

Lucas County Board of Developmental Disabilities

August 26, 2024

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

Time: 6:00 P.M.

Members Present: Mr. Ron Volk, President, presided
Mr. Bill Axe, Ms. Megan DeSloover, Dr. Eileen Quinn, Mr. Conor Smenner, 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. David Vaughan, MUI Coordinator, titled "MUI Rule Training."

I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 6:02 p.m. Following roll call, Mr. Volk welcomed everyone to the meeting.

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

- A. Patrice Fraker with the Special Recognition Award for September 2024. Ms. Fraker was in attendance to receive her award.
- B. Ashley DeWitt, Service and Support Specialist, as the Staff Person of the Month for August 2024. Ms. DeWitt was in attendance to receive her award.

Mr. Volk thanked everyone for their hard work and then opened the floor for public comments. Mr. Anwar Christian addressed the Board.

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. Ms. Willis requested that topic II.A.7. Purchase of Computer Equipment be removed from the Consent Agenda.

After hearing the above topic be removed from the Consent Agenda, Mr. Volk made a motion to approve the Consent Agenda dated August 26, 2024 as amended. Seconded by Ms. Willis. Motion carried unanimously.

1. June 24, 2024 Board Meeting Minutes
To approve the June 24, 2024 Board Meeting Minutes as submitted.
2. Correspondence:
To approve the following correspondence as submitted:
 - a) June 26, 20024 Correspondence to Jennifer Cox
 - b) August 21, 2024 Correspondence to Deb Flores, Zepf Center
3. Contracts:
 - a) Lucas County Family Council Pooled Funding Agreement – To approve the Pooled Funding Agreement with the Lucas County Family Council for the period from July 1, 2024 through June 30, 2025, at a cost not to exceed One Hundred Sixty-Five Thousand, Fifty-Four Dollars (\$165,054.00).
 - b) IB Service Agreement – To approve an Individual Budget Service Agreement Amendment with Wiley Homes for T.B., effective May 1, 2024 through April 30, 2025, is \$52,334.32, in an amount not to exceed Fifty Two Thousand, Three Hundred Thirty-Four Dollars and Thirty-Two Cents (\$52,334.32).
4. Policy Amendments – To approve recommended policy changes as outlined in August 23, 2024 memo.
5. Architect and Engineering Services Bid – Entrance Canopies and Adult Changing Tables – To award a contract to PMBA Architects for the entrance canopies and adult changing tables in designated areas at Larc Lane Center and the Administration building at a total cost not to exceed Seventy-Five Thousand, Seven Hundred Dollars (\$75,700.00).
6. Larc Lane Center Carpet Replacement Bid – To award a contract to Riley’s Carpet and Flooring for the flooring in designated areas at Larc Lane Center at a total cost not to exceed Twenty-Nine Thousand, Six Hundred Ninety Dollars (\$29,690.00).
7. Purchase of Computer Equipment - Topic moved from Consent Agenda and placed in Section II.B. Topics Requiring Board Discussion.

B. Topics Requiring Board Discussion:

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

Steve Tucker, Director of Finance, highlighted the financials for June and July 2024.

After discussion, Mr. Axe made a motion to approve the Financial Reports for June and July 2024. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

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

Payment schedules for June and July 2024 stand as submitted. Ms. DeSloover made a motion to approve the payment schedules for June and July 2024. Seconded by Dr. Quinn. Motion carried unanimously.

III. Presentation: Lucas County Guardianship Services Board

Ms. Carol Conlan, Executive Director of the Lucas County Guardianship Services Board, provided the Board a status of the Guardianship Services Board activities. To date through August 8, 2024, there are 157 active clients with 57 having developmental disabilities.

Ms. Conlan also introduced Ms. Erin Thompson from the Social Security Administration who joined her.

There are currently 11 or 12 Guardianship Services Boards in Ohio.

Mr. Volk thanked Ms. Conlan for her presentation.

At this time, Mr. Volk went back to the topic that was removed from the Consent Agenda: Purchase of Computer Equipment. Mr. Volk made a motion to accept the quote from VC3 for computer equipment at a cost not to exceed One Hundred Sixty-Five Thousand, One Hundred Thirty (\$165,130.00) Dollars. Seconded by Ms. Tyler-Folsom for discussion.

