

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

October 16, 2019
Regular Meeting
Dennis M. Coble Administration Building

MINUTES

A Board In-service was held prior to Wednesday, October 16, 2019 Regular Board Meeting at 3:45-4:45pm; the Topic: was *Trauma Informed Car*, presented by Barbara Cooper, Service and Support Administration Supervisor and Colleen Brown, Advocacy/Community Resources Coordinator

Michelle Sahr; President, called the regular meeting to order at 5:01pm.

Board Members present by Roll Call:

Kelly Butler, John Gargan, Cheri Michael, Timothy Moran, Michelle Sahr, William Tarver

A quorum is present.

Administrative Staff Present (absences noted by Superintendent)

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

Guests present: Phil Miller, CEO, Portage Industries, Inc., Tim Hollo, Garland Roofing, Hoyle West; Don Shardy, Donald Flegal, Adam Gilmore, Christine Gilmore, Alicia/Barb, support staff
Staff: D. Lemasters, D. Gordon, J. Gunter, N. Nadasky, C. West

Motioned to not approve the absence board member(s): William Tarver

Motion by J. Gargan

Second by T. Moran

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

Note: Mr. Tarver arrived at 5:24pm

The Board recognized the 2019 Special Olympics Softball team for their fourth place at the 2019 Special Olympics Summer Games. Jake Hall, Investigative Agent/Special Olympics Softball Coach, presented the 2019 Softball Team representatives to the Board with the comments the team did very well for the first time playing together. Mr. Hall was complimented by the team representatives as the 'best coach ever.'

Public Comment: none

Adopted a motion to approve minutes from Regular Meeting held September 18, 2019.

Motion by T. Moran
Second by C. Michael
Motion carried by voice vote

Motioned to approve the agenda for October 16, 2019 Regular Meeting as presented at table.

Motion by C. Fruscella
Second by J. Gargan
Motion carried by voice vote

Motion for the Ratification of the September 2019 Invoice Payments as authorized by the Superintendent.

Motion by K. Butler
Second by T. Moran
Motion carried by voice vote

Motioned for the Acceptance of the September 30, 2019 Financial Reports.

Motion by J. Gargan
Second by C. Michael
Motion carried by voice vote

Board committee report: Transportation/Facility Committee, Monday, October 14, 2019, 2:00pm
Cheri Michael, Chair, reported the committee reviewed the Happy Day School roof replacement proposal and the scope of the project. Other discussion items was information regarding joining the OMNAI cooperative purchasing group; modifying the capital fund with the approved bid dollar amount as well as the 2019 Appropriation Budget. Ms. Michael on behalf of the committee recommended approval of Resolution 19-10-01— Membership in the OMNIA Partners Public Sector Cooperative Purchasing Alliance beginning October 16, 2019 at no cost to the Board

Motioned to approve Resolution 19-10-01 for Membership in the OMNIA Partners Public Sector Cooperative Purchasing Alliance beginning October 16, 2019 at no cost to the Board

RESOLUTION 19-10-01

MEMBERSHIP IN THE OMNIA PARTNERS PUBLIC SECTOR COOPERATIVE PURCHASING ALLIANCE

WHEREAS, the Portage County Board of Developmental Disabilities (Board) desires to participate in the OMNIA Partners Public Sector (OMNIA) cooperative purchasing alliance (dba U.S. Communities) for the purpose of cooperative purchasing; and therefore be it

RESOLVED, the Board authorizes entry into a Master Intergovernmental Cooperative Purchasing Agreement for membership with OMNIA beginning October 16, 2019 at no cost to the Board; and be it further

RESOLVED, the Superintendent is authorized to take any and all action to carry out this resolution.

