



## **BOARD MEETING**

**June 27, 2023**





### **June Board Meeting Agenda**

Tuesday, June 27, 2023 – 6:00 p.m.

801 W. Union Street, Athens

**The Mission of the Athens County Board of Developmental Disabilities  
is to serve our community with compassion, innovation, and transparency**

1. Call to Order – Board President.
2. Board Member Roll Call – Arian Smedley.
3. Reading of Mission Statement.
4. Motion to approve Agenda.
5. New Business:

#### **Items for review and discussion:**

- a. Budget update.
- b. Board survey.
- c. Updated Administrative Policy 3085 Portable Computing Devices (Exhibit 1, Pages 1-4).
- d. Reminders on future meetings/trainings:
  - i. Next regular meeting: Tuesday, August 22, 6:00 p.m.

#### **Motions for vote:**

- a. Approve May 2023 Board Meeting Minutes (Exhibit 2, Pages 5-9).
- b. Approve renewed stipend for ESC Paraprofessionals assigned to Beacon School, pending Prosecuting Attorney's approval (Exhibit 3, Pages 10-11).
- c. Approve agreement with Athens-Meigs Educational Service Center for OT services at Beacon School, pending Prosecuting Attorney's approval (Exhibit 4, Page 12).
- d. Approve agreement with Athens-Meigs Educational Service Center for PT services at Beacon School, pending Prosecuting Attorney's approval (Exhibit 5, Pages 13-15).
- e. Approve covering the cost of Beacon School breakfast and lunch for students during the 2023-2024 academic year (Exhibit 6, Page 16).
- f. Approve renewed agreement with the Athens County Family & Children First Council (FCFC), pending Prosecuting Attorney's approval (Exhibit 7, Pages 17-21).
- g. Approve contract with Hylant Insurance for property, violence, auto and liability insurance, for period of one year beginning July 1, 2023 (Exhibit 8, Pages 22-50).
- h. Approve the MEORC Intent to Purchase Agreement for 2023-2024, pending Prosecuting Attorney's approval (Exhibit 9, Pages 51-52).
- i. Approve renewed Admission Agreements with the Columbus Developmental Center (CDC), pending Prosecuting Attorney's approval (Exhibit 10, Pages 53-60).

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 11, Pages 61-66).
  - b. Director of Finance, Scott Zielinski (Exhibit 12, Pages 67-77).
  - c. Director of Human Resources, Gwen Brooks (Exhibit 13, Pages 78-80).
  - d. Director of Facilities and Transportation, Chris Linscott (Exhibit 14, Page 81).
  - e. MUI Coordinator, Stephanie Kendrick (Exhibit 15, Page 82).
  - f. Director of Service and Support, Tristin Lawrence (Exhibit 16, Pages 83-87).
  - g. Director of Education, Becky Martin (Exhibit 17, Pages 88-90).
  - h. Director of Employment Options, Angela Carter (Exhibit 18, Page 91).
  - i. Director of Integrate Athens, Autumn Brown (Exhibit 19, Pages 92-94).
  - j. Assistant Superintendent, Arian Smedley (Exhibit 20, Pages 95-100).
7. Comments from Visitors relative to the agenda.
  8. Comments from Unions relative to the agenda.
  9. Comments from the Board.
  10. Motion to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.
  11. Motion to return from Executive Session.
  12. Motion to adjourn.

#### **ACBDD Regular Board Meetings and Board Trainings for 2023**

##### **Board Meeting Trainings**

<del>Tuesday, April 25</del>	Beacon School	MUI / UI	5 p.m.
<del>Tuesday, May 23</del>	Beacon School	SSA Dept.	5 p.m.
TBD	Beacon School	Sunshine Law	5 p.m.

##### **Regular Board Meetings**

<del>Tuesday, Jan. 24</del>	Beacon School	6 p.m.
<del>Tuesday, Feb. 28</del>	Beacon School	6 p.m.
<del>Tuesday, April 4</del>	Beacon School	6 p.m.
<del>Tuesday, April 25</del>	Beacon School	6 p.m.
<del>Tuesday, May 23</del>	Beacon School	6 p.m.
Tuesday, June 27	Beacon School	6 p.m.
July	No meeting	No meeting
Tuesday, Aug. 22	Beacon School	6 p.m.
Tuesday, Sept. 26	Beacon School	6 p.m.
Tuesday, Oct. 24	Beacon School	6 p.m.
November	No meeting	No meeting
Tuesday, Dec. 12	Beacon School	6 p.m.

# 3085 Portable Computing Devices

Adopted	2/1/2005
Status	Revision Approved 4/27/2021; <a href="#">REVISION PENDING APPROVAL</a>
Historical Versions	2/1/2005; 11/23/2010; 4/27/2021

## POLICY

Employees who meet eligibility criteria may either be issued agency-owned smartphones and tablets, or use their personally-owned smartphones and tablets to access the organization's IT resources. Employees who are permitted to use either an employee-owned device or an agency-provided device must follow all guidelines in this policy.

