

**Lucas County Board of Developmental Disabilities****November 28, 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, Mr. Nate Turner, 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 5:35 p.m. Following roll call, Mr. Volk welcomed everyone. He then opened the floor for public comments. There were no public comments.

During the presentation of Special Recognition Awards:

- A. First Christian Church of Sylvania was recognized with the November 2022 Special Recognition award. Pastor Ernie Unholz attended the Board meeting and accepted the award on behalf of the members of First Christian Church of Sylvania.
- B. Mark Nolan was recognized with the November 2022 Special Recognition award. Mr. Nolan was in attendance to accept his award.
- C. Sharese Wilburn, Community Connections Trainer, was selected as the November 2022 Staff Person of the Month. Ms. Wilburn was in attendance to accept her award.

**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. Mr. Axe requested Topic II.A.4.a) Go Concepts Managed IT/Virtual Datacenter Contract Amendment be removed for discussion and Mr. Volk requested that Topic II.A.11. Co-Managed IT Services/Data Center RFP be removed for discussion.

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

1. October 24, 2022 Board Meeting Minutes

To approve the October 24, 2022 Board Meeting Minutes as submitted.

2. No Correspondence

There is no correspondence.

3. Limited Employment Contracts

There are no limited contracts for renewal this month.

4. Contracts:

- a) GO Concepts Managed IT/Virtual Datacenter Contract Amendment – Topic moved from Consent Agenda and placed in Section II.B. Topics Requiring Board Discussion.

5. Ethics Council Recommendations

To accept the Ethics Council recommendation as noted in its minutes of October 24, 2022

6. Resolution for Nonfederal Share of Medicaid Expenditures

To adopt resolution specifying the amount of funds the Lucas County Board of DD will use in 2023 (\$19,375,700.00) to pay the nonfederal share of services as required by O.R.C. 5126.0511 (see attached).

7. Reserve Fund Transfer

To approve a transfer of an amount not to exceed \$2,000,000.00 from the LCBDD Reserve Fund to the LCBDD General fund to maintain compliance with ORC Section 5705.222(C) regarding the maximum Reserve Fund balance.

8. 2023 Board Meeting Calendar

To approve the 2023 Board Meeting Calendar as proposed in the memorandum dated November 21, 2022.

9. 2023 Action Plan

To approve the 2023 Action Plan

10. Annual Plan Resolution

To approve the Annual Plan per ORC 5126.054.

11. Co-Managed IT Services/Data Center RFP

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

12. Approval of New Position

To approve the following position: Psychology Assistant.

13. Equipment for Hybrid Meeting Rooms

To approve the purchase of equipment to transform the Board's meeting rooms at all locations to hybrid video conference rooms and replace lobby televisions at a cost of Twenty-Nine Thousand, Ninety-Two Dollars and Fourteen Cents (\$29,092.14).

14. Board Policy Amendment

To approve the amendments to Board Policy 2-3.1 Purchasing Authorization.

A. Topics Requiring Board Discussion:

1. Finance Report

**(Board Motion)**

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

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

2. Resolutions and Vouchers

**(Board Motion)**

Payment schedule for October 2022 stands as submitted. Ms. Willis made a motion to approve the payment schedules for October 2022. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

3. **GO Concepts Managed IT/Virtual Datacenter Contract Amendment (Board Motion)**

Mr. Axe asked why has the cost of the contract increased? Mr. Andrew Bahnsen, Project Management Coordinator, indicated the costs have increased steadily due to the amount of data and emails that are being stored and backed-up.

Mr. Axe asked if the costs for back-up will continue to be at such a high rate next year? Mr. Bahnsen indicated that we expect the costs will level out. Interim Superintendent Myerholtz indicated that there was also an increase in data storage due to having to keep the old payroll system on back-up which we were not planning on. After discussion with Finance we will need to keep that former software system online for several years.

Mr. Volk has a question regarding the costs going forward in Topic II.A.11. The costs are quite a bit more. Is that again data storage? Is Go Concepts doing anything different for us?

Mr. Bahnsen indicated that for the significant cost increase the data storage is a part of that but it is not a large part of that. Some of it is new services like bringing on some new security software.