Submitted by: Gina Brown, Superintendent; Thomas Byich, Facility/Transportation Manager; and Diane Cotton, Director of Business Management

The resolution was moved by **Cheri Michael** 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,	aye
Timothy Moran,	aye	William Tarver,	late arrival
		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 **October 16, 2019**, and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

The Board heard a presentation from Tim Hollo, Garland Company, Inc. The Board was given notebooks highlighting the Happy Day roof replacement with pictures of the roof damage; several proposals for fixing and/or replacement the issues.

Motioned to approved Resolution 19-10-02 for Authorization for the Garland Company, Inc. to Request Bids for the Happy Day School Roof Partial Replacement and Repairs

RESOLUTION 19-10-02

AUTHORIZATION FOR THE GARLAND COMPANY, INC. TO REQUEST BIDS FOR THE HAPPY DAY SCHOOL ROOF PARTIAL REPLACEMENT AND REPAIRS

WHEREAS, the Portage County Board of Developmental Disabilities' (Board) Happy Day School (HDS) property, located at 2500 Brady Lake Road, Ravenna, Ohio 44266 is in need of partial replacement and repairs; and

WHEREAS, the Facility/Transportation Manager has determined that, after having the roof at HDS inspected which showed areas that are in need of replacement and repairs; and

WHEREAS, under Ohio Revised Code 9.28, the Board has approved participation in a joint purchasing program operated by or through a national association of political subdivisions, OMNIA Partners, Public Sector (OMNIA); now therefore be it

RESOLVED, that upon the recommendation of the Superintendent and the Facility/Transportation Manager, the Board hereby authorizes The Garland Company, Inc., a company awarded a contract through OMNIA for roofing supplies and services, waterproofing and related products and services, to secure bids for:

- Roof restoration to sections A, B, D, E, & F,
- Tear off and replace section C, and
- Mansard roof replacement;

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; Thomas Byich, Facility/Transportation Manager; and Diane Cotton, Director of Business Management

The resolution was moved by **Timothy Moran** and 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 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,	aye
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 **October 16, 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 19-10-03 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—Revised Allocation of eight thousand, five hundred ninety-eight dollars and one cent (\$8,598.01) for a total grant amount of nineteen thousand, seventy-nine dollars and twenty-six cents (\$19,079.26)

RESOLUTION 19-10-03

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—REVISED ALLOCATION

WHEREAS, the Portage County Board of Developmental Disabilities (Board) is eligible to receive federal flow-through dollars in the amount of nineteen thousand, seventy-nine dollars and twenty-six cents (\$19,079.26), which includes a carryover amount of \$8,598.01 and base allocation of \$10,481.25, by participation in the Ohio Department of Education’s (ODE) Special Education, *Part B—IDEA* grant program for the 2019-2020 School Year; and

WHEREAS, the grant application amendment has been filed to use the additional allocation of eight thousand, five hundred ninety-eight dollars and one cent (\$8,598.01) for the previously defined purposes of salary and benefits; now therefore be it

RESOLVED, that the Board authorizes participation in ODE’s Special Education, *Part B—IDEA* grant program for the 2019-20 school year for these purposes; 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: **Kelly Butler** 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 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,	aye
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 **October 16, 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 approved Resolution 19-10-04 to Amend Resolution 19-02-02 to Rescind Resolution 13-08-13 Effective March 1, 2019 Application Fees for Certification of Board Employees in the Areas of Adult Services, Early Intervention, and Service and Support Administration Adopted August 21, 2013 to Change Effective Date to January 1, 2019

RESOLUTION 19-10-04

AMEND RESOLUTION 19-02-02 TO RESCIND RESOLUTION 13-08-13 EFFECTIVE MARCH 1, 2019 APPLICATION FEES FOR CERTIFICATION OF BOARD EMPLOYEES IN THE AREAS OF ADULT SERVICES, EARLY INTERVENTION, AND SERVICE AND SUPPORT ADMINISTRATION ADOPTED AUGUST 21, 2013 TO CHANGE EFFECTIVE DATE TO JANUARY 1, 2019

