

Lucas County Board of Developmental Disabilities

March 28, 2022

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

Time: 6:00 P.M.

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

Members Absent: N/A

Note: Preceding the Board meeting, the Board members participated in Board Training conducted by Mr. Frank Hickman, Hickman and Lowder, Attorneys at Law, titled "Ohio Ethics Laws."

I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 6:02 p.m. Following roll call, Mr. Volk introduced and welcomed new Board Member Ms. Megan DeSloover. Ms. DeSloover is the Curriculum and Instruction Coordinator at L. Hollingsworth School in Toledo. She is a native of Sidney, Ohio. Ms. DeSloover earned her Bachelor of Arts in Literature and Master of Education degrees from the University of Toledo. She lives in Lucas County with her husband and two young children.

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 Michele Shepler with 32 years of service. Ms. Shepler was able to join the Zoom meeting.
- B. Heartbeat of Toledo with the Special Recognition Award for March, 2022. Ms. Renee Palacios, Executive Director of Heartbeat of Toledo, was able to join the Zoom meeting.
- C. Stacy Jackson, Service and Support Specialist, as the Staff Person of the Month for March, 2022. Ms. Jackson was able to join the Zoom meeting.

Special recognition plaques will be forwarded to all awardees.

II. 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. Mr. Axe requested topics II.A.4.a) Summer Program Grants, 4.b) Room and Board Contracts, and 4.c) Concentrek Contract Amendment be removed.

After hearing no additional topics be removed from the Consent Agenda, Ms. Tyler-Folsom made a motion to approve the Consent Agenda dated March 28, 2022 as amended. Seconded by Ms. Willis. Motion carried unanimously.

1. February 28, 2022 Board Meeting Minutes:

To approve the February 28, 2022 Board Meeting Minutes as submitted.

2. No Correspondence:

There is no correspondence this month.

3. Limited Employment Contracts

There are no limited employment contracts for renewal this month.

4. Contracts:

a) Summer Program Grants

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

b) Room and Board Contracts

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

c) Concentrek Contract Amendment

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

5. Policy Amendments

To approve the amendments to Policy 1-5.1 Waiting List.

6. Operational Guidelines during COVID-19 Pandemic

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 June 27, 2022.

7. Ethics Council Recommendations

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

8. Levy Endorsement Request: LMHRSB

To endorse the renewal of the 2022 Mental Health and Recovery Services Board (MHRSB) of Lucas County's 1.0 mill levy.

B. Topics Requiring Board Discussion:

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

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

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

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

Mr. Jackson highlighted the payment schedule for February 2022. After discussion, Ms. Willis made a motion to approve the payment schedule for February 2022. Seconded by Ms. Cheryl Tyler-Folsom. Motion carried unanimously.

3. Summer Program Grants

Mr. Axe asked if these three topics were presented to the Board for review last month. Ms. Mary Anne Burns, Legal Counsel indicated the Room and Board Contracts were presented to the Board last month.

The Summer Programming grants [II.A.4.a)] were not presented last month as it is a different process. Annually a Request for Proposal for summer programming is sent out. Agencies/ camps submit extensive proposals. The proposals are reviewed by an internal Committee and their

recommendations are presented to the Board. Summer grant funds are budgeted and made available to camps/agencies serving individuals with developmental disabilities.

Board members would like to see age groups addressed in future reports. The Board would also like a special presentation of Summer Program Grants at the October Board meeting to include history and highlights of grantees summer experiences.

4. Room and Board Contracts

Mr. Axe asked if contract language is the same for the different agencies providing Room and Board services [Item II.A.4.b)]. Ms. Burns indicated that all contract language is the same for the each of the agencies. The difference is the in the amount of the contracts.

Mr. Volk indicated for the future he would like to see the number of individuals to be served included in the chart on the cover memo.

5. Concentrek Contract Amendment

Mr. Axe requested clarification of the Concentrek amendment [Item II.A.4.c)]. Ms. Myerholtz indicated that assistance is needed while the Public Information Manager is training and becoming familiar with the Board and DD system as well as a new position budgeted for this year will need to be onboarded.

