

Lucas County Board of Developmental Disabilities

December 19, 2022

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

Time: 5:30 P.M.

Members Present: Mr. Ron Volk, President, presided
Mr. Bill Axe, Ms. Megan DeSloover, Dr. Eileen Quinn, Ms. Cheryl Tyler-Folsom and Ms. Linnie Willis

Members Absent: N/A

I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 5:36 p.m. Following roll call, Mr. Volk welcomed everyone. He then opened the floor for public comments.

Ms. Pat York, Community Connections Trainer, addressed the Board. She expressed her concern with scheduled retirees not receiving the retention bonuses. They are not resigning. These are four staff that have worked a number of years for the Board. She requests the Board reconsider distributing the retention bonuses to those scheduled to retire in January 2023.

Mr. Anwar Christian addressed the Board and wished everyone a Merry Christmas.

During the presentation of Special Recognition Awards:

- A. Carlis Coleman, Clerk in the Children's Department, was selected as the December 2022 Staff Person of the Month. Ms. Coleman was in attendance to accept her award.

The scheduled presentation (Section III) was done at this time. There were several employees who participated in the Ohio Association of County Boards of DD (OACB) 2022 Executive Development Program (EDP). This was the first time that every EDP participant was required to complete a group capstone project with their peers across the state. The goal of these capstone projects is to identify a unique solution to a major challenge that is currently threatening the success of Ohio's DD service delivery system. This new project piece of EDP provided the Class of 2022 with many exciting and rewarding challenges.

Two participants of the recently concluded 2022 OACB Executive Development Program shared their EDP experience as well as provided a brief summary of their capstone projects:

- Kristin Aemisegger, Assistant Director of Service and Supports Administration;
and
- Netra Hilliard, Assistant Director of Business Operations.

Both participants thanked the Board for their support of the OACB Executive Development Program.

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.

After hearing no topics be removed from the Consent Agenda, Ms. Willis made a motion to approve the Consent Agenda dated December 19, 2022 as submitted. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

1. November 28, 2022 Board Meeting Minutes

To approve the November 28, 2022 Board Meeting Minutes.

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 2023:

To approve the following Room and Board Contracts for the period from January 1, 2023 through December 31, 2023:

| | | |
|------|--------------------------------|--------------|
| i) | Community Residential Services | \$ 75,000.00 |
| ii) | Sunshine, Inc. | \$150,000.00 |
| iii) | Wiley Homes | \$110,000.00 |
| iv) | 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, 2023 through December 31, 2023, at a cost not to exceed Four Hundred Fifty Thousand Dollars (\$450,000.00) and the Therapeutic Respite House Project at a cost not to exceed Fifty Thousand Dollars (\$50,000.00) for a total annual cost not to exceed Five Hundred Thousand Dollars (\$500,000.00).

c) Occupational Therapy Contract

To approve a Service Agreement with Rehab Dynamics for OT services for eligible children for the period January 1, 2023 through December 31, 2023 in an amount not to exceed One Hundred Twenty-Four Thousand Dollars (\$124,000.00).

d) Consultation Services: Nineteen Services

To approve the Agreement with Nineteen Services, Inc. for Consultation Services from January 1, 2023 through December 31, 2023 at a cost not to exceed Forty-Two Thousand Dollars (\$42,000.00).

e) Lucas County Guardianship Services Board MOA

To approve the Agreement with the Lucas County Guardianship Services Board from January 1, 2023 through December 31, 2023 at a cost not to exceed Two Hundred Seventy-Five Thousand Dollars (\$275,000.00).

f) Clearwater COG

i) Clearwater COG 2022 Amendment – To approve the Contract Amendment with Clearwater COG through December 31, 2022, at a cost not to exceed Forty-Eight Thousand, Three Hundred Seventy-Four Dollars (\$48,374.00).

ii) 2023 Clearwater COG - To approve the Contract with Clearwater COG from January 1, 2023 through December 31, 2023, at a cost not to exceed Three Hundred Fifty-Eight Thousand, Nine Hundred Thirty-Three Dollars (\$358,933.00).

g) Nursing QA Contracts

To approve the following Nursing Services Contracts for the periods listed:

BreLyn Daniels, 11/28/22 – 11/27/23.....\$ 29,120.00

Lisa Hollowell, 11/28/22 – 11/27/23.....\$ 45,500.00

Roselyn Rayford, 12/19/22 – 12/18/23....\$ 58,240.00

5. Finance Department Purchase Order(s)

To approve the 2023 blanket purchase orders as attached to memo dated December 15, 2022.

6. Ethics Council Recommendation

To accept the Ethics Council recommendation as noted in its minutes of November 28, 2022.

7. Liability and Vehicle Insurance Bids

To renew the Board's liability and vehicle insurance with Ohio School Plan in accordance with the attached Coverage Proposal submitted by Hylant for 2023 at a cost not to exceed Forty-Two Thousand, Three Hundred Fifty-One Dollars (\$42,351.00).

8. Approval of New Positions

- a) To approve the following position: Psychology Technician; and
- b) To approve the following position: Quality Assessment Registered Nurse

9. Policy Amendment

To approve the amendments to Board Policy 3-7 Mobile Workforce.

B. Topics Requiring Board Discussion:

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

Mr. Richard Jackson, Director of Business Operations, highlighted the financials for November 2022.

After discussion, Ms. Tyler-Folsom made a motion to approve the Financial Report for November 2022. Seconded by Ms. DeSloover. Motion carried unanimously.

