

**Lucas County Board of Developmental Disabilities**

**December 18, 2017**

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: Mr. Scott Noonan

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 Mr. Scott Noonan.

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 Monica Avery with 28½ years of service; and Roy Craft with 25½ years of service. Ms. Avery and Mr. Craft were not present to accept their awards. Therefore, their plaques will be forwarded to them.
- B. Dan Noble with the December 2017 Special Recognition Award.
- C. Melissa Miller, Service and Support Specialist, as the Staff Person of the Month for December 2017.

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. There were no topics to be removed from the Consent Agenda.

After hearing no topics be removed from the Consent Agenda, Ms. Willis made a motion to approve the Consent Agenda dated December 18, 2017. Seconded by Mr. Volk. Motion carried unanimously.

1. Board Meeting Minutes

To approve the November 27, 2017 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) November 8, 2017 Correspondence from Ms. Lenetta Sterkenburg, CARF International
- b) November 29, 2017 Correspondence to Commissioner Pete Gerken, Lucas County Commissioners
- c) December 2017 *Voices for Independence* Newsletter Article

3. Limited Contracts

There are no limited contracts for renewal this month.

4. Contracts:

a) Room and Board Contracts for 2018:

To approve the following Room and Board Contracts for 2018:

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

b) Preferred Properties, Inc. Annual Contract

To approve a Contract for Housing Services with Preferred Properties, Incorporated, for the term of January 1, 2018 through December 31, 2018, at a cost not to exceed Four Hundred Fifty Thousand Dollars (\$450,000.00).

c) 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, 2018 through December 31, 2018, at a cost not to exceed Two Hundred Twenty-Eight Thousand Dollars (\$228,000.00).

d) Psychological Consulting Services Contract

To approve a Service Agreement with Jason Dura, Ph.D. to provide psychological services for the period January 1, 2018 through December 31, 2018, at a cost not to exceed One Hundred Five Thousand Dollars (\$105,000.00).

e) B.O.O.S.T. Program: Camp Courageous & The Arc of Lucas County

To approve a Service Contract with Camp Courageous & The Arc of Northwest Ohio, Inc., for the period from February 21, 2018 through February 20, 2019, at a cost not to exceed Twenty-Five Thousand Dollars (\$25,000.00).

f) Occupational Therapy Contract

To approve a Service Agreement with Rehab Dynamics for OT services for the period January 1, 2018 through December 31, 2018 in an amount not to exceed One Hundred Three Thousand, Five Hundred Dollars (\$103,500.00).

g) The University of Toledo – EduCare Center

To approve a Service Agreement with the University of Toledo for operation of Year-Round Childcare Facility at the EduCare Center for the period from January 1, 2018 through December 31, 2018 at a cost not to exceed One Hundred Fifty-Three Thousand, Three Hundred Seventy-Six Dollars (\$153,376.00).

5. Finance Department Purchase Order(s)

To approve the 2018 blanket purchase orders as attached to the December 14, 2017 memorandum.

6. Liability and Vehicle Insurance Renewal

To accept the 3-year proposal of Ohio School Plan submitted by Hylant for the purchase of insurance at an annual cost not to exceed Fifty-Three Thousand, Eighty-Seven Dollars (\$53,087.00).

B. Topics Requiring Board Discussion:

1. Finance Reports

Ms. Kim Shankleton, Director of Business Operations, highlighted the financials for November 2017. After discussion, Mr. Henzler made a

motion to approve the Financial Report for November 2017. Seconded by Dr. Brockmyer. Motion carried unanimously.

2. Resolutions and Vouchers

Ms. Shankleton highlighted the payment schedules for November 2017. After discussion, Mr. Volk made a motion to approve the payment schedules for November 2017. Seconded by Ms. Willis. Motion carried unanimously.

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

IV. Program Priorities and Goals Update:

A. Management Letter: The management letter stands as submitted.

B. Statistics/Metrics: November 2017 figures were provided in the December 8, 2017 Metrics Report.

C. Provider Community:

1. Provider Partnership Collaborative: October 26, 2017 meeting minutes were not available. The next meeting is scheduled on Thursday, January 25<sup>th</sup>, 2018 when the October minutes will be reviewed and approved by the Provider Partnership Collaborative.

2. Preferred Properties, Inc.: The November 2017 Executive Director Report was not available as their December Board meeting was cancelled. Their monthly report will be provided to the Board in January 2018.

D. Supplemental Reports:

1. MUI Unit Report – A status of November 2017 MUI unit activities was provided. There were 91 MUIs filed in November 2017.

2. 2017 Summer Camp Supports Report – The Board empowers families to find camp options that meet the individual needs of their child or family member. The Board also empowers camps to train their staff to meet these needs. This summer there were 136 campers utilizing 12 community sites.

V. Board Governance Matters:

A. Board Member Comments/Questions/Assignments/Presentations: 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 6, 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. There were no service contracts requiring Board review this month.
- E. Annual Board Meeting: The Annual Board meeting has been scheduled on Monday, April 23, 2018 in the Training Center (formerly Great Room) at the Larc Lane Center. Mr. Lon Mitchell, Public Information Manager, has secured Barbara Sears, Director of the Ohio Department of Medicaid, as the keynote speaker. Mr. Frye requested that Board members give some thought to special recognitions, individuals or organizations to be recognized as Community Partners.
- F. OACB Annual Convention Summary: The 2017 OACB Annual Convention was held November 29<sup>th</sup> through December 1<sup>st</sup> at the Hilton at Easton Town Center in Columbus. A wide range of continuing education tracks were offered. As noted in the management letter, Board staff conducted four sessions.
- G. Nominating Committee: Mr. Frye thanked Mrs. Khouri and Mr. Volk for serving on the Nominating Committee. The committee announced that it is recommending the following slate of officers for the 2018 calendar year:

Mr. Mark Frye	President
Mr. Rick Henzler	Vice President
Mrs. Linnie Willis	Recording Secretary

No formal action is necessary until the January 2018 Organizational Board meeting at which time the Board members will be asked to vote on the officers.

- H. Board Liaison Assignments: Board Member Liaison Assignments for 2018 were discussed.

#### 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 5:46 p.m. to discuss Pending Litigation, Confidential Client Matters, and to Consider Employment of a Public Official. 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 voted - yes  
Mr. Scott Noonan - absent  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

Motion by Mr. Frye to return to regular session at 6:26 p.m. following discussion of the above. Seconded by Mr. Henzler. 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 voted – yes  
Mr. Scott Noonan - absent  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

VIII. New Business:

Mr. Frye made a motion to authorize the employment of Lori Mariucci as Assistant Executive Director/Assistant Superintendent of the Lucas County Board of Developmental Disabilities effective January 1, 2018 in accordance with the contract. Seconded by Mr. Henzler. 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 voted – yes  
Mr. Scott Noonan - absent  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

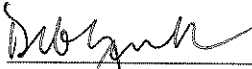
IX. Board Calendar of Events:

- A. Holiday Shutdown is Monday, December 25, 2017 through Monday, January 1, 2018. Facilities will reopen on Tuesday, January 2, 2018.
- B. Monday, January 22, 2018 is LCBDD Board meeting.

X. Adjournment:

Motion by Dr. Brockmyer to adjourn at 6:27 p.m. Seconded by Ms. Willis. Motion carried unanimously.

Respectfully submitted,




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Deb Yenrick, Superintendent

Attest:

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Jeanne Brockmyer, Recording Secretary



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Approved by:

Mark Frye, President