## AUDIENCE

All Staff

## AUTHORITY

HIPAA Privacy and Security Rules, [45 CFR § 164](#)

[45 CFR § 164.312\(b\) Standard: Audit Controls](#)

[45 CFR § 164.312\(c\)\(1\) Standard: Integrity](#)

[45 CFR § 164.312\(d\) Standard: Person or entity authentication](#)

[45 CFR § 164.312\(e\)\(1\) Standard: Transmission Security & \(2\) Implementation Specifications](#)

[45 CFR § 164.312\(a\)\(2\)\(iv\) Encryption and decryption](#)

[45 CFR § 164.308\(a\)\(5\)\(ii\)\(D\) Password Management](#)

[45 CFR § 164.308\(a\)\(5\)\(ii\)\(B\) Protection from Malicious Software](#)

## PROCEDURES

### 1) EMPLOYEE-OWNED MOBILE DEVICES

- a) **Agreement.** Employees must follow the organization's procedures for enrollment of their mobile device, including signing the [Employee-Owned Mobile Device Agreement](#).
- b) **Training.** The IT Staff will provide training, as necessary, to employees on how to implement the security features required while using these devices.
- c) **Personal Use of Phone/Data Backup.** The employee agrees to accept responsibility to back up personal applications and data.
- d) **Text Messaging.** Any text messaging performed from an employee-owned device must be done in accordance with the requirements of this policy. Text messaging using a ACBDD-approved text messaging app is permitted and is the preferred method for any text messaging. The use of standard text messaging with individuals served and/or their parents is discouraged, but not prohibited, for "transient" messages regarding meeting dates and times. Medical, behavioral, diagnosis and similar PHI must not be transmitted with standard text messaging. If unsolicited PHI is received via text by a staff member, any response should be via an approved method such as phone call, secure email, or ACBDD-approved text messaging app.
- e) **Audit.** Random audits to ensure compliance with this policy will be conducted by the Information Technologies Department. Employees must surrender the device for audit. Employees failing to comply with this policy may lose access to the ACBDD network resources through a mobile device.
- f) **Reporting of Loss or Theft.** Loss of a smartphone containing PHI is a security incident and should be reported within 24 hours per [Policy 3090 Security Incident Response and Reporting](#).
- g) **Permission Granted for Remote Lock/Wipe.** Employee grants the IT Department permission to perform a remote lock, remote wipe and/or geo-location of a device. Employee understands and accepts that the IT Department may perform a remote lock or remote wipe if employee's supervisor makes a written request to the Human Resources Department.
- h) **Use While Driving.** Any use of personally-owned mobile devices while driving must be done in accordance with the laws of the jurisdiction in which you are physically present.
- i) **Use of Device by Other People.** Employees using personal devices under this policy are responsible for controlling and/or managing the access and/or use of their device by other people including family members and friends. Employees will be held accountable for any actions performed by others who the employee permits to use the device.
- j) **Replacing a Device.** Prior to replacing/upgrading a device, employees must contact the agency's IT manager for instructions for remove all of the organization's data prior to returning/selling/disposing of their current device.

- k) **Sanctions for Violations.** Employees who violate any of the requirements of this policy will be subject to disciplinary action.
- l) **Discovery and other Legal Processes.** In case of legal action, personal devices used for agency business are subject to e-discovery. Users are responsible for bringing or sending the mobile device to the IT Department and giving the necessary device access codes when notified that the device is needed for e-discovery purposes.
- m) **Termination and/or Suspension from Employment.** Upon termination of employment, employee agrees to provide the device to the IT department who will remove all organization data and disable access to the organization's IT resources. At the discretion of the organization, employees who are placed on administrative leave will have access suspended until their return to work.

## 2) **AGENCY-PROVIDED MOBILE DEVICES**

- a) **Eligibility Criteria and Signed Agreement.** Management will evaluate, on an individual basis, the eligibility of employees to use agency-owned mobile devices. Employees who wish to use an agency-owned mobile device must sign the [Agency-Owned Mobile Device Agreement](#).
- b) **Training.** The IT Staff will provide training, as necessary, to employees on how to implement the security features required while using these devices.
- c) **Text Messaging.** Any text messaging performed from an agency-owned device must be done in accordance with the requirements of this policy. Text messaging using a CCBDD-approved text messaging app is permitted and is the preferred method for any text messaging. The use of standard text messaging with individuals served and/or their parents is discouraged, but not prohibited, for "transient" messages regarding meeting dates and times. Medical, behavioral, diagnosis and similar PHI must not be transmitted with standard text messaging. If unsolicited PHI is received via text by a staff member, any response should be via an approved method such as phone call, secure email, or CCBDD-approved text messaging app.
- d) **Reporting of Loss or Theft.** Loss of a smartphone containing PHI is a security incident and should be reported within 24 hours per [Policy 3090 Security Incident Response and Reporting](#).
- e) **Proper Use.** Agency-owned mobile devices must ~~generally~~ be used for agency-related purposes. ~~Minimum personal use is permitted, such as checking weather or making a brief personal call.~~
- f) **Use While Driving.** Any use of Agency-owned mobile devices while driving ~~is prohibited. Emergency use is permissible only if vehicle is stopped and off the road, must be done in accordance with the laws of the jurisdiction in which you are physically present.~~
- g) **Use of Device by Other People Not Permitted.** Employees using agency-owned mobile devices under this policy must not allow anyone to use agency-owned mobile devices who is not permitted to use these devices under this policy.
- h) **Agency-Owned Mobile Devices May Not Be Sold, Transferred, Disposed of, Recycled or Damaged.** Employees must not sell, transfer, dispose of, recycle, or intentionally or recklessly damage agency-owned mobile devices.
- i) **Sanctions for Violations.** Employees who violate any of the requirements of this policy will be subject to disciplinary action.
- j) **Termination and/or Suspension from Employment.** Upon termination of employment or upon administrative leave, employee agrees to return the device to the IT department.

Manual: Pers.  
Adopted: 1/16/07  
Revised: 5/26/09, 10/23/12  
Effective: 1/16/07,  
5/26/09, 10/23/12

## 5.19 CELL PHONE POLICY

Commented [GB1]: STRIKE POLICY; REPLACED BY  
ADMIN POLICY 4, SUB-POLICY 3085 PORTABLE  
COMPUTING DEVICES

### I. BACKGROUND

The Athens County Board of DD (ACBDD) provides employees with certain electronic and telecommunication equipment for use outside of the employer's premises to aid in the performance of their duties. Those items are considered "listed property". Since the property lends itself to personal use, strict substantiation requirements are in place. The use of a cell phone by an employee is viewed as a fringe benefit, which must be taxed when it is used in any capacity for personal use. Employees are required to account for business and personal use. Per IRC §280F(d)(4), personal use of a cell phone is to be included in the wages of the employee. If documentation requirements are not met, all use is included in the wages of the employee.

