

# Portage County Board of Developmental Disabilities

2606 Brady Lake Road  
Ravenna, Ohio 44266

**FEBRUARY 18, 2015**  
**5:00PM**  
**Regular Meeting**  
**Dennis M. Coble Administration Building**

## MINUTES

President Timothy Moran. called the regular meeting to order at 5:00pm.

Board Members present by Roll Call:

K. Butler, T. Cochran, J. Gargan, R. Kletzien, , T. Moran, J. Schmidlin

A quorum is present

Administrative Staff Present (absences noted by Superintendent)

O. Nagi, Supt., G. Brown, M. Condos, D, Cotton, L. Leslie, G. McAlister, G. Paroz, B. Puleo, K. Smith , K. Sumwalt, J. Vennetti, J. Weaver

Excused:

Guests present: Phil Miller CEO, Portage Industries, Inc., Tatyana Havel, President, ARC Summit/Portage County; Staff: J. Bobeck, C. West

Motion to excuse Board Member: Cheri Michael

Motion by J. Schmidlin

Second by R. Kletzien

Motion carried by voice vote.

George Paroz, Director of Adult Services, introduced Jim Bobek, Job Development Manager, Adult Services, effective January 5, 2015. Jim previously was employed by Portage Industries, Inc. and Hattie Larlham.

Adopted a motion to approve minutes from Organization Meeting on January 21, 2014\_as sent electronically with no corrections/additions/deletions

Motion by J. Gargan

Second by T. Cochran

Motion carried by voice vote.

Adopted a motion to approve minutes from Regular Meeting on January 21, 2014\_as sent electronically with no corrections/additions/deletions

Motion by J. Schmidlin  
Second by T. Cochran  
Motion carried by voice vote.

Adopted a motion to approve the February 18, 2015 Agenda as presented at the table.

Motion by J. Schmidlin  
Second by J. Gargan  
Motion carried by voice vote.

Motioned to ratify the January 2015 Invoice Payments as authorized by the Superintendent as attached and herein as part of the minutes.

Motion by J. Gargan  
Second by T. Cochran  
Motion carried by voice vote.

Motioned to accept the January 31, 2015 Financial Report as sent electronically.

Motion by J. Gargan  
Second by R. Kletzien  
Motion carried by voice vote.

Motioned to approve Resolution 15-02-01 to Approve Acceptance of Gifts, Memorials, Grants, and Donations for the month of January 2015 in the amount of \$565.50

**RESOLUTION 15-02-01**

**ACCEPTANCE OF GIFTS, MEMORIALS, GRANTS, AND DONATIONS FOR THE MONTH OF JANUARY 2015 IN THE AMOUNT OF \$565.50**

WHEREAS, the Portage County Board of Developmental Disabilities has received, gifts, memorials, grants and donations during the month of January 2015 as specified below: and

<b>To:</b>	<b>From:</b>	
Happy Day School	United Way designation	87.50
	Paul & Holly Meyer	60.00
	Ohio State Council Knights of Columbus/Michael Reder, Grand	418.00

	Knight—2014 Measure up Grant	
<b>Total</b>		<b>\$565.50</b>

WHEREAS, Board Policy 1.17 requires that all gifts, memorials and donations valued at more than twenty-five dollars (\$25.00) be reported to the Board at each regular meeting; and

WHEREAS, Policy 1.17 further requires the Board to accept or reject such gifts, memorials, donations, and grants by resolution with a roll call; now; therefore be it

RESOLVED, the Portage County Board of Developmental Disabilities accepts with appreciation the aforementioned named gifts, memorials, grants and donations

Submitted by: Omar Nagi, Superintendent, & Diane Cotton, Director Business Management

The resolution was moved by **Jeanne Schmidlin** and seconded by **Ralph Kletzien**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Cheri Michael,	excused	Jeanne Schmidlin,	aye
		Timothy Moran,	aye

CERTIFICATION

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **February 18, 2015**, and an accurate copy of said resolution may be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 15-02-02 Amendment To Resolution 14-06-07 For Participation In The Ohio Department Of Education’s (Ode) Special Education, *Part B—Individuals With Disabilities Education Act (Idea)* Grant Program For The 2014-2015 School Year to Offset the

Cost of School Nurse Salary, School Supplies/Equipment, and School-Age Teacher Salary and Benefits

