

Lucas County Board of Developmental Disabilities

January 25, 2021

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

Time: 5:30 P.M.

Member Present: Mr. Rick Henzler, President, presided

Members Present via
Virtual Zoom Meeting: Dr. Eileen Quinn, Mr. Nate Turner, Ms. Cheryl
Tyler-Folsom, Mr. Ron Volk and Ms. Linnie Willis

Members Absent: n/a

I. Call to Order/Welcome:

Mr. Henzler, President, welcomed everyone and introduced Judge Jack Puffenberger. Judge Puffenberger administered the Oath of Office to Board members. He thanked Board Members for their service on the Board. He also thanked the Board and Superintendent Mariucci for their financial support and involvement in the development of the Guardianship Services Board (GSB). The appointments to the GSB have been made and the GSB should be fully operational in a few months. Mr. Henzler thanked Judge Puffenberger.

Mr. Henzler called the meeting to order at 5:35 p.m. Following roll call, Mr. Henzler introduced and welcomed new Board Member Cheryl Tyler-Folsom. Ms. Tyler-Folsom is well-known in the Toledo area for her volunteerism and community activism. Her involvement with community organizations include the Board of Community Relations, Economic Opportunity Planning Association (EOPA) of Toledo, the United Way, and the Coalition of Black Trade Unions.

Mr. Henzler opened the floor for public comments for those individuals with last names starting with the letters A through M and N through Z. There were no public comments.

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

- A. Retiree Elizabeth (Liz) Lubinski with 31 years of service. Ms. Lubinski was able to join the Zoom meeting.
- B. Lisa Buschmann, Early Intervention Developmental Specialist, and Jenny Kinney, Provider Support Specialist as the January, 2021 Staff Persons of the Month. Ms. Buschmann and Ms. Kinney were able to join the Zoom meeting.

Special recognition plaques will be forwarded to all awardees.

II. Board Action Items:

A. Consent Agenda:

Mr. Henzler 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. Mr. Volk requested topics II.A.7. Approval of Position and II.A.8. Policy Amendment-Temporary Emergency Paid Sick Leave be pulled 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 January 25, 2021 as amended. Seconded by Mr. Volk. Motion carried unanimously.

1. December 21, 2020 Board Meeting Minutes:

To approve the December 21, 2020 Board Meeting Minutes as submitted.

2. No Correspondence

There is no correspondence.

3. Limited Employment Contracts

There are no limited employment contracts for renewal this month.

4. Service Contracts

There are no contracts requiring Board review and action this month.

5. OACB Membership Fees

To approve payment to the Ohio Association of County Boards (OACB) in the amount of \$77,250.00 for calendar year 2021 membership dues.

6. LCBDD Board Member Code of Ethics

To approve the "Code of Ethics for the Lucas County Board of Developmental Disabilities."

7. Approval of Position

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

8. Policy Amendment-Temporary Emergency Paid Sick Leave

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

B. Topics Requiring Board Discussion:

1. Election of Officers **(Board Motion)**

Mr. Turner made a motion to approve the slate of officers for 2021 as follows:

President: Mr. Rick Henzler
Vice-President: Mr. Ron Volk
Recording Secretary: Ms. Linnie Willis

Seconded by Mr. Volk. Motion carried unanimously.

2. Appointment of Ethics Council **(Board Motion)**

Mr. Henzler made a motion to appoint to the Board's Ethics Council for 2021: Dr. Eileen Quinn, Mr. Nate Turner and Ms. Linnie Willis. Seconded by Ms. Willis. Motion carried unanimously.

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

Mr. Richard Jackson, Director of Business Operations, highlighted the financials for December, 2020. COVID-19 expenses for the month were \$8,350.26 and YTD are at \$155,956.14.

After discussion, Ms. Willis made a motion to approve the Financial Report for December, 2020. Seconded by Dr. Quinn. Mr. Turner abstained. Motion carried.

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

Payment schedule stands as submitted. Ms. Willis made a motion to approve the payment schedule for December, 2020. Seconded by Dr. Quinn. Mr. Turner abstained. Motion carried.

Ms. Netra Hilliard, Assistant Director of Business Operations, provided an update on the timekeeping project. In December we received notice that Datamatics/TC1 payroll system has reached the end of life effective September 30, 2022. UKG (Ultimate Kronos Group) will end support and services for our current system TC1. We took proactive measures and secured an upgraded contract with UKG through December 2023.

The Finance Department will head this project which is expected to go live May 2021.

5. Approval of Position **(Board Motion)**

Mr. Volk asked why does the Position need to be approved if it is already in the budget and we are just changing the title? Superintendent Mariucci indicated that any change of job titles needs to go to the Board for approval. After discussion, Mr. Henzler made a motion to approve the position: Self-Advocacy and Community Inclusion Specialist. Seconded by Mr. Turner. After brief discussion, motion carried unanimously.