WHEREAS, the Board approved Resolution 19-02-02 to Rescind Resolution 13-08-13 effective

March 1, 2019: *Application Fees for Certification of Board Employees in the Areas of Adult Services, Early Intervention, and Service and Support Administration* adopted August 21, 2013; and

WHEREAS, with the recommendation of the Superintendent and the Director of Human Resources, the Board will not charge application fees for certification of employees in the areas of Service and Support Administration, effective March 1, 2019; and

WHEREAS, upon further review by the submitters of the resolution, it has been determined to change the effective date of Resolution 19-02-02 from March 1, 2019 to January 1, 2019; and be further

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

Submitted by: Gina Brown, Superintendent and Lynn Leslie, Director of Human Resources

The resolution was moved by **Cheri Michael** 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 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,	aye
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 **October 16, 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 Rescind Policy: 4.18 *Alternative Pre-School Placement and Assistance Program*

Motion by W. Tarver

Second by J. Gargan

Motion carried by voice vote

Motioned to Amend Policy:

- 1.16 *Order of Business*; to add Pledge of Allegiance, Introduction of new Staff, Presentations, Recognition, Board Committee Reports and reorder Public Comment from end to beginning of agenda; change rule number applicable to policy

Motion by W. Tarver

Second by C. Fruscella

Motion carried by voice vote with a ‘No’ vote from Mr. Gargan

Motioned to Select John Gargan as the Delegate and Gina Brown, Superintendent as the Alternate to the OACBDD Annual Convention, Wednesday, December 4-Friday, December 6, 2019 for Delegate Assembly December 4, 2019

Motion by K. Butler

Second by W. Tarver

Motion carried by voice vote.

The following Management Reports were reported:

- Children’s Services:* Alicia Hall, Director of Education and Child Development, related
- The final Safety Grant Report had been submitted on October 10, 2019
 - The Physical Development Specialist position should be final by end of week and there is an alternate if the final applicant chooses not to accept the position
 - The High School Class is in the process of completing the ‘Project Postcard’ project of requesting and receiving a postcard from each of the 50 states as part of studying each state; have received approximately 25 cards to date.

Community Outreach Coordinator: Christopher Clevenger-Morris—reported

- Earlier this month we participated in both the Kent State Homecoming Parade and the Balloon-A-Fair Parade, and also had a table of volunteers during the balloon-a-fair festival.
- Last weekend we had a table at Ravenna on Display, where we met with community members to discuss services and supports provided by the Board.
- We have Trunk or Treat coming up next week on Friday, October 25 from 5:30 - 7:30 PM. If you’re interested in participating or know of a business who would like to participate, please let me know.
 - Trunk or Treat this year will benefit Miller Community House, Place of Peace, and Freedom House.
 - Participants are encouraged to donate personal hygiene items for the shelters.
- We’ll be participating in the Rootstown Community Expo on October 26.
- If anyone has any community events or items, they’d like to see included in our monthly online outline please let me know by October 28, 2019

Community and Provider Relations: Michelle Dolensky, Director, informed the Board

regarding:

