

**Lucas County Board of Developmental Disabilities  
December 19, 2016**

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, Ms. Anna  
Khouri, Mr. Ron Volk and Ms. Linnie Willis

Members Absent: n/a

**I. Call to Order/Welcome:**

Mr. Mark Frye, President, called the meeting to order at 5:31 p.m. Following roll call, Mr. Frye welcomed everyone in the audience to the Board meeting. Then he opened the floor for public comments. There were none.

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

- A. Retirees Louis Meyer (20 ¼ years of service) and Mark Owen (30 ½ years of service). Both gentlemen were unable to attend; their plaques will be forwarded to them.
- B. DeAndre McBride with the Special Recognition Award for December 2016.
- C. Joy Lopez, Community Travel Trainer, as the Staff Person of the Month for December 2016.

**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 in the Topics for Board Discussion section.

After hearing no topics be removed from the Consent Agenda, Dr. Brockmyer made a motion to approve the Consent Agenda dated December 19, 2016, as submitted. Seconded by Mr. Volk. Motion carried unanimously.

- 1. November 28, 2016 Board Meeting Minutes

To approve the November 28, 2016 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) November 16, 2016 Memorandum from Ms. Tonya Mangerie, Ohio Department of DD
- b) December 13, 2016 Correspondence to Director Barbara Sears, Ohio Department of Medicaid

3. Limited Contracts

There are no limited contracts for renewal this month.

4. Contracts:

a) Lott Industries Service Agreements:

- i) Operate Business Functions and Lease of Hill ASC – To approve a Contract with Lott Industries, Inc. to (a) provide services to operate the business functions of the Board’s Adult Services Centers, Vocational Training Programs, and Employ Persons Eligible for Board Services; and (b) lease a portion of the Hill ASC, for the period from January 1, 2017 through June 30, 2017, at a total cost not to exceed Six Hundred Twenty Thousand Dollars (\$620,000.00)
- ii) 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, 2017 through December 31, 2017 in the amount of One Hundred Thirty-Four Thousand, One Hundred Thirty-Four Dollars (\$134,134.00).

b) Room and Board Contracts for 2017:

To approve the following Room and Board contracts for 2017:

i)	Community Residential Services	\$ 93,000.00
ii)	Rainbow Homes	\$ 43,000.00
iii)	Sunshine, Inc.	\$ 225,000.00
iv)	Wiley Homes	\$ 135,000.00
v)	Zeigler Habilitation Homes	\$ 31,000.00

c) Preferred Properties, Inc. Annual Contract

To approve a Contract for Housing Services with Preferred Properties, Inc. for the term of January 1, 2017 through December 31, 2017, 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, 2017 through December 31, 2017 at a cost not to exceed Two Hundred Twenty-Eight Thousand Dollars (\$228,000.00).

e) Psychological Consulting Services Contract

To approve a Service Agreement with Jason Dura, PhD to provide psychological services for the period January 1, 2017 through December 31, 2017 at a cost not to exceed One Hundred Five Thousand Dollars (\$105,000.00).

f) 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, 2017 through February 20, 2018, at a cost not to exceed Fifty Thousand Dollars (\$50,000.00).

g) Occupational Therapy Contract

To approve a Service Agreement with Rehab Dynamics for OT services for the period January 1, 2017 through December 31, 2017 in an amount not to exceed One Hundred Three Thousand Five Hundred Dollars (\$103,500.00).

2. Ethics Council Recommendation

To accept the Ethics Council recommendation as noted in its minutes of November 28, 2016.

3. Finance Department Purchase Order(s)

To approve the 2017 blanket purchase orders as attached to memorandum dated December 9, 2016.

4. 2017 Action Plan

To approve the 2017 Action Plan.

5. Approval of Position

To approve the Medicaid Billing Clerk position.

B. Topics Requiring Board Discussion:

1. Finance Reports

Ms. Hope Schang highlighted the financials for November 2016. After discussion, Mr. Volk made a motion to approve the Financial Reports for November 2016. Seconded by Ms. Willis. Motion carried unanimously.

2. Resolutions and Vouchers

Ms. Schang highlighted the payment schedules for November 2016. After discussion, Mr. Henzler made a motion to approve the payment schedules for November 2016. Seconded by Mr. Volk. Motion carried unanimously.

III. Presentation:

There was no formal presentation scheduled for this month.

IV. Program Priorities and Goals Update:

A. Management Letter: Superintendent Yenrick indicated that the management letter stands as submitted.

B. Statistics/Metrics: Superintendent Yenrick highlighted November 2016 figures provided in the Metrics Report. Adult Options enrollment continues to decrease.

Superintendent Yenrick also noted that she met with Mr. Jason Bunting the new Superintendent of NODC today.

C. Not-for-Profit Boards:

1. Lott Industries, Inc.: A status of Lott Industries activities for November 2016 was provided in a report prepared by Mr. Tim Menke, Chief Executive Officer.

The Transition Team met last week and the meeting went well. Mr. Frye thanked Mr. Henzler and Mr. Volk for participating on the Transition Team.

2. Preferred Properties, Inc.: The November 2016 Executive Director's report was provided by Ms. Kendra Smith, Executive Director.

D. Supplemental Reports:

1. Public Hearing - A summary of the December 13<sup>th</sup> Family and Advocate Forum/Public Hearing held at the Administration Building was provided.
2. MUI Unit Report – A status of November 2016 MUI unit activities was provided. There were 77 MUIs filed in November 2016.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Mr. Henzler indicated that he was glad to hear that several mental health providers have signed up to work with the MH/DD partnership. The MH/DD partnership has been diligently working on reaching out to the colleges and professors to include in their psychology and social work curriculums treatment of dual diagnosis patients. Additionally, the partnership continues to build its relationships with hospitals and psych units.

Ms. Willis asked about the status of the changes in exempt and non-exempt employees. Ms. Lori Mariucci, Director of Human Resources, indicated that there is nothing new to report.

- 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 6, 2016 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 2017 Board meeting.
- E. Annual Board Meeting Agenda: The agenda for the Annual Board meeting on January 23, 2017 in the Great Room at the Larc Lane Center 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: Congratulations are in order to Ms. Anna Khouri who was elected to the OACB Board of Trustees representing the Northwest Region.

G. Board Liaison Assignments: Board Member Liaison Assignments for 2017 were discussed. Ms. Willis volunteered to serve as the Human Resources liaison and continue as the Housing liaison.

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:

Holiday Shutdown is Monday, December 26, 2016 through Monday, January 2, 2017.

Board facilities re-open on Tuesday, January 3, 2017.


Martin L. King Holiday – Facilities Closed on Monday, January 16, 2017.

The Annual Meeting is Monday, January 23, 2017.

X. Adjournment:

Motion by Mr. Henzler to adjourn at 6:04 p.m. Seconded by Mr. Volk. Motion carried unanimously.

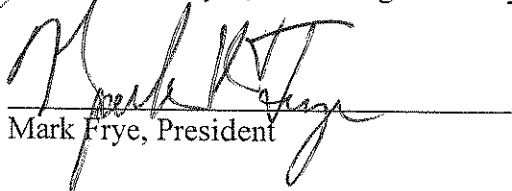
Respectfully submitted,

  
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Deb Yenrick, Superintendent

Attest:

  
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Jeanne Brockmyer, Recording Secretary

Approved by:

  
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Mark Frye, President