**RESOLUTION 15-02-02**

**AMENDMENT TO RESOLUTION 14-06-07 FOR PARTICIPATION IN THE OHIO DEPARTMENT OF EDUCATION'S (ODE) SPECIAL EDUCATION, *PART B—INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)* GRANT PROGRAM FOR THE 2014-2015 SCHOOL YEAR**

WHEREAS, the Portage County Board of Developmental Disabilities (Board) has received an award of federal flow-through dollars in the amount of forty-one thousand, one hundred ninety-four dollars and ninety-nine cents (\$41,194.99) through participation in ODE's Special Education, *Part B-IDEA* grant program for the 2014-2015 School Year; and

WHEREAS, the Ohio Department of Education has notified the Board of a denial of the request for a school-age waiver per Ohio Administrative Code 3301-51-09 (1) (2) (e) (ii); and

WHEREAS, a plan of correction has been submitted which will require the hiring of an additional school age teacher for the 2014-15 school year; and

WHEREAS, the *Part B-IDEA* grant funds will be modified to offset the cost of school nurse salary, school supplies/equipment, and school-age teacher salary and benefits; now therefore be it

RESOLVED, that the Board authorizes acceptance of the modification of use of the Special Education, *Part B-IDEA* grant program for the 2014-2015 school year; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this resolution.

Submitted by: Omar Nagi, Superintendent, Diane Cotton, Director Business Management, Gail McAlister, Director Children's Services

The resolution was moved by: **Jeanne Schmidlin** and seconded by **Thomas Cochran**

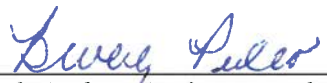
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Cheri Michael,	excused	Jeanne Schmidlin,	aye
		Timothy Moran,	aye

**CERTIFICATION**

I, Beverly Puleo, Assistant to the Superintendent, Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held **February 18, 2015** and an accurate copy of said resolution will be located in the official minutes of the Board.

  
 \_\_\_\_\_  
 Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 15-02-03 for Approval to Enter into A Contract with the Akron Area YMCA/Rotary Camp, 501(C) not for-profit corporation, 4460 Rex Lake Drive, Akron, Oh 44319 for the Operation of a Summer Recreation Camp at Happy Day School for the period June 8, 2015 through July 24, 2015 in an Amount not to exceed One Hundred Thirty-Two Thousand, Two Hundred Forty Dollars (\$132,240.00)

**RESOLUTION 15-02-03**

**APPROVAL TO ENTER INTO A CONTRACT WITH THE AKRON AREA YMCA/ROTARY CAMP, 501(C) NOT FOR-PROFIT CORPORATION, 4460 REX LAKE DRIVE, AKRON, OH 44319 FOR THE OPERATION OF A SUMMER RECREATION CAMP AT HAPPY DAY SCHOOL FOR THE PERIOD JUNE 8, 2015 THROUGH JULY 24, 2015 IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY-TWO THOUSAND, TWO HUNDRED FORTY DOLLARS (\$132,240.00)**

WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter Board) is desirous of providing the opportunity for a summer recreation day camp for children eligible for Board services, during the months of June and July 2015 at Happy Day School; and

WHEREAS, monies have been budgeted in Fund 1340 of the 2015 Appropriations Budget for the provision of the 2015 Summer Recreation Day Camp Program; and

WHEREAS, the Akron Area YMCA/Rotary Camp, a 501(c)(3) not-for-profit corporation, 4460 Rex Lake Drive, Akron, OH 44319 (hereinafter Provider), has operated a very successful day camp program for the Board since 2009, and is desirous of again entering into an agreement with the Board for the operation of a summer

recreation program at Happy Day School; now therefore be it

RESOLVED, that the Board hereby approves and authorizes the Superintendent to enter into a contract with the Provider for the operation of a summer recreation camp at Happy Day School for the period of June 8, 2015 through July 24, 2015 serving up to seventy-six (76) Board-eligible children in an amount not to exceed one hundred thirty-two thousand, two hundred forty dollars (\$132,240.00); and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this resolution.

Submitted by: Omar Nagi, Superintendent; Diane Cotton, Director of Business Management; & Gail McAlister, Director of Children’s Services

The resolution was moved by **John Gargan** and seconded by **Jeanne Schmidlin**

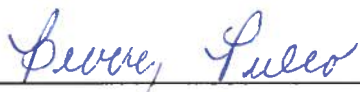
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Cheri Michael,	excused	Jeanne Schmidlin,	aye
		Timothy Moran,	aye

**CERTIFICATION**

I, Beverly Puleo, Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **February 18, 2015**, and an accurate copy of said resolution may be located in the official minutes of the Board.

