

## Lucas County Board of Developmental Disabilities

September 24, 2018

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

Time: 6:00 P.M.

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

Members Absent: N/A

*Note: Preceding the Board meeting, the Board members participated in Board Training conducted by Ms. Mary Yakumithis, Service and Support Administration Coordinator, titled "Support Technology."*

### I. Call to Order/Welcome:

Mr. Mark Frye, President, called the meeting to order at 6:06 p.m. Following roll call, 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. Jerry Silveous from All Can Truly Serve with the September 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. Henzler made a motion to approve the Consent Agenda dated September 24, 2018. Seconded by Ms. Willis. Motion carried unanimously.

- 1. Board Meeting Minutes

To approve the August 27, 2018 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) August 28, 2018 Correspondence to Ms. Nicole Osstifin, Camp Courageous & The Arc of NW Ohio
- b) August 30, 2018 Correspondence to Mr. Scott Sylak, Mental Health & Recovery Services Board of Lucas County
- c) September 6, 2018 Correspondence from Mr. Jeff Sabin, Courageous Community Services Board of Directors
- d) September 6, 2018 Correspondence to Ms. Jennifer Cox

3. Limited Contracts

There are no limited contracts for renewal this month.

4. Contracts:

- a) Lucas County Department of Job & Family Services – To approve an agreement with Lucas County Department of Job and Family Services for the provision of on-site Eligibility Workers, for the term October 1, 2018 through September 30, 2019, in an amount not to exceed Forty Two Thousand, Two Hundred Seventeen Dollars (\$42,217.00).
- b) Opportunities for Ohioans with Disabilities (OOD) – To approve the Memorandum of Understanding with Opportunities for Ohioans with Disabilities for vocational rehabilitation services for the term October 1, 2018 through September 30, 2019 and authorize payment of the match amount of One Hundred Forty-Six Thousand, Six Hundred Eighty-Seven Dollars (\$146,687.00) for the purpose of providing support to transition age students to move from school to work upon graduation.

5. Policy Amendments

To approve the policy amendments as summarized in memo dated September 13, 2018.

6. 3 Year Plan

To approve the attached Three Year Calendar Plan.

7. Ethics Council Recommendation

To accept the Ethics Council recommendation as noted in its minutes of August 27, 2018.

B. Topics Requiring Board Discussion:

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

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

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

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

3. Topics removed from the Consent Agenda

There were no topics removed from the Consent Agenda.

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

IV. Program Priorities and Goals Update:

A. Management Letter: The Superintendent highlighted the management letter.

B. Statistics/Metrics: August 2018 figures were provided in the September 17, 2018 Metrics Report.

C. Provider Community:

1. Provider Partnership Collaborative: August, 2018 meeting minutes were not available as the next meeting is scheduled on Thursday, September 27, 2018 where the August minutes will be reviewed and approved by the Provider Partnership Collaborative.

2. Preferred Properties, Inc.: The August 2018 Executive Director report was provided by Ms. Wilson.

D. Supplemental Reports:

1. Family and Advocate Forum Summary – A summary of the September 11<sup>th</sup>, 2018 Family and Advocate Forum held at the Administration Building was provided.
2. MUI Unit Report – A status of August 2018 MUI unit activities was provided. There were 111 MUIs filed in August 2018. Ms. Pat Stephens, Director of Provider Supports, indicated there are over 900 MUIs year to date.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Mr. Henzler thanked County Board staff for their help with an individual with developmental disabilities.

Mr. Volk questioned the Fuel Expenditures Report. Superintendent Yenrick indicated that the fuel is purchased and used by County Board staff as well as by local agencies. The large number of fuel users helps keep the fuels costs down.

- B. Legislative Update: A status of legislative activities was provided in a memorandum dated September 13, 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 service contracts requiring Board review this month.
- D. Board Planning Retreat: The Planning Retreat is scheduled for October 29, 2018 at 5:30 p.m. at the Administrative Building.

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 6:23 p.m. to discuss Confidential Client Matters, Employee Compensation and Superintendent's Evaluation. 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 voted - yes  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

Motion by Mr. Frye to return to regular session at 7:33 p.m. following discussion of the above. Seconded by Ms. Willis. 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 voted - yes  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

VIII. New Business:

A. Mr. Frye made the following motions:

1. To approve the revisions to Board Policy 3-4 attachment.
2. To approve the changes to the Management Compensation Plan Dimensions and Point Ranges.
3. To approve the proposed Management Salary Schedule.
4. To approve the Job Evaluation Process recommendations including salary scheduled placement for management positions, job title changes and new positions.
5. To approve a three percent (3%) general increase to each management employee's salary that is actively employed in a management position upon Board approval of the motion. Total cost will be approximately \$138,000.00.
6. To approve salary increases to management employees who fall below the minimum of the salary range in the proposed Management Salary Schedule. Total cost will be approximately \$24,000.00.
7. All Board Motions above that are approved to be effective October 29, 2018.

Seconded Rick Henzler. Motions carried unanimously.

B. The Ethics Council convened immediately after the Board meeting.

IX. Board Calendar of Events:


- A. Monday, Sept 24 & Tuesday, Sept 25, 2018 – CARF Accreditation Survey
- B. Wednesday, October 3, 2018 – Voters Forum @ Sanger Library

C. Monday, October 22, 2018 – Board Meeting

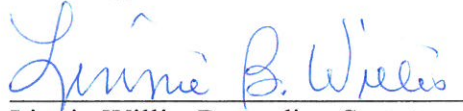
X. Adjournment:

Motion by Dr. Brockmyer to adjourn at 7:35 p.m. Seconded by Mr. Henzler. Motion carried unanimously.

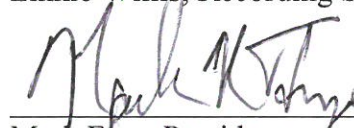
Respectfully submitted,

  
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Deb Yenrick, Superintendent

Attest:

  
\_\_\_\_\_  
Linnie Willis, Recording Secretary

Approved by:

  
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Mark Frye, President