

**SANDUSKY COUNTY BOARD  
DEVELOPMENTAL DISABILITIES**

**August 27, 2018**

**MINUTES**

*\*\*Note – Ethics Council met prior to the start of the regular meeting to discuss and approve the Direct Services Contracts and Outside Employment Contracts to be submitted to full Board for approval.*

**REGULAR BOARD MEETING**

Kent Weickert called the regular meeting of the Board to order at **5:17 p.m.** and roll call was taken.

**Present:** Kent Weickert , John Havens, Cheryl Durnwald, Tim Ellenberger, and Jim Fox. Jody Amor and Laurie Fox were excused.

**Staff Present:** Sarah Zimmerman, Michele Mong, and Michelle Snyder.

**I. REVIEW OF MINUTES**

The Board approved the minutes of the **June 25, 2018** Board meeting.  
Motion by Havens, second by Ellenberger. Motion carried. **18-08-01**

**II. FINANCIAL REPORTS**

The Board accepted the **June and July 2018** Financial Reports as submitted by Michele Mong, Business Manager.  
Motion by Ellenberger, second by J. Fox. Motion carried. **18-08-02**

**III. REPORTS AND RESOURCES**

The following reports were reviewed with the Board:

- A. Superintendent Report**
- B. Human Resources Report**
- C. Program Reports**

1. MUI Semi-Annual Report
2. MUI Stakeholder Semi-Annual Report
3. Strategic Plan
4. Vending Machine Foods/Drinks Sold Report
5. Semi-Annual Bullying Report

**D. Correspondence**

*Nothing to report this month*

**E. Educational Resources**

*Nothing to report this month*

**F. Calendar of Events**

1. September 3, 2018 – Labor Day – Facility closed
2. **September 24, 2018 at 5:15 p.m.** – Next Board Meeting
3. **September 24, 2018 at 6:00 p.m.** – Board Training (Supportive Technology)

**IV. OLD BUSINESS**

*Nothing to report this month*

**V. NEW BUSINESS**

**A. Contracts**

**1. Direct Service Contracts / Outside Employment**

The Board approved the following Direct Service Contracts:

- *D.P. – Family Member – Family Support Services Reimbursement*
- *D.S. – Family Member – Family Support Services Reimbursement*
- *T.W. – Family Member – Family Support Services Reimbursement*
- *D.W. – Family Member – Family Support Services Reimbursement*

Motion by Ellenberger, second by J. Fox. Motion carried. **18-08-03**

**2. Pathways 2 Employment**

Sarah informed the Board this is the 10<sup>th</sup> contract between the SCBDD and OOD.

The Board approved the FY2019 Pathways 2 Employment contract for vocational rehabilitation services with the Opportunities for Ohioans with Disabilities (OOD) at a cost not projected to exceed \$150,000.00.

Motion by Havens, second by Durnwald. Motion carried. **18-08-04**

### 3. Northwest Ohio Speech and Language

The Board approved the NOSLARS contract commencing on August 31, 2018 and ending August 31, 2019:

- Regular speech services and the School of Hope shall not exceed **33** hours per week
- Early Intervention speech services shall not exceed **14** hours per week
- Total payment not to exceed **\$96,720.00**

Motion by Durnwald, second by Ellenberger. Motion carried. **18-08-05**

### 4. NCOESC A.P.E. Contract

The Board approved the contract with NCOESC for Adapted Physical Education for the School of Hope school year 2018-2019 at a cost not to exceed \$34,302.80.

Motion by Ellenberger, second by J. Fox. Motion carried. **18-08-06**

## B. Budget

### 1. Cash Forecast (Verbal Discussion)

The discussion regarding the topic of cash forecast was postponed until next month in hope of all Board Members being in attendance.

### 2. Medicaid Waiver Match FY19

The Board reviewed the COG's services and SCBDD's budgetary needs. The Finance Committee met and determined the recommendation.

The Board approved transferring \$1,200,000 to the West CON COG for the Medicaid Waiver match payments for FY19 third and fourth quarter.

