

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

**March 22 2017
Special Meeting
Dennis M. Coble Administration Building**

MINUTES

President Ralph Kletzien called the regular meeting to order at 5:02pm.

Board Members present by Roll Call:

Kelly, Butler, Carol Fruscella, John Gargan, Ralph Kletzien, Cheri Michael, Timothy Moran, Michelle Sahr

A quorum is present.

Administrative Staff Present (absences noted by Superintendent)

O. Nagi, Supt, G. Brown, M. Condos, D, Cotton, J. Kreiner, L. Leslie, G. Slapnicker, G. Smith, K. Sumwalt, J. Vennetti, J. Weaver

Excused: B. Puleo, K. Smith

Guests present: Bonnie Taylor, Robin Howard, parent; Christina Todd, parent; Joseph Bica, Edgewood

Staff: M. Brown; L. Buchanan; D/ Harrod; N. Nadasky;

Marybeth Brown, Diana Harrod and Eliana Lehrman made a presentation to the Board about the S.M.I.L.E. (Socializing, Meeting, Interacting, Learning, and Experiencing) program

No Public Comment:

President Kletzien read a proposed 'Letter to the Editor' and asked the Board Members and Superintendent to sign. Letter is as follows and was published in the March 23, 2017 Record Courier:

Letter to the Record-Courier Editor - 3-22-17

The undersigned write in response to the article regarding the Portage County Board of Developmental Disabilities (PCBDD) that appeared on Page 1 of the *Record-Courier* on Wednesday, March 22, 2017.

While none of the undersigned were aware or present at the meeting of the County Commissioners and school officials, we feel the information written in this article is misleading and, in certain instances, inaccurate.

The article's title is, "School leaders push for Happy Day changes." The article states that services provided at Happy Day School are mandated to cease by 2024. This is incorrect. The PCBDD does face mandated changes which will affect our adult services programs provided at Portage Industries (PI) for PCBDD-eligible individuals on Medicaid waivers. There is, however, no mandate for services at Happy Day School to end.

The PCBDD Board is aware that communications between PCBDD and the schools have not been as effective as desired. Over the past several months, PCBDD staff members have reached out to various school districts but, to date, have had limited response. We want to reiterate our interest in and commitment to open and effective communication with the schools.

The PCBDD Board remains fully committed to serving persons with disabilities who are eligible for Board of DD services. We are committed to operating Happy Day School and have communicated this to the school districts and citizens of our communities on several occasions. We are also committed to being good financial stewards to the taxpayers as well as the people we support to ensure services are available to those that will need them now and in the future.

It is important to point out that while the PCBDD Board has taken many steps to maintain and/or reduce overall expenses, our revenue sources have declined over recent years because of changes in personal property and utility tax laws, reductions in state support and changes in Medicaid rules. The consequence is that we are operating at a deficit and have been for 3 of the last 4 years. Depending upon what happens to the Affordable Care Act (also referred to as Obamacare), the financial impact on the State of Ohio and, therefore, to programs like county boards of developmental disabilities may be even more detrimental.

Projected operating costs for the PCBDD for 2017 are \$23 million. Projected revenues for 2017 are \$19 million. This \$4 million deficit is projected to be made up from carryovers from prior years, thereby reducing our cash reserves. The last tax levy approved for additional funds by the Portage County voters for PCBDD was in 2004. It is important for all tax payers to know that any county board is mandated to pay the local Medicaid match for our individuals served on Medicaid waivers before we pay any other costs. Of the total number DD clients (approximately 950) served by the PCBDD in their homes, at private agencies, at Happy Day School, at PI and in the public schools, 46% are on waivers. For 2017 our projected expenditures for waiver match are \$6.7 million, excluding the costs of operating PI. That represents 30% of our total budget.

The PCBDD Board is committed to working closely and effectively with local school districts to provide services to students with developmental disabilities. Specifically, we desire regular and ongoing communications between PCBDD staff and school staff. We seek opportunities for the PCBDD to work with the schools so that PCBDD staff might be of greater assistance in enabling more students to be included in the public schools, where appropriate.