2. Resolutions and Vouchers

(Board Motion)

Payment schedule for November 2022 stands as submitted. Mr. Axe made a motion to approve the payment schedules for November 2022. Seconded by Ms. Willis. Motion carried unanimously.

III. Presentation:

The formal presentation was conducted earlier in the meeting.

IV. Program Priorities and Goals Update:

A. Management Letter: Interim Superintendent Myerholtz highlighted the Management Letter for November 2022.

B. Statistics/Metrics: November 2022 figures were provided in the Metrics Report dated December 15, 2022.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director report for November 2022 was provided by Ms. Cheryl Wilson.

D. Supplemental Reports:

1. MUI Unit Report – DoDD launched their new OITMS (Ohio Incident Tracking and Monitoring System) on August 31st; however, the new system is currently unable to create data reports. November data was gathered using our internal MUI weekly meeting minutes. There were 65 MUIs filed in November 2022.

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 December 19, 2022 prepared by Ms. Mary Anne Burns, Legal Counsel.

C. Future Service Contracts: There are no contracts requiring Board review this month.

D. Annual Board Meeting: The Annual Board meeting has been scheduled on Monday, April 24, 2023 at 6:00 p.m. The Larc Lane Center-Training Center is reserved. Mr. Nabil Shaheen, Public Information Manager, has secured a keynote

speaker. Mr. Volk requested that Board members give some thought to a special recognitions, and individuals or organizations to be recognized as Community Partners. Please contact Interim Superintendent Michele Myerholtz with nominations.

- E. OACB Annual Convention Summary: The 2022 Annual Convention was held in-person at the Hilton Columbus at Easton on November 30th thru December 2nd, 2022. There were several virtual sessions offered daily as well for those who were not able to attend in-person.

Interim Superintendent Myerholtz indicated that the Lucas County Board of DD Resolution that was submitted to OACB which encourages County Boards to speak with their authorities about the importance of having a person served by the County Board on the Board of Directors, passed by 92% at the Delegate Assembly on Wednesday, November 30th, 2023. There was a lot of good feedback from this resolution.

- F. Board Liaison Assignments: Annually, the Board reviews Board Liaison Assignments. The Board would like to have a brief refresher orientation on Board Liaison/Committee responsibilities.
- G. Nominating Committee (status): Mr. Volk thanked Mr. Axe and Ms. Willis for volunteering to serve on the Nominating Committee. The committee announced that it is recommending the following slate of officers for the 2023 calendar year:

| | |
|-------------------------|---------------------|
| Mr. Ron Volk | President |
| Ms. Cheryl Tyler-Folsom | Vice President |
| Mr. Bill Axe | Recording Secretary |

No formal action is necessary until the January 2023 Organizational Board meeting at which time the Board members will be asked to vote on the officers.

- H. Board Member Vacancy (Status): Mr. Nate Turner resigned from the Board last month. He was a County Commissioner appointment and was serving his first full term which would have concluded December 31, 2025.

The County Commissioners have been notified of the vacancy. We are soliciting nominations through the publication of a legal notice. We are especially looking for someone who has lived experience.

VI. Old Business

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

At this time of the meeting, the Board reviewed the request to pay 2023 OACB Membership Fees. After brief discussion, Mr. Volk made a motion to approve payment in the amount of

\$81,890 from the LCBDD General Fund for 2023 membership dues to the Ohio Association of County Boards of DD (OACB). Seconded by Ms. Willis. Motion carried unanimously.

VII. Board Calendar of Events:

- A. Monday, December 26, 2022 – Monday, January 2, 2023: Winter Holiday Break
- B. Tuesday, January 3, 2023 @ 8:30 a.m.: Board Facilities Open
- C. Monday, January 16, 2023: Martin Luther King Holiday-Facilities Closed
- D. Monday, January 23, 2023: LCBDD Board Meeting at 5:30 p.m. – Larc Lane Center
- E. Monday, April 24, 2023: LCBDD Annual Meeting at 6:00 p.m. – Larc Lane Center

VIII. Executive Session:

Mr. Volk made a motion to go into Executive Session at 6:17 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law, and Employment of a Public Official. Seconded by Ms. Willis. Motion carried unanimously by roll call vote:

- Mr. Bill Axe voted - yes
- Ms. Megan DeSloover voted - yes
- Dr. Eileen Quinn voted - yes
- Ms. Cheryl Tyler-Folsom voted - yes
- Mr. Ron Volk voted - yes
- Ms. Linnie Willis voted - yes

Motion by Mr. Volk to return to regular session at 7:41 p.m. following discussion of the above. Seconded by Ms. Willis. Motion carried unanimously by roll call vote:

- Mr. Bill Axe voted - yes
- Ms. Megan DeSloover voted - yes
- Dr. Eileen Quinn voted - yes
- Ms. Cheryl Tyler-Folsom voted - yes
- Mr. Ron Volk voted - yes
- Ms. Linnie Willis voted - yes

IX. New Business:


- A. Mr. Volk made a motion to authorize the staff retention bonus of \$2,000.00 for retirees who were on the payroll on November 28, 2022. Seconded by Ms. DeSloover. Motion carried unanimously.

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

X. Adjournment:

Mr. Volk thanked everyone for attending tonight's Board meeting. Motion by Mr. Axe to adjourn at 7:42 p.m. Seconded by Ms. Cheryl Tyler-Folsom. Motion carried unanimously.


Respectfully submitted,



Michele Myerholtz, Interim Superintendent

Attest: 

Eileen Quinn, Recording Secretary

Approved by: 

Ron C. Volk, President