

Lucas County Board of Developmental Disabilities

November 17, 2015

Place of Meeting: Administrative Services Building
1154 Larc Lane, Toledo, Ohio

Time: 5:30 P.M.

Members Present: Mr. Mark Frye, President, presided
Dr. Jeanne Brockmyer, Mr. Rick Henzler, Mr. Ron Volk, Ms. Linnie Willis and Mr. Ray Wood

Members Absent: Ms. Anna Khouri

I. Call to Order/Welcome:

Mr. Mark Frye, President, called the meeting to order at 5:32 p.m. Following roll call, the Board excused the absence of Ms. Anna Khouri.

Mr. Frye welcomed all present and then opened the floor for public comments. There were none.

During the presentation of Special Recognition Awards, the Board recognized:

- A. Erika Brooks, Service and Support Administrator, as the Staff Person of the Month for November 2015.
- B. Brandon Blinn with the November 2015 Special Recognition Award.
- C. Retiree Rebecca “Becky” Culp with 25 years of service. Ms. Culp was present to accept her plaque.

II. Board Action Items:

A. Consent Agenda:

Mr. Frye opened the floor to Board members and asked if there were any topics to be removed from the Consent Agenda and placed on the Topics for Board Discussion section. Mr. Frye removed item II.A.4.b) Lott Industries Annual Service Contract.

Ms. Willis noted a typo in the October 20, 2015 Board meeting minutes. The date of the Annual Meeting should read, “January 25, 2016.”

After hearing no other topics be removed from the Consent Agenda, Mr. Henzler made a motion to approve the Consent Agenda dated November 17, 2015 as submitted. Seconded by Ms. Willis. Motion carried unanimously.

1. Board Meeting Minutes:

To approve the October 20, 2015 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) October 6, 2015 Correspondence from Ms. Janet Bosserman, Double ARC
- b) October 28, 2015 Correspondence to Mr. Richard MacMillan
- c) October 28, 2015 Correspondence to Mr. John O'Neil
- d) October 28, 2015 Thank you note from Mr. Steve Oster, Synergy Conference

3. Limited Contracts

There were no limited contracts for renewal this month.

4. Contracts:

- a) TARTA/TARPS – To approve an amendment to the service agreement effective January 1, 2015 through November 30, 2015 with TARTA for the provision of paratransit services to extend its term through March 31, 2016, with a commensurate increase of Four Hundred Forty-One Thousand, Four Hundred Dollars (\$441,400.00). The maximum amount of the agreement shall not exceed One Million, Three Hundred Fifty-One Thousand, Seven Hundred Eighty-Seven Dollars and Fifty Cents (\$1,351,787.50).
- b) Lott Industries, Inc. Contract - Topic was removed from Consent Agenda and placed in Section VII. Executive Session, Employee Compensation Matter.

5. Ethics Council Recommendations

To accept the Ethics Council recommendation as noted in its minutes of October 20, 2015.

6. 2016 Proposed Action Plan

To approve the 2016 Action Plan.

7. 2016 Proposed Budget

To approve the General Fund Budgeted Revenue of \$57,841,573 with Expenses of \$60,915,854; Residential Fund Budgeted Revenue and Expenses of \$19,399,280; and Donation Fund Budgeted Revenue and Expenses of \$150,000.

8. Resolution for Nonfederal Share of Medicaid Expenditures

To adopt resolution specifying the amount of funds the Lucas County Board of DD will use in 2016 (\$19,399,280.00) to pay the nonfederal share of services as required by O.R.C. 5126.0511.

9. Bid for Janitorial Services at Holland and Hill

To award a contract to Sun-Shine Services for janitorial services at Holland A.S.C. and Hill A.S.C. for the period from January 1, 2016 through December 31, 2017, at an annual cost not to exceed Fifty-Three Thousand, Three Hundred Forty Dollars (\$53,340.00).

10. Approval of Positions

To approve the Community Work Incentives Counselor position and the Employment Navigator position.

B. Topics Requiring Board Discussion:

1. Finance Reports

Ms. Hope Schang, Director of Business Operations, highlighted the financials for October 2015. After discussion, Mr. Henzler made a motion to approve the Financial Reports for October 2015. Seconded by Dr. Brockmyer. Motion carried unanimously.

2. Resolutions and Vouchers

Ms. Schang highlighted the payment schedules for October 2015. After discussion, Mr. Henzler made a motion to approve the payment schedules for October 2015. Seconded by Ms. Willis. Motion carried unanimously.

III. Presentation: There was no formal presentation scheduled this month.

IV. Program Priorities and Goals Update:

A. Management Letter: Superintendent Yenrick indicated that important updates on TARPS, the Transportation Department and waivers are included in the Management Letter.

B. Statistics/Metrics: October 2015 figures were provided.

C. Not-for-Profit Boards:

1. Lott Industries, Inc.: The October 2015 Lott Industries report was provided by Ms. Caren Taylor, Director of Adult Options.

