

## Lucas County Board of Developmental Disabilities

December 17, 2018

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

*Note: Preceding the Board meeting, the Board members participated in Board Training conducted by Ms. Kim Shankleton, Director of Business Operations, titled "Cost Projections Tool."*

### I. Call to Order/Welcome:

Mr. Mark Frye, President, called the meeting to order at 6:00 p.m. Following roll call, the Board excused the absence of Mr. Scott Noonan. Mr. Frye then welcomed everyone and opened the floor for public comments. There were none.

There were no Special Recognition Awards this month.

### 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. At the Board members' request, topics II.A.4.f) The University of Toledo-EduCare, Child Care Services Contract and II.A.8. Administration Building Renovation were removed from the Consent Agenda.

After hearing no additional topics be removed from the Consent Agenda, Ms. Willis made a motion to approve the Consent Agenda dated December 17, 2018 excluding topics II.A.4.f) The University of Toledo-EduCare, Child Care Services Contract and II.A.8. Administration Building Renovation. Seconded by Mr. Henzler. Motion carried unanimously.

1. November 26, 2018 Board Meeting Minutes

To approve the November 26, 2018 Board Meeting Minutes as submitted.

2. No Correspondence

There is no correspondence.

3. Limited Contracts

There are no limited contracts for renewal this month.

4. Contracts:

a) Room and Board Contracts for 2019:

To approve the following Room and Board Contracts for 2019:

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, 2019 through December 31, 2019, 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, 2019 through December 31, 2019, 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 consulting services for the period January 1, 2019 through December 31, 2019, at a cost not to exceed One Hundred Five Thousand Dollars (\$105,000.00).

e) Occupational Therapy Contract

To approve a Service Agreement with Rehab Dynamics for OT services for eligible children for the period January 1, 2019

through December 31, 2019 in an amount not to exceed One Hundred Three Thousand, Five Hundred Dollars (\$103,500.00).

- f) The University of Toledo – EduCare Center, Child Care Services Contract

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

- g) The University of Toledo – EduCare Center Lease

To approve a Lease with The University of Toledo for the premises known as the EduCare Center for the period from January 1, 2019 through December 31, 2020 in an amount not to exceed (1) One Hundred Thirty-Eight Thousand, Three Hundred Ninety-Three Dollars and Forty-Five Cents (\$138,393.45) for the first year of the lease; and (2) One Hundred Forty-One Thousand, One Hundred Sixty-One Dollars and Thirty-Two Cents (\$141,161.32) for the second year of the lease.

- h) AT&T – Network Services

To allow the AT&T (WAN) service and telephone trunk/line service contract to expire on the expiration date of January 9, 2019 for the 1645 Holland Rd location only and billing will cease saving the Board \$713.87 per month. To renew the AT&T (WAN) service and telephone trunk/line service contracts for 1155 Larc Lane, 1932 Birchwood and 2121 South Reynolds Rd. for a period of 1 year at the reduced monthly billing rate of \$2331.99 plus service fees.

- 5. Ethics Council Recommendations

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

- 6. Finance Department Purchase Order(s)

To approve the 2019 blanket purchase orders as attached.

- 7. 2019 Program Calendar

To adopt the twelve (12) month 2019 Lucas County Board of DD Program Calendar.

8. Administration Building Renovation

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

9. Auditing Services Bids

To approve a three-year contract with Rehmann Robson, LLC for auditing services for the Lucas County Board of Developmental Disabilities for years 2018, 2019, and 2020 for a total cost not to exceed \$29,400.00.

B. Topics Requiring Board Discussion:

1. Finance Report

**(Board Motion)**

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

2. Resolutions and Vouchers

**(Board Motion)**

Ms. Shankleton highlighted the payment schedules for November 2018. After discussion, Dr. Brockmyer made a motion to approve the payment schedules for November 2018. Seconded by Mr. Volk. Motion carried unanimously.

3. The University of Toledo – EduCare Center, Child Care Services Contract

Mr. Frye made a motion to approve a Service Agreement with the University of Toledo for the operation of a Year-Round Child Care Facility at the EduCare Center for the period from January 1, 2019 through December 31, 2020. 2019 Contract will be at a cost not to exceed One Hundred Fifty-Six Thousand, Four Hundred Forty-Three Dollars and Fifty-Two Cents (\$156,443.52) and there will be a 2% increase in 2020. Ms. Willis seconded for discussion.

Mr. Volk indicated there was a 2% increase included in the contract for the 2<sup>nd</sup> year; however, the increase was not reflected in the motion. Mr. Frye amended the motion as reflected above.

After discussion, the motion was approved unanimously.

