



BOARD MEETING MINUTES

May 16, 2022

BOARD IN-SERVICE: Early Intervention presented by Kathy Greenawalt-Cherry, Early Intervention Director, Amy Kneisley, Developmental Specialist, Bethany Covault, Developmental Specialist

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, May 16, 2022, at 6:00 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, Jessica Knupp, Kathy Greenawalt-Cherry, Melissa Nichols, Stacy Pettit, and Carol Helman.

IV. PRESENTATION BY GUESTS

None

V. PRESENTATION OF MINUTES

The minutes of the April 18, 2022 meeting were reviewed. A motion to accept the minutes was made by Ms. Via and seconded by Mr. McKinney. 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 April 2022. A motion to accept the reports was made by Ms. Fong and seconded by Mr. Fulker. Ms. Meyer asked for a voice vote. The motion carried.

- B. Monthly Bills:** The April 2022 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the April 2022 bills was made by Mr. Metz and seconded by Mr. Herbe. 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.** None

VIII. NEW BUSINESS

- A. Proposal for Early Intervention Service Coordinator:** With the approval of the Personnel and Finance Committee and the Superintendent a motion to approve adding an Early Intervention Service Coordinator position on the Riverside Table of Organization with a base salary within \$20.69 - \$29.56 per hour was made by Ms. Fong and seconded by Mr. Herbe. 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. Affiliate Organization Summary:** Upon the recommendation of the Superintendent, a motion to approve the summaries as presented from each of the organizations affiliated with the Board was made by Mr. McKinney and seconded by Ms. Fong. Ms. Meyer asked for a voice vote. The motion carried.

- C. Ethics Approvals:** None

- D. Conferences:** A motion to approve the attendance of seventeen employees and two board members at the OACB 2022 Spring Conference being held May 19-20, 2022 in Columbus for a total cost of \$3,805.00 was made by Mr. Fulker and seconded by Mr. Herbe. 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.

E. Personnel Actions:

New Hires:

Sara Baker	Developmental Specialist	5/9/2022
Malorie Cox	Service and Support Administrator	5/9/2022

Promotions/Transfers: None

Resignations/Contract Non-Renewal/Retirement/Termination: None

In addition, Joan Bernstein, Communications Coordinator, submitted her resignation today effective May 27, 2022.

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

Change to Policy:

T-10 Vehicle Accidents – the word accident has been changed to crash throughout

Date Change Only:

B-02 Orientation of New Board Members
B-04 Governance of Board Operations
G-71 Alcohol and Drugs on Property
G-74 Peer Recognition
P-02 Appointing Authority
P-35 Unlawful Harassment
P-39 Medical Examinations
P-41 Transitional Work Program
SSA-10 Provider Overtime

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

G. Other: None

IX. COMMENTS:

- Ms. Greenawalt-Cherry thanked the Board for approving the addition of an EI Service Coordinator.
- Ms. Pettit noted that she and Mr. Gregg did a safety audit of the building and discussed the need to update policies, procedures and protocols to meet safety standards. They had recently met with the Director of the Public Employers Risk Reduction Program who provided some resources that they used for the audit.

- Ms. Snell reported that the Blitz Media training for provider agencies finished last week. The training was well done, and she received good feedback about the entire series. A couple of the provider agencies asked to meet with Ms. Pettit about our employee retention efforts and career development as they are struggling to attract employees. The Ohio Department of Developmental Disabilities is changing several rules and one is the behavior support rule that will become effective in October. She and Behavior Support Coordination Manager are working on internal policies to get those in place and plan to do staff training in October.

- Ms. Knupp shared that there will be several members of her team presenting the June in-service on the Ohio ISP to include what has been done and where it is going. They are still monitoring the Level I Waivers. The “un-bucketing” is coming up quickly, July 1, and the team has been taking all of the steps needed for individuals who may be in danger of being above their budget cap. The SSA managers are reviewing the different revisions being made to the rules by DODD. Changing multiples rules at one time forces the county board to change processes and a big focus for her team is getting the language correct in the ISP so it matches the rule to ensure we are in compliance. Once they determine the correct language, they establish the timeline to roll it out. The team made a list of 53 items that need to be priorities and, to make it more manageable, they are focusing on four at a time. Her team has also been working extensively with the facilities team asking for their help in problem solving safety related issues.

- Ms. Nichols thanked the Board members who helped with the Touch A Truck event on May 14. Ms. Via had brought the idea for this event to her. She greatly appreciated her help as well as the help of one of the SSAs who has car show experience. Everything went well and there seemed to be about three times more people attending than what was planned for, but it was a lot of fun. The Strawberry Festival is June 4 and 5. With the retirement of the Communications Coordinator, she will be determining what the next steps are and moving forward with that.

- Mr. Gregg commented on the safety walk through of the building which pointed out some additional items that need to be cleaned up in several areas. He has been researching possibly donating items to a non-profit organization that properly recycles them and donates to Dayton Children’s. It seems like a good route to get rid of junk metal and broken items such as TV monitors since they would not bring much in an auction. He is still working on the cost report which is due June 30, but he hopes to have it done by the end of May. IT has received the switch for the new server but not the server yet and several new replacement laptops have been delivered. He met with Ms. Knupp as well as her Medicaid Manager and Funding Specialist about the TCM billing process. There is no update on the chiller project yet.

X. EXECUTIVE SESSION:

A motion to enter into Executive Session at 6:33 p.m. to consider the employment and compensation of a public employee was made by Mr. Herbe 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 7:18 p.m. was made by Mr. McKinney and seconded by Mr. Herbe. Ms. Meyer asked for a voice vote. The motion carried

XI. NEXT MEETING: Monday, June 27, 2022

XII. ADJOURNMENT

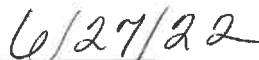
A motion to adjourn the meeting at 7:19 p.m. was made by Mr. Herbe and seconded by Mr. Metz. Ms. Meyer asked for a voice vote. The motion carried.

Meeting adjourned.

Minutes approved:



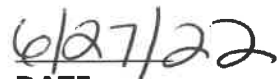
LORI MEYER, PRESIDENT



DATE



MICHELLE FONG, RECORDING SECRETARY



DATE