2. Preferred Properties, Inc.: The October 2015 Executive Director's report was provided by Ms. Yvonda Bean, Executive Director.

D. Supplemental Reports:

1. MUI Unit Report – A status of October 2015 MUI unit activities was provided. There were 85 MUIs filed in October 2015.
2. Community Travel Safety (Annual Report) - The annual Community Travel Training report dated November 9, 2015 was provided.
3. Summer Options 2015 – The Summer Options report has been deferred to December's Board meeting.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentation: There were no comments this month.

Superintendent Yenrick reminded Board members of the mandatory two 1-hour trainings from the State.

- B. Policy Review: There were no new policies for review this month.

- C. Legislative Update: A status of legislative activities was provided in a memorandum dated November 5, 2015 prepared by Ms. Mary Anne Burns, Legal Counsel.

- D. Future Service Contracts: Per request of the Board, service contracts will be submitted one month in advance for review. Board action on the contracts in this section will be presented to the Board for approval at the December Board meeting.

At this time, Mr. Frye made a motion to rescind the 2016 Adult Options Calendar approved at the October 20th, 2015 Board meeting and approve the "revised" 2016 Adult Options Calendar as proposed in the memorandum dated November 17th, 2015. Seconded by Mr. Henzler.

At issue, there was an error discovered on the initial Adult Options Calendar approved in October. Christmas Eve, December 24th, 2016 falls on a Saturday. Christmas Eve is not a paid holiday; rather it was a negotiated date. Therefore, Friday, December 23rd, 2016 is an official work day. After brief discussion, the motion carried unanimously.

- E. Nominating Committee: Mr. Frye thanked Ms. Khouri and Mr. Volk for serving on the Nominating Committee. The committee announced that it is recommending the following slate of officers for the 2016 calendar year:

Mr. Mark Frye	President
Mr. Rick Henzler	Vice President
Dr. Jeanne Brockmyer	Recording Secretary

No formal action is necessary until the January 2016 Organizational Board meeting at which time the Board members will be asked to vote on the officers.

- F. Proposed Annual Board Meeting Agenda: The proposed agenda for the Annual Board meeting on January 25, 2016 at the Sullivan Center at Gesu School was presented to the Board. The Social ½ hour will begin at 6:00 p.m. The meeting will begin promptly at 6:30 p.m. and adjourn by 8:00 p.m. We have secured Toledo Councilwoman Sandy Spang as this year's Keynote Speaker.
- G. OACBDD Resolutions/Annual Delegate Assembly: The 2015 OACB Annual Convention is scheduled for December 2nd through December 4th at the Hilton-Easton Town Center in Columbus. The Delegate Assembly is scheduled for the evening on Wednesday, December 2nd.

Ms. Anna Khouri has agreed to serve as our delegate and Ms. Hope Schang will serve as our alternate.

VI. Old Business

There were no issues to come before the Board under Old Business.

VII. Executive Session:

Mr. Frye made a motion to go into Executive Session at 5:57 p.m. to discuss Pending Litigation, Client Matters Required to be kept Confidential by Federal and State Law and Employee Compensation Matter. Seconded by Dr. Brockmyer. Motion carried unanimously by roll call vote:

Dr. Jeanne Brockmyer voted - yes
Mr. Mark Frye voted - yes
Mr. Rick Henzler voted - yes
Ms. Anna Khouri - absent
Mr. Ron Volk voted - yes
Ms. Linnie Willis voted - yes
Mr. Ray Wood voted - yes

Motion by Mr. Frye to return to regular session at 6:30 p.m. following discussion of the above. Seconded by Ms. Willis. Motion carried unanimously by roll call vote:

Dr. Jeanne Brockmyer voted - yes
Mr. Mark Frye voted - yes
Mr. Rick Henzler voted - yes
Ms. Anna Khouri - absent

Mr. Ron Volk voted - yes
Ms. Linnie Willis voted - yes
Mr. Ray Wood voted - yes

VIII. New Business:

Mr. Frye made a motion to approve a contract with Lott Industries, Incorporated, for the provision of services to operate the business functions of the Board's Adult Services Centers, Vocational Training Programs, and employ persons eligible for Board services for the period from January 1, 2016 through December 31, 2016.

Seconded by Dr. Brockmyer. Motion carried unanimously.

IX. Board Calendar of Events:

The next Board meeting is Tuesday, December 15th, 2015.

X. Adjournment:

Motion by Mr. Frye to adjourn at 6:31 p.m. Seconded by Dr. Brockmyer. Motion carried unanimously.

Respectfully submitted,



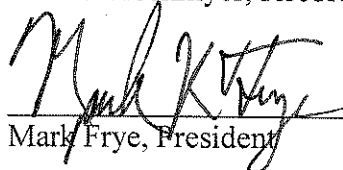
Deb Yenick, Superintendent

Attest:



Jeanne Brockmyer, Recording Secretary

Approved by:



Mark Frye, President