### II. PURPOSE

The purpose of this policy is to ensure that the ACBDD is not in violation of federal mandates for the use of public funds. IRS requires that documentation for business and personal calls be detailed. Receiving a taxable allowance for any individually owned cell phone removes this detailed documentation requirement.

### III. POLICY

A. The Board has two options to choose from in order to be IRS compliant. One option is to have each employee reimburse the County for personal calls made or be reported as wages.

The second option is for employees to own their own cell phones and receive a monthly taxable cell phone allowance. Cell phones should not be selected as an alternative to other means of communication, i.e. land lines, pagers, etc. when such alternatives would provide adequate but less costly service to the Board.

1. The Board may give employees a cell phone allowance, which will be included in their taxable income. Payment of the cell phone monthly bill will be the responsibility of the employee.

If an employee chooses to be reimbursed for the cost of the cell phone plan, the individual must demonstrate that a cell phone plan is an integral part of their job and they could not effectively carry out their job responsibilities without it. A cell phone reimbursement is justified for the following reasons:

- a. This employee is a key staff member needed in the event of an emergency.
- b. This employee is frequently away from access to traditional land-based phone services.
- c. This employee is involved in frequent off hours/on-call activity.
- d. The nature of this employee's work is critical to the operation of the Board and immediate response is required.
- e. This employee's assigned work required substantial travel.

- f. The anticipated level of business use is significant.
- g. The related cost is justified when compared with alternative communication choices.
- h. Other reason approved by Superintendent.

The reimbursement rate will be determined by the Superintendent. Cost of basic equipment, and the employee's cell phone use related to business, should be considered. The Board will not cover cell phone insurance.

2. If employees choose not to accept a cell phone allowance, employees are required to adhere to the documentation requirements as described in IRC §274F(d). All employees who are issued a Board owned cell phone are required to review their monthly cell phone statement. The cell phone statement must be signed and dated by the user and noted whether all calls made and/or received were for business purposes. All personal calls made on a county owned cell phone should be noted on the monthly statement. The personal minutes incurred during the month should be divided by the total minutes used for the month. This percentage should then be multiplied by total monthly phone bill. This is the total that is to be reimbursed to the Board for personal calls or reported as taxable wages. If an employee or Supervisor decides not to complete this documentation requirement each month, the IRS will view the entire statement as personal use, and the entire bill would be taxed.
3. For example, a 600 minute phone plan costs \$50. However, there were 700 minutes used during the month, and the total phone bill costs \$95.67. 200 of those 700 minutes used were for personal calls.  $200/700 = 0.2857$ . That percentage is then multiplied by the total phone bill.  $0.2857 \times \$95.67 = \$27.33$ . Either the employee may reimburse the Board \$27.33, or it will be paid by the Board and reported as taxable income.

B. Cell Phone Usage

1. Drivers are not permitted to have cell phones on yellow school buses.
2. **Staff members operating a Board-owned vehicle and or transporting individuals shall not operate a cell phone while driving except in case of an emergency and they have pulled off the road.**

Exhibit 2

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, May 23, 2023 – 6:00 P.M.  
Beacon School – 801 W. Union Street

**The Mission of the Athens County Board of Developmental Disabilities is to serve our community with compassion, innovation, and transparency**

1. Dr. Jason Jolley, Board Vice President, called the meeting to order at 6:04 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
CONNER	Present
DEMKO	Absent
JOLLEY	Present
LEWIS	Absent
OCHES	Present

Staff / Others in Attendance:

Dr. Kevin Davis	Superintendent
Arian Smedley	Assistant Superintendent
Scott Zielinski	Director of Finance
Gwen Brooks	Director of Human Resources
Tristin Lawrence	Director of Services & Support
Chris Linscott	Director of Facilities & Transportation
Becky Martin	Director of Education
Angela Carter	Director of Employment Options
Autumn Brown	Director of Integrate Athens
Doug Mitchell	Transition Coordinator
Jerry Swackhamer	SSA, PGO
Crestlyn Chaney	Instructor Assistant, ABEA

3. Dr. Jolley read the Mission Statement.
4. Oches motioned to approve the agenda.

MOTION#: 5-23-23-1  
MOTION: OCHES  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

5. New Business:

**Items for review and discussion:**

- a. For the budget update, Dr. Davis shared the agency's YTD Expenses to Budget. He walked the board members through the handout. He highlighted the Supported Living line item, which has historically run over budget due to the needs of individuals served.

In addition, Dr. Davis provided an update on the van bids, which have been received from a state-approved vendor. The bid was not including trade-in. He presented them to the board for their consideration. The wait time is still approximately 12 months.

Dr. Allen motioned to approve the purchase of two new wheelchair accessible vans.

MOTION#: 5-23-23-1  
MOTION: ALLEN  
SECOND: BOND  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

- b. Board members discussed the Beacon School Yearbook (Enclosed). Board members said it looked great and expressed their appreciation.
- c. Oches motioned to approve updated Administrative Policy 27 Disposal of Property, and Personnel Policies 1-4 Equal Employment Opportunity, 1-7 Americans with Disabilities Act and Pregnant Workers Fairness Act Compliance, 5-3 Employee Schedules, 5-4 Payroll Practices, 5-6 Workers' Compensation Insurance, 9-1 Voluntary Separation, 9-2 Separation Pay (Exhibit 1, Pages 1-16).