- Advocacy (Colleen):
 - Starting Volunteer opportunities for advocates
 - Jason and Jonathan attended *Synergy* along with Colleen
 - Preston will be participating in *Project Stir*
- Community Resources:
 - Special Olympics
 - Inclusion Kickball Game was a success. About 40 participants and spectators were present
 - Posting for Special Olympic positions. We are still in need of an Assistant Swim Coach. Please share with anyone who may be interested.
 - Basketball Practice: Thunder and Flashes (A&B teams)—Mondays 5:00pm-7:00pm at Happy Day, Individual Skills (C team)—Thursdays 5:00pm-6:30pm at Happy Day
 - Cheer Practice—Wednesdays 6:00pm–7:30pm @ Happy Day
 - Powerlifting Practice—Tuesdays & Thursdays 3:00pm–4:00pm at FCS Oakwood Building
 - Swimming Practice begins October 22 Tuesdays 3:45pm–4:45pm and Fridays 5:00pm–6:00pm at Theodore Roosevelt High School Pool Fridays 5:00pm–6:00pm
 - KSU Unified Basketball begins October 22—this league is 6 weeks. Tuesdays 5:00pm–7:00pm at KSU Student Recreation and Wellness Center
 - Raising Cane’s Fundraiser until 8:00pm. Mention *Portage County Special Olympics* when ordering
- Community/Provider Relations:
 - Provider Collaborative meeting October 22, 10:00am at HDS
 - *Community Resource and Hiring Fair* held September 28, HDS, 10:00am-2:00pm, 22 Providers in attendance and 8 guests
 - Presented on *Intellectual Disabilities* to ten members of Law Enforcement at CIT
 - *Community Employment Recognition Breakfast* is scheduled for October 23, 7:30am at HDS

Service and Support Administration: John Vennetti, Director of Service and Support Administration, updated the Board on:

- *Transition Booster* series had *IEP Goals* presented by attorney Kerry Agins . The next session is November 12 from 630-830pm at the Reed Memorial Library. The training will be about tools to envision a good life for your loved one.
- *Trauma Informed Care Collaborative* met today. Next meeting will be in November.
- Britta Hough from DODD did a training on ways to reduce prior authorizations on October 3 with the SSAs.
- A training was held on TCM notes for the SSAs on November 14.

- Two new providers, *Golden Touch* and *Modern Support Services*, came to the staff meeting on September 25.
- I would like to give a *shout out* to Portage Industries, Inc. (Juanita and all the staff in the room that work with the person—Nancy and Bambi) for the time, dedication, commitment and creativity that they have vested in an individual on my caseload with challenging behaviors to support them while participating in the adult day program. They have truly given 100% of themselves and are appreciated. (Karisa)
- Another *shout out* would be to Happy Day—Mary Beth Brown’s class (not sure if other classes too) went to KOA Campground on Monday for a field trip—they decorated pumpkins, interacted with baby pigs, grilled out, sat by a Bon Fire, engaged with sensory items (spooky spaghetti) to feel (like worms)—The class had a great fall day. (Karisa)

Recap of Personnel Actions for September 2019

As of September 2019, there were 90 employees including six (6) intermittent positions and one (1) vacancy.

Positions Added/Abolished:

Added:

Abolished:

Job Postings/Vacancies:

Substitute Instructor (Children's Services), posted February 20, 2019 until filled, status, Open

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, filled, effective September 16, 2019

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, Filled (2)

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

Powerlifting/Weighting Coach (October - June), vacant September 1, 2019, posted July 12-26, 2019, Filled

Soccer Coach (June - September), vacant September 1, 2019, posted July 12-26, 2019, Filled

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

2019, Filled

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, Filled

Bowling Coach (February - June), vacant September 1, 2019, posted July 12-26, 2019, Filled

Volleyball Coach (March - June), vacant September 1, 2019, posted July 12-26, 2019, Filled

New Hires:

Sara Roth Service & Support Administrator, 240 days, 7.5 hrs/day (Service & Support Admin), effective September 16, 2019

Promotions/Transfers:

Lisa Hague Vehicle Attendant, 184 days, 4 hrs/day to Vehicle Operator, 184 days, 4), effective August 26, 2019

Diana Harrod Physical Development Specialist, 184 days, 7 hrs/day to Instructor IV, 184 days, 7 hrs/day (Children's Services), effective August 26, 2019

Reclassifications:

Additional Assignments:

Supplemental Agreements:

James Gaurrich Powerlifting/Weighting Coach (October-June), effective October 1, 2019

Diana Harrod Swimming Coach (October-February), effective October 1, 2019

Ashleigh Lawrence Cheerleading Coach (October-February), effective October 1, 2019