After discussion of all three topics removed from the Consent Agenda II.A.4.a), b), and c), Ms. Linnie Willis made several motions:

- a) To approve agreements for summer program services, effective April 1, 2022 through September 30, 2022, as follows:

Metroparks Toledo	\$43,640.43
Toledo Zoo	\$46,892.50
YMCA	\$50,436.00

- b) To approve the following Room and Board Contracts for the period from April 1, 2022 through December 31, 2022:

Community Residential Services	\$51,750.00
Rainbow Homes	\$ 4,250.00
Sunshine, Inc.	\$93,750.00
Wiley Homes	\$76,250.00
Zeigler Habilitation Homes	\$23,250.00

- c) To approve the contract amendment with Concentrek for a cost not to exceed Nineteen Thousand, Seven Hundred and Twenty Dollars (\$19,720.00) for support from 4/1/2022 through 12/31/2022.

Seconded by Mr. Turner. Motion carried unanimously.

III. Presentation:

There was no formal presentation this month.

IV. Program Priorities and Goals Update:

- A. Management Letter: Assistant Superintendent Myerholtz highlighted the February 2022 Management Letter.
- B. Statistics/Metrics: February 2022 figures were provided in the Metrics Report dated March 22, 2022.
- C. Provider Community:
 1. Preferred Properties, Inc.: The Executive Director report for February 2022 was provided by Ms. Cheryl Wilson.

Ms. Wilson indicated that there are three vacancies on the Preferred Properties, Inc. nine-member Board. She appreciates the Board's announcement on the Friday Update.

D. Supplemental Reports:

1. Family and Advocate Forum Summary: A summary of the March 8th, 2022 Family and Advocate Forum held virtually was provided. The start time for the meetings have been changed back to 9:30 a.m. for 2022. It was well attended.
2. MUI Unit Report: A status of February 2022 MUI unit activities was provided. There were 61 MUIs filed in February 2022.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Mr. Turner and Mr. Volk shared that they would like to receive Board Meeting materials earlier.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated March 17, 2022 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 one contract in this section will be presented to the Board for approval at the April Annual meeting.
- D. Annual Board Meeting: The agenda for the in-person Annual Board meeting on Monday, April 25, 2022 at 6:00 p.m. has been finalized. The meeting will begin promptly at 6:30 p.m.

The keynote speaker, feature presentations and special recognitions will follow the official business of the Board such as the review and approve of Board minutes.

- E. Annual Report to the Community (first draft): Board members were asked to review the first draft of the 2021 Annual Report. Mr. Volk would like to see captions by photographs to help identify what the event was or who the person is. Dr. Quinn would like to see highlighted "Employment" and "babies." Please submit any recommendations or comments to Mr. Nabil Shaheen, Public Information Manager.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Spring Holiday-Facilities Closed: Friday, April 15, 2022
- B. LCBDD Annual Meeting: Monday, April 25, 2022
6:00 p.m. – Location: Larc Lane Center-Training Center

VIII. Executive Session:

Mr. Turner made a motion to go into Executive Session at 7:03 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law and Employee Compensation. Seconded by Dr. Quinn. Motion carried unanimously by roll call vote:

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

Mr. Turner made a motion to return to regular session at 7:40 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 - yes
- Dr. Eileen Quinn voted - yes
- Mr. Nate Turner voted - yes
- Ms. Tyler-Folsom voted - yes
- Mr. Ron Volk voted - yes
- Ms. Linnie Willis voted – yes

IX. New Business:

A. During these unprecedented times of COVID, the Great Resignation and the labor shortage the Board is looking at alternative strategies to help meet our hiring goals. One way to accomplish this is through an Employee Referral Program.

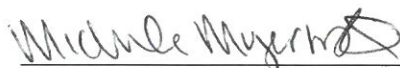
Ms. Willis made a motion to approve the implementation of the pilot Employee Referral Program as attached to memorandum dated March 8, 2022. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

B. Initiatives for the Workforce Sustainability Incentive Program were approved last month. One of the initiatives is to help Providers with their current staffing crisis. Mr. Turner made a motion to approve the implementation of the DSP Recruitment Incentive and Stipend Program as attached to memorandum dated March 16, 2022. Seconded by Ms. Willis. Motion carried unanimously.

X. Adjournment:

Motion by Ms. Tyler-Folsom to adjourn at 7:41 p.m. Seconded by Dr. Quinn. Motion carried unanimously.

Respectfully submitted,



Michele Myerholtz, Assistant Superintendent

Attest:



Eileen Quinn, Recording Secretary

Approved by:



Ron Volk, President