Mr. Andrew indicated that both vendors who submitted proposals are in attendance if the Board has questions.

Mr. Volk asked Go Concepts if the figures were going to be stable going forward as they have now planned for staff increases and data storage or not? The Board does not like looking at contracts they have approved and then have to keep going back to approve increases. The Board expects a pretty static number.

Mr. John Gambill, CEO of Go Concepts, addressed the Board. He indicated that the County Board has purchased a set of services and resources at a set price and an actual quantity. However, the quantities can and will increase as those resources are needed with increased staff and increase in data storage.

The cost increase in the amendment is for the Virtual Data Center only. Every month Go Concepts recalculates the number of staff. Mr. Bahnsen indicated that the costs also include the contractors and substitute staff using our IT services.

Mr. Gambill then addressed the question about the higher costs going forward. The original contract was based on 2018 costs. And now 2022, in the post-pandemic world costs have substantially increased. Licensing

costs are extremely higher. Across the board, salary and wages have increased tremendously. There are over 260,000 open jobs in the IT industry. County Boards who have lost their IT staff are now going to Go Concepts for IT services. Utilities, rent and janitorial services have gone up as well.

Go Concepts has 20+ County Boards as clients. All new clients are paying for their full listed pricing. All renewing clients which includes the Lucas County Board of DD are receiving a discount.

After much discussion, Mr. Turner made a motion to approve the amendment to the contract with Go Concepts increasing the agreement by Eighty-Three Thousand, Two Hundred and Ninety-Six Dollars (\$83,296.00) through December 31, 2022. Seconded by Ms. DeSloover. Motion carried unanimously.

4. Co-Managed IT Services/Data Center RFP **(Board Motion)**

Mr. Greg LaScala addressed the Board highlighting the IT services they provide. They are located in Temperance, Michigan with approximately 40 employees.

Mr. Bahnsen reviewed the RFP process for IT Co-Managed Services and the IT Analysis as reported to the Board in Item II.A.11.

After discussion, Mr. Turner made motion to accept the IT bid from GO Concepts for a period of three years, at a cost not to exceed Two Million, Two Hundred Sixty-Nine Thousand, Eight Hundred Seventy Dollars and Twenty Cents (\$2,269,870.20), subject to negotiating a satisfactory contract. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

III. Presentation:

Ms. Heather McVay, Service and Support Administration Coordinator, highlighted the 2022 Summer Program Summary (see section IV.D.3.). She thanked the Board for their approval of the budget for summer grant assistance for the children that we serve as well as children in the community.

The “proposed” number of individuals served was to be 239 youth. The eight agencies that participated were able to serve 278 individuals eligible for Board services. Ms. McVay highlighted activities from each of the eight summer camp sites as well as shared pictures from summer programming attendees.

Mr. Volk asked about the ages of the summer camp attendees as well as how long do the camps run? Ms. McVay indicated the ages of the participants vary from 5 years old to 22 years old. The camps run from about mid-June through mid-August. Most camps are a

week long. The Zoo Teen program is a volunteer based program so the teens attend as often as they want. Rehab Dynamics was new this year and ran all summer long.

Mr. Volk asked if there is still a cost to families? Ms. McVay indicated that some of the camps used their grant assistance as scholarships for students and some of the camps used the funds for one-on-one supports. So those parents still had to pay the regular summer camp fee but not pay the extra fees for one-on-one support.

The goal is to increase the number of participants again in 2023 and add more community camps to the agencies that the Board supports.

IV. Program Priorities and Goals Update:

- A. Management Letter: Interim Superintendent Myerholtz highlighted the Management Letter for October 2022.
- B. Statistics/Metrics: October 2022 figures were provided in the Metrics Report dated November 21, 2022.
- C. Provider Community:
  - 1. Preferred Properties, Inc.: The Executive Director report for October 2022 was prepared by Ms. Cheryl Wilson.
- D. Supplemental Reports:
  - 1. Public Hearing Summary – The Interim Superintendent hosted a virtual public hearing on the 2023 Action Plan on Tuesday, November 8, 2022.
  - 2. MUI Unit Report – DoDD launched their new OITMS (Ohio Incident Tracking and Monitoring System) on August 31<sup>st</sup>; however, the new system is currently unable to create data reports. October data was gathered using our internal MUI weekly meeting minutes. There were 72 MUIs filed in October 2022.
  - 3. 2022 Summer Camp Supports – See comments in Section III. Presentation.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Mr. Nate Turner formally announced his resignation from the Board. While bittersweet, he is excited to announce that he began a new position as Advocate Policy Specialist with the Ohio Department of Developmental Disabilities on November 7<sup>th</sup>. It has been an honor serving on the Board. It is his fervent hope that his successor identifies as having a developmental disability.

