

**Lucas County Board of Developmental Disabilities**

**September 27, 2021**

Place of Meeting: Larc Lane Center  
Training Center  
1155 Larc Lane, Toledo, Ohio

Time: 5:30 P.M.

Members Present: Mr. Ron Volk, Vice-President, presided  
Mr. Bill Axe, Dr. Eileen Quinn, Mr. Nate Turner  
and Ms. Linnie Willis

Members Absent: Mr. Rick Henzler and Ms. Cheryl Tyler-Folsom

I. Call to Order/Welcome:

Mr. Ron Volk, Vice-President, called the meeting to order at 5:35 p.m. Following roll call, the Board excused the absences of Mr. Rick Henzler and Ms. Cheryl Tyler-Folsom. Mr. Volk welcomed everyone. He then opened the floor for public comments. There were no public comments.

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

- A. Retiree Paula Buehrer with 26 years of service. Ms. Buehrer was able to attend the meeting.
- B. Tracy Roberts from the Huntington Center with the Special Recognition Award for September, 2021. Ms. Roberts was present at the Board meeting.
- C. Rehab Dynamics with the Special Recognition Award for September, 2021. Co-owners Maureen Kane-Wineland and Ms. Ann Nagle were recognized. Ms. Kane-Wineland was able attend the meeting and Ms. Ann Nagle was unable to attend.
- D. Ashley Bialorucki-Baker and Alex Sofalvi as the Staff Persons of the Month for September, 2021. Mr. Sofalvi was able to attend the meeting and Ms. Bialorucki-Baker was unable to attend the meeting.

Mr. Volk thanked all awardees for all of the work they do for the individuals that we serve.

II. Board Action Items:

- A. Consent Agenda:

Mr. Volk 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. Ms. Willis requested that topic II.A.5. Operational Guidelines during COVID-19 Pandemic be removed from the Consent Agenda. Mr. Volk indicated he is removing topic II.A.4.c) Lucas County Family Council: Pooled Funding Agreement.

After hearing no additional topics be removed from the Consent Agenda, Ms. Willis made a motion to approve the Consent Agenda dated September 27, 2021 as amended. Seconded by Dr. Quinn. Motion carried unanimously.

1. August 23, 2021 Board Meeting Minutes

To approve the August 23, 2021 Board Meeting Minutes as submitted.

2. No Correspondence

There is no correspondence this month.

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 the Lucas County Department of Job & Family Services for the provision of on-site Eligibility Workers, for the term October 1, 2021 through September 30, 2022, in an amount not to exceed Forty-Two Thousand, Seven Hundred Thirty-Six Dollars (\$42,736.00).
- b) Retain Update Project – To authorize a contract with Microfocus at a cost not to exceed Thirty-Five Thousand, Seven Hundred Fifty Dollars (\$35,750.00) in order to upgrade Retain and export the files to GO Concepts.
- c) Lucas County Family Council: Pooled Funding Agreement – Topic moved from Consent Agenda and placed in Section II.B. Topics Requiring Board Discussion.
- d) Communications/Public Relations Consultant Contract – To approve a contract with Concentrek for a cost not to exceed Sixty-Seven Thousand Dollars (\$67,000.00) for support through December 31, 2021 as well as redesign of the lucasdd.org website.

5. Operational Guidelines during COVID-19 Pandemic – Topic moved from Consent Agenda and placed in Section II.B. Topics Requiring Board Discussion.
6. Approval of Position – To approve the Project Management Coordinator position.
7. Change Orders: Administration Building Renovation and Addition – To approve the attached Change Order submitted by Architect Jason Collert at a cost not to exceed Twenty-Six Thousand, Four Hundred Ninety-Seven Dollars and Ninety-Nine Cents (\$26,497.99).

A. Topics Requiring Board Discussion:

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

Mr. Richard Jackson, Director of Business Operations, highlighted the financials for August 2021.

After discussion, Mr. Axe made a motion to approve the Financial Report for August 2021. Seconded by Dr. Quinn. Motion carried unanimously.

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

Payment schedule for August 2021 stands as submitted. Dr. Quinn made a motion to approve the payment schedule for August 2021. Seconded by Ms. Willis. Motion carried unanimously.

3. Operational Guidelines during COVID-19 Pandemic – Ms. Willis proposed changing the extended date from October 25, 2021 (monthly) to December 20, 2021 (quarterly). After discussion, Ms. Willis made a motion to extend the Superintendent's/Designee's authority to take any and all actions necessary during the evolving Coronavirus pandemic in order to meet the health and safety of the people we serve, our employees, our providers and our community as well as meet the operational needs of the agency through December 20, 2021. Seconded by Mr. Turner. Motion carried unanimously.

