



BOARD MEETING MINUTES

January 27, 2020

BOARD IN-SERVICE: No Inservice

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, January 27, 2020, at 5:30 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Steve Baker	- Present	Andrew Johnston	- Present
Lori Meyer	- Present	Jerry Herbe	- Present
Eric Burris	- Present	Mandy Via	- Present
Kim Ojeda	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in giving the Pledge of Allegiance, led by Mr. Baker, President.

III. INTRODUCTION OF STAFF/GUESTS

The following guests were in attendance: Steve Barno and Joe Kolakowski, Knights of Columbus; Commissioner Greg Simmons, Ohio Senator Steve Huffman, and District Director Ben Thaeler from the Office of U.S. Congressman Warren Davidson.

The following staff were in attendance: Brian Green, Kathy Greenawalt-Cherry, Melissa Nichols, Stacy Pettit, Becky Snell, Jessica Knupp, Sherry Saddler and Denise Kenworthy.

IV. PRESENTATION BY GUESTS

A presentation in the amount of \$3,000 was made to the Board from Steve Barno and Joe Kolakowski of the Tipp City Knights of Columbus.

Commissioner Simmons presented Steve Baker with a letter of recognition from the County Commissioners for receiving the OACB Distinguished Service Award in December 2019.

Senator Huffman presented Steve Baker with a letter of recognition from the Ohio Senate.

Ben Thaeler presented Steve Baker with a letter of recognition on behalf of Congressman Warren Davidson.

V. REORGANIZATION MEETING

A motion to adjourn to the reorganization meeting was made by Ms. Meyer at 5:37 p.m. The motion was seconded by Ms. Via. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

Brian Green started with roll call. After discussion with Jerry Herbe the following were proposed as officers for 2020: President – Steve Baker, Vice-President – Lori Meyer, Secretary – Mandy Via. Mr. Green asked if there were any other nominations from the floor. A motion to accept the officers as presented was made by Andrew Johnston. The motion was seconded by Kim Ojeda. Mr. Green asked for a roll call vote:

Lori Meyer	-	Yes	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes			

Motion was carried and so ordered. He then turned the meeting back over to Mr. Baker, President.

Mr. Baker stated that the Board had agreed to the same time and day of the meetings at the December Board meeting.

Committee appointments will remain the same as last year at this time: Personnel/Finance – Kim Ojeda, Andrew Johnston, Jerry Herbe; Ethics Council – Mandy Via, Eric Burris, Steve Baker; OACB Advocate – Lori Meyer.

Ms. Ojeda made a motion to adjourn the Re-organization meeting at 5:40 p.m. and Mr. Burris seconded. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

VI. PRESENTATION OF MINUTES

The minutes of the November 18, 2019, meeting were reviewed. A motion to accept the minutes of the meeting for the official record was made by Mr. Johnston. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

VII. PRESENTATION OF FINANCIAL REPORTS

A. Monthly Financial Reports: Sherry Saddler, Business Director, reviewed the financial report for November and December 2019. A motion to accept the Monthly Financial Report as written was made by Ms. Meyer. The motion was seconded by Mr. Herbe. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

B. Monthly Bills: The November and December 2019 bills were presented for approval. A motion to ratify the Superintendent’s actions in payment of the November and December 2019 bills was made by Ms. Ojeda. The motion was seconded by Mr. Burris. Mr. Baker asked for a roll call vote.

Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Jerry Herbe	-	Yes			

Motion was carried and so ordered.

VIII. OLD BUSINESS:

- A. Quarterly Table of Organization: A motion to approve the Quarterly Table of Organization was made by Ms. Meyer. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

IX. NEW BUSINESS

- A. Superintendent Development Plan: A motion to approve the Superintendent Professional Development Plan for 2020 as presented by Mr. Green was made by Mr. Herbe. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a voice vote. Motion was carried and so ordered.
- B. Resolution for Payment of WestCON Funds: A motion to approve the P&F Committee and Superintendent's recommendation for approval of this resolution authorizing payment of the budgeted amount of \$4,193,039.68 for 2020 Waiver Match and Medicaid Reserve Funding, \$795,648 for 2020 for supported living, unfunded individuals, critical needs fund, home choice fund, community first fund, Rental Assistance Program, Housing Improvements, Therapy Services and Provider Partnership Network and \$21,879 in administrative and membership fees to be paid to WestCON COG in two installments was made by Ms. Meyer. The motion was seconded by Ms. Via. Mr. Baker asked for a roll call vote.

Kim Ojeda	-	Yes	Steve Baker	-	Yes
Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Jerry Herbe	-	Yes	Eric Burris	-	Yes
Mandy Via	-	Yes			

Motion was carried and so ordered.

- C. Proposal for 30-Year Roofing Project: A motion to approve the P&F Committee and Superintendent's recommendation to enter into a contract with Prodigy Building Solutions for the tear off and replacement of the roof for a price not to exceed \$478,747 was made by Mr. Burris. The motion was seconded by Ms. Meyer. Mr. Baker asked for a roll call vote.

