

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
December 11, 2018
Kenneth W. Ritchey Administration Center

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Board President, William Linesch, called the December 11, 2018 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:00 p.m.

Members Present: President William E. Linesch; Vice President Madeline Iseli; Secretary Richard Schultze; James J. Zahora; Sharon King-Roberts; Linda Gillispie.
Superintendent, Nancy A. Banks.

Members Absent: Naima Quarles-Burnley. Ms. Quarles-Burnley notified the Superintendent of her absence prior to the meeting.

Mr. Linesch opened the meeting by reading the Board's Vision and Mission.

~ Moment of Silence

Mr. Linesch asked the Board to observe a moment of silence in memory of those who have passed away since our last Board Meeting, whether they be individuals served or their family members, staff or their family members, or friends of the Board.

II. SPECIAL PRESENTATIONS

A. Oath of Office to Board Members Madeline Iseli and Richard Schultze for second terms

Executive Administrative Assistant Julie Nelson administered the Oath of Office to Board Members Madeline Iseli and Richard Schultze for second terms. Ms. Iseli has been reappointed by Probate Judge and Mr. Schultze by County Commission. Both appointments will begin on January 1, 2019 and will end on December 31, 2022.

B. Joint meeting with Brighter Tomorrow Foundation

Executive Director of the Disability Foundation and Manager of the Brighter Tomorrow Foundation (BTF), Greg Darling, started by thanking the Board for their support of BTF, stating that BTF wouldn't exist if it wasn't for the Board of DDS.

Mr. Darling went on to provide a presentation to the DDS Board, sharing BTF's history, mission, accomplishments of the past year, and their targets for the future. Mr. Darling talked about the grants they have awarded in 2018 totaling \$47,500 which doesn't include \$10,000 which was allocated to the Human Services Levy Campaign. He also stressed the continued need, stating that BTF regularly receives significantly more grant fund requests than dollars available. Since its inception, BTF has granted \$848,821 to fund 151 different projects which have helped enhance the lives of individuals with developmental disabilities in Montgomery County.

III. REVIEW AND APPROVAL OF THE MINUTES OF THE OCTOBER 16, 2018 BOARD WORK SESSION AND BOARD MEETING.

The Board reviewed the minutes of the October 16, 2018 Board Work Session and Board Meeting of the Montgomery County Board of Developmental Disabilities Services.

Motion: Mr. Linesch moved that the Montgomery County Board of DD Services approve the minutes of the October 16, 2018 Board Work Session and Board Meeting. Ms. Iseli seconded the motion. Mr. Schultze abstained. The motion carried with five in favor.

Mr. Schultze abstained from voting on the minutes due to his absence from the last meeting.

IV. SUPERINTENDENT'S REPORTS

A. Provider Development Update

This update was provided in the Board packet and Provider Development Manager Mitch Snyder was in attendance to answer any questions.

- Mr. Linesch stated that he understands Montgomery County currently has the capacity we need for people desiring/eligible for services which is a real testament to the work that Mitch and his team has done. Two years ago we were lacking considerably in terms of private providers and now it looks like this part of the transition has been accomplished. Congratulations to Mitch and his team.
- Mr. Linesch asked about the two providers that have been pending for a while, wondering if they are actively pursuing certification. Mitch said they are not working on certification right now due to items that came up but they have shared with Mitch that it is still their desire and intention to become certified.
- Nancy shared that Calumet closed November 30 and Jergens will close December 21 which is the same date transportation services will come to an end. Northview staff serving Stillwater individuals will continue until the end of June, 2019 at which time Stillwater staff will take over providing day programming to the Stillwater individuals.

- Mr. Linesch asked if it looks like there will be any individuals for which we will become Provider of Last Resort. Nancy stated that it doesn't look like that will happen. She explained that Provider of Last Resort means that you have approached every provider in the county and all of them have refused to provide the needed services. We currently have about seven people who are having some difficulty but we believe we can work with them and find appropriate placements.

B. Major Positive Incidents and Excellent Staff Performances

Superintendent Nancy Banks talked about the following MPI's and ESP's provided in the Board packet:

- MCBDDS helps Dayton Metro Library staff open doors for true inclusion
- MCBDDS funds construction of new Adult Interim Care Home to help individuals in crisis situations
- Service and Support Administrator Kiersten Sargent helps shut-in connect with resources, enjoy life again
- Northview and Jergens program participants and staff enjoy "End of Summer Picnic"

V. COMMITTEE REPORTS

A. Ethics Committee – Sharon King-Roberts, Chairperson

1. Ms. Sharon King-Roberts stated that the Ethics Council reviewed the following individuals and found no conflict of interest to exist: Kendall Ferrill; Jillian Fletcher. No action was required.

B. Finance Committee – Richard A. Schultze, Chairperson

1. Contracts previously approved by the Superintendent
These contracts were listed in the Board Packet and were within the Superintendent's budget authority granted by the Board. No action necessary.

2. Approval of 2019 Room and Board and Supported Living Contracts
This contract is with ViaQuest for MCBDDS to fund services they will provide at the new/second Adult Interim Care Home that should be operational in early 2019.

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approves the above contract and authorizes the Superintendent to enter into this contract within residential local budget appropriations. Ms. King-Roberts seconded the motion. The motion carried unanimously.

3. Annual Availability of Funds

Andrew Kinder stated this action is to ensure we have available funds to pay waiver match.

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services has adopted a budget for 2019 that includes the full amount necessary to meet its obligations under ORC 5126.05.07. The amount available to pay the non-federal share is \$17,979,332.00 which is in excess of the value of ½ mill of taxes generated within Montgomery County. Ms. King-Roberts seconded the motion. The motion carried unanimously.

