

**Lucas County Board of Developmental Disabilities**

**August 27, 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. Julie O'Hair, Director of Service and Support Administration, titled "Ohio's HCBS Waiver Waiting List."*

I. Call to Order/Welcome:

Mr. Mark Frye, President, called the meeting to order at 6:04 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. Retirees Debra Hill with 20½ years of service and Kevin Tibbits with 30 years of service. Ms. Hill was present. Mr. Tibbits was unable to attend. His plaque will be forwarded to him.
- B. Mark Feldstein from Mark Feldstein and Associates, Inc. with the August 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 August 27, 2018. Seconded by Ms. Willis. Motion carried unanimously.

1. Board Meeting Minutes

To approve the June 25, 2018 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) July 6, 2018 Toledo Blade article titled, "Getting Ahead Helps Those in High-Stress Jobs Deal with Struggles"  
July 23, 2018 Disability Scoop article titled, "Feds Mull Changes to Disability Employment Rules"

3. Limited Contracts

There are no limited contracts for renewal this month.

4. Contracts:

- a) Luther Home of Mercy – To approve a one-year Supported Living Agreement for C.B. with Luther Home of Mercy, effective September 11, 2018 through September 10, 2019, in an amount not to exceed Twenty-Five Thousand, Two Hundred Forty-Three Dollars and Forty-Seven Cents (\$25,243.47).

5. Public Bids:

- a) Larc Lane Center Parking Lot – To approve the award of contract to Geddis Paving & Excavating, Inc., to construct a new parking lot at the Larc Lane Center at a cost not to exceed One Hundred Eighty Three Thousand, Five Hundred Dollars (\$183,500.00).
- b) Administrative Building Air Handling Unit and Condensing Unit Replacement – Superintendent Yenrick distributed a revised memo for item, II.A.5.b). Mr. Frye read the modified motion, "to approve the award of contract to Titan Mechanical Inc. to replace the Air Handling Unit and Condensing Unit at the Administrative Services Building at a cost not to exceed One Hundred Ninety-Two Thousand, Four Hundred Dollars (\$192,400.00). Seconded by Mr. Henzler. Motion carried unanimously.

6. Online Training

To award a three year contract for an Online Training Learning System from 1/1/2019 to 12/31/2021 to Elogic Learning Solutions at a cost not to exceed Twenty-Three Thousand, Two Hundred and Fifty Dollars

(\$23,250.00) for the first year and Thirteen Thousand Two Hundred and Fifty Dollars (\$13,250.00) a year for two subsequent years.

7. Levy Endorsement – Mental Health & Recovery Services Board of Lucas County

To endorse the Mental Health and Recovery Services Board (MHRSB) of Lucas County 1.0 mill levy renewal.

B. Topics Requiring Board Discussion:

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

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

Ms. Shankleton then highlighted the financials for July 2018. After discussion, Ms. Willis made a motion to approve the Financial Reports for July 2018. Seconded by Mr. Volk. Motion carried unanimously.

Ms. Khouri, Mr. Volk and Ms. Willis requested a brief training on the Financial reports. Ms. Shankleton will follow-up.

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

Ms. Shankleton highlighted the payment schedules for June and July 2018. After discussion, Mr. Henzler made a motion to approve the payment schedules for June and July 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: June and July 2018 figures were provided in the August 17, 2018 Metrics Report. Superintendent Yenrick noted the revisions to the figures under Community Inclusion.



C. Provider Community:

1. Provider Partnership Collaborative: June 28, 2018 meeting minutes were provided.
2. Preferred Properties, Inc.:
  - a) Assistant Superintendent Lori Mariucci introduced the new Executive Director of Preferred Properties, Ms. Cheryl Wilson.
  - b) The June and July 2018 Executive Director report was provided by Ms. Wilson.
  - c) After discussion, Mr. Frye made a motion to approve the appointment of Ms. Jennifer Cox to the Preferred Properties, Inc. Board of Directors, to complete the three-year term formerly filled by Mr. Lawrence Moore, commencing September 20, 2018 and expiring June 30, 2019. Seconded by Mr. Henzler. Motion carried unanimously.

D. Supplemental Reports:

1. MUI Unit Report – A status of June and July 2018 MUI unit activities was provided. There were 100 MUIs filed in June 2018 and 118 MUIs filed in July 2018. Ms. Pat Stephens, Director of Provider Supports indicated there have been 804 MUIs year to date.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Board members expressed their concern regarding the keynote speaker for this year's Courageous Community Services (formerly Arc of Lucas County) Annual Awards Banquet.

Superintendent Yenrick will follow-up with the Director of Courageous Community Services, Nicole Osstifin.

- B. Legislative Update: A status of legislative activities was provided in a memorandum dated August 16, 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. Board action on the contracts in this section will be presented to the Board for approval at the September 2018 Board meeting.

D. Board Membership Profile

The Board Membership profile dated August 21, 2018 was provided. There are two board members whose terms expire December 31, 2018: Ms. Anna Khouri and Mr. Ron Volk. Both are eligible for reappointment. With their consent, the Board will have to submit to the Probate Court a request for their reappointments, effective January 1, 2019 through December 31, 2022.

E. Board Planning Retreat

Rebecca Woody will get some dates out to Board members to schedule a planning retreat in October to discuss the Strategic Plan.

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 6:35 p.m. to discuss Pending Litigation, Confidential Client Matters, Superintendent's Evaluation and Employee Compensation. 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 voted - yes  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

Motion by Mr. Frye to return to regular session at 8:02 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:

The Ethics Council convened immediately after the Board meeting.

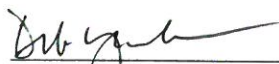
IX. Board Calendar of Events:

- A. Monday, September 3, 2018 –Labor Day Holiday-Facilities Closed
- B. Tuesday, September 11, 2018 – Family and Advocate Forum
- C. Monday, September 24, 2018 – Board Meeting

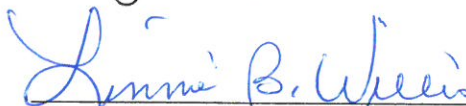
X. Adjournment:

Motion by Mr. Henzler to adjourn at 8:03 p.m. Seconded by Dr. Brockmyer. Motion carried unanimously.

Respectfully submitted,

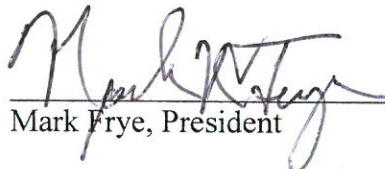


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Deb Yerrick, Superintendent



Attest:

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Linnie Willis, Recording Secretary



Approved by:

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Mark Frye, President