Signed -

Kelly Butler, Carol Fruscella , John Gargan, Ralph Kletzien, Cheri Michael, Tim Moran, Michelle Sahr and Omar Nagi

A report regarding Happy Day School for the 2017-20185 Program Year was presented to the Board by President Kletzien as follows:

Report to the County DD Board regarding HDS for 2017-2018

1. Three classrooms will be operating for sure during 2017-2018.
2. Currently three for: elementary (6 students), middle school (6 students) and high school (8 students). In addition there are 12 DD eligible students who are enrolled in the Cuyahoga ESC. There are additional pre-school students enrolled but they are no clients of the DD.
3. The 60-month age spread restriction by the State of Ohio continues in affect and no waivers to the rule are being permitted by the State.
4. As of March 1, 2017 no requests from the public schools in Portage County to send a currently NOTenrolled HDS student has been received.
5. Therefore, working with the numbers of our current students and their ages and the movement of students between classrooms because of ages (including pre-school eligible for DD services) the options appear to be.
 - a. To maintain three classrooms :
 - i. Elementary would have 6.
 - ii. Middle School would have 5.
 - iii. High School could have no more than 8. Currently however, with known information the number would be nine. However, there are two students whose circumstances may change. In one case there is some interest that the student move to their high school and in the second case, the family talking about moving to another county to address their housing issue. Staff from HDS school are in touch with these families to determine the status of these decisions.
 - b. If three classrooms cannot be maintained, and a fourth needs to be established, the costs are considerable. Since the DD Board is currently operating at a deficient, adding cost at this time is not desirable if at all possible.
 - i. **Based upon a classroom for 8 students** direct and indirect costs for 8 students range from a gross of \$517,000 to a net of \$370,000. The lower number is obtained because of a state subsidies per student which lower the PCBDD costs.
 - ii. The \$517,000 is made up of:
 1. \$205,000 for salaries and benefits for a teacher and two aides.
 2. \$137,000 for professional support from PT, OT Speech, Nursing, Psychology and APE.
 3. Overhead costs of \$175,000 which includes. Classroom overhead, transportation and supplies.
 - iii. To create a fourth classroom for High School age students for just one students might alter some of these projected costs but it would be in correct to say the costs would only equal 1/8 of the coats.

6. We hope this summary clearly explains where the DD Board is in planning for 2017-2018 for HDS.

Adopted a motion to approve minutes from February 15, 2017 Regular Meeting

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

Motioned to approve the agenda for March 22, 2017 Special Meeting as presented at table.

Motion by Kelly B.
Second by T. Moran
Motion carried by voice vote

Motion for the Ratification of the February 2017 Invoice Payments as authorized by the Superintendent

Motion by M. Sahr
Second by C. Fruscella
Motion carried by voice voter

Motion for the Acceptance of the February 28, 2017 Financial Report

Motion by J. Gargan
Second by C. Michael
Motion carried by voice vote

It was noted the Medicaid Match has increased for 30% to 37.5%—\$1.9 million over the past several years.

Motioned to approve Resolution 17-03-01 Approval of Direct Services contracts with the following individuals as recommended by the Ethics Council per approved Ethics Council Resolution EC17-03-01 with no conflict of interest for: Zsuzsi Percsi for Individual #202099; Mark & Tiffany Digirolamo for individual #204802; Tiffany Neitz for individual #204559

RESOLUTION 17-03-01

APPROVAL OF DIRECT SERVICES CONTRACTS WITH THE FOLLOWING INDIVIDUALS AS RECOMMENDED BY THE ETHICS COUNCIL PER APPROVED ETHICS COUNCIL RESOLUTION EC17-03-01 WITH NO CONFLICT OF INTEREST FOR:

Zsuzsi Percsi for Individual #202099

Mark & Tiffany Digirolamo for individual #204802
Tiffany Neitz for individual #204559

WHEREAS, the Ethics Council has determined that direct services contracts with the aforementioned named individuals as a parent, guardian or family member meet the requirements of Ohio Revised Code section 5126.033; and

WHEREAS, the Ethics Council recommends to the Portage County Board of Developmental Disabilities direct services contract with the aforementioned name individuals; and

WHEREAS, Ohio Revised Code Section 5126.032 requires that the Portage County Board of Developmental Disabilities shall not enter into any direct services contract that is not recommended by the Ethics Council; now, therefore be it

RESOLVED, that the Portage County Board of Developmental Disabilities accepts the recommendation of the Ethics Council and approves direct services contracts with the aforementioned named individuals; and be it further

RESOLVED, that the Superintendent or his designee is hereby authorized to take any and all action to carry out these direct services contracts.