Andrew Johnston	-	Yes	Lori Meyer	-	Yes
Jerry Herbe	-	Yes	Eric Burris	-	Yes
Mandy Via	-	Yes	Kim Ojeda	-	Yes
Steve Baker	-	Yes			

Motion was carried and so ordered.

- D. Ethics Approvals: None

- E. Conferences: None

- F. Personnel Actions:

New Hires:

Janice Thebert, Resource Support Coordinator Provider Referral and Linkage, effective 12/31/2019

Promotions/Transfers:

Jan Wintrow, Service and Support Administrator to Provider Relations, effective 1/27/2020

Michelle Ritchie, Service Coordinator to Service and Support Administrator, effective 2/10/2020

Resignations/Contract Non-Renewal/Retirement/Termination:

Steffanie Cline, Service Coordinator, effective 12/27/2019

Nick Rowe, Service and Support Administrator, effective 1/24/2020

Brandi Morrison, Service and Support Administrator, effective 1/24/2020

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

New Policy:

G-75 Provider Certification Summary Suspension Orders – a new rule to assist county boards in suspending providers when there is a serious health and welfare risk to the individuals being served.

Changes to Policy:

G-72 Employment First Initiative - Updated terminology to reflect new terms in the rule.

P-12 Life and Medical Insurance – Removed reference to County Board insurance plan.

P-23 Ohio Public Employees Retirement System – Removed reference to STRS.

SSA-8 Preadmission Screening and Resident Review (PASRR) – Updated to reflect wording from the rule that was omitted from the last review.

Date Change Only:

G-8 Confidentiality – Updated to new format.

P-15 Ethics and Code of Conduct – Updated to new format.

Rescinded:

HS-1b Delegation of Medication Monitoring and Management – We no longer provide medication administration.

H-7 Do Not Resuscitate Comfort Care – Not needed as we no longer provide direct care. If the individual has an ISP this information is noted.

Move Policy:

HS-1a Medication Administration and Delegation of Nursing Tasks – Updated per rule and **To** moved to SSA-11 as we no longer administer medication and the SSA is reviewing an **SSA-11** individual's ability to self-medicate.

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

H. Other:

X. **COMMENTS:**

- Stacy updated the Board on the completed culture survey showing improved scores. Feedback from the survey shows employees want a focus on career development which was planned for 2020. She also updated on the compensation meetings that took place with each employee individually to explain the new plan and the ongoing work on the new healthcare plan.
- Kathy discussed the increasing numbers in Early Intervention and the upcoming search for a new Speech and Language Pathologist as Diane Dynes begins to transition toward retirement in the next two years.
- Melissa reviewed the handout she provided with the Board. She noted the boost in social media as well as the boost in donations. She also noted the dip in Advocacy with a change in leadership of that program and a hope that it will bounce back this year. Melissa also updated the Board on DD Awareness month in March and the plans for the open house on March 2nd from 3:00-6:00 pm.
- Becky updated the Board on the new hires for the two new positions they approved in October.
- Jessica updated with:
 - Medicaid Manager & Funding Specialist continue to work changes as a result of the Monthly Rate Calculator and Direct Service Professional wage increase which took effect January 1st.
 - The Non-Medical Transportation (NMT) rule taking effect on February 1st will require changes to provider billing and ISPs. QI Director, Becky Snell, will be conducting training on the rule change to the SSA department. The rule has changed to allow payment for such things as day trips, as well as the to and from, trips for day services.
 - Waiting on dates associated with the state-wide ISP plan, as developed by DODD. Brian is trying to get timelines associated with implementation. All current ISP's will have to be shifted once we have the new plan.
 - CAO & QI referrals are continuing to climb. This is more work for Melissa and Becky's departments, but the positive side is our people are having many more opportunities and new solutions for barriers that come up are happening.
- Mandy spoke about the power-lifting tournament that took place on Saturday, how awesome it was to see everyone participating and the huge smiles the participants displayed after their lifts.

XI. EXECUTIVE SESSION: A motion to adjourn to Executive Session at 6:22 to consider personnel matters was made by Ms. Ojeda. The motion was seconded by Ms. Via. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

A motion to accept the Superintendent's contract as presented was made by Mr. Johnston. The motion was seconded by Ms. Ojeda. Mr. Baker asked for a roll call vote.

Steve Baker	-	Yes	Andrew Johnston	-	Yes
Lori Meyer	-	Yes	Jerry Herbe	-	Yes
Eric Burris	-	Yes	Mandy Via	-	Yes
Kim Ojeda	-	Yes			

Motion was carried and so ordered.

A motion to adjourn from Executive Session at 6:39 was made by Ms. Ojeda. The motion was seconded by Mr. Burris. Mr. Baker asked for a voice vote. Motion was carried and so ordered.

XII. NEXT MEETING: Monday February 24, 2020


XIII. ADJOURNMENT - A motion to adjourn the meeting at 6:45 p.m. was made by Mr. Johnston. The motion was seconded by Ms. Ojeda. Mr. Baker called for a voice vote. Motion was carried and so ordered.

Meeting adjourned.

Minutes approved by:



STEVE M. BAKER, PRESIDENT



DATE



MANDY VIA, RECORDING SECRETARY



DATE