

BUTLER COUNTY
Board of
**DEVELOPMENTAL
DISABILITIES**

Janet Clemmons Center
282 N. Fair Avenue
Hamilton, OH

May 9, 2019
6:00 p.m.

**BOARD MEETING
MINUTES**

I. CALL TO ORDER

The meeting was called to order by Tony Yocco, Board President.

II. ROLL CALL

Roll call was conducted:

Tony Yocco	Present
Dale French	Absent
Richard Meier	Present
Laddie Henninger	Present
Jackie Phillips	Present
Jacqueline Rioja Velarde	Present
Connie Sullivan	Absent

The group participated in the Pledge of Allegiance led by Rick Meier.

Tony Yocco read the Mission Statement: To support individuals so they can successfully live, work, and learn in the community.

The group participated in a moment of silent reflection in memory of Walter Miles, brother of EI Office Assistant, Mary Feltner; L. Crank, an individual served by the Board; T. Jones, an individual served by the Board; A. Jones, an individual served by the Board; and to remember individuals, families and staff who have experienced serious illness since the last Board meeting.

III. ADOPTION OF AGENDA

Laddie Henninger made a motion to approve the Order of Business as distributed at the meeting. Rick Meier seconded the motion. The motion passed unanimously.

IV. AUDIENCE TO VISITORS

None Requested.

V. BOARD EDUCATION/COMMUNITY LINKAGE

Remote Technology Grant (Supportive Technology) – Ron Smith

The presentation included a Power Point and a copy is included with the original minutes of the meeting. Points covered include:

- Assistive Technology – any electronic device used to support or aid an individual to live in their community as independently as possible.
- Remote Supports – Support by a provider from a remote location. The provider can engage with the individual through live, two-way communication devices and can assist a person according to their tailored needs.
- Technology Grant – Butler, Clermont & Hamilton County Boards of DD were awarded 1 of 13 state wide technology grants.
Goals of the grant are:
 1. To increase the number of individuals using technology.
 2. To increase Remote Support Providers.
 3. To increase technology knowledge throughout the county.
- On-site/On-call Revenue and Cost Analysis

VI. EXECUTIVE SESSION

Laddie Henninger made a motion to go into Executive Session to consider matters required to be kept confidential by federal law or regulations or state statutes. Jackie Phillips seconded the motion. The motion passed unanimously with a roll call vote as follows:

Tony Yocco	Yes
Dale French	Absent
Richard Meier	Yes
Laddie Henninger	Yes
Jackie Phillips	Yes
Jacqueline Rioja Velarde	Yes
Connie Sullivan	Absent

VII. COMMITTEE REPORTS

1. **Ethics Council:** met Thursday, May 9 at 5:45 p.m. at Janet Clemmons Center. Jackie Phillips reported that all items on the agenda were reviewed and recommended for approval.
 - Review of report of payments issued to individuals or families served. **(Attachment)**.
2. **Finance Committee:** met Thursday, May 9 at 5:00 p.m. at Janet Clemmons Center. Rick Meier reported that all items on the agenda were reviewed and recommended for approval.
 - Review of March Invoice Report **(Attachment)**.
 - Review of April Invoice Report **(Attachment)**.
 - Review of February Revenue and Expenditure Reports **(Attachment)**.
 - Review of March Revenue and Expenditure Reports **(Attachment)**.

3. **Personnel Committee:** no meeting held on Thursday, May 9 at 5:15 p.m. No items for Board approval – review only items this month.
 - Review of March Personnel actions and current staff vacancies (**Attachment**).
 - Review of April Personnel actions and current staff vacancies (**Attachment**).
4. **Program Committee:** met Thursday, May 9 at 5:30 p.m. at Janet Clemmons Center. Jackie Phillips reported that all items on the agenda were reviewed and recommended for approval.

VIII. CONSENT AGENDA – MOTION

Laddie Henninger made a motion to approve the Consent Agenda. Rick Meier seconded the motion. The motion passed unanimously.

1. **Board**
 - A. Minutes of March 14, 2019 meeting (**Attachment**).
 - B. Ratification of current expenditures, as reviewed and approved by the Superintendent, pending review and endorsement by the Finance Committee. (**March Attachment**) & (**April Attachment**).
 - C. Program Policy Revisions (**Attachment**).
 - **Policy #6-3, Research** - rescind policy
 - D. Acceptance of report of payments issued to individuals or families served as reviewed and approved by the Ethics Council. (**Attachment**)

IX. OLD BUSINESS

1. UTS Contract – Lisa
 - UTS has hired a Customer Service Liaison
 - The Board will request a detailed report on the type of complaints being received including information on the scale/nature of the complaint. (RCC – Root, cause & corrective action taken)
 - Trending complaints (cleanliness, lateness, etc...)
 - Lisa to follow-up with UTS to gather additional information on a quarterly basis.