Submitted by: Omar A. Nagi, Superintendent

The aforesaid resolution was moved by **Kelly Butler**

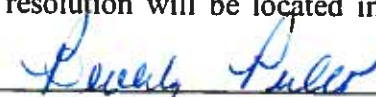
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Kelly Butler,	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Michelle Sahr,	aye
		Ralph Kletzien,	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 special meeting held **March 22, 2016**, 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 17-03-02 Approval Of Current Board Employee To Perform Services Provided Under Section 5126.11 (Family Support Services Program) or Sections 5126.40 through 5126.46 (Supported Living) through Outside Employment with an Individual, Agency, or Other Entity that has a Direct Services Contract with the Board or as an Individual Providing Services as Recommended By The Ethics Council Per Ethics Council Resolution EC17-03-02 for *Rosemarie Wilson, Vehicle Operator, Transportation* with no conflict of interest

RESOLUTION 17-03-02

APPROVAL OF CURRENT BOARD EMPLOYEE TO PERFORM SERVICES PROVIDED UNDER SECTION 5126.11 (FAMILY SUPPORT SERVICES PROGRAM) OR SECTIONS 5126.40 THROUGH 5126.46 (SUPPORTED LIVING) THROUGH OUTSIDE EMPLOYMENT WITH AN INDIVIDUAL, AGENCY, OR OTHER ENTITY THAT HAS A DIRECT SERVICES CONTRACT WITH THE BOARD OR AS AN INDIVIDUAL PROVIDING SERVICES AS RECOMMENDED BY THE ETHICS COUNCIL PER ETHICS COUNCIL RESOLUTION EC17-03-02

WHEREAS, employees of the Board are required to inform the Superintendent of the Board of any outside employment the employee has with any individual, agency, or other entity that has a contract with the Board.; and

WHEREAS, employee *Rosemarie Wilson, Vehicle Operator, Transportation*, has informed the Superintendent that s/he is a driver for Family and Community Services; and

WHEREAS, said employee has completed an affidavit declaring that all of the conditions specified in section 5126.033 of the Ohio Revised Code have been met; and

WHEREAS, the Board's Ethics Council has reviewed and approved through Resolution EC17-03-02 that this employee's outside employment meets all of the conditions specified in Ohio Revised Code section 5126.033; and

WHEREAS, by Resolution EC17-03-02 the Board's Ethics Council recommends to the Portage County Board of Developmental Disabilities approval of this employment; now therefore be it

RESOLVED, that the Portage County Board of Developmental Disabilities accepts the recommendation of the Ethics Council and the dual employment with the aforementioned named individual; and be it further

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

Submitted by: Omar A. Nagi, Superintendent

The resolution was moved by **Timothy Moran**

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

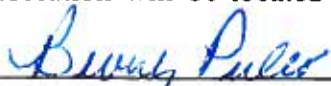
the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Kelly Butler	aye	Carol J. Fruscella,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Michelle Sahr,	aye
		Cheri Michael,	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 special meeting held **March 22, 2017**, 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 17-03-03 Approval Of Current Board Employee To Perform Services Provided Under Section 5126.11 (Family Support Services Program) or Sections 5126.40 through 5126.46 (Supported Living) through Outside Employment with an Individual, Agency, or Other Entity that has a Direct Services Contract with the Board or as an Individual Providing Services as Recommended By The Ethics Council Per Ethics Council Resolution EC17-03-03 for *Cheryl Anderson, Vehicle Attendant, Transportation* with no conflict of interest

RESOLUTION 17-03-03

APPROVAL OF CURRENT BOARD EMPLOYEE TO PERFORM SERVICES PROVIDED UNDER SECTION 5126.11 (FAMILY SUPPORT SERVICES PROGRAM) OR SECTIONS 5126.40 THROUGH 5126.46 (SUPPORTED LIVING) THROUGH OUTSIDE EMPLOYMENT WITH AN INDIVIDUAL, AGENCY, OR OTHER ENTITY THAT HAS A DIRECT SERVICES CONTRACT WITH THE BOARD OR AS AN INDIVIDUAL PROVIDING SERVICES AS RECOMMENDED BY THE ETHICS COUNCIL PER ETHICS COUNCIL RESOLUTION EC17-03-03

WHEREAS, employees of the Board are required to inform the Superintendent of the Board of any outside employment the employee has with any individual, agency, or other entity that has a contract with the Board.; and

WHEREAS, employee *Cheryl Anderson, Vehicle Attendant, Transportation*, has informed the Superintendent that s/he is a driver for Family and Community Services; and

WHEREAS, said employee has completed an affidavit declaring that all of the conditions specified in section 5126.033 of the Ohio Revised Code have been met; and

WHEREAS, the Board’s Ethics Council has reviewed and approved through Resolution EC17-

