

Lucas County Board of Developmental Disabilities

December 15, 2015

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

Time: 5:30 P.M.

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

Members Absent: Dr. Jeanne Brockmyer

I. Call to Order/Welcome:

Mr. Mark Frye, President, called the meeting to order at 5:30 p.m. Following roll call, the Board excused the absence of Dr. Jeanne Brockmyer.

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. Retirees Dennis Kelly with 36 years of service and Nancy Stafford-Kevern with 29 years of service. Both were unable to attend; therefore their plaques will be forwarded to them.
- B. Violet Johnson with the December 2015 Special Recognition Award. Ms. Johnson was unable to attend; therefore her plaque will be forwarded to her.
- C. Rene Reau, Service and Support Administrator, as the Staff Person of the Month for December 2015.

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 items II.A.4.f) Speech Therapy Contract and II.A.7. Online Training Bids.

After hearing no other topics be removed from the Consent Agenda, Mr. Henzler made a motion to approve the Consent Agenda dated December 15, 2015 as submitted. Seconded by Mr. Volk. Motion carried unanimously.

1. Board Meeting Minutes:

To approve the November 17, 2015 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted.

- a) November 18, 2015 Correspondence to Ms. Mary Alice Powell, The Blade
- b) November 19, 2015 Correspondence to Mayor Paula Hicks-Hudson, City of Toledo
- c) November 24, 2015 Correspondence to Councilwoman, Cecilia Adams, Toledo City Council
- d) November 24, 2015 Correspondence to Councilman, Matthew Cherry, Toledo City Council
- e) November 24, 2015 Correspondence to Councilwoman, Yvonne Harper, Toledo City Council
- f) November 24, 2015 Correspondence to Councilman, Tyrone Riley, Toledo City Council
- g) November 24, 2015 Correspondence to Councilman, Peter Ujvagi, Toledo City Council
- h) November 24, 2015 Correspondence to Councilman, Tom Waniewski, Toledo City Council
- i) November 24, 2015 Correspondence to Councilwoman, Lindsay Webb, Toledo City Council
- j) December 2, 2015 Thank you note from Mr. Ron Smith

3. Limited Contracts

There were no limited contracts for renewal this month.

4. Contracts:

- a) Lott Industries Service Agreements
 1. Lease of Hill ASC – Annual Payment: To authorize the rental payment for the lease of the Hill Adult Services Center from Lott Industries, Inc., in the amount of Two Hundred Twenty Thousand Dollars (\$220,000.00) for 2016.
 2. Groundskeeping, Janitorial and Vehicle Washing Services: To approve a Service Agreement with Lott Industries, Inc., for Groundskeeping, Janitorial, and Vehicle Washing Services for the period from January 1, 2016 through December 31, 2016 in the amount of Two Hundred Sixty-

Four Thousand, Four Hundred Forty-Seven Dollars and Sixty-Two Cents (\$264,447.62).

b) Room and Board Contracts for 2016:

To approve the following Room and Board Contracts for 2016:

- i) Community Residential Services \$ 93,000.00
- ii) Sunshine, Inc. \$135,250.00
- iii) Rainbow Homes \$ 43,000.00
- iv) Wiley Homes \$135,000.00
- v) Zeigler Habilitation Homes \$ 31,000.00
- vi) Amendment to Sunshine, Inc. Room and Board 2015 Contract: To approve an amendment to the 2015 Room and Board contract with Sunshine, Inc. of NW Ohio to increase the amount of the contract by Forty-Four Thousand, Two Hundred Fifty Dollars (\$44,250.00).

c) Preferred Properties, Inc. Annual Contract

To approve a contract with Preferred Properties, Inc., for the term of January 1, 2016 through December 31, 2016, at a cost not to exceed Four Hundred Fifty Thousand Dollars (\$450,000.00).

d) Lucas County Family Council: Pooled Funding Agreement

To approve the Pooled Funding Agreement with the Lucas County Family Council for the period from January 1, 2016 through December 31, 2016 at a cost not to exceed Two Hundred Twenty-Eight Thousand Dollars (\$228,000.00).

e) Psychological Consulting Services Contract

To approve the service agreement with Jason Dura, Ph.D. to provide psychological services for the period of January 1, 2016 through December 31, 2016 at a cost not to exceed Ninety-Seven Thousand, Five Hundred Dollars (\$97,500.00).

f) Speech Therapy Contract

Topic was removed from Consent Agenda and placed in Section B. Topics Requiring Board Discussion.

g) B.O.O.S.T. Program: Arc of Lucas County

To approve a Service Contract with The Arc of Lucas County, Inc. for the period from February 21, 2016 through February 20, 2017, at a cost not to exceed Seventy-Five Thousand Dollars (\$75,000.00).

h) Supported Living Contract: Epilepsy Center of NW Ohio

To approve the Supported Living Contract with Epilepsy Center of NW Ohio for the term of February 1, 2016 through January 31, 2017 at a cost not to exceed Thirty-Four Thousand, Eight Hundred Five Dollars and Eighty-Eight Cents (\$34,805.88).

i) Occupational Therapy Contract

To approve the contract with Rehab Dynamics for OT Services for the period January 1, 2016 through December 31, 2016 at an amount not to exceed One Hundred Three Thousand, Five Hundred Dollars (\$103,500.00).

j) Montgomery County Board of DD Agreement

To approve a Service Agreement for emergency respite services with the Montgomery County Board of Developmental Disabilities, effective May 31, 2015 through December 31, 2015, in an amount of Twenty-Seven Thousand, Nine Hundred Fifty Dollars (\$27,950.00).