MOTION#: 5-23-23-2  
MOTION: OCHES  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

- d. Board members discussed future meetings/trainings:
- Next regular meeting: Tuesday, June 27, 6:00 p.m.

**Motions for vote:**

- a. Dr. Allen motioned to approve April 2023 Board Meeting Minutes (Exhibit 2, Pages 17-22).

MOTION#: 5-23-23-3  
MOTION: ALLEN

Exhibit 2

SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

- b. Oches motioned to approve contract with MBS for consulting service for the agency's Cost Report (Exhibit 3, Pages 23-26).

MOTION#: 5-23-23-4  
MOTION: OCHES  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

- c. Board members discussed the renewed stipend for ESC Paraprofessionals assigned to Beacon School and decided to postpone a vote until more information is collected (Exhibit 4, Pages 27-28). There was discussion if there was interest or need to increase the stipend.

- d. Bond motioned to approve Peer Selection Procedure for Beacon School Preschool and accompanying educational fee scale (Exhibit 5, Pages 29-31). Dr. Davis shared the school previously enrolled peers in the preschool classroom pre-COVID. The school is ready to resume the practice, specifically for Preschool II. The fee schedule was adopted from the Athens-Meigs ESC. There was also discussion about meals and transportation.

MOTION#: 5-23-23-5  
MOTION: BOND  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

- e. Bond motioned to approve retaining Connie Davis as Part-time Nurse for Beacon School for the 2023-24 school year (Exhibit 6, Pages 32-34).

MOTION#: 5-23-23-6  
MOTION: BOND  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

- f. Bond motioned to approve contract with Sally Biancone for photography/yearbook services, pending Prosecuting Attorney approval (Exhibit 7, Pages 35-37).

MOTION#: 5-23-23-7  
MOTION: BOND  
SECOND: OCHES

Exhibit 2

AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES

CARRIES: YES

- g. Oches motioned to approve resolution regarding waiver and capital accounts (Exhibit 8, Pages 38-41).

MOTION#: 5-23-23-8

MOTION: OCHES

SECOND: BOND

AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES

CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 9, Pages 42-44).  
Report stands.
- b. Director of Finance, Scott Zielinski (Exhibit 10, Pages 45-51).  
Report stands. Zielinski highlighted the carry-over balance, which was slightly lower than in previous months. He explained this is because the levy funds have not been received yet. These have since been received, and so this will be reflected in the next month's report. Bond requested the font size of the transaction list be larger to help with reading.
- c. Director of Human Resources, Gwen Brooks (Exhibit 11, Pages 52-54).  
Report stands. Brooks highlighted there is still a need for counselors for summer camp.
- d. Director of Facilities and Transportation, Chris Linscott (Exhibit 12, Page 55).  
Report stands. Linscott highlighted the PP move and the amount of items that have been identified as surplus/unneeded. There was discussion of where to find these items, and it was shared (with the board-approved change in the policy) the surplus/unneeded items will be donated to ReStore.
- e. MUI Coordinator, Stephanie Kendrick (Exhibit 13, Page 56).  
Report stands.
- f. Director of Service and Support, Tristin Lawrence (Exhibit 14, Pages 57-61).  
Report stands. Lawrence thanked the board for having the SSA Department provide one of their trainings.
- g. Director of Education, Becky Martin (Exhibit 15, Pages 62-63).  
Report stands. Martin also thanked the board for giving administration the opportunity to review the pay rate and stipend for the ESC paraprofessionals.

Exhibit 2

- h. Director of Employment Options, Angela Carter (Exhibit 16, Page 64).  
Report stands. Carter thanked everyone for helping with the first Beacon Brew Café. She shared plans for next year in the works. The division is also getting ready for the first non-OOD summer youth employment program.
  - i. Director of Integrate Athens, Autumn Brown (Exhibit 17, Pages 65-68).  
Report stands. Brown shared Summer Camp planning continues. She added the planning involves several different divisions of the agency working together to make it happen. Bond complimented the success and organization of ATCO Idol at Stuart's Opera House. She added she has a video link. Brown shared Part II is on June 25 at ARTSWest.
  - j. Assistant Superintendent, Arian Smedley (Exhibit 18, Pages 69-75).  
Report stands.
- 7. No comments from Visitors relative to the agenda.
  - 8. No comments from Unions relative to the agenda.
  - 9. Regarding comments from the Board, Dr. Jolley shared the board is still proceeding with engaging with an organization to conduct an Employee Satisfaction Survey/Interviews. He added the plan is to present a contract to the board during the June board meeting, with the work being conducted in August once all staff are back from summer break.
  - 10. Bond motioned to adjourn.

MOTION#: 5-23-23-9  
MOTION: BOND  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, JOLLEY, OCHES  
CARRIES: YES

Paraprofessional Compensation Estimates June 2023					
<b>Athens-Meigs ESC Rate</b>	<b>ACBDD stipend</b>	<b>Total Hourly Rate</b>	<b>Appx annual hours per person</b>	<b>Average number of staff</b>	<b>Appx ACBDD Cost</b>
\$13.00	\$2.50	\$15.50	990	20	\$49,500.00
\$13.00	\$2.75	\$15.75	990	20	\$54,450.00
\$13.00	\$3.00	\$16.00	990	20	\$59,400.00
\$13.00	\$3.25	\$16.25	990	20	\$64,350.00
\$13.00	\$3.50	\$16.50	990	20	\$69,300.00

