

Lucas County Board of Developmental Disabilities

May 21, 2018

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

Time: 5:30 P.M.

Members Present: Mr. Mark Frye, President, presided
Ms. Anna Khouri, Mr. Scott Noonan, Mr. Ron Volk
and Ms. Linnie Willis

Members Absent: Dr. Jeanne Brockmyer and Mr. Rick Henzler

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 absences of Dr. Jeanne Brockmyer and Mr. Rick Henzler.

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

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

- A. The estate of Carol Hensley.
- B. 2017 Manager of the Year: Sarah Diesch, Major Unusual Incident Coordinator in the Provider Supports Department.
- C. Ana Pacheco with the May 2018 Special Recognition Award.

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, Mr. Volk made a motion to approve the Consent Agenda dated May 21, 2018. Seconded by Ms. Willis. Motion carried unanimously.

1. Board Meeting Minutes

To approve the April 23, 2018 Board Meeting Minutes.

2. Correspondence:

To approve the following correspondence as submitted:

- a) Lucas County Commissioners' Proclamation recognizing Trauma Informed Care Coalition
- b) May 2, 2018 Correspondence from Ms. Kendra Smith, Preferred Properties, Inc.

3. Limited Contracts

There are no limited contracts for renewal this month.

4. Contracts

- a) St. Paul's Community Center – To approve an agreement with St. Paul's Community Center for Payeeship Services for the period from July 1, 2018 through June 30, 2019, in an amount not to exceed Fifty-Eight Thousand, Three Hundred Eighty Dollars (\$58,380.00).

5. Policy Amendments

To approve the policy amendments as summarized in memo dated May 10, 2018.

6. Ethics Council Recommendations

To accept the Ethics Council recommendation as noted in its minutes of March 26, 2018.

B. Topics Requiring Board Discussion:

1. Finance Report **(Board Motion)**

Ms. Kim Shankleton, Director of Business Operations, highlighted the financials for March 2018 and April 2018. After discussion, Ms. Willis made a motion to approve the Financial Reports for March 2018 and April 2018. Seconded by Mr. Volk. Motion carried unanimously.

2. Resolutions and Vouchers **(Board Motion)**

Ms. Shankleton highlighted the payment schedules for March 2018 and April 2018. After discussion, Mr. Noonan made a motion to approve the payment schedules for March 2018 and April 2018. Seconded by Ms. Willis. Motion carried unanimously.

3. Topics removed from the Consent Agenda

There were no topics removed from the Consent Agenda.

III. Presentation:

Mr. Colin McHugh, Senior Auditor from Rehmann CPA firm, highlighted the 2017 independent auditor's report and financial statements. Again, this year, there were no audit adjustments.

Ms. Willis indicated she would like to learn more about internal controls. The consensus of the Board was to have this topic presented in the fall of 2018. Mr. Volk requested that in the future, the draft audit be sent in advance of the meeting.

After discussion, Mr. Frye made a motion to approve the 2017 audit of the Lucas County Board of Developmental Disabilities as completed and presented by Rehmann CPA firm. Seconded by Ms. Willis. Motion carried unanimously.

IV. Program Priorities and Goals Update:

- A. Management Letter: The Superintendent highlighted the management letter. Ms. Pat Stephens, Director of Provider Supports, shared that the recent Provider Luncheon sponsored by the Board on Friday, May 18th was a success. Board members who attended were also very pleased with the event.
- B. Statistics/Metrics: March and April 2018 figures were provided in the May 14, 2018 Metrics Report. Starting this month, fuel expenditures will be included with the monthly metrics.
- C. Provider Community:
 - 1. Provider Partnership Collaborative: February 22, 2018 meeting minutes were provided.
 - 2. Preferred Properties, Inc.: The February 2018 Executive Director report was provided by Ms. Kendra Smith, Executive Director. Superintendent Yenrick announced that Ms. Smith has resigned effective June 8, 2018. The Board will participate in the interview process for her replacement.
- D. Supplemental Reports:
 - 1. MUI Unit Report – A status of March and April 2018 MUI unit activities was provided. There were 88 MUIs filed in March 2018 and 90 MUIs filed in April 2018.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: There were no comments this month.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated May 7, 2018 prepared by Ms. Mary Anne Burns, Legal Counsel.
- C. Future Service Contracts: There are no contracts requiring Board review this month.

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.

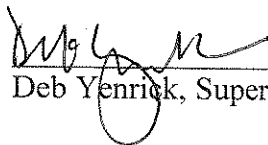
IX. Board Calendar of Events:

- A. Monday, May 28, 2018 – Memorial Day Holiday-Facilities Closed
- B. Monday, June 25, 2018 – Board Meeting

X. Adjournment:

Motion by Mr. Volk to adjourn at 6:03 p.m. Seconded by Mr. Noonan. Motion carried unanimously.

Respectfully submitted,



Deb Yenrick, Superintendent

Attest:

Linnie Willis, Recording Secretary

Approved by:

Mark Frye, President