5. Finance Department Purchase Order(s)

To approve the 2016 and first quarter 2016 blanket purchase orders as attached to memo dated December 10, 2015.

6. Liability and Vehicle Insurance Renewal

To approve liability and vehicle insurance coverage through Ohio School Plan at a total premium of One Hundred Sixteen Thousand, Eight Hundred Eighty-Four Dollars (\$116,884.00) for year 2016.

7. Online Training Bids

Topic was tabled until after tonight's presentation.

B. Topics Requiring Board Discussion:

1. Finance Reports

Ms. Hope Schang, Director of Business Operations, highlighted the financials for November 2015. After discussion, Ms. Willis made a motion to approve the Financial Report for November 2015. Seconded by Mr. Volk. Motion carried unanimously.

2. Resolutions and Vouchers

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

3. Speech Therapy Contract

Mr. Frye made a motion to approve a Consultant Agreement with Martha Buchholz, Speech-Language Pathologist, for the period January 1, 2016 through December 31, 2016 at an amount not to exceed Ninety-Six Thousand, Two Hundred and Fifty Dollars (\$96,250.00). Seconded by Ms. Willis for the purpose of discussion.

Mr. Volk asked why the large increase in the hourly rate. Ms. Julie Esparza, Director of Children's Department, indicated that the hourly rate has been the same for the past six years. Even with the current increase, the hourly rate still remains under market value.

After discussion, the motion carried unanimously.

III. Presentation: Online Training Bids

Ms. Jillian Harris, Senior Human Resources Representative, and Ms. Renea Quire, Training and Development Coordinator, provided a presentation of the proposed online learning management system. An online learning management system will offer a cost effective method to staying compliant with the Board's required annual trainings by reducing training cost and effort, strengthening compliance, mitigating risk, and increasing quality and availability of training.

After discussion, Mr. Henzler made a motion to award a three year contract for an Online Training Learning Management System from 1/1/2016 through 12/31/2018 to Relias Learning at a cost not to exceed Thirty-Four Thousand, Nine Hundred and Thirty-One Dollars (\$34,931.00) for the first year and Thirty-Two Thousand, Four Hundred and Thirty-One Dollars (\$32,431.00) a year for two subsequent years. Seconded by Ms. Willis. Motion carried unanimously.

IV. Program Priorities and Goals Update:

A. Management Letter: Ms. Pat Stephens, Director of Provider Supports, highlighted the activities of a new collaboration with the PATHS (Partners against Human Trafficking) Project. Also, Ms. Julie O'Hair, Director of Service and

Support Administration, shared important updates on collaborations with the Mental Health system. Ms. O'Hair sits on the Mental Health Diversity Committee and their goal is to provide equal access to mental health services to a variety of groups and populations in the county. Developmental Disabilities will now be recognized as a minority in the mental health system.

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

C. Not-for-Profit Boards:

1. Lott Industries, Inc.: A status of Adult Options Department activities was provided in a report dated December 9, 2015 by Ms. Caren Taylor, Director of Adult Options.
2. Preferred Properties, Inc.: The November 2015 Executive Director's report was provided by Ms. Yvonda Bean, Executive Director along with the Preferred Properties October 15, 2015 Board Meeting Minutes.

D. Supplemental Reports:

1. Family and Advocate Forum Summary – A summary of the December 8, 2015 Family and Advocate Forum held at the Administration Building was provided.
2. MUI Unit Report – A status of November 2015 MUI unit activities was provided. There were 73 MUIs filed in November 2015.
3. Summer Options 2015 – The Summer Options program proved again to be a successful venture. There were 101 participants utilizing 9 community sites. The partnerships with camps and community agencies along with the unique contributions offered by each are the basis for the ongoing success of this community service. This summer there was a new approach with funding the local camp supports. This year there were four grants at \$10,000 each, awarded to programs that focused on support for more adverse medical and behavioral needs of Board eligible, school aged children. There were four grants for \$5,000 each, awarded to programs that focused on vocational development of Board eligible high school aged youth.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentation: There were no comments this month.
- 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 December 3, 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 February Board meeting.
- E. Annual Board Meeting Agenda: The agenda for the Annual Board meeting on January 25, 2016 at the Sullivan Center at Gesu School has been finalized. 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.

The keynote speaker, feature presentations and special recognitions will follow the official business of the Board such as administering oath of office, election of officers, and review and approval of Board minutes.

- F. OACBDD Annual Convention Summary:

Ms. Anna Khouri provided a summary of her day at the OACBDD Convention and her evening at the Delegate Assembly.

- G. Board Liaison Assignments:

Superintendent Yenrick restarted the use of Board Member Liaison Assignments to begin January 1, 2016.

VI. Old Business

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

VII. Executive Session:

There was no Executive Session this month.

VIII. New Business:

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

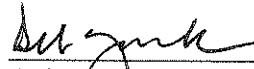
IX. Board Calendar of Events:

The Annual meeting is Monday, January 25th, 2016.

X. Adjournment:

Motion by Mr. Henzler to adjourn at 6:40 p.m. Seconded by Mr. Volk. Motion carried unanimously.

Respectfully submitted,




Deb Yenick, Superintendent

Attest:



Jeanne Brockmyer, Recording Secretary

Approved by:



Mark Frye, President