Denise Lee Bowling Coach (February-June), effective February 1, 2020

Donald Jacob Martell Soccer Coach (June-September). effective June 1, 2019

Lauren Myers Volleyball Coach (March-June), effective March 1, 2020

Sandy Osdyke Basketball Coach (October-February), effective October 1, 2019

Sandy Osdyke Bocce Coach (April-June), effective April 1, 2019

Billie Jo Rissman Basketball Coach (October-February), effective October 1, 2019

Separations:

Retirements:

Reviewed September 2019 Enrollment Report with enrollment of 974 beneficiaries for the month of September with an increase of twenty-four (24) and a decrease of twenty (20) beneficiaries from August 2019.

The Superintendent reported on the following:

- The **Ohio Departments of Medicaid (ODM) and Job and Family Services (ODJFS)** will issue \$31 million in new funding in state fiscal year (SFY) 2020 to directly support children, youth and families served by multiple systems. These funds will also help modernize Ohio's 88 county Family and Children First Councils (FCFCs), which coordinate care for children and youth served by multiple systems. In SFY 2020, this funding will support the following new efforts:
- **State Level Program for Multi-System Children/Youth Technical Assistance and Funding: \$8 million**
 - ODM and ODJFS have jointly developed a state-level program to provide technical assistance and financial assistance to children, youth and families with complex multi-system needs. The aim of this program is to prevent custody relinquishment of children and youth solely for the purpose of obtaining needed treatment, and to assist local entities with obtaining services that support children and youth who have been relinquished and are transitioning back to community and/or non-custody settings.
 - Beginning October 9, 2019, families, through their County FCFC, can apply for technical assistance and direct financial aid to cover costs associated with a child's/youth's care. Funding can be requested by local FCFCs for the following purposes:
 - Care Coordination/Wraparound to prevent custody relinquishment or for a relinquished child/youth;
 - In-home and/or community supports to prevent custody relinquishment;
 - In-home and/or community supports for a relinquished child/youth transitioning back into a community setting; and/or
 - Residential treatment and/or room and board for treatment to prevent custody relinquishment.
 - To be eligible to receive funding for a child/youth, each child must meet program criteria and the child's/youth's County FCFC must execute a grant agreement with ODM. All completed applications will be vetted by a multi-system team composed of child/youth serving state agencies, and funding will be authorized (or not authorized) by ODM. Authorized funding will be subject to the terms of ODM's executed grant agreement with each County FCFC.
- This year's **National Disability Employment Awareness Month (NDEAM)** theme is "*The Right Talent, Right Now*" and the U.S. Department of Labor (DOL) is celebrating more than 70 years of advocacy for employees with disabilities.
- OACB has contracted with the Mid-East Ohio Regional Council (MEORC) for employment consultation services for the remaining months of 2019. The agreement will cover several OACB member services related to employment navigation, Employment First, OOD, and more.
 - The contract, which began October 1, will meet OACB members' employment-related needs on an interim basis while the association reviews the Community Opportunities Director position (formerly held by Scott Marks) and county boards' future need for employment-related technical assistance. MEORC will perform the following tasks and represent OACB in the following capacities:
 - Provide technical assistance to county board employment navigators and staff;

