ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

TUESDAY, DECEMBER 15, 2015

801 WEST UNION STREET

ATHENS, OHIO 45701

The mission of the Athens County Board of Developmental Disabilities is to enhance the quality of life for individuals with developmental disabilities through an array of individualized services and supports.

1. Meeting was called to order at 6:00 p.m. by President John Day.
2. Roll call by Carol Janes-Tinkham

Board Members in Attendance

ALLEN Present

BOND Arrived at 6:10

DAY Present

DEFOREST Present

DEMKO Present

HUTZEL Present

STAFF MEMBERS AND VISITORS IN ATTENDANCE

Kevin Davis, Superintendent, ACBDD

Dr. Maryalice Turner, Assistant Superintendent, ACBDD

Steve Kramer, Director of Finance/Operations, ACBDD

Butch Withem, Director of Facilities/Transportation, ACBDD

Mark Cullison, Director of Adult Services, ACBDD

Dennis Lehman, Director of Service & Support, ACBDD

Carol Janes-Tinkham, Business Clerk/Administrative Assistant, ACBDD

Jason Jolley, citizen, future board member

Robert W. Stewart, Probate Judge

Ruth Day, spouse of John Day

Autumn Brown, Community Integration Specialist, ACBDD and ABEA

Jamie Hart, Service & Support Specialist, ACBDD

Stacey Walter, LiveAnew

1. John Day Recognition.

Kevin Davis presented John Day with a plaque for his years of service to the board. Also the conference room at Beacon was dedicated to John Day. Margaret Demko thanked John and said that she had learned a lot about being a board member from John.

Judge Robert W. Stewart was present to a plaque and to congratulations John. Judge Stewart had great conversations with John when he appointed John to the board. He thanked John for his focus to the board and all that had recently happened with the board. Judge Stewart mentioned that he is appointing Jason Jolley to replace John on the board.

1. Motion to approve the amended agenda to include executive sessions for property discussion in accordance with ORC 121.22 .

Motion 12-15-1: ALLEN

SECOND: DEFOREST

AYES: ALLEN/DAY/DEFOREST/DEMKO/HUTZEL

ABSTAINS: BOND

MOTION: CARRIES

1. John Day read the Mission Statement.
2. Motion to approve the November 24, 2015 Regular Meeting Minutes (Exhibit 1, Pages 1-4)

Motion 12-15-2: ALLEN

SECOND: DEMKO

AYES: ALLEN/BOND/DAY/DEMKO

ABSTAINS: DEFOREST/HUTZEL

MOTION: CARRIES

1. Motion to approve the renewal of the ACBDD contract with Comprehensive Counseling, pending approval from the Prosecuting Attorney. (Exhibit available at meeting).

Dennis commented that we will be adding 20 new waivers in the new year. He indicated that the contract hasn’t changed in the last three years – rates/terms are exactly the same.

Motion 12-15-3: DEMKO

SECOND: DEFORESST

AYES: ALLEN/BOND/DAY/DEFORST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion to approve FSS allocations – this will be included in the approval of the 2016 Operating Budget.
2. Motion to approve the 2016 Operating Budget. (Exhibit was presented to the board by Steve Kramer.)

Steve comments on the Operating Budget. He indicated that the state gives us $28,220 each year for the Family Support Services. The board has decided to spend up to $50,000 per year. This past year 126 were offered services thru FSS. In the past the allocation amount was $400 per individual – there are guidelines for what the money can be used for. Steve explained that this past year we had received extra money from tax collections for delinquent accounts. Grants and subsides remain about the same – not much adjustment. In the past he had not budgeted for waiver reconciliations, but has projected for the year about $250,000 for this reconciliation. Workers Comp last year was in the amount of $114,012, this is determined by the auditor’s office. Supported living paid to State increases approximately 7% each year – average 20 new IO waivers increasing up to $35,000 so the total will be approximate 3.4 million this year. Steve also commented that we only spent approximately $390,000 this year in the non-waiver contract services line. Overall the projections will be a deficit of $100,000 new year.

Members asked him is we have done all we can to satisfy the Budget Commission complains/requests for the new year – are they aware of the dollars needed or the wavier matches. Steve also commented that this past year that we received a rather large donation from a local estate and when we get those dollars we need to spend them quickly. Also he indicated that the spend down money is not represented in the budget.

Motion 12-15-4: DEMKO

SECOND: HUTZEL

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion to approve the ABEA contract (electronic exhibit).

Margaret Demko wanted to thank all involved in the positive changes made in the correct contract.

Motion 12-15-5: HUTZEL

SECOND: DEFOREST

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion made to approve the amended Atco Program Calendar. (Exhibit 2, Page 5).

Mark Cullison commented that this change was needed due to adding 2 days for the July 4th holiday. When they were working on the calendar they counted 238 days. Recently when the calendar was reviewed it was determined that the calendar actually had 240 days in it.

Motion 12-15-6: BOND

SECOND: ALLEN

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion made to approve the amended 260 day calendar for EI (Exhibit 3, Page 6).

Both Margaret Demko and Margaret Hutzel wanted to revisit the EI calendar in the next contract to make services available 260 days a year in accordance with codes and grants. Dr. Turner explained that currently services are only available 240 days. Kevin mentioned that this was a finding in the audit that OACBDD did this summer.