Superintendent Myerholtz indicated that the draft was inadvertently included in the Board Meeting materials. Mr. Volk read the motion from the corrected memo which replaced the draft version. After brief discussion, the motion carried. Ms. Willis abstained.

IV. Program Priorities and Goals Update:

- A. Management Letter: Superintendent Myerholtz highlighted the June and July 2024 Management Letter.
- B. Statistics/Metrics: June and July 2024 figures were provided in the Metrics Report dated August 21, 2024.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director reports for June and July 2024 were provided by Ms. Cheryl Wilson.

Ms. Willis indicated that she had met with Ms. Wilson and Superintendent Myerholtz to identify some things that needed to be brought to the Board. Both are working on the report and will share the information with the Board once finalized.

D. Supplemental Reports:

1. MUI Unit Report: A status of June and July 2024 MUI unit activities were provided. There were 72 MUIs filed in June 2024 and 82 MUIs filed in July 2024.
2. Diversity, Equity and Inclusion Semi-Annual Report: During the January 2024 presentation of the annual Equal Employment Opportunity (EEO) report, members of the Board requested similar data periodically throughout the year. As a result of that request, the DEI report was created as a transparent overview of the structure of our workforce, new hires and departing employees. After reviewing the report with the Executive Committee, they requested an updated report be provided semi-annually.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Ms. Willis commented that Mercy Health held their first annual "Toledo Market's Got Talent" event which is open to Mercy Health Associates. One of the associates was involved with i-Dance and they won 1st prize for the event. It was truly inspiring and they did a great job performing.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated August 14, 2024 prepared by Mr. Brad King, Attorney and highlighted 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 are no service contracts for Board review this month.
- D. Board Membership Profile: The Board Membership profile dated August 22, 2024 was provided. There are several Board members whose terms expire this year: Mr. Bill Axe, Mrs. Tyler-Folsom and Mrs. Linnie Willis. Unfortunately, Mrs. Willis is not eligible for reappointment as she is term limited. With the

consent of Mr. Axe and Mrs. Tyler-Folsom, the Board will need to notify the County Commissioners of their reappointments as well as the upcoming vacancy.

- E. Board Planning Retreat (scheduling of): Rebecca Woody will get some dates out to Board members to schedule a planning retreat in October to discuss the 2025 Strategic Plan.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Labor Day Holiday-Facilities Closed: Monday, September 2, 2024
- B. Family and Advocate Forum: Tuesday, September 10, 2024
9:30 a.m. – hybrid: LLC-Training Center
- C. LCBDD Board Meeting: Monday, September 23, 2024
5:30 p.m. – Larc Lane Center-Training Center

For current list of Board activities: <https://lucasdd.org/upcoming-events>

VIII. Executive Session:

Mr. Volk made a motion to go into Executive Session at 6:02 p.m. to discuss Pending Litigation with the Attorney and Client Matters Required to be kept Confidential by Federal or State Law. Seconded by Mr. Axe. Motion carried unanimously by roll call vote:

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

Motion by Ms. Willis to return to regular session at 7:34 p.m. following discussion of the above. Seconded by Dr. Quinn. Motion carried unanimously by roll call vote:

- Mr. Bill Axe voted - yes
- Ms. Megan DeSloover voted - yes
- Dr. Eileen Quinn voted - yes
- Mr. Conor Smenner voted - yes
- Ms. Cheryl Tyler-Folsom voted - yes

Mr. Ron Volk voted - yes
Ms. Linnie Willis voted - yes

IX. New Business:

There was no action taken from the Executive Session.

X. Adjournment:

Mr. Volk thanked everyone for attending tonight's meeting. Ms. Tyler-Folsom made a motion to adjourn at 7:35 p.m. Seconded by Ms. DeSloover. Motion carried unanimously.

Respectfully submitted,



Michele Myerholtz, Superintendent



Attest:

Bill Axe, Recording Secretary



Approved by:

Ron C. Volk, President