- Coordinate upcoming regional employment group meetings;
 - Represent OACB at employment-related meetings with DODD/OOD;
 - Create programming for the Employment track at the 36th Annual Convention; and
 - Offer Employment First assessments to evaluate employment navigation program effectiveness.
- **Ohio SIBS Conference set for November 1-2**
- Ohio SIBS, the state's largest advocacy organization for adult siblings of people with developmental disabilities, will hold its 19th annual conference November 1-2 near Columbus.
 - The two-day event will feature remarks from DODD Director Jeff Davis and updates on the development of the forthcoming Ohio individualized service plan.
 - Event Details:
 - Dates: Friday, November 1, and Saturday, November 2
 - Location: Embassy Suites Dublin (5100 Upper Metro Place, Dublin, OH 43017)
 - Cost: \$130 per person
- The **2019-2020 state budget (HB 166)** contains some important changes which are designed to help inform families about the residential services that exist in the developmental disabilities system. This guidance is intended to help county boards understand these changes and be ready to implement them when the law becomes effective on October 17, 2019. The Ohio Department of Developmental Disabilities believes that providing information about residential services can be easily integrated with processes already in place at each county board.
- **Inquiries about Residential Services**
 - The budget bill created ORC5126.047, which is a new section about residential services. This section requires the county board to inform any person who inquires about residential services about the different programs offered as residential services, including intermediate care facilities for individuals with intellectual disabilities services and home and community-based services. There are several instances when it would be appropriate for the county board to communicate this information. This may happen when the person and family first contact the county board for assistance. This may happen as part of a conversation during the Waiting List Assessment. This may happen when a person's or family's circumstances change such that they are thinking of new residential options.
 - In any case, people with disabilities and families do not have to use specific phrases to receive information about residential services. Instead, a county board shall provide this information when a person and/or their guardian or family member:
 1. specifically asks about residential services;
 2. states that they want to move;
 3. inquires about alternative places to live;
 4. or describes circumstances, through conversations, interviews, or various assessments, that indicate residential services should be considered and discussed.
 - In these situations, if guardians simply or vaguely ask, "What are my options," or words to that effect, they should be informed of all their residential service options, including

intermediate care facilities (ICFs). Residential services may be provided in a variety of settings.

- The board shall also do the following:
 1. Provide the person or family member with a copy of a pamphlet developed by DODD, [Residential Options Counseling Pamphlet](#). This pamphlet explains both ICF services and HCBS waiver services.
 2. Assist the person in accessing the [vacancy registry](#).
 3. If a person or family member expresses interest in ICF services, the county board shall provide contact information for all ICFs in that county and contiguous counties. DODD has developed [a map](#) of all ICFs in the state of Ohio. This map allows you to search for ICFs throughout the state and within a radius of up to 250 miles. For example, a family member may search for all ICFs within a 50-mile radius of the family home. DODD recommends [this link](#) to assist the families in identifying nearby ICFs.

➤ **Information Prior to Placement on the Waiting List**

- Once an assessment has been done and the person has a current need not met by community based alternative services, the person will be placed on the waiting list.
- The waiting list statute (ORC5126.042) has been amended to require the county boards to do the following before placing a person on the waiting list:
 1. inform the person of the option to receive ICF services;
 2. provide the person with [contact information](#) for ICFs in that county and contiguous counties;
 3. and direct the person to the vacancy registry on the DODD website.
- Even if the family has already been informed of the ICF option, they should be reminded of this option prior to placement on the waiting list.
- County boards should document compliance with this provision in the case notes for the person.
***"Residential services" means services to individuals with developmental disabilities to provide housing, food, clothing, habilitation, staff support, and related support services necessary for the health, safety, and welfare of the individuals and the advancement of their quality of life. (ORC 5126.01(R))

➤ **Guidance: Provider Bed Bug Policies**

- DODD has determined that day services providers placing people on a Leave of Absence when a person has a confirmed bed bug infestation in his or her home does not meet the definition of a suspension of waiver services and therefore is not prohibited by DODD. As this does not constitute a suspension of waiver services, county boards are not required to provide due process in these instances.

➤ **New Outcome Tracking System Launches in October**

- September 30, 2019 [DODD](#)
- The Outcome Tracking System (OTS) is replacing the Employment First Outcome Tracking System (EF OTS) starting October 1, 2019. This new application will capture how people with developmental disabilities are spending their days.
- OTS will be available to those adult day and employment providers, county boards of developmental disabilities, intermediate care facilities, and developmental centers

beginning October 1. Providers will enter data for those people whom they provided services to in the month of September. Users will have six months to enter the data, from October 1, 2019, to March 31, 2020.