4. SWOCOG Contract for 2019

This contract covers services provided by SWOCOG as follows: Family Support Services (FSS), Public Relations, Provider Support (Training/Development), SWOCOG membership fee, administration charge for FSS, hourly charge for home and equipment modification evaluations/consultations, and assistance with assessments for Fix the List.

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services enters into a contract with the Southwestern Ohio Council of Governments (SWOCOG) authorizing the provision of services up to \$665,604.00 and authorizing the Superintendent to take the necessary action to execute the contract. Ms. Iseli seconded the motion. The motion carried unanimously.

5. Approval of Authorization to Exceed \$50,000 Limit in Specified Areas for 2019

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services authorize the Superintendent to approve the aforementioned expenses for 2019 in accordance with Board Policy. Ms. King-Roberts seconded the motion. The motion carried unanimously.

6. Review of Program Vouchers for October and November, 2018

These Program Vouchers were provided in the Board packet and included expenditures that are over \$1,000.00. No action was required.

7. Approval of December Resolutions Calendar

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the December Resolutions Calendar for item(s) 121118-33 to 121118-37. Ms. King-Roberts seconded the motion. The motion carried unanimously.

8. Financial Reports

The Financial Reports for October and November, 2018 were in the Board packet. Andrew Kinder provided a brief overview of our financial status. No action was required.

C. Human Resources Committee – William E. Linesch, Chairperson

There were no Human Resources items for the month of December.

D. Policy Committee – Linda Gillispie, Chairperson

1. First Reading of Selected Policies.

Ms. Gillispie gave a first reading of the following policies: **VII.21** Staff Reimbursement for Authorized Expenses; **VII.22** Delays and Closings; **VII.54** Copyright; **VII.73** Electronic Signature; **IX.06** Enrollee Absenteeism; **IX.07** Immunizations; **IX.21** Early Intervention Services; **IX.23** Medicaid Due Process. No action was required.

2. Second Reading and Approval of Selected Policies and Acknowledgement of Selected Procedures.

Ms. Gillispie gave a second reading of the following policies: **VII.38** Promotion; **VIII.02** Opening and Closing of Facilities; **IX.172** Home and Community Based Services – Waiting List (New Rule); **X.01** DD.MH Diagnostic Assessment; **X.02** DD.MH Drug Theft.

Motion: Ms. Gillispie moved that the Montgomery County Board of DD Services approve the policies listed above. Mr. Zahora seconded the motion. The motion carried unanimously.

3. Approval to Rescind Policies

Policies **VIII.01** Length of Program Year and **IX.14** Swimming are no longer needed due to the cessation of Adult Services. The Length of Program Year for Early Intervention is referenced in Policy IX.21 Early Intervention Services.

Motion: Ms. Gillispie moved that the Montgomery County Board of DD Services rescind Policies VIII.01 Length of Program Year and IX.14 Swimming. Mr. Zahora seconded the motion. The motion carried unanimously.

Interjection:

Nancy introduced our new Buildings and Grounds Supervisor, David Birch. She shared that we have a lot going on with our buildings and David has jumped right in.

David just started on November 19th and is already participating in all our Holiday morale boosters. Nancy added that we are really pleased to have David as part of our team. David thanked Nancy and the Board for having him.

Nancy shared that this was Bill Linesch's last Board meeting as President and she thanked Bill for his service as Board President for the past four years. She stated that Bill has been great to work with and very supportive to her. He has provided wonderful leadership and Nancy respects the work that he has done. Bill was very grateful stating that Nancy and her staff make being President a pretty easy job.

VI. SPECIAL REPORTS

A. Monthly DDS Program Departments.

1. Program Department updates were in the Board packet.

B. Monthly Board Update for:

1. Miami Valley In-Ovations, Inc., update was in the Board packet.

C. Action Items.

There were no Action Items for the month of December.

VII. ANNOUNCEMENTS

A. Selected announcements were listed in the Board packet.

VIII. OTHER BUSINESS

*A. Approval of 2019 Slate of Officers

Motion: Mr. Linesch moved that the Montgomery County Board of DD Services adopt the Slate of Officers for Calendar Year 2019 as proposed: President, Madeline J. Iseli; Vice President, James J. Zahora; Secretary, Richard A. Schultze. Ms. Gillispie seconded the motion. The motion carried unanimously.

IX. VISITORS' TIME

Parent and Advocate Wynema Mebane wrote a letter to the Board recently regarding her concern that Self-Determination funding is being discontinued effective the end of this year. She shared how these funds have made it possible for their son to participate in a music therapy and instrument education program located in Cincinnati. This program is one of their son's favorite activities, also providing him with socialization and verbalization. Ms. Mebane is asking that, if the funds must be discontinued, can the balance of what was previously budgeted/allotted still be expended since there will still be money left over after December. She stated she is

not advocating just for her son. The Self-Determination program is one of the solid things going on for many individuals during this transition.

Interjection:

Bill Linesch passed the gavel to Madeline Iseli and Madeline took the opportunity to share that she could not imagine anyone more suited to these last four years, leading this Board, than Bill Linesch, especially given Bill's long career working in very complex Human Resource and other kinds of important relationship issues. She thanked Bill for steering us over these past several years.

X. ADJOURNMENT

There being no further business to present to the Board, the meeting was adjourned.

Time: 7:45 p.m.

Board Officer

Board Officer

Date

**The next meeting of the Montgomery County Board of DDS
will be held at the Kenneth W. Ritchey Administration Center
5450 Salem Avenue, Dayton, OH. 45426
on TUESDAY, January 15, 2019 at 7:00 P.M.**