kelly Butler, Secretary