

**Lucas County Board of Developmental Disabilities**

**May 22, 2017**

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

Time: 5:30 P.M.

Members Present: Mr. Rick Henzler, Vice-President, presided  
Dr. Jeanne Brockmyer, Ms. Anna Khouri, Mr. Scott Noonan, Mr. Ron Volk and Ms. Linnie Willis

Members Absent: Mr. Mark Frye

I. Call to Order/Welcome:

Mr. Rick Henzler, Vice-President, called the meeting to order at 5:30 p.m. Following roll call, the Board excused the absence of Mr. Mark Frye.

Mr. Henzler welcomed all present and then opened the floor for public comments. Mr. Anwar Christian thanked the Board and staff for their service.

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

- A. Retirees Shelly Benner with 30 ½ years of service and Tammy Talmage with 30 ¼ years of service. Ms. Talmage was unable to attend; therefore her plaque will be forwarded to her.
- B. May 2017 Special Recognition Award was deferred to next month's Board meeting.
- C. Trisha Andrejan, Service and Support Specialist, as the Staff Person of the Month for May 2017.

II. Board Action Items:

A. Consent Agenda:

Mr. Henzler 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. Volk requested topic II.A.5. Approval of Position be removed.

After hearing no additional topics be removed from the Consent Agenda, Ms. Willis made a motion to approve the Consent Agenda dated May 22, 2017 excluding topic II.A.5. Approval of Position. Seconded by Mr. Volk. Motion carried unanimously.

1. April 24, 2017 Board Meeting Minutes

To approve the April 24, 2017 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) May 11, 2017 Correspondence from Ms. Kendra Smith, Preferred Properties, Inc.
- b) May 17, 2017 Correspondence to Mr. Marc Jaromin, BCSN

3. Limited Contracts

There are no limited contracts for renewal at this month's Board meeting.

4. Contracts

There are no contracts requiring Board action this month.

5. Approval of Position

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

6. Preferred Properties, Inc. Appointment

To approve the appointment of Ms. Connie Farell to the Preferred Properties, Inc. Board of Directors, to complete the three-year term formerly filled by Mr. Matthew Black, commencing April 20, 2017 and expiring June 30, 2019.

7. Management Compensation Review Proposals

To award a contract for the review of the Management Compensation System to Arthur J. Gallagher at a cost not to exceed Twenty-Five Thousand Dollars (\$25,000.00).

8. Sale of Personal Property

To authorize the sale of personal property, as listed in the attached schedule, which is no longer needed for public use, is obsolete, or is unfit for the use for which the property was acquired.

B. Topics Requiring Board Discussion:

1. Finance Reports

Ms. Hope Schang, Director of Business Operations, highlighted the financials for April 2017. After discussion, Mr. Volk made a motion to approve the Financial Report for April 2017. Seconded by Mr. Noonan. Motion carried unanimously.

2. Resolutions and Vouchers

Ms. Hope Schang highlighted the payment schedules for April 2017. After discussion, Dr. Brockmyer made a motion to approve the payment schedules for April 2017. Seconded by Ms. Willis. Motion carried unanimously.

3. Approval of Position

Ms. Willis made a motion to approve the Business Liaison position. Seconded by Dr. Brockmyer for discussion. Ms. Kelly Schuck, Assistant Director of the Service and Support Administration, indicated the position will enable the Board to build relationships with community agencies and businesses. Additionally, this position will assist providers to develop and maintain employment services for Board eligible individuals. Mr. Volk commented that this is a key position and requires someone with a Sales and Marketing background. Mr. Volk volunteered to serve on the Interview committee.

After discussion, motion carried unanimously.

III. Presentation:

Representatives from Rehmann Robson CPA firm Mr. Colin McHugh, Senior Auditor, and Ms. Jennie Lambert, Principal, highlighted the 2016 independent auditor's report and financial statements. Again, this year, there were no audit adjustments.

IV. Program Priorities and Goals Update:

- A. Management Letter: Superintendent Yenrick highlighted the Management Letter.
- B. Statistics/Metrics: April 2017 figures were provided in the May 12, 2017 Metrics Report.
- C. Not-for-Profit Boards:
  - 1. Lott Industries, Inc.: A status of Lott Industries, Inc. activities was provided in report dated May 10, 2017 prepared by Mr. Tim Menke, CEO.
  - 2. Preferred Properties, Inc.: The April 2017 Executive Director's report was provided by Ms. Kendra Smith, Executive Director along with the Preferred Properties April 20, 2017 Board Meeting Minutes.

Ms. Willis indicated she would like to join Superintendent Yenrick at her next meeting with Ms. Smith.

D. Supplemental Reports:

1. MUI Unit Report – A status of April 2017 MUI unit activities was provided. There were 82 MUIs filed in April 2017.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Superintendent Yenrick indicated that Board Member Ron Volk's liaison assignment to Lott Industries will be ending soon. He has agreed to serve as a liaison to the Provider Supports Department.

Ms. Willis expressed her appreciation to Ms. Lori Mariucci, Director of Human Resources, for sending her the vendor bids for review and she feels the right vendor was selected.

- 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 May 10, 2017 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 June 2017 Board meeting.

VI. Old Business

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

VII. Executive Session:

Mr. Henzler made a motion to go into Executive Session at 5:55 p.m. to discuss Pending Litigation, Confidential Client Matters and To Consider Employment of a Public Official. Seconded by Ms. Willis. Motion carried unanimously by roll call vote:

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

Motion by Mr. Henzler to return to regular session at 6:24 p.m. following discussion of the above. Seconded by Mr. Ron Volk. Motion carried unanimously by roll call vote:

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

There were no actions/decisions to come out of Executive Session.

VIII. New Business:

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

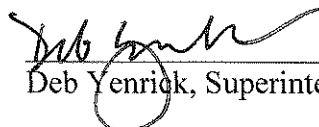
IX. Board Calendar of Events:

The next Board meeting is Monday, June 26, 2017.

X. Adjournment:

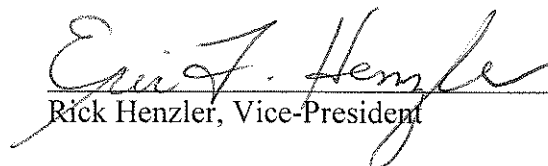
Motion by Mr. Henzler to adjourn at 6:25 p.m. Seconded by Mr. Volk. Motion carried unanimously.

Respectfully submitted,

  
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Deb Yenrick, Superintendent

Attest: Jeanne Brockmyer, Recording Secretary

Approved by:

  
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Rick Henzler, Vice-President