03-03 that this employee's outside employment meets all of the conditions specified in Ohio Revised Code section 5126.033; and

WHEREAS, by Resolution EC17-03-03 the Board's Ethics Council recommends to the Portage County Board of Developmental Disabilities approval of this employment; now therefore be it

RESOLVED, that the Portage County Board of Developmental Disabilities accepts the recommendation of the Ethics Council and the dual employment with the aforementioned named individual; and be it further

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

Submitted by: Omar A. Nagi, Superintendent

The resolution was moved by **Timothy Moran**


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	Carol J. Fruscella,	aye
John Gargan,	aye	Ralph Kletzien,	aye
Timothy Moran,	aye	Michelle Sahr,	aye
		Cheri Michael,	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 special meeting held **March 22, 2017**, 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 17-03-04 Approval Of Current Board Employee To Perform Services Provided Under Section 5126.11 (Family Support Services Program) or Sections 5126.40 through 5126.46 (Supported Living) through Outside Employment with an Individual, Agency, or Other Entity that has a Direct Services Contract with the Board or as an Individual Providing Services as Recommended By The Ethics Council Per Ethics Council Resolution EC17-03-04 for *Katherine Read, Vehicle Operator, Transportation* with no conflict of interest

RESOLUTION 17-03-04

APPROVAL OF CURRENT BOARD EMPLOYEE TO PERFORM SERVICES PROVIDED UNDER SECTION 5126.11 (FAMILY SUPPORT SERVICES PROGRAM) OR SECTIONS 5126.40 THROUGH 5126.46 (SUPPORTED LIVING) THROUGH OUTSIDE EMPLOYMENT WITH AN INDIVIDUAL, AGENCY, OR OTHER ENTITY THAT HAS A DIRECT SERVICES CONTRACT WITH THE BOARD OR AS AN INDIVIDUAL PROVIDING SERVICES AS RECOMMENDED BY THE ETHICS COUNCIL PER ETHICS COUNCIL RESOLUTION EC17-03-04

WHEREAS, employees of the Board are required to inform the Superintendent of the Board of any outside employment the employee has with any individual, agency, or other entity that has a contract with the Board.; and

WHEREAS, employee *Katherine Read, Vehicle Operator, Transportation*, has informed the Superintendent that s/he provides direct service for Admire Residential; and

WHEREAS, said employee has completed an affidavit declaring that all of the conditions specified in section 5126.033 of the Ohio Revised Code have been met; and

WHEREAS, the Board's Ethics Council has reviewed and approved through Resolution EC17-03-04 that this employee's outside employment meets all of the conditions specified in Ohio Revised Code section 5126.033; and

WHEREAS, by Resolution EC17-03-04 the Board's Ethics Council recommends to the Portage County Board of Developmental Disabilities approval of this employment; now therefore be it

RESOLVED, that the Portage County Board of Developmental Disabilities accepts the recommendation of the Ethics Council and the dual employment with the aforementioned named individual; and be it further

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

Submitted by: Omar A. Nagi, Superintendent

The resolution was moved by **Timothy Moran**

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	Carol J. Fruscella,	aye
John Gargan,	aye	Ralph Kletzien,	aye

Timothy Moran, aye

Michelle Sahr, aye

Cheri Michael, 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 special meeting held March 22, 2017, 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 17-03-05 for Approval of a Business Office Assistant Classification and Placement of said employment classification on the Portage County Board of Developmental Disabilities' Management Salary Schedule at Level Six (6) with an eight-hour 260/261/262 day work year

RESOLUTION 17-03-05

APPROVAL OF A BUSINESS OFFICE ASSISTANT CLASSIFICATION AND PLACEMENT OF SAID EMPLOYMENT CLASSIFICATION ON THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES' MANAGEMENT SALARY SCHEDULE AT LEVEL SIX (6) WITH AN EIGHT-HOUR 260/261/262 DAY WORK YEAR

