

**SANDUSKY COUNTY BOARD
DEVELOPMENTAL DISABILITIES**

November 22, 2021

MINUTES

***Note – Ethics Council will meet 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

WELCOME GUESTS

Patti Inks was in attendance.

Cheryl Durnwald called the regular meeting of the Board to order at **5:18 p.m.** and roll call was taken.

Present: Cheryl Durnwald, Jody Amor, Tim Ellenberger, Parker Inks, and Jim Fox. Jody Amor was excused. Deb Didion was absent.

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

I. REVIEW OF MINUTES

The Board approved the minutes of the Regular Meeting held on **October 25, 2021.**
Motion by Inks, Second by Dyer. Motion carried. **21-11-01**

II. FINANCIAL REPORTS

The Board accepted the **October 2021** Financial Reports as submitted.
Motion by Fox, Second by Inks. Motion carried. **21-11-02**

III. REPORTS AND RESOURCES

A. Superintendent Report

B. Human Resources Report

C. Program Reports

The number of eligibility determinations being processed continue to rise.

D. Correspondence

E. Educational Resources

- 1. Subminimum Wage Article
- 2. SFY21 State EI Report Card
- 3. CMS and OSHA Covid-19 Vaccine Mandates
- 4. ARPA Article

F. Calendar of Events

- 1. November 25-26, 2021 – Thanksgiving Break – Facility Closed
- 2. December 24-27, 2021 – Christmas Break – Facility Closed
- 3. December 28-30, 2021 – Limited Staffing
- 4. December 31, 2021 – Floating Holiday – Facility Closed
- 5. January 3, 2022 – New Year’s Holiday – Facility Closed
- 6. January 17, 2022 – Martin Luther King Day – Facility Closed
- 7. **Next Board Meeting: January 24, 2022 at 5:15 p.m.** Annual Organizational and Regular Board Meeting

IV. OLD BUSINESS

A. Metro Home Purchased – Verbal Discussion

An offer put in for a house on Celek Drive was accepted. The home inspection is scheduled for next week. The possession date is estimated to be towards the end of December.

V. NEW BUSINESS

A. Contracts

1. Direct Service Contracts / Outside Employment

The Board approved the following contracts:
See attachment for listing of contracts.
 Motion by Inks, Second by Dyer. Motion carried. **21-11-03**

2. ECI 2022 Room and Board Contract

The Board approved the 2022 ECI Room and Board contract as presented.
 Motion by Fox, Second by Dyer. Motion carried. **21-11-04**

3. ACC Master Contract

The Board approved the 2022 ACC contract as presented.

Motion by Ellenberger, Second by Inks. Motion carried. **21-11-05**

B. 2022 Calendars

1. Draft 2022 SCBDD Board Meeting Calendar

2. 12-month Employee Calendar

The Board approved the 2022 12-month employee calendar as presented.

Motion by Fox, Second by Dyer. Motion carried. **21-11-06**

3. School of Hope Calendar Revision

The Board approved the revision to the 2021-2022 School of Hope calendar as presented.

Motion by Dyer, Second by Fox. Motion carried. **21-11-07**

C. KFT Grant

D. OACB Delegate Assembly Representative

The Board approved Sarah Zimmerman, Superintendent, to represent SCBDD on OACB's Delegate Assembly. In her absence Michele Mong will be the backup representative.

Motion by Inks, Second by Dyer. Motion carried. **21-11-08**

E. 2022 Health Insurance Costs

The Board approved to amend motion 21-09-06 and approve to pick up 90% of the cost of the HSA premium and 80% of the cost of the traditional "buy up" PPO option for employees in 2022.

Motion by Inks, Second by Dyer. Motion carried. **21-11-09**

VI. **BOARD POLICY REVIEW**

A. SCBDD Policies (Rescind)

The Board approved to rescind the following SCBDD policies:

- *Ch. 3, Section 1.60: Use of Face Coverings*
- *Ch. 5, Section 7.04: Drug and Alcohol Testing of Employees with CDL*

Motion by Inks, Second by Ellenberger. Motion carried. **21-11-10**

B. SCBDD Policies (Revised)

The Board approved the following SCBDD policies:

- *Ch. 1, Section 1: Strategic Plan*
- *Ch.1, Section 8: Electronic Signature*
- *Ch. 1, Section 10: Litigations and Legal Actions*
- *Ch. 1, Section 11: Supt. Duties, Compensation, and Employment Contract*
- *Ch. 1, Section 15: Whistleblower Protection*
- *Ch. 2, Section 2: Medicaid Coverage of Targeted Case Management Services*
- *Ch. 2, Section 4: School Age Services*
- *Ch. 2, Section 4.05: Early Intervention*
- *Ch. 2, Section 5: Transportation*
- *Ch. 2, Section 8: Pre-Admission Screening and Resident Review (PASRR)*
- *Ch.4, Section 2: Administrative Resolution of Complaints/Medicaid Due Process*
- *Ch. 4, Section 5: HIPAA*
- *Ch. 5, Section 5.01: Tardiness and Absenteeism*
- *Ch. 5, Section 5.13: Drug Free Workplace*
- *Ch. 5, Section 6.05 Conviction of a Felony*
- *Ch. 5, Section 7.06: Information Systems*

Motion by Ellenberger, Second by Inks. Motion carried. **21-11-11**

VII. **EXECUTIVE SESSION**

No Executive Session held.

VIII. **ADJOURNMENT**

The Board adjourned the meeting of **November 22, 2021** at **5:57 p.m.**

Motion by Inks, Second by Dyer. Motion carried. **21-11-12**

James Fox, Recording Secretary of the Board

Michelle Snyder, Clerk to the Board