  
 \_\_\_\_\_  
 Beverly Puleo, Assistant to the Superintendent

Motioned to approve Resolution 15-02-04 to Request to Modify the Fiscal Year 2015 Appropriation Budget as Approved by the Portage County Board of Developmental Disabilities per Resolution 14-05-02 on May 21, 2014

**RESOLUTION 15-02-04**

**REQUEST TO MODIFY THE FISCAL YEAR 2015 APPROPRIATION BUDGET AS APPROVED BY THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES PER RESOLUTION 14-05-02 ON MAY 21, 2014**

WHEREAS, in accordance with Ohio Revised Code (hereinafter ORC) §5126.05(A)(5), the Portage County Board of Developmental Disabilities hereinafter Board) shall adopt a budget, authorize expenditures for the purposes specified in chapter 5126, and do so in accordance with §319.16 of the ORC; and

WHEREAS, the Superintendent and the Director of Business Management herein request that the Board authorize the modification of the fiscal year 2015 appropriation budget due to revised revenue certifications and revised departmental budgets; now, therefore, be it

RESOLVED, that the Board does hereby approve and authorize a modification to the Fiscal Year 2015 Appropriation Budget by an increase in the amount of four hundred sixty-one thousand, three hundred dollars (\$461,300), with the modified amounts shown in the table below for a total Fiscal Year 2015 Appropriation Budget amount of twenty-four million, eight hundred sixty-two thousand, seven hundred dollars (\$24,862,700); and be it further

<b>Account Number</b>	<b>Description</b>	<b>Budget</b>	<b>Modification</b>	<b>Modified Amount</b>
<b>Fund 1340</b>	<i>DD Operating Fund</i>	\$24,202,100	\$244,200	\$24,446,300
<b>Fund 1343</b>	<i>IDEA Part B Grant</i>	\$41,000	\$400	\$41,400
<b>Fund 4100</b>	<i>Capital Fund</i>	\$150,000	\$150,000	\$300,000
<b>Fund 8104</b>	<i>Gift/Donation Fund</i>	\$8,300	\$66,700	\$75,000
	<b><i>TOTAL ALL FUNDS</i></b>	<b><i>\$24,401,400</i></b>	<b><i>\$461,300</i></b>	<b><i>\$24,862,700</i></b>

RESOLVED, that the Board herein requests that the Portage County Budget Commission so modify the county funds as detailed in this table; and be it further

RESOLVED, that in accordance with ORC § 319.16 and 5126.0220, the Board hereby authorizes the Superintendent to direct the Portage County Auditor to encumber funds and pay Board obligations in accordance with the Board's approved Appropriation Budget as detailed in this resolution; and be it further

RESOLVED, that the Board hereby gives the Superintendent the authority to modify appropriation line items within any of the modified fund accounts listed in the Table above during fiscal year 2015 as revenues and needs change.

Submitted by: Omar Nagi, Superintendent, & Diane Cotton, Director of Business Management

The resolution was moved by **Thomas Cochran** and seconded by **Ralph Kletzien**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler,	aye	Thomas Cochran,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Cheri Michael,	excused	Jeanne Schmidlin,	aye
		Timothy Moran,	aye

**CERTIFICATION**

I, Beverly Puleo, Assistant to the Superintendent, for the Portage county Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held on **February 18, 2015**, and an accurate copy of said resolution may be located in the official minutes of the Board.

  
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 Beverly Puleo, Assistant to the Superintendent

Reviewed January 2015 Management Reports—Investigative Agents 2014 yearly report. Technology and Transportation (at table)

Reviewed January 2015 Personnel Report as sent electronically.

**Recap of Personnel Actions for January 2015:**

- As of January 31<sup>st</sup> there were 215 employees including 33 intermittent positions; with four (4) vacancies.
- There are five (5) permanent Part-Time employees assigned in Adults Services—two (2) employees are also permanent Part-Time in Transportation and counted there and two (2) Part-Time employees assigned in Children’s Services—one (1) employee is also permanent Part-Time in Transportation and counted there



**Positions Added/Abolished:**

Abolish: Deputy Superintendent, 260-262 days, 8 hrs/day (Administration)

**Job Postings/Vacancies**

Job Development Manager, 260-262 days, 8 hrs/day (Adult Services), New, posted October 6-17, 2014, filled effective January 5, 2015