- WHEREAS, the Portage County Board of Developmental Disabilities (hereinafter Board) through action by Resolution 17-01-04 on January 18, 2017 adopted a collective bargaining agreement between the Board and the Portage County Educators Association for the Developmentally Disabled Unit A which removed from the bargaining unit two (2) Account Clerk II positions in the Office of Business Management; and
- WHEREAS, the Superintendent, the Director of Business Management, and the Director of Human Resources recommend creation of a management-level employment classification of Business Office Assistant to which the affected employees in the aforementioned Account Clerk II positions may be assigned; and
- WHEREAS, the Board retains exclusive authority to add and delete the permanent full-time and part-time employment classifications listed in Board Policy 1.0 Powers and Duties of the Board – Appendix A; and
- WHEREAS, the Board, through Board Policy 1.0 Powers and Duties of the Board, also retains the exclusive authority to place management-level Employment Classifications on particular levels of the Board's Management Salary Schedule; and
- RESOLVED, the Board hereby approves the addition to the permanent full-time and part-time employment classifications in Section C of Board Policy 1.0 Powers and Duties of the Board – Appendix A of a Business Office Assistant classification and the

placement of the Business Office Assistant classification on Level Six (6) of the Board’s Management Salary Schedule with an eight-hour 260/261/262 day work year; and be it further

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

Submitted by: Omar A. Nagi, Superintendent; Diane Cotton, Director of Business Management, and Lynn Leslie, Director of Human Resources.

The resolution was moved by **Cheri Michael** and seconded by **Timothy Moran**

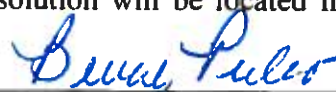
It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities’ Financial/Human Committee concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of 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	Carol J. Fruscella,	aye
John Gargan,	aye	Cheri Michael,	aye
Timothy Moran,	aye	Michelle Sahr,	aye
		Ralph Kletzien,	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 special meeting held **March 22, 2017**, and an accurate copy of said resolution will be located in the official minutes of the Board.



Beverly Puleo, Assistant to the Superintendent

Board Committee report(s) for the month:

Program/Policy/Residential Committee has scheduled meeting dates/times as follows:

- Monday, April 17, 2017—5:00pm
- Monday, May 15, 2017—5:00pm
- Monday, June 19, 2017—5:00pm.

In the process of setting up meeting dates for Financial/Human Resources, Transportation/Facility committees.

Reviewed February 2017 Management Reports—Technology,

- Gary Slapnicker HIPAA and Information Technology Manager, reviewed Technology report—and noted that Envisage Group, Inc., installed software on an administration building server that will allow us access the electronic locking doors remotely—we are still adjusting the settings and testing out the functionality of this software—however once the software is fully deployed, it will allow select members of the management team to make changes to

building access within moments—this affects not only the speed in which we can activate and deactivate badges; it will allow us to initiate a complete lockdown of any location or all locations which expands building security.

- We also finalized server modifications to email retention protocols which will improve speed and reliability of the exchange server, the service which routes the Board's emails

Reviewed February 2017 Personnel Report:

Recap of Personnel Actions for February 2017:

- As of February 2017, there were 158 employees including six (6) intermittent positions and six (6) vacancies.
- There are three (3) permanent Part-Time employees assigned in Adults Services—one (1) employee is also permanent Part-Time in Transportation and counted there

Positions Added/Abolished:

Job Postings/Vacancies

Account Clerk I, 240 days, 8 hrs/day (Transportation), vacant August 25, 2016, posted August 17-31, 2016, Vacant

Director of Adult Services, 260/261/262 days, 8 hrs/day (Adult Services), **Search extended** vacant October 28, 2016, posted **January 6-20, 2017**, filled, effective date April 3, 2017

Maintenance Repair Worker, 260/261/262 days, 8 hrs/day (Maintenance), vacant November 30, 2016, posted November 16-December 2, 2016, Vacant

Service & Support Administrator, 240 days, 7.5 hrs/day (Service & Support Administration) New, posted January 6-27, 2017, filled, effective date March 27, 2017

Supervisor of Transportation Services, 242 days, 8 hrs/day (Transportation), **Search extended** vacant April 30, 2017, posted January 27-**March 10, 2017**

Supplemental Positions:

Bowling Assistant (February 11, 2017)-**2 positions**, vacant February 3, 2017, posted February 2-9, 2017, Filled February 10, 2017

New Hires:

Promotions/Transfers

Reclassifications

Additional Assignments:

Elizabeth Hofstetter Substitute Typist 2 (Transportation), effective January 31, 2017

Supplemental Agreements:

Patricia Dempsey Bowling Assistant, effective February 10, 2017

Kayla Tirpak Bowling Assistant, effective February 10, 2017

Separations:

Karen Anderson Substitute Registered Service Assistant (Adult Services), effective February 17, 2017

Retirements:

Reviewed February 2017 Enrollment Report with enrollment 941 beneficiaries for the month of February representing an increase of twenty-two (22) and a decrease of twenty-nine (29) beneficiaries from January 2017.