- The new January 1, 2020, waiver rate changes for Homemaker/Personal Care and On-Site/On-Call will be in place beginning October 1, 2019, in the Medicaid Services System, or MSS. These changes will include the increase to the HPC/OSOC rate tables, the Level One budget limit, and the SELF Waiver budget limits.
 - The rates for Participant-Directed HPC for the SELF Waiver will be available in October. County boards will be able to update all cost projection sites beginning October 1. Due to these changes, all sites will need to be re-finalized and authorized.
- The new Ohio Developmental Disabilities Profile, or DDP, funding ranges are now available in the system with effective dates starting January 1, 2020. All current DDPs have been end dated as of December 31, 2019.
- Ron Habowski will be retiring at the end of this year. Jim Wilkins has been selected to be our new labor attorney

The President announced Next Regular Board Meeting:

Wednesday, November 20, 2019 Regular Board Meeting, 5:00pm, at the Dennis M. Coble Administration Building

Note: Board In-service: November 20, 2019 3:45-4:45pm

‘Office 365 E-Mail Access January 2020’

Presenter: Gary Slapnicker, HIPAA and IT Manager

‘Transitioning 101’

Presenter: Laura Fetcher, School-age Transition Coordinator

At 6:09pm, the Board entered Executive Session in the Board Room with no action to be taken following Executive Session.

Motion by K. Butler

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: investigation of charges against a public employee
- (x) 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
	<i>YES</i>	<i>NO</i>	
()	(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 7:05 pm.

Motion by C. Fruscella

Second by T. Moran

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

Motion to return to open session 7:06 p.m.

Motion by C. Michael

Second by T. Moran

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 7:07pm

Motion by C. Fruscella

Second by T. Moran

Motion carried by voice vote.

INFORMATION

Wednesday, October 16, 23, 30, 2019 Board Eligible Family Swim, 5:30-7:30pm, Happy Day School

Wednesday, October 16, 2019 Genetics Outreach Clinic, 9:00am-3:00pm, Happy Day School

Wednesday, October 23, 2019 *Community Employment Recognition Breakfast*, Happy Day School, 7:30am

Friday, October 25, 2019 *Community Trunk or Treat*, Happy Day School Parking Lot, 6:00-8:00pm, benefit for Miller Community House, Place of Peace, and Freedom House

Saturday, October 26, 2019 Rootstown Chamber of Commerce, 2019 Business & Community Expo, 10:00am-2:00pm, The NEW Center at NEOMED

Thursday, October 31, 2019 Fall Festival, 9:30am, Happy Day School

Wednesday, November 6, 13, 20, 27, 2019 Board Eligible Family Swim, 5:30-7:30pm, Happy Day School

Thursday, November 7, 2019 Parent-Teacher Conferences (Report cards distributed) 1:00-7:00pm

Monday, November 11, 2019 Parent Council Meeting, 6:30pm, Reed Memorial Library, Ravenna

Wednesday, November 20, 2019 Genetics Outreach Clinic, 9:00am-3:00pm, Happy Day School

Thursday/Friday, November 28-29, 2019 Thanksgiving Break, Agency Closed

L.E.A.P Self-Advocacy Group

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

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

Special Olympics

Fundraiser: Raising Cane—1801 E Main St Kent OH, October 16, 2019, 11:00am-8:00pm
15% of sales—mention *Special Olympics Portage County* at register

Fundraiser: Acme Community Cash Back—When you buy store brands at your local Acme Fresh Market between August 8 and December 28 the Special Olympics Program can earn 7% cash back.
Drop your receipts in Collection boxes at the Administration Building, Happy Day School and Community and Provider Relations department by Friday, February 7, 2020.

Respectfully Submitted,



Beverly Puleo, Assistant to the Superintendent



Michelle Sahr, President



Kelly Butler, Secretary