4. Administration Building Renovation

Mr. Frye made a motion to approve the contract with Poggemeyer Design Group (PDG) to provide professional architectural and engineering services to assist the Lucas County Board of Developmental Disabilities with interior alterations converting existing maintenance bays to offices and adding pre-engineered metal building at a cost not to exceed One Hundred and Eighty Thousand Dollars (\$180,000.00). Mr. Volk seconded for discussion.

Mr. Volk requested clarification for the Pre-Engineered Building. Assistant Superintendent Mariucci indicated that with the renovation of the existing garage into office space, the pre-engineered building will be used for primarily storage and garage.

After discussion, the motion was approved unanimously.

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

IV. Program Priorities and Goals Update:

- A. Management Letter: Assistant Superintendent Lori Mariucci highlighted the management letter.
- B. Statistics/Metrics: November 2018 figures were provided in the December 10, 2018 Metrics Report.
- C. Provider Community:
  - 1. Provider Partnership Collaborative: November, 2018 meeting minutes were not available as the next meeting is scheduled on Thursday, December 20, 2018 where the November minutes will be reviewed and approved by the Provider Partnership Collaborative.
  - 2. Preferred Properties, Inc.: The November 2018 Executive Director report was provided by Ms. Cheryl Wilson.
- D. Supplemental Reports:
  - 1. MUI Unit Report – A status of November 2018 MUI unit activities was provided. There were 93 MUIs filed in November 2018.
  - 2. 2018 Summer Camps 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 134 campers utilizing 6 community providers.

V. Board Governance Matters:

A. Board Member Comments/Questions/Assignments/Presentations:

Mr. Henzler commented that the event on December 14<sup>th</sup> with John Martin, Director of the Ohio Department of Developmental Disabilities at the Larc Lane Center was a very nice function. He then thanked staff for their hard work coordinating this event.

B. Legislative Update: A status of legislative activities was provided in a memorandum dated December 4, 2018 prepared by Ms. Mary Anne Burns, Legal Counsel.

C. Future Service Contracts: Per request of the Board, service contracts will be submitted one month in advance for review. There were no contracts requiring Board review this month.

D. Annual Board Meeting: The Annual Board meeting has been scheduled on Monday, April 22, 2019 in the Training Center at the Larc Lane Center. Mr. Frye requested that Board members give some thought to a keynote speaker, special recognitions, and individuals or organizations to be recognized as Community Partners.

E. OACBDD Annual Convention Summary: The 2018 OACB Annual Convention was held November 28<sup>th</sup> through November 30<sup>th</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, there were a number of Board staff who presented on various topics. Mr. Frye thanked Ms. Khouri and Board staff for attending the OACB Annual Convention.

F. Board Liaison Assignments: Board Member Liaison Assignments for 2019 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 6:20 p.m. to discuss Pending Litigation, Confidential Client Matters and Sale of Property. Seconded by Mr. Volk. 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. Henzler to return to regular session at 6:43 p.m. following discussion of the above. Seconded by Mr. Volk. Motion carried unanimously.

VIII. New Business:

- A. Sale of Holland ASC – Mr. Henzler made a motion to reject the bid submitted by Jordan Pingle on behalf of 1650 Indian Wood LTD for the Holland Adult Services Center. Seconded by Dr. Brockmyer. Motion carried unanimously.
- B. The Ethics Council convened immediately after the Board meeting.

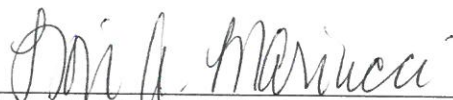
IX. Board Calendar of Events:

- A. Holiday Shutdown is Monday, December 24, 2018 through Tuesday, January 1, 2019. Board facilities reopen on Wednesday, January 2, 2019.
- B. Monday, January 21, 2019 - Martin Luther King Holiday-Facilities Closed
- C. Monday, January 28, 2019 – Board Meeting @ 5:30 p.m.
- D. Monday, April 22, 2019 – Annual Meeting @ 6:00 p.m. at Larc Lane Center

X. Adjournment:

Motion by Mr. Henzler to adjourn at 6:45 p.m. Seconded by Mr. Volk. Motion carried unanimously.

Respectfully submitted,



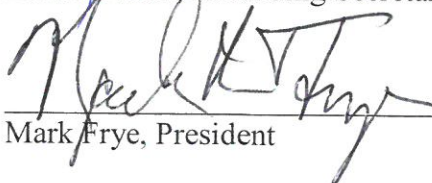
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Lori A. Mariucci, Assistant Superintendent

Attest:



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Linnie Willis, Recording Secretary

Approved by:



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Mark Frye, President

