

BUTLER COUNTY
Board of
**DEVELOPMENTAL
DISABILITIES**
*Empowering People.
Enhancing Possibilities.*

**Janet Clemmons Center
282 N. Fair Avenue
Hamilton, Ohio**

**January 8, 2015
6:30 p.m.**

**BOARD MEETING
MINUTES**

Reappointed Board members Dale French and Laddie Henninger were sworn in by Probate Judge Randy Rogers before the meeting.

I. CALL TO ORDER

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

II. ROLL CALL

Roll call was conducted:

Dale French	Present
Laddie Henninger	Present
Richard Meier	Present
Kathy McMahon-Klosterman	Absent (excused)
Jacqueline Rioja Velarde	Present
Connie Sullivan	Absent (excused)
Tony Yocco	Present

The group participated in reciting the Pledge of Allegiance.

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 Diana McAbee, an individual living in the community; Judy Hamner, a resident of Takoda Trails; Becky Schroeder, former staff person of Butler County DD and Coordinator of Job Club; Jay Townsend, an individual served by the Board and son of William Townsend, a former Board member; Lisa Puckett, an individual who formerly attended Liberty Center; and Barbara Welsh, mother of Michele Price, Developmental Specialist; who recently passed away, and to remember those who have experienced serious illness since the last meeting.

III. ADOPTION OF AGENDA

Richard Meier made a motion to approve the Order of Business as distributed at the meeting. Dale French seconded the motion. The motion passed unanimously.

IV. APPROVAL OF MINUTES

Richard Meier made a motion to approve the minutes of the December 11, 2014 regular Board meeting. Dale French seconded the motion. The motion passed unanimously.

V. ORDERS OF THE DAY

Annual reorganization of the Board to be conducted in accordance with O.R.C. Section 5126.022.

1. Election of Officers - Nominate and Approve Slate of Officers:
Tony Yocco read the Slate of Officers and asked for a motion to approve. Dale French made a motion to approve the Slate as proposed. Laddie Henninger seconded the motion. There was no discussion and no nominations from the floor. The motion passed unanimously.
President: Kathy McMahon-Klosterman
Vice-President: Tony Yocco
Recording Secretary: Richard Meier
2. Dale French made a motion to adopt the Schedule of Meetings for 2015 (**Attachment #1**). Jacqueline Rioja Velarde seconded the motion. The motion passed unanimously.
3. Richard Meier made a motion to set Committee Appointments and Parliamentarian for 2015 (**Attachment #2**). Jacqueline Rioja Velarde seconded the motion. The motion passed unanimously.
4. Dale French made a motion to approve **Resolution #2015-01-01 (Attachment #3)** on continuing Ethics Council and appointments to the Council, in accordance with O.R.C. Section 5126.032. Richard Meier seconded the motion. The motion passed unanimously.

VI. PROGRAM REPORT

1. Positive Culture Presentation

Tanya Coffey, SSA Director, introduced the presenters: Lynn Hibbard, Quality Assurance Director with provider ECI; Kelly Girts, Behavior Intervention Manager; and Gill Lanham, Latika Horton, Jeannie Jones, Support Coordinators. The group explained the philosophy of the "Good Life Network", which is a culture change based on relationships of the person and their team. A copy of the PowerPoint presentation is included with the original minutes of this meeting.

VII. COMMITTEE REPORTS

1. **Finance Committee:** met Thursday, January 8 at 5:00 p.m. at Janet Clemmons Center. Richard Meier reported that all items on the agenda were reviewed and recommended for approval and the Invoice Report included in **Attachment #4**

was also reviewed.

2. **Personnel Committee:** met Thursday, January 8 at 5:15 p.m. at Janet Clemmons Center. Dale French reported that all items on the agenda were reviewed and recommended for approval and Personnel Actions and current staff vacancies included in **REVISED Attachment #5** were also reviewed.
3. **Program Committee:** No meeting.

VIII. OLD BUSINESS

1. Richard Meier made a motion to ratify current expenditures as reviewed and approved by the Superintendent in **Attachment #4** Invoice Report, as reviewed and endorsed by the Finance Committee. Laddie Henninger seconded the motion. The motion passed unanimously.
2. Richard Meier made a motion to ratify agreements approved by the Superintendent from 12/1/14 through 12/31/14 included in **Attachment #6**, in accordance with Administrative Policy #1.00, as reviewed and endorsed by the Finance Committee. Laddie Henninger seconded the motion. The motion passed unanimously.

IX. NEW BUSINESS

1. Jacqueline Rioja Velarde made a motion to approve 2015 Performance Goals of Superintendent Lisa Guliano (**Attachment #7**). Dale French seconded the motion. The motion passed unanimously.
2. Dale French made a motion to approve **Resolution #2015-01-02, Nonfederal Share of Medicaid Expenditures (Attachment #8)**, to specify the amount of funds, \$9,500,000.00, to be used in the year 2015 to pay the nonfederal share of services required by O.R.C. 5126.057(A), as reviewed and endorsed by the Finance Committee. Jacqueline Rioja Velarde seconded the motion. The motion passed unanimously.

NOTE: These funds are leveraged to draw down federal funds which allow us to provide \$35 million in Medicaid services.