Teacher Assistant									
OACB 2023 Salary Survey									
County	Population	Enrollment	# Employees in Position	Highest Actual Hourly Pay	Lowest Actual Hourly Pay	Maximum Hourly Pay	Minimum Hourly Pay	Hours Worked Per Year	Bargaining Unit
Wyandot	21907	179	3	\$16.00	\$15.00	-	\$10.84	1656	No
Monroe	13827	85	2	\$17.14	\$16.39	\$18.12	\$14.01	1464	Yes
Gallia	29995	194	8	\$17.33	\$15.02	\$19.35	\$14.44	1242	No
Carroll	27195	292	22	\$18.15	\$13.00	\$18.15	\$13.00	1358	No
Harrison	15132	129	6	\$18.16	\$11.84	-	-	1274	Yes
Hardin	31393	172	2	\$18.64	\$18.41	\$16.00	\$22.00	1432	No
Shelby	48610	539	11	\$18.67	\$12.57	\$18.64	\$12.03	1344	No
Washington	60217	515	10	\$18.80	\$15.42	\$20.35	\$15.42	1288	Yes
Huron	58271	461	3	\$18.83	\$15.40	\$18.83	\$10.70	1395	No
Crawford	41603	335	6	\$18.89	\$13.59	\$20.16	\$12.94	1248	No
Jackson	32440	190	8	\$19.31	\$14.29	\$19.90	\$14.00	1248	Yes
Jefferson	65943	398	16	\$19.49	\$14.40	\$23.60	\$14.40	1281	Yes
Pike	27914	379	19	\$19.57	\$12.00	-	-	1400	No
Tuscarawas	92165	663	9	\$20.05	\$16.00	-	\$12.75	1358	Yes
Fayette	28609	189	6	\$20.19	\$17.56	-	-	1196	Yes
Logan	45315	491	5	\$20.45	\$13.10	\$21.20	\$12.59	1219	No
Highland	43080	327	10	\$20.48	\$16.30	-	-	1300	No
Holmes	43954	276	10	\$20.67	\$14.16	-	-	1283	Yes
Lawrence	59901	483	8	\$20.76	\$16.30	\$22.36	\$14.55	1330	Yes
Lorain	309134	2087	21	\$20.84	\$14.00	\$20.84	\$14.00	1337	Yes
Scioto	75441	901	9	\$20.96	\$14.93	\$19.24	\$14.49	1358	No
Seneca	55251	475	15	\$21.75	\$14.98	\$21.00	\$14.00	1400	No
Trumbull	199144	1312	32	\$21.76	\$19.96	\$22.57	\$22.39	1281	Yes
Hancock	75765	745	3	\$21.96	\$15.97	\$20.76	\$15.50	1387	No
Mahoning	228452	1590	16	\$22.36	\$14.04	\$22.36	\$13.50	1358	Yes
Defiance	38024	221	18	\$22.47	\$15.15	-	\$15.15	1190	Yes
Wood	130662	1185	9	\$23.50	\$16.75	\$23.74	\$16.21	1542	Yes
Fairfield	156204	1386	10	\$23.54	\$17.13	\$26.04	\$17.36	1254	Yes
Ross	76816	791	25	\$23.57	\$13.11	\$26.00	\$12.00	1261	No
Belmont	67424	600	2	\$23.78	\$21.38	-	-	1428	No
Pickaway	58112	477	5	\$23.91	\$21.29	\$29.20	\$17.01	1480	No
Columbiana	102514	914	5	\$24.18	\$14.58	\$24.82	\$14.58	1281	Yes
Medina	179116	1483	11	\$25.40	\$16.39	\$25.40	\$14.28	1400	Yes
Ashland	53533	486	10	\$26.08	\$15.55	-	\$15.08	1344	Yes
Clermont	205616	1921	14	\$28.22	\$14.94	\$28.17	\$13.43	1196	Yes
Stark	371516	4147	38	\$28.87	\$16.00	-	\$16.00	1380	Yes
Athens	65945	544	8	\$31.70	\$22.39	\$31.70	\$18.76	1274	Yes
Portage	162476	966	2	\$32.96	\$31.02	\$25.27	\$16.91	1196	Yes
Hamilton	815790	5875	23	\$35.71	\$19.26	\$34.60	\$17.30	1358	No
Wayne	116063	804	9	\$38.80	\$23.73	-	-	1351	No
Lake	229755	1418	12	\$40.18	\$20.64	-	\$11.76	1733	Yes
Franklin	1304715	12549	74	-	-	\$30.89	\$14.27	1640	Yes
Sandusky	58801	639	7	-	-	-	\$13.79	1365	No
Union	57871	700	15	-	-	\$22.60	\$17.00	1393	No
Averages:				\$23.03	\$16.44	\$23.06	\$14.82		



Exhibit 4  
ATHENS- MEIGS EDUCATIONAL SERVICE CENTER

21 Birge Drive/PO Box 40  
Chauncey, Ohio 45719  
740-797-0064

[www.athensmeigs.com](http://www.athensmeigs.com)

Heather Wolfe, Superintendent/Teresa McGinnis, Treasurer

SERVICE AGREEMENT  
BETWEEN ATHENS-MEIGS EDUCATIONAL SERVICE CENTER  
AND ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

This service agreement is between the Athens-Meigs Educational Service Center, hereinafter AMESC, and the Athens County Board of Developmental Disabilities, hereinafter ACBDD.

The AMESC agrees to provide Occupational Therapy Services to students attending Beacon School. Provisions will be made to provide therapy services in coordination with services being provided to other students throughout the AMESC coverage area. The AMESC will work in consultation with the staff at Beacon School to coordinate therapy services. Said services shall include, but may not be limited to, the following:

- evaluation and implementation of a therapy plan and
- consultation and development of the IEP plan.

This agreement is effective for the 2023-2024 school year.