The Superintendent reported on the following:

- **Transition Committee Update:** A Letter has been sent to selected committee members and we are in the process of planning the first meeting with the group. Another memo sent to person's served and families at the workshop requesting more families to express an interest in joining if possible. Working with Phil Miller to prepare for the first meeting
- **Waiting List Committee:** DODD has a committee that is reviewing waiting list rules and making recommendations for addressing waiting list issues. We have been working with DODD on comparing lists to make sure both lists information match. The lists both match now.
- **State Biennium Budget:** DODD provided verbal testimony to members of the Ohio House of Representatives Finance Committee on February 8. DODD tentatively received an additional \$120 million to their budget over the next two years. Superintendents had an opportunity to meet with State Representative Mark Romanchuk couple of weeks ago. There are some concerns the state budget cuts to Medicaid during budget process. Several years ago a cap was placed limiting Medicaid growth an any biennium budget. We are already over this limit as proposed. Additionally if Medicaid Block grants were to occur this would limit available Medicaid funds to the state.
- **HIPAA Policy Update:** We have updated our Notice of Privacy Practices with the recommended addendum as recommended by OACB legal counsel, Frank Hickman This is to further protect information if requested for the DRO lawsuit.
- **Director of Adult Services Interviews:** We have interviewed are final in the process of appointment. Anticipate a release of information soon.
- **Transportation Services Supervisor:** We posted this position twice and are in the interview process
- **Board Member Training:** DODD shared more board member training topics yesterday for 2017. This year board members may select two one-hour trainings from several different areas of interest to meet this training requirement. Please provide Bev Puleo confirmations of completion.

The President announced the Regular Board Meeting is Wednesday, April 19, 2017, 5:00pm at the Dennis M. Coble Administration Building

At 6:15pm, the Board entered Executive Session in the Board with no action to be taken

Motion by M. Sahr
Second by T. Moran

For the following identified reason:

- (x) To consider the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual;

- indicate reason: employment of a public employee
- () To consider the purchase of public property or the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest;
 - () Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or intimate court action;
 - () Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
 - () Matters required to be kept confidential by federal law or rules or state statutes.
 - () Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public boy of public office.

The aforesaid motion having been put to a roll call vote, the results of which were as follows:

NOT VOTING	PRESENT		BOARD MEMBERS
	YES	NO	
()	(x)	()	KELLY BUTLER
()	(x)	()	CAROL J. FRUSCELLA
()	(x)	()	JOHN GARGAN JR
()	(x)	()	RALPH KLETZIEN
()	(x)	()	CHERI MICHAEL
()	(x)	()	TIMOTHY MORAN
()	(x)	()	MICHELLE SAHR

Motion to adjourn executive session at 7:57pm

Motion by C. Michael

Second by M. Sahr

Motion carried by roll call vote as follows: Kelly Butler, aye, Carol J. Fruscella, aye, John Gargan, Jr., aye, Ralph Kletzien, aye, Timothy Moran, aye, Cheri Michael, aye, Michelle Sahr, aye.

Motion to return to open session 7:58pm

Motion by C. Michael

Second by M. Sahr
Motion carried.

No action from Executive Session.

The President asked if any other business needed to come before the Board. There being none, he called for a motion for adjournment at 7:58pm

Motion by T. Moran
Second by M. Sahr
Motion carried by voice vote.

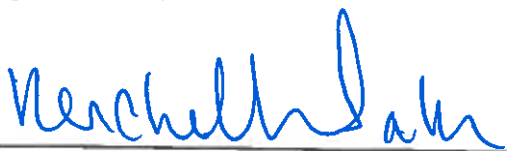
INFORMATION

Monday-Friday, March 27-31, 2017	Spring Break I, Children’s Services Program
Tuesdays, April 4, 11, 18, 25, 2017	Board Eligible Family Swim, Happy Day School, 6:00-7:30pm
Saturday, April 8, 2017	Parent Council Carnival, Happy Day School, 1:00-4:00pm
Monday, April 10, 2017	Parent Council Meeting, Portage Industries, 6:30pm
Thursday, April 13-17, 2017	Spring Break, Adult Services and 240-day employees
Friday-Monday, April 14-17, 2017	Spring Break II, Children’s Services and 184-day employees
Monday, May 8, 2017	Parent Council Meeting, Portage Industries, 6:30pm
Tuesday, May 9 2017	May Dinner, sponsored by Parent Council, Happy Day School, 6:00pm

Respectfully Submitted,


Beverly Puleo, Assistant to the Superintendent


Ralph Kletzien, President


Michelle Sahr, Secretary