6. Policy Amendment-Temporary Emergency Paid Sick Leave **(Board Motion)**

Mr. Volk asked if there are other organizations in the County doing this? Ms. Mary Anne Burns, Legal Counsel, indicated that the County Commissioners have extended through the end of the calendar year. The proposed amendment extends Attachment 1-Temporary Emergency Paid Sick Leave Procedure through March 1, 2021.

Ms. Burns indicated most people in our agency worked remotely which reduced the need for the leave. Only 10 people used it. We may look at it again in March.

Mr. Henzler made a motion to approve the amendments to Attachment 1-Temporary Emergency Paid Sick Leave Procedure. Seconded by Mr. Volk. After discussion, motion carried unanimously.

III. Presentation:

Superintendent Mariucci introduced Ms. Cheryl Wilson, Executive Director of Preferred Properties, Inc. Ms. Wilson highlighted home ownership opportunities for individuals with developmental disabilities. Ms. Jacqui Wilson, Assistant Vice President-Community Development Mortgage Loan Originator at State Bank shared steps that potential home owners would go through. She enjoys assisting low-to-moderate income families purchase a home. One of the programs she uses through State Bank is Community Home Loan. Through this program potential home owners must go through a home buyer's program, have a credit score of 650 and use \$500 of their own money. There are also grants available to assist with down payments and closing costs.

Preferred Properties would love to work with the Lucas County Board of DD clients to see if they can qualify for home ownership. Preferred Properties has secured funds for this initiative.

IV. Program Priorities and Goals Update:

- A. Management Letter: The Management Letter for December, 2020 stands as submitted.
- B. Statistics/Metrics: December, 2020 figures were provided in the Metrics Report dated January 19, 2021.
- C. Provider Community:
 - 1. Preferred Properties, Inc.: The Executive Director report for December, 2020 was provided by Ms. Cheryl Wilson.
- D. Supplemental Reports:
 - 1. MUI Unit Report – A status of December 2020 MUI unit activities were provided. There were 58 MUIs filed in December 2020.
 - 2. Community Travel Safety (Annual Report) - The annual Community Travel Training report was provided.
 - 3. EEO Annual Report - The 2020 Annual Affirmative Action Report was provided. There is no under-representation for all minorities and women in 2020 as noted in the report dated January 6, 2021.
 - 4. Diversity, Equity and Inclusion (DEI) Strategic Plan (Status Report) – A Task Force Committee has been established and is comprised of 18 employees from various departments within the organization. The next steps of the DEI Strategic Plan will be for Compass Consulting Services to gather information from Individuals and Families Served, Providers, Board Members and Staff.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Mr. Turner expressed his appreciation for the work that Human Resources did with the position in Community Inclusion. He also reminded everyone to keep COVID-19 safety measures going.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated January 12, 2021 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 for Board review this month.

- D. Annual Board Meeting: The virtual Annual Board meeting has been scheduled on Monday, April 26, 2021 at 6:00 p.m. Mr. Henzler reminded Board members to give some thought to a keynote speaker and individuals or organizations to be recognized as Community Partners. Please get this information to Superintendent Mariucci or Mr. Lon Mitchell, Public Information Manager.
- E. Board Member Vacancy (status): We have one remaining vacancy to fill. Superintendent Mariucci has been in touch with Megan Vahey-Casiere, Lucas County Administrator. We are hoping to fill the vacancy with someone who has a young child in the program. The Lucas County Commissioners will be making the appointment soon.
- F. COVID-19 Exceptions Log: The COVID-19 Exceptions Log identifies exceptions to Board policies during the COVID-19 State of Emergency. There have been no changes since last month's report.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Saturday, January 30, 2021 - CommUNITY Film Fest Virtual Showcase
- B. Monday, February 15, 2021 - Presidents' Day Holiday (Facilities Closed)
- C. Monday, February 22, 2021 - LCBDD Board Meeting
- D. Sunday, April 25, 2021 - CommUNITY Film Festival

VIII. Executive Session:

There was no Executive Session this month.

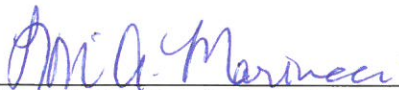
IX. New Business:

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

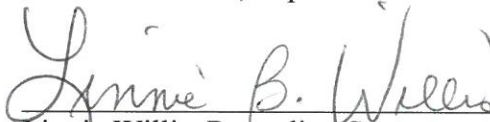
X. Adjournment:

Motion by Mr. Turner to adjourn at 6:37 p.m. Seconded by Mr. Volk. Motion carried unanimously.

Respectfully submitted,

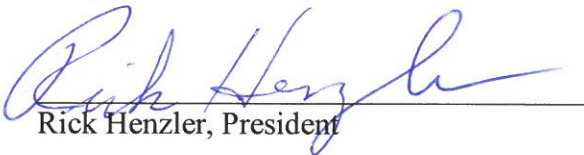


Lori A. Mariucci, Superintendent



Attest:

Linnie Willis, Recording Secretary



Approved by:

Rick Henzler, President