4. Lucas County Family Council: Pooled Funding Agreement – After discussion, Mr. Volk made a motion to approve the Pooled Funding Agreement with the Lucas County Family Council for the period from July 1, 2021 through June 30, 2022, at a cost not to exceed One Hundred Eighty-Eight Thousand, Seven Hundred Fifty Dollars (\$188,750.00). Seconded by Ms. Willis. Motion carried unanimously.

III. Presentation:

Ms. Cheryl Wilson, Executive Director of Preferred Properties, Inc. provided a presentation highlighting their company's services as well as our partnership with them.

IV. Program Priorities and Goals Update:

- A. Management Letter: The August 2021 Management Letter stands as submitted.
- B. Statistics/Metrics: August 2021 figures were provided in the Metrics Report dated September 21, 2021.
- C. Provider Community:
  - 1. Preferred Properties, Inc.: The Executive Director report for August 2021 was provided by Ms. Cheryl Wilson.
- D. Supplemental Reports:
  - 1. Family and Advocate Forum – A summary of the September 14<sup>th</sup>, 2021 Family and Advocate Forum held virtually at 7:00 p.m. was provided.
  - 2. MUI Unit Report – A status of August 2021 MUI unit activities was provided. There were 66 MUIs filed in August 2021.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: There were no comments.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated September 14, 2021 prepared by Ms. Mary Anne Burns, Legal Counsel.
- C. Future Service Contracts: There are no contracts requiring Board review this month.
- D. Board Planning Retreat: The Annual Board Strategic Planning Retreat is scheduled on Tuesday, October 5, 2021 at 5:30 p.m. at Larc Lane Center-Training Center.
- E. Board Member Vacancies (Status): As identified last month, there are two Board members whose terms expire this year. Mr. Turner is eligible for reappointment and has expressed his interest to continue to serve on the Board. Unfortunately, Mr. Henzler is not eligible for reappointment as he is term limited. Both gentlemen are County Commissioners' appointments. The County

Commissioners have been notified of the reappointment and upcoming vacancy. A legal notice will be published soon via several news publications.

VI. Old Business

There were no issues to come before the Board under Old Business.

VII. Board Calendar of Events:

- A. Tuesday, October 5, 2021: Board Strategic Planning Retreat  
5:30 p.m. – Larc Lane Center – Training Center
- B. Monday, October 25, 2021: LCBDD Board Meeting:  
5:30 p.m. – Larc Lane Center – Training Center

VIII. Executive Session:

Mr. Volk made a motion to go into Executive Session at 6:23 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law, and the Employment of a Public Official. Seconded by Ms. Willis. Motion carried unanimously by roll call vote:

Mr. Bill Axe voted - yes  
Mr. Rick Henzler - absent  
Dr. Eileen Quinn voted - yes  
Mr. Nate Turner voted - yes  
Ms. Tyler-Folsom - absent  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted - yes

Motion by Mr. Volk to return to regular session at 7:19 p.m. following discussion of the above. Seconded by Mr. Axe. Motion carried unanimously by roll call vote:

Mr. Bill Axe voted - yes  
Mr. Rick Henzler - absent  
Dr. Eileen Quinn voted - yes  
Mr. Nate Turner voted - yes  
Ms. Tyler-Folsom -absent  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis voted – yes

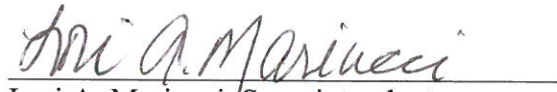
IX. New Business:

- A. There was no action taken as a result of Executive Session.
- B. The Ethics Council convened immediately after the Board meeting.

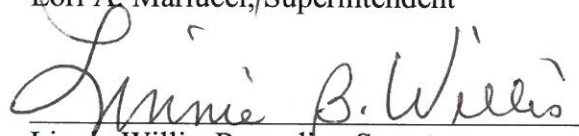
X. Adjournment:

Motion by Mr. Axe to adjourn at 7:20 p.m. Seconded by Mr. Turner. Motion carried unanimously.

Respectfully submitted,

  
\_\_\_\_\_  
Lori A. Mariucci, Superintendent

Attest:

  
\_\_\_\_\_  
Linne Willis, Recording Secretary

Approved by:

  
\_\_\_\_\_  
Ron Volk, Vice-President