In consideration of the abovementioned services, ACBDD agrees to pay AMESC the amount of \$64,500.00 for therapy services provided for up to forty-three (43) students. It is further agreed that adjustments to said contract amount will be made based on the method currently used and agreed upon by the respective school districts served by the AMESC. It is understood that should an employee make changes to their respective insurance coverage; a corresponding proportional adjustment will be made to the total amount of this contract. It is further agreed that the cost of said services will be reconciled at the end of the fiscal year and an appropriate amount either refunded or billed to the ACBDD.

Correspondence pertaining to this agreement shall be sent to the following:

If to AMESC: Athens-Meigs Educational Service Center  
21 Birge Drive  
Chauncey, OH 45719  
Attn: Heather Wolfe

If to ACBDD: Athens County Board of Developmental Disabilities  
801 W. Union Street  
Athens, OH 45701  
Attn: Kevin Davis

\_\_\_\_\_  
Athens-Meigs Educational Service Center

\_\_\_\_\_  
Date

\_\_\_\_\_  
Athens County Board of Developmental Disabilities

\_\_\_\_\_  
Date

The Athens-Meigs Educational Service Center has dedicated itself to providing equal admission opportunities, equal education opportunities, and equal employment opportunities to all people regardless of race, color, faith, and national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, military status or on the basis of legally acquired genetic information.



## ATHENS-MEIGS EDUCATIONAL SERVICE CENTER

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[www.athensmeigs.com](http://www.athensmeigs.com)

Heather Wolfe, Superintendent/Teresa McGinnis, Treasurer

## General Staffing Agreement

**Athens-Meigs ESC (AMESC)**, with its principal office located at 21 Birge Drive, Chauncey, Ohio 45719, and **Athens County Board of Developmental Disabilities (Beacon School)**, with its principal office located at 801 W Union St, Athens, OH 45701, agree to the terms and conditions outlined in this General Staffing Agreement.

### Contract Information

Calendar: 9 Month (182 days)

Work Hours: Timesheet

Contract Hours: Up to 100 hours

### Board Approval

Date: May 10, 2023

Motion:

Approve a One Year At-Will Contract (2023 through 2024), to Deborah Hillard, Physical Therapist, for up to 100 hours during Beacon's nine-month calendar, at the rate of \$71.00 per hour, no benefits, being contingent upon proper certification, continued funding, and need.

### Athens-Meigs ESC's Duties and Responsibilities

Athens-Meigs ESC (AMESC) will:

- A. Hire **Deborah Hillard**
- B. Pay wages and benefits, to include:
  - a. Salary, including retirement, medicare, and worker's compensation during employment
- C. Pay, withhold, and transmit payroll taxes
- D. Determine professional development, as needed
- E. Provide an AMESC email for all communications: **deborah.hillard@athensmeigs.com**
- F. Provide an ESC Supervisor - **Courtenay Tenoglia**

### Beacon School's Duties and Responsibilities

Beacon School will:

- A. Properly supervise the employee
- B. Appoint a supervisor to provide in-house support

---

The Athens-Meigs Educational Service Center has dedicated itself to providing equal admission opportunities, equal education opportunities, and equal employment opportunities to all people regardless of race, color, faith, and national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, military status or on the basis of legally acquired genetic information.



## ATHENS-MEIGS EDUCATIONAL SERVICE CENTER

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Heather Wolfe, Superintendent/Teresa McGinnis, Treasurer

- C. Not change employee job duties without notifying AMESC
- D. Provide AMESC with a list of required training it will provide the employee, with all other training to be provided through AMESC's staff training program, currently Public School Works
- E. Pay professional development costs
- F. Pay all future costs past the term of employment, including unemployment

### Payment Terms, Bill Rates, and Fees

Beacon School will pay AMESC as it pays other costs billed by AMESC. The total estimated cost for the employee will appear on the statement(s) currently received for other costs billed to Beacon School. Following the end of the fiscal year, Beacon School will receive a reconciliation of expenses to ensure Beacon School pays for all actual expenses incurred by this employee.

In addition to the rates specified in this agreement, Beacon School will pay AMESC the amount of all new or increased labor costs associated with the employee that AMESC is legally required to pay, such as wages, benefits, payroll taxes, or charges linked to benefit levels until the parties agree on new bill rates. Should this occur, AMESC will communicate with Beacon School before invoicing.

Beacon School will pay an administrative fee of **5%** of the total expenses related to the position.

### Cooperation

The parties agree to cooperate fully and provide assistance to the other party to investigate and resolve any complaints, claims, actions, or proceedings that may be brought by or that may involve the employee.

Provisions of this Agreement, which by their terms extend beyond the termination or nonrenewal of this Agreement, will remain effective after termination or nonrenewal.

### Term of Agreement

This Agreement will be for a term of **12 months**, starting **August 1, 2023** and terminating **July 31, 2024**. The employee is contracted for **9 months (182 days)** for the **2023-2024 school year**.

---

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## ATHENS-MEIGS EDUCATIONAL SERVICE CENTER

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Heather Wolfe, Superintendent/Teresa McGinnis, Treasurer

### Rate Schedule

**Name: Deborah Hillard**

**Job Title or Description: Physical Therapist**

**Location: Beacon School**

**School Year: 2023-2024**

- Salary (Yearly): \$71.00 per hour, up to \$7,100.00
- Medicare: \$1.03 per hour, up to \$102.95
- Workers Compensation: \$0.25 per hour, up to \$24.85
- Retirement: \$9.94 per hour, up to \$994.00

Administrative fee: \$4.11 per hour, up to \$411.09

**Total Cost: \$86.33 per hour, up to \$8,632.89, excluding professional development**

#### Athens-Meigs Educational Service Center

Superintendent Signature: *Heather Wolfe*

Printed Name: Heather Wolfe

Date: 5.11.2023

Treasurer Signature: *Teresa McGinnis*

Printed Name: Teresa McGinnis

Date: May 11, 2023

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The Athens-Meigs Educational Service Center has dedicated itself to providing equal admission opportunities, equal education opportunities, and equal employment opportunities to all people regardless of race, color, faith, and national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, military status or on the basis of legally acquired genetic information.

