



BOARD MEETING MINUTES

April 18, 2022

BOARD IN-SERVICE: Community Integration presented by Melissa Nichols, Community Awareness & Opportunities Director, Dwayne Hall, Employment Navigator and Krista Smith, Community Connections Manager

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, April 18, 2022, at 6:14 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Lori Meyer	- Present	Michelle Fong	- Present
Mandy Via	- Present	Deon Metz	- Present
Jerry Herbe	- Present	Joe Fulker	- Present
Shawn McKinney	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in giving the Pledge of Allegiance, led by Ms. Meyer, President.

III. INTRODUCTION OF STAFF/GUESTS

The following staff were in attendance: Brian Green, Becky Snell, Floyd Gregg, Kathy Greenawalt-Cherry, Melissa Nichols, Stacy Pettit, and Carol Helman.

IV. PRESENTATION BY GUESTS

None

V. PRESENTATION OF MINUTES

The minutes of the March 21, 2022 meeting were reviewed. A motion to accept the minutes was made by Mr. McKinney and seconded by Ms. Fong. Ms. Meyer asked for a voice vote. The motion carried.

VI. PRESENTATION OF FINANCIAL REPORTS

- A. Monthly Financial Reports: Floyd Gregg, Business Director, reviewed the financial reports for March 2022. A motion to accept the reports was made by Mr. Fulker and seconded by Mr. Metz. Ms. Meyer asked for a voice vote. The motion carried.
- B. Monthly Bills: The March 2022 bills were presented for approval. A motion to ratify the Superintendent’s actions in payment of the March 2022 bills was made by Mr. Metz and seconded by Ms. Fong. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

VII. OLD BUSINESS

- A. Quarterly Table of Organization: A motion to approve the Quarterly Table of Organization was made by Mr. McKinney and seconded by Ms. Fong. Ms. Meyer asked for a voice vote. The motion carried.

VIII. NEW BUSINESS

- A. Proposal for Storage Array Server Purchase: With the recommendation of the Personnel and Finance Committee and the Superintendent, a motion to approve the upgrade and installation of a new Lenovo Storage Array and managed switch at a cost not to exceed \$21,000 which includes onsite installation and deployment as well as a 3-year onsite warranty was made by Mr. Herbe and seconded by Ms. Via. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- B. Ethics Approvals: None
- C. Conferences: The OACB Spring Conference will be held in May. A copy of the breakout sessions and registration fees were provided to each Board member.
- D. Personnel Actions:
 - New Hires:** None
 - Promotions/Transfers:** None
 - Resignations/Contract Non-Renewal/Retirement/Termination:** None

- E. Policies/Procedures: The Superintendent recommended the adoption of the Policies and Procedures listed below:

Date Change Only:

- P-48 Paid Emergency Sick Leave
- P-49 Paid Emergency Family Medical Leave Expansion

A motion to accept the changes to the Policies and Procedures was made by Ms. Fong and seconded by Mr. McKinney. Ms. Meyer asked for a voice vote. The motion carried.

- F. Other: None

IX. COMMENTS:

- Ms. Pettit noted that the quarterly All Staff Meeting and an employee appreciation breakfast will be held tomorrow. She has met with each director to discuss talent reviews and compensation equity. She and Mr. Gregg will be meeting with the county's Human Resources director to continue discussions about allowing Riverside to be more connected to the county's Munis system which will allow more seamless operations for finance and HR. It has been suggested by employees to offer a group volunteer opportunity as part of the Riverside Cares program, a benefit that gives employees up to 8 hours per year to volunteer in the community, so she is working on setting up three to four group opportunities. Based on employee feedback from a new process that was piloted last year, we have moved away from employee performance evaluations to twice yearly check-ins which includes employee led discussions about their work and career development.
- Ms. Nichols reported that this is Volunteer Appreciation Week and her team created 62 goody bags to deliver to Riverside volunteers. She has been working with Ms. Pettit to bring the volunteer on-boarding process more in line with the new employee on-boarding process so it will now include background checks on each volunteer. Riverside will be hosting Leadership Troy on April 20th and will provide an overview of Riverside's history, services and funding followed by a non-profit agencies "mini expo" in the gym. The family friendly Touch A Truck event will be held on May 14th in Riverside's parking lot and will include various types of vehicles such as a helicopter, emergency vehicles, construction equipment, transportation vehicles, and military vehicles.
- Ms. Snell indicated that several members of her team have expressed appreciation for the culture of support at Riverside with flexible work schedules and the personal support provided. A person-centered language task force will be formed as a result of recent discussions on updating language to more accurately and appropriately describe individuals served. For example, using the term non-speaking rather than non-verbal. The Limited Program Specialist funding is going well and is much appreciated by providers who are eligible to receive it. To show our appreciation to the direct support professionals caring for the individuals we serve, Easter baskets were given out for April and Cinco de Mayo baskets are planned for May.

- Ms. Knupp shared that the DSP crisis is ongoing. A provider agency gave notice last week which affects four individuals served, a number of agencies are still teaming, and agencies have terminated with no notice. We are committed to resolving these issues day by day with SSAs filling the gaps and support from Ms. Nichols team. There has been an increase in MUIs as well as nursing home issues to problem solve. With the Level 1 Waiver structure changing and resulting funding caps, our Medicaid Manager and Funding Specialist have done an excellent job in identifying individuals we serve who will be over their allowable funding budget giving their SSAs time to put plans in place. There are still two SSA positions open.
- Ms. Greenawalt-Cherry reported that Early Intervention numbers continue to climb. There were 170 children on Individualized Family Service Plans at the end of March with 45 other children still in the process between referral and IFSP. She has been in conversation with the therapists about increasing hours as there are more children and families with greater needs. A new developmental specialist will be starting May 9th and she has been discussing with the Family and Children First Council about adding another service coordinator. At the Ohio Showcase for Charting the LifeCourse in May one of the service coordinators and one of the children's SSA will be presenting on how EI started using the trajectory for transition planning.
- Mr. Gregg noted that the Community Connections Team has been moved to space at the front of the building which opens up their former office as a potential meeting room for the community. We will be installing fob access on several doors throughout the building. However, due to supply chain issues that project as well as the new chiller installation has been delayed. He and Ms. Pettit have been meeting on updating the safety policies and Ms. Pettit reached out to BWC who provided good resources for their Public Employment Risk Reduction Program.

X. EXECUTIVE SESSION:

A motion to enter into Executive Session at 6:59 p.m. to consider the employment and compensation of a public employee was made by Mr. McKinney and seconded by Mr. Metz. Ms. Meyer asked for a roll call vote.

Lori Meyer	- Yes	Michelle Fong	- Yes
Mandy Via	- Yes	Deon Metz	- Yes
Jerry Herbe	- Yes	Joe Fulker	- Yes
Shawn McKinney	- Yes		

The motion carried.

A motion to adjourn from Executive Session at 7:14 p.m. was made by Mr. Herbe and seconded by Mr. Fulker. Ms. Meyer asked for a voice vote. The motion carried

XI. NEXT MEETING: Monday, May 16, 2022

XII. ADJOURNMENT

A motion to adjourn the meeting at 7:15 p.m. was made by Mr. McKinney and seconded by Ms. Via. Ms. Meyer asked for a voice vote. The motion carried.

Meeting adjourned.

Minutes approved by:

Lori Meyer
LORI MEYER, PRESIDENT

5/16/22
DATE

Michelle Fong
MICHELLE FONG, RECORDING SECRETARY

5/16/22
DATE