3. Laddie Henninger made a motion to extend the timeline for the phase out of longevity bonuses for the Developmental Specialists Unit; bonuses will be discontinued effective 10/1/16, which corresponds to the implementation of a performance pay system, as reviewed and endorsed by the Finance and Personnel Committees. Richard Meier seconded the motion. **Discussion:** This change brings this group into conformity with other staff, putting them on the same timeline. The motion passed unanimously.
4. Laddie Henninger made a motion to approve renewal agreement (**#0115-08**) with Hylant Administrative Services, effective 1/1/15 through 12/31/15, for liability insurance (\$48,422.00), vehicle insurance (\$27,010.00), cyber and pollution cost (\$1137.00), total not to exceed \$76,569.00 for the length of the agreement, which is an increase of \$9,522.00, as reviewed and endorsed by the Finance Committee. Richard Meier seconded the motion.

NOTE: No rate increase was applied. Premium increase is due strictly to

exposure changes.

The motion passed unanimously with a roll call vote as follows:

Dale French	Present
Laddie Henninger	Present
Richard Meier	Present
Jacqueline Rioja Velarde	Present
Tony Yocco	Present

5. Jacqueline Rioja Velarde made a motion to approve the following **master** agreements, effective 1/1/15 through 12/31/15, for supported employment through the Employment Works Pilot, at rates shown in the table below, as reviewed and endorsed by the Finance Committee. Richard Meier seconded the motion. **Discussion:** Sherry Dillon explained the tiers and rates in the chart below: Tiers are based on level of need; Tier 1 needing the least, Tier 3 needing the most. The payment system is milestone and outcome based. We will assess the program at the end of the year; we expect it to be more effective and measurable.
- A. **(#0115-09)** with Easter Seals Tri-State (expected to serve 6 individuals at an approximate cost of \$40,000.00);
- B. **(#0115-10)** with ECI, Inc. (expected to serve 6 individuals at an approximate cost of \$40,000.00).

<u>Steps</u>	<u>Tier 1 (acuity A)</u>	<u>Tier 2 (acuity B)</u>	<u>Tier 3 (acuity C)</u>
<u>Initial referral</u>	<u>\$250</u>	<u>\$500</u>	<u>\$750</u>
<u>Demonstrated employability</u>	<u>\$750</u>	<u>\$1250</u>	<u>\$2500</u>
<u>Successful placement</u>	<u>\$1000</u>	<u>\$2000</u>	<u>\$2750</u>
<u>Longevity –90 days</u>	<u>\$1000</u>	<u>\$1750</u>	<u>\$3000</u>
<u>Longevity—1 year</u>	<u>\$1000</u>	<u>\$1750</u>	<u>\$3000</u>

The motion passed unanimously with a roll call vote as follows:

Dale French	Present
Laddie Henninger	Present
Richard Meier	Present
Jacqueline Rioja Velarde	Present
Tony Yocco	Present

6. Richard Meier made a motion to amend financial support amount approved by the Board in October 2014 for InsideOut Studio to increase amount by \$10,000.00 for operations only (total of \$85,000.00), all other amounts remain the same, as reviewed and endorsed by the Finance Committee. Jacqueline Rioja Velarde seconded the motion. **Discussion:** Sherry Dillon explained that the new space is in the old Elder Beerman building and will have enough space for the studio and a retail space. The cost will include most of the build-out costs to finish the space; we won't have to pay extra for it.

NOTE: The increase is needed for leasing studio space – the original space planned for the expansion is no longer an option, so we will be pursuing other avenues.

The motion passed unanimously with a roll call vote as follows:

Dale French	Present
Laddie Henninger	Present
Richard Meier	Present
Jacqueline Rioja Velarde	Present
Tony Yocco	Present

X. SUPERINTENDENT'S REPORT

1. Superintendent's Monthly Activity Report – written report included in packets.
 - Board self-evaluation results were distributed at this meeting – if any questions or follow-up needed, please let us know.
 - Board training schedule – we are supposed to get a schedule of training topics from Director Martin by the end of this month, so hope to discuss more in February and get our schedule completed.
 - COG update – in the process of actively recruiting other counties to join. Just agreed with WestCon COG to share a Director. Will save money and give us more options and services to offer to member counties.
 - Also COG related – beginning 1/20, Wendy Planicka will be “on loan” to assist the COG with PR services. She will be working from Lebanon (Warren County) part of the time and they'll be able to market PR services.
2. Director and Supervisor Quarterly Reports
 - A. Community Services and Transportation – included in packets.
 - B. Community Relations – distributed at the meeting.
 - C. Family Focus – distributed at the meeting.
3. Upcoming Events
 - A. See attached calendar.
4. Scheduled dates and times for February Committee Meetings:
 - A. Finance Committee meeting: Thursday, February 12 at 5:00 p.m. at Janet Clemmons Center.
 - B. Personnel Committee meeting: Thursday, February 12 at 5:15 p.m. at Janet Clemmons Center.
 - C. Program Committee meeting: Thursday, February 12 at 5:30 p.m. at Janet Clemmons Center.
5. Date for next regular meeting February 12, 2015 at 6:30 p.m. at Janet Clemmons Center.

XI. ADJOURNMENT

There being no further business before the Board, Richard Meier made a motion to adjourn and Dale French seconded the motion. The motion passed unanimously.

Kathy McMahon-Klosterman, Board President

Richard Meier, Recording Secretary