## Exhibit 6

**School Year 2022-2023**

<b>Breakfast</b>		<b># of meals</b>	<b>Cost per meal</b>	<b>Total Cost</b>
Paid		2686	\$ 1.50	\$ 4,029.00
Reduced		404	\$ -	\$ -
Free		2355	\$ -	\$ -
<b>Total</b>		<b>5445</b>		<b>\$ 4,029.00</b>

<b>Lunch</b>		<b># of meals</b>	<b>Cost per meal</b>	<b>Total Cost</b>
Paid		2461	\$ 2.75	\$ 6,767.75
Reduced		370	\$ 0.40	\$ 148.00
Free		2274	\$ -	\$ -
<b>Total</b>		<b>5105</b>		<b>\$ 6,915.75</b>

**Total Cost to Board to provide free  
breakfast/lunch to all students      \$      10,944.75**

Agreement Between  
The Athens County Family and Children First Council  
And  
Athens County Board of Developmental Disabilities

This agreement made and entered into on the 1st day of July, 2022, by and between the Athens County Family and Children First Council (hereinafter referred to as ACFCFC), 18 Stonybrook Drive, Athens, Ohio 45701 and the Athens County Board of Developmental Disabilities (hereinafter referred to as ACBDD), 801 West Union Street, Athens, Ohio.

Whereas, ACBDD seeks to allocate funds to ACFCFC, for the administration and services conducted through the Intersystem Board of the Council, and to assist in providing for the needs of children who enter the Cluster/Intersystem Review Process.

Article 1 : CONTRACT PERIOD, AMENDMENT AND TERMINATION

1.1 CONTRACT PERIOD: This contract shall be effective beginning on July 1, 2022 to and including June 30, 2023, unless otherwise terminated.

1.2 AMENDMENT: This CONTRACT may be amended only by an amendment prepared in writing and signed by both parties. All such amendments shall be dated and become part of the original CONTRACT.

1.3 TERMINATION: Failure to honor the terms of this contract and/or related state, federal or local regulations and laws shall result in the immediate termination of this contract. ACBDD shall immediately notify ACFCFC of any changes that would affect ACFCFC's ability to provide services as outlined in this contract. This contract is also subject to immediate termination by ACBDD if funds are not available or become unavailable during the term of this contract, pursuant to Paragraph 1.4 of this contract. Either party may terminate this contract by providing the other party written notice within thirty (30) days.

1.4 AVAILABILITY OF FUNDS: Payment for all services provided in accordance with the provisions of this contract are contingent upon the availability of federal, state or local funds that are appropriated or allocated for payment of this contract. If funds are not allocated or are unavailable, or become unavailable during the term of this contract, this contract will be terminated in accordance with the provisions of Paragraph 1.3 of this contract. ACBDD shall notify ACFCFC at the earliest possible time of any products or services which will or may be affected by a shortage of funds. No penalty shall accrue to the ACBDD in the event this provision is exercised, and ACBDD shall not be liable or obligated for any future payments due or for damages as a result of terminations under this section. Other sources of funding should be explored first, as appropriate for each family/child. This can include, but not be limited to, Ohio Rise and Multi System Youth grant funds, prior to services being billed to ADBDD.

ARTICLE 2: DUTIES AND OBLIGATIONS OF ACBDD

2.1 CONTRACT PRICE: ACBDD will provide ACFCFC \$2,500.00 (TWO THOUSAND FIVE HUNDRED DOLLARS) per year toward Council Intersystem Administration plus, for each child with a DD diagnosis (determined eligible by COEDI/OEDI) serviced through Intersystems, ACBDD shall bear 75% of the cost of residential treatment/care for those children. Administration and Cost of Care shall not exceed \$40,000 (FORTY THOUSAND DOLLARS) per 12-month period.

2.2 METHOD OF PAYMENT: ACBDD shall make payments to ACFCFC within thirty days of receipt of invoice from ACFCFC.

ARTICLE 3: DUTIES AND OBLIGATIONS OF ACFCFC

3.1 ACFCFC will invoice ACBDD not to exceed \$40,000 (FORTY THOUSAND DOLLARS).

ARTICLE 4: MISCELLANEOUS PROVISIONS

4.1 CONFIDENTIAL INFORMATION: ACFCFC agrees that all information and records concerning a public assistance recipient are confidential, that ACFCFC shall release no information or records to any third party, unless the public assistance recipient gives voluntary, written consent to the dissemination of such information or records that specifically identifies the persons or government entities to which the information or records may be released. Access to such information and records by ACFCFC is restricted to information essential to ACFCFC to render services or assistance or to bill for services or assistance rendered. ACFCFC shall not use information or records obtained pursuant to this contract for purposes other than those set out in this contract. ACFCFC shall be bound by rules on disclosure promulgated and adopted by the Ohio Department of Job and Family Services. Any disclosure of information or records made available to ACFCFC by ACBDD in a manner not authorized by said rules is a violation of section 5101.27 of the Ohio Revised Code and is punishable as provided in section 5101.99 on the Ohio Revised Code.