Early Intervention Specialist, 240-day, 7 hrs/day (Children's Services) -2 positions, vacant December 31,2014, posted October 14-24, 2014, filled, effective January 5, 2015

Instructor, 184-days, 7 hrs/day (Children's Services), vacant January 5, 2015, posted November 17-26, 2014, filled January 5, 2015

Instructor Assistant, Part-time, 19.5 hrs/week (Children's Services), vacant January 5, 2015, posted December 15-9, 2014, filled January 26, 2015

Registered Service Assistant, 240-day, 6.5 hrs/day (Adult Services), vacant October 30, 2014, posted December 15-19, 2014, Vacant

Medicaid Services Manager, 260-262 days, 8 hrs/day (Administration), vacant December 22, 2014, posted December 22-January 16, 2015, Vacant

Instructor (Full-time Temporary), 184-days, 7 hrs/day (Children's Services), New, posted January 6-20, 2015, Vacant

Vehicle Attendant w/o CDL, 240-days, 4 hrs/day (Transportation), vacant December 5, 2014, posted January 20-26, 2015, Vacant

Intermittent Mechanic (Transportation), vacant December 23, 2014, posted January 22-February 6, 2015, Vacant

**Supplemental Positions:**

Bowling Assistant (Feb. 14, 2015), vacant January 14, 2015, posted January 14-23, 2015, Filled January 28, 2015

**New Hires:**

James Bobek Job Development Manager, 260-262 days, 8 hrs/day (Adult Services), effective January 5, 2015

Susan Vaughn Substitute Vehicle Operator w/CDL (Transportation), effective January 14, 2015

**Promotions/Transfers:**

Laura Brown Substitute Instructor to Instructor, 184-days, 7 hrs/day (Children's Services), effective January 5, 2015

Katie Searfoss Instructor, 184-days, 7 hrs/day to Early Intervention Specialist, 240-days, 7 hrs/day (Children's Services), effective January 5, 2015

Deborah Shannon Instructor Assistant, Part-time to Early Intervention Specialist, 240-days, 7 hrs/day (Children's Services), effective January 5, 2015

**Reclassifications:**

**Additional Assignments:**

Catherine Smith Instructor Assistant, Part-time (Children's Services) | [Also Vehicle Attendant, 184-days, 4 hrs/day (Transportation)], effective January 26, 2015

**Supplemental Agreements:**

Denise Lee Bowling Assistant (Feb. 14, 2015), effective January 28, 2015

**Separations:**

Jerome Arrington Substitute Typist 2 (Adult Services) effective December 31, 2014  
Julie Baron Substitute Instructor Assistant (Children's Services), effective January 9, 2015  
Alison Taylor Registered Service Specialist, 240-days, 7 hrs/day (Adult Services), effective January 16, 2015

**Retirements:**

Pamela Hendricks Early Intervention Specialist, 240-days, 7 hrs/day (Children's Services), effective January 9, 2015

Reviewed January 2015 Enrollment Report with enrollment of 915 consumers representing an increase of twenty (20) and a decrease of five (5) consumers from December 2014.

Public Comment: Tatsyana Havel, President ARC Summit/Portage Counties, noted the ARC has a Reverse Raffle scheduled for April 10, 2015 at Guy's Party Center beginning at 6:00pm.

The Superintendent reported on the following:

- To Board members—Handout of DODD 2016-2017 Budget; *Issues Driving Change in Ohio's DD System; Pipeline Extra*; Office of Health Transformation—*Enhance Community Developmental Disabilities Services; Joint Medicaid Oversight Committee Report*; and the new *Life Map* booklet prepared by OACB.
- \$316 million of new money over two (2) years in the 'dd system redesign'
- 2000 new IO waivers and 1000 SELF waivers over the biennium to assist people on waiting lists and those that choose to leaving an ICF; adding 2890 more IO waivers by converting the TDD waivers, to provide enhanced payments and day services, therefore reducing the types of waivers from four to three, and simplifying the system
- In the ICF Program —remove the grandfather clause that permits more than two (2) people in a bedroom—this will be accomplished by requiring a downsizing plan that brings the provider into compliance within ten years, and restricting admission to facilities that do not meet the two-person per bedroom standard
- The CMS issue—final draft proposal is due March 17, 2015; grandfathering is off the table; and county boards have four (4) years to transition; Director Martin is proposing a 10 year plan to either be a service provider or provide SSA services; Portage County is ranked as an 18<sup>th</sup> large county board; smaller county boards will need more time to transition due to

structure of those counties to find providers; plan also to eliminate the ‘independent provider’—as of July 1, 2016 no new independent provider licenses will be issued and those expiring will not be renewed after July 1, 2016; as of July 1, 2019 Ohio Medicaid will no longer accept claims submitted through non-agency home care providers, except in cases of self-directed waiver services; Ms. Havel added the Department of Labor is pushing the issue and it is illegal what Ohio is doing regarding independent providers; also noted the 65% of MUIs are from independent providers.