X. NEW BUSINESS

1. Laddie Henninger made a motion to increase appropriations and estimated revenue by \$172,440.00 for capital housing dollars that will be received by the Board and then disbursed to Partnerships for Housing, as reviewed and endorsed by the Finance Committee. Rick Meier seconded the motion. The motion passed unanimously.

NOTE: Home purchased for three individuals exiting from Doty House.

2. Update on Abilities First – Lisa

- A Press Release was sent out stating that they would be ending adult services on June 1st.
- Support Coordinators are actively assisting with placement for people at Doty House and in Waiver day service settings.
- DODD will assist with temporary residential placement if not everyone is moved by June 1st.
- Six people are left to move from Doty House – 3 have waivers and a home; provider trying to recruit staff.

3. Merakey Youth Pilot (**Attachment**) – Lisa

- Merakey is a company based out of Pennsylvania with an Evidence Based Youth Treatment program model with a mental health component.
- BCBDD along with Children’s Services and the Mental Health Board will enter into a 24 month pilot program for multi-system youth.
- BCBDD will hold the contract – will bring to Board in June for approval.
- Merakey model is evidenced based and data shows a decrease in psychiatric ER and hospital stays. It also decreases the need for residential treatment.

XI. BOARD POLICY DISCUSSION

1. Board Governing Policy #3.2 – Board Job Description (**Attachment**) – No revisions recommended.
2. Board Governing Policy #3.3 – Board Code of Conduct (**Attachment**) – No revisions recommended.
3. 2020-2021 State Budget Analysis (**Attachment**)
 - House expected to propose an increase to DSP wages to \$13.00 by January 1, 2020.
 - County Boards & DODD worked on a proposal to fund.
 - Details to follow at a future Board meeting if the budget is approved.

XII. ASSURANCE OF SUCCESSFUL SUPERINTENDENT PERFORMANCE

1. Monitoring Report: #2.8, Linkage with the Community and Public Servants (**Attachment**) – report included in the Board packet.
2. Monitoring Report: #2.9, Emergency Superintendent Succession (**Attachment**) – report included in the Board packet.
3. Strategic Plan – 1st Quarter Update (**Attachment**) – report included in the Board packet.
4. DODD visit to Early Intervention in March (**Attachment**) – report included in the Board packet.
5. New Operational Worries/Updates – None reported.

XIII. ANNOUNCEMENTS

XIV. ITEMS FOR NEXT AGENDA

XV. ADJOURNMENT

There being no further business before the Board, Laddie Henninger made a motion to adjourn and Rick Meier seconded the motion. The motion passed unanimously.



Tony Yocco, Board President



Richard Meier, Recording Secretary

Calendar of Upcoming Events – Currently unavailable, process being updated.

Date for next regular meeting: Thursday, June 13, 2019 at 6:00 p.m. at Janet Clemmons Center, 282 N. Fair Avenue, Hamilton.

Scheduled dates for May Committee Meetings:

Finance Committee meeting: Thursday, June 13 at 5:00 p.m. at JCC.

Personnel Committee meeting: Thursday, June 13 at 5:15 p.m. at JCC.

Program Committee meeting: Thursday, June 13 at 5:30 p.m. at JCC.

REFERENCE:

Board Training Schedule for 2019

**Board members are required to participate in at least 4 hours of training annually. The Department of DD will provide webinars covering 2 hours of training. The Board and Superintendent shall jointly develop the annual training calendar which should also include perspectives from outside the county.*

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| January Board Meeting | ✓ Project Life – Reena Fish
Year End Financials/2018 Budget Outcomes – Hailey Quinn |
| February Board Meeting | ✓ UTS Transportation Update – Geoff Kuzio |
| March Board Meeting | ✓ MUI Rule & Board Member Responsibilities – Kara Frederick
✓ Succession Management/Planning – Dwight Finch |
| May Board Meeting | ✓ Remote Technology Grant – Ron Smith |
| June Board Meeting | IT Update – Educational Service Center |
| August Board Meeting | Non-Medical Transportation – Ron Smith |

September Board Meeting	Inside Out Art Studio / Easter Seals TriState
October Board Meeting	SSA Updates – Jennifer Rice
November Board Meeting	2020 Budget & Budget Forecasting – Hailey Quinn
December Board Meeting	