Board members commented that they will definitely miss Mr. Turner and his voice on the Board. Ms. Willis commented that he brought a new dimension and perspective to the Board's deliberations that was much needed. Board Members wished him well and God-speed in his journey.

Mr. Volk indicated that he would like a presentation done in the future about the Annual Plan Resolution that was approved in Section II.A.10.

- B. Legislative Update: A status of legislative activities was provided in a memorandum dated November 17, 2022 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 December 2022 Board meeting.
- D. Nominating Committee (appointment of): Mr. Volk thanked Mr. Axe and Ms. Willis for volunteering to serve on the Nominating Committee. The Committee is in the process of polling Board members and will have their recommendations for the December Board meeting.
- E. OACB Resolutions/Annual Delegate Assembly: The 2022 Annual Convention will be held in-person at the Hilton Columbus at Easton on November 30<sup>th</sup> thru December 2<sup>nd</sup>, 2022. Additionally, there will be four hybrid breakout sessions each day of the Convention for those who are unable to attend in person.

This year's Delegate Assembly will be held the evening of Wednesday, November 30<sup>th</sup>. There were two delegate resolutions submitted for this upcoming Delegate Assembly. One was submitted by us, Lucas County. Please note, delegate resolutions can be brought before the Delegate Assembly for consideration with a 2/3 vote of the delegates present.

Interim Superintendent Myerholtz will serve as our delegate.

## VI. Old Business

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

## VII. Board Calendar of Events:

- A. Monday, December 19, 2022: LCBDD Board Meeting at 5:30 p.m. – Larc Lane Center

VIII. Executive Session:

Mr. Axe made a motion to go into Executive Session at 6:52 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 Ms. Tyler-Folsom. Motion carried unanimously by roll call vote:

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

Motion by Mr. Axe to return to regular session at 8:44 p.m. following discussion of the above. Seconded by Mr. Volk. Motion carried unanimously by roll call vote:

Mr. Bill Axe voted - yes  
Ms. Megan DeSloover voted - yes  
Dr. Eileen Quinn voted - yes  
Mr. Nate Turner 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 several motions:

1. To approve a staff retention bonus of \$3,000 per employee, to be paid in two installments. The first installment effective immediately in the amount of \$2,000 and the second installment to be paid on March 1, 2023 in the amount of \$1,000, provided the employee has not submitted a notice of separation to the Board. Seconded by Ms. Willis. Motion carried unanimously.
2. To approve a 3% general wage increase and \$1,500 lump sum payment for Service and Support Specialist substitutes effective October 24, 2022. Seconded by Mr. Axe. Motion carried unanimously.
3. To approve an increase of mentor pay for Investigative Agents to \$850.00. Seconded by Ms. Willis. Motion carried unanimously.
4. To approve a 3% general increase not to exceed the maximum of the salary range for each management employee as shown on the attached



Proposed Management Salary Increases for 2022 effective October 24, 2022. Seconded by Ms. Willis. Motion carried unanimously.


5. To approve a lump sum payment to the management employees who reach the maximum of the range for the difference in the increase as shown on the attached Proposed Management Salary Increases for 2022 effective October 24, 2022. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.
6. To approve a \$1,500 lump sum payment for all management employees employed as of October 24, 2022. Seconded by Ms. Willis. 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. Turner to adjourn at 8:50 p.m. Seconded by Mr. Volk. Motion carried unanimously.

Respectfully submitted,

  
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Michele Myerholtz, Interim Superintendent

Attest:   
\_\_\_\_\_  
Eileen Quinn, Recording Secretary

Approved by:   
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Ron C. Volk, President