Motion by J. Fox, second by Havens. Motion carried. **18-08-07**

### 3. Long-Term Investment Fund

Sarah informed the Board the "STAR" investment option was the most flexible with no minimum duration mandated as an investment period.

The Board approved transferring \$500,000 to a long-term investment fund at the West CON COG for future service needs.

Motion by Havens, second by Durnwald. Motion carried. **18-08-08**

#### **4. Medicaid Waiver Match CY19**

The Board approved transferring two Medicaid Waiver match payments to the West CON COG semi-annually in calendar year 2019.

Motion by Durnwald, second by Ellenberger. Motion carried. **18-08-09**

#### **5. 2018 Budget Increase**

The Board approved an increase to the 2018 budget line item 2251.061.570 by \$1,700,000 to transfer funds to the West CON COG for future service and waiver match costs.

Motion by Ellenberger, second by J. Fox. Motion carried. **18-08-10**

The Board approved an increase to the 2018 budget line items for ODE FY 2019 grant:

- 2256.061.510 by \$1,215.00
- 2256.061.511 by \$250.00
- 2257.061.510 by \$5,080.00
- 2257.061.511 by \$5,000.00

Motion by J. Fox, second by Havens. Motion carried. **18-08-11**

#### **C. Superintendent**

The Board reviewed the Superintendent's 2017-2018 Professional Development Plan and approved the 2018-2019 plan and goals.

Motion by Havens, second by Durnwald. Motion carried. **18-08-12**

## **D. Community Connections Dept. Updates**

### **1. Employer Resource Networks (ERN) (Verbal)**

Sarah provided statistics regarding a statewide shortage of direct service professionals and how this project pilot is working to establish initiatives to help support and retain. DODD plans to submit an RFI in upcoming weeks for county boards and COGS to apply for.

### **2. Communication Update (Verbal)**

Sarah presented the Board with a PowerPoint presentation to showcase some of the various communication efforts the SCBDD has provided to the community.

## **E. School of Hope Smartboard Proposal**

The Board approved the purchase of 4 smartboards for the school-age classrooms at a cost not to exceed \$26,392.00, which includes the equipment, installation, training, and a 5-year warranty.

Motion by Havens, second by Durnwald. Motion carried. **18-08-13**

## **F. Overhead Paging System**

The Board approved the purchase and installation of 3 outdoor speakers and upgrade to the amplifier equipment from TTx Teletronics, at a cost not to exceed \$4,751.57.

Motion by Durnwald, second by Ellenberger. Motion carried. **18-08-14**

## **G. Building Updates**

### **1. East Wing Feasibility Study Quotes**

#### **a. IAP**

#### **b. Poulos and Shmid**

The Board decided to table the discussion of moving forward with the Feasibility Study for the East Wing. The Board stated they are not dissatisfied that it is sitting empty. Tim is going to approach some stakeholders within the community to seek any interest in renting the space. The Board requested to research the restrictions regarding who would be permitted to rent a space connected to a school and the County Board. The Board also requested the current costs per month being spent on utilities for the vacant space within a 5% variance.

VI. **BOARD POLICY REVIEW**

A. **SCBDD Policies (New)**

The Board approved to adopt the following policy:

- *Ch. 6 Sec. 5 Deposit of Public Money*

Motion by J. Fox, second by Havens. Motion carried. **18-08-15**

B. **SCBDD Policies (Revised)**

The Board approved the revised SCBDD policies:

- *Ch. 1 Sec. 5.20 Quality Assurance for Medication Administration & Health-Related Activities*
- *Ch. 3 Sec. 1.40 Medication Administration, Delegation*
- *Ch. 5 Sec. 3.01 Hours of Work*

Motion by Havens, second by Durnwald. Motion carried. **18-08-16**

VII. **EXECUTIVE SESSION**

*No Executive Session held tonight.*

VIII. **ADJOURNMENT**

The Board adjourned the meeting of **August 27, 2018** at **6:32 p.m.**

Motion by Durnwald, second by Ellenberger. Motion carried. **18-08-17**

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Laurie Fox, Recording Secretary of the Board

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Michelle Snyder, Clerk to the Board