Motion 12-15-7: ALLEN

SECOND: BOND

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion for a resolution to accept the agreed-upon amount of $1.5 million to invest into reserve account.

Discussion that we would still have $2.5 million in the fund balance or approximately 25% to start the new year. Next year we will need to move to 12.5% in the fund balance. It was also mentioned that the $1.5 million is being put in a reserve account for the new waivers.

Motion 12-15-8: DEMKO

SECOND: HUTZEL

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion for a resolution to accept the agreed upon amount of $500,000 to invest into the capital account.

It was mentioned that there is currently $869,000 in this account.

Motion 12-15-9: HUTZEL

SECOND: BOND

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Update on carryover expenditures.

Steve reported that in November we spent about $3000 in the spend-down. The 2016 truck is not showing up yet as it has not been paid.

1. Progress on strategic planning.

Kevin reported that we just received Cathy Allen’s report (and final bill) on the stragetic planning. He sent an electronic version out to the board members today and will be made available to anyone else who would like a copy. Cathy also expressed a desire to help in an additional planning, but the board has decided at this time not to ask for any more assistance with Ms. Allen. Kevin reported that after the first of the year we would be having strategic planning meetings to decide what we wanted to do.

1. Progress on conflict free case management (benchmark update).

Kevin reported on the benchmark. We have recommended to the that that in 2016 for day services of 13 individuals between reduced for a 9.25% reduction in day services. He plans to update the board every month how we are meeting this plan.

1. Manager’s Reports - Superintendent.

Kevin commented that we are going to move the board meetings to the conference room. It was previously commented that when they met in the cafeteria that it was hard to hear. Kevin will be looking for feedback if the conference room is a better meeting place. Of course, this room will not accommodate a large group of visitors.

The Medicaid Manager job description has been written and is about to be posted.

The Human Resource position thru SOCOG is currently posted in the paper for a 20 hour position – to assist with hiring, training, teaching, certification.

It was also mentioned to him regarding the 1980 historical plaque in the entry way that says Athens County Board of Mental Retardation and Developmental Disabilities. Didn’t know if we wanted to consider amending, changing or leaving the plaque since in 2008 “MR” was dropped. Margaret Demko said that Athens County was the advocate with the state – reason for the change. This also lead to “Rose’s Law” removing MR from statue. This will be discussed at a later meeting after discussions with the Atco advocates. Dr. Allen commented that it shows were we started from.

We will be starting a public relations/media relations. Stephanie Howell will be in charge of this so watch for it on Facebook.

Kevin reported that he has met with two of the county commissioners and thought that it was a good meeting. He has also met with the County Auditor. It was suggested that Cathy Allen’s comparison regarding carryover be shared with Ms. Thompson. According to Ms. Allen’s report says the range that counties carry over ranges from as little as 22% to some with over 100%. In 2012, average is 82% carryover. Morrow County’s carryover is the lowest at 22%. This county hasn’t passed a levy in years and is in financial difficulty.

Have met with the local school districts. They are aware that they are customers of our program and have a lot of good things to say about us.

Kevin reported that he has asked all managers to come up with at least four goals and objectives for their departments to be worked on in the coming year.

Board meeting training requirements – continue to stay on top of this. If the proper training has not been met by all the board members, votes do not count.

1. Report from Assistant Superintendent.

Dr. Turner reported that we made $1000 at the Breakfast with Santa event. There were 125 people in attendance. It was advertised that the proceeds would be used to purchase coats for our students. This week there were 8 bags of coats donated by Athens High School. Whatever we do not use we will find another agency that can. So the money that was raised will go for clothing and some kind of toy for each student.

1. Report from Director of Finance and Operations.

Steve reported that he doesn’t foresee any new revenue coming and no big purchases. April and September seems to be when we collect the most money. This year we have collected over $10.4 million with approximately 60% of the money coming from levy dollars. Grants and subsidies should be close to prior year. Non waiver was down by $200,000 this past year. Funding process for the Medicaid Match for TCM has changed - now all we get paid for is the federal portion.

1. Report for Director of Adult Services.

Mark asked the board to give Personnel Plus any leads of new jobs for consumers. The Athens County Community Singers has two more shows scheduled for this year.

1. Report from Director of Service and Support.

Dennis had nothing to add.

1. Report for Director of Facilities and Transportation.

Butch wanted to thank the board for his 2016 Ford Truck. We have taken delivery of it and now is at the garage with the front end off so snow plow could be mounted.

1. Comments from Visitors related to Agenda.

It was mentioned about on December 16th Atco’s unhealthy potluck from 6-7. Autumn reported that they have a potluck every 3rd Wednesday of this month to eat healthy. This month people are encouraged to bring in their favorite items. If high in calories, portion control will be advised.

1. Comments from Unions related to Agenda

No comments.

1. Comments from the board.

Leonard thanked Kevin, Maryalice and Butch for the tour of the facilities last week. It was very educational.

1. Motion to adjourn into executive session at 7:10 for property discussion in accordance with ORC 121.22

Motion 12-15-9: BOND

SECOND: DEFOREST

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion to return from executive session at 8:01.

Motion 12-15-9: HUTZEL

SECOND: BOND

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES

1. Motion to adjourn at 8:05.

Motion 12-15-9: DEMKO

SECOND: BOND

AYES: ALLEN/BOND/DAY/DEFOREST/DEMKO/HUTZEL

MOTION: CARRIES