- Youngstown and Montgomery Developmental Centers will be closed by June 2017
- Culvert Easement update—have received two quotes one for \$137,000 (helming Excavating) and \$158,000 (Falkenberg Excavating); this does not include the permit fees, land study, etc. (est. \$50,000); the maps show that the ditch has been in place since 1937; a meeting is scheduled for February 19, 2015 with all parties involved
- The Board members’ e-mail account passwords had expired and several had issues retrieving—handouts were presented explain new procedures and members will be given a 30-day notice of expiration as passwords need to be changed every 60 days/

The President announced the next regular Board meeting is Wednesday, March 18, 2015, 5:00p.m., Dennis M. Coble Administration Building

The President asked if any other business needed to come before the Board. There being none, he called for a motion for adjournment at 5:59pm

Motion by T. Cochran

Second by R. Kletzien

Motion carried by voice vote.

## I N F O R M A T I O N

**Saturday, February 14, 2015** Area 10 Bowling Invitational, Bill White’s Twin Star Lanes, Registration—10:00am/Bowling starts at 11:30am

**Monday, February 16, 2015** HDS Staff Record’s Day, No students

**Friday, February 20, 2015** School-age Socialization- Dinner & Activity, Happy Day School, 6:00-8:00pm

**Saturday, February 28, 2015** Special Olympics Polar Plunge, Geneva State Park, Geneva OH., ‘Portage Grin and Bear It’ Team for donations to be split to the Portage County Special Olympics swim and track programs—Contact Chris Motz

**Friday, March 6, 2015** School-age Socialization- Dinner & Activity, Happy Day School, 6:00-8:00pm

**Monday, March 9, 2015** Parent Council Meeting, Portage Industries, 6:00pm

**Saturday, March 14, 2015** Area 10 Bowling Tournament, 1:00 pm, AMF Bowling Lanes in Springfield

**Saturday, March 14, 2015** Parent Council Rummage Sale Portage Industries, 9:00-3:00pm

**March 30, 2015 through April 3, 2015** Spring Break, Children’s Services

<b>Friday, April 3, 2015</b>	Spring Break, 240-day Staff
<b>Saturday, April 5, 2015</b>	Parent Council Carnival, Happy Day School, 1:00-4:00pm
<b>Monday, April 14, 2015</b>	Parent Council Meeting, Happy Day School, 4:00 pm


**Basketball Schedule:**

2/14/15- **THUNDER** vs Midpark (5:15 pm)  
 2/19/15- **FLASHES** vs Stark Public (6:30 pm)  
 2/21/15- **HOME game** (Brown Middle School)- **FLASHES** vs Lake County DD (1:00 pm) and  
**THUNDER** vs Lake County DD (2:15 pm)


**GYM LOCATIONS:**

**BROWN MIDDLE SCHOOL—228 S. SCRANTON RAVENNA, 44266**  
 GEAUGA—8200 CEDAR ROAD CHESTERLAND, 44026  
 LAKE COUNTY—8090 BROADMOOR ROAD MENTOR, 44060  
 LORAIN COUNTY—9750 MURRAY RIDGE LORAIN, 44035  
 MEDINA COUNTY—4691 WINDFALL ROAD MEDINA, 44256  
 MIDPARK—16000 BAGLEY RD CLEVELAND, 44130  
**ST. PATRICK’S—127 PORTAGE STREET KENT, 44240**  
 STARK PUBLIC—1320 GIBBS AVE NE CANTON— GIBBS ELEMENTARY SCHOOL  
 SUMMIT DD—89 E HOWE AVENUE TALLMADGE, 44278  
 WAYNE COUNTY—266 OLDMAN RD WOOSTER, 44691  
 SUMMIT DD- 89. E HOWE AVENUE TALLMADGE, 44278  
 WAYNE COUNTY- 266 OLDMAN RD WOOSTER, 44691

Respectfully Submitted,

  
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 Beverly Puleo, Assistant to the Superintendent

  
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 Timothy Moran, President

  
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 Ralph Kletzien, Secretary