4.2 DISCRIMINATION PROHIBITED: ACFCFC certifies that it is an equal opportunity employer, and is in compliance with state and federal laws related to discrimination in employment. In carrying out this contract, ACFCFC and ACBDD agree not to discriminate against any employee or applicant for employment because of race, religion, national origin, ancestry, color, sex, sexual orientation, age, disability and/or Vietnam veteran status, applicants for and participants of the OWF program established in Chapter 5107 of the Ohio Revised Code, and the Prevention, Retention and Contingency Program established under Chapter 5108 of the Ohio Revised Code. ACBDD and ACFFC shall, in all solicitations or advertisements for employees placed by or on behalf of that party, state that all qualified applicants will receive consideration for employment without regard to race, religion, national origin, ancestry, color, sex, sexual orientation, age, disability and/or Vietnam veteran status,

applicants for and participant of the OWF program established under Chapter 5107 of the Ohio Revised Code, and the Prevention, Retention and Contingency Program established under Chapter 5108 of the Ohio Revised Code. ACFCFC shall incorporate these requirements in all their contracts and subcontracts for work related to this contract.

- 4.3 RELATIONSHIP OF PARTIES: Nothing in this contract is intended to, or shall be deemed to constitute a partnership, associations or joint venture with the ACFCFC in the conduct of the provisions of this contract. ACFCFC is an independent contractor pursuant to the terms of this contract. ACFCFC, its employees, agents, subcontractors or others working in the employ or at the direction of pro shall not be considered employees of ACBDD, and Provider, its employees, agents, subcontractors or others working in the employ or at the direction of ACFCFC shall not be by the execution of this contract entitled to or eligible for participation in any benefits or privileges given or extended by ACFCFC to its employees. ACFCFC shall be without right or authority to impose tort, contractual or any other liability on ACFCFC, ACDJFS, the Athens County Board of County Commissioners and their officers, agents, employees.
- 4.4 SUBCONTRACTING: When provider deems it necessary to deliver some or all of the services of the quality specified in this contract by a subcontractor, ACFCFC may subcontract with the express written approval of ACBDD as to the duties and obligations of the subcontractor and the choice of said subcontractors. All such subcontracts shall be in the same form as this contract. No such subcontracts shall in any case relieve ACFCFC of any duty, obligation or liability undertaken by ACFCFC pursuant to this contract.
- 4.5 DRUG-FREE WORKPLACE: ACFCFC and ACBDD certify and affirm that any government or private entities associated with the duties and responsibilities to be preformed pursuant to this contract agree to comply with all applicable state and federal laws and administrative regulations regarding a drug free workplace. ACFCFC and ACBDD will make a good-faith effort to ensure that all employees of a government or private entities performing duties and responsibilities under this contract, while working on state, county or private property, will not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.
- 4.6 CHILD SUPPORT ENFORCEMENT: ACFCFC agrees to cooperate with ODJFS and any Ohio Child Support Enforcement Agency in ensuring that ACFCFC employees meet child support obligations established under state law. Further, by executing this contract, ACFCFC certifies present and future compliance with any order for the withholding of support issued pursuant to sections 3113.21 and 3113.24 of the Ohio Revised Code. In the performance of this contract, and subcontract made relative to these duties, shall also be governed by cooperation with child support enforcement laws.

- 4.7 **CONTRACTS WITH RELIGIOUS ORGANIZATIONS:** In accordance with sections 307.987 and 5101.212 of the Ohio Revised Code, any contract made with a religious organization must be governed by section 104 of the PRWORA of 1996, P.L. 104-193: 42 U.S.C. section 404.
- 4.8 **PUBLIC RECORDS:** This contract is a public record under the laws of the State of Ohio. By entering into this contract, ACFCFC acknowledges and understands that records related to this contract and maintained by provider may be deemed to be public records subject to disclosure under Ohio law. ACFCFC agrees to comply with Ohio law regarding public records.
- 4.9 **LAWS OF STATE AND OHIO GOVERN:** This contract shall be governed by the laws of the State of Ohio to the exclusion of the law of any other jurisdiction, and any legal action brought pursuant to or related to this contract shall be filed in the courts of Athens County, Ohio.
- 4.10 **TERMS OF CONTRACT SEVERABLE:** A judicial or administrative finding, order or decision that any part of this contract is illegal or invalid shall not invalidate the remainder of this contract.
- 4.11 **WAIVER:** Any waiver by either party of any provisions or condition of this contract shall not be construed or deemed to be a waiver of any other provision or condition of this contract, nor a waiver of a subsequent breach of the same provision or condition.
- 4.12 **MONITORING AND EVALUATION:** ACFCFC and ACBDD shall monitor the manner in which the terms of this contract are being carried out and evaluate the extent to which its objectives are being achieved.
- 4.13 **CAPTIONS:** Captions of articles and paragraphs contained in this contract shall have no force and effect and shall not be considered a part of the terms of this contract.
- 4.14 **WHOLE CONTRACT:** This contract represents the entire contract between ACFCFC and ACBDD, and supersedes all prior negotiations, representations or agreements, whether written or oral.

Exhibit 7

***SIGNATURES***

By our signatures, we approve the terms of this agreement.

\_\_\_\_\_  
Kevin Davis, Superintendent  
Athens County Board of DD

\_\_\_\_\_  
Date

\_\_\_\_\_  
Otis Crockron, Executive Director, Athens County Children Services  
Administrative Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cathye Williams, Council Chairperson

\_\_\_\_\_  
Date

Approved as to form:

\_\_\_\_\_  
Athens Co. Prosecuting Attorney

\_\_\_\_\_  
Date



## COVERAGE PROPOSAL

### Athens County Board of Developmental Disabilities

801 W. Union St.  
Athens, OH 45701

Effective Date of Coverage: 7/1/2023



**Prepared by:**

Karie Novesl  
811 Madison Avenue  
Toledo, OH 43603-2083

[www.ohioschoolplan.org](http://www.ohioschoolplan.org)  
800.288.6821



## Board of Directors

### Athens County Board of Developmental Disabilities Effective Date of Coverage:

The Ohio School Plan (OSP) provides affordable, comprehensive property and liability coverage to Ohio's public schools, boards of developmental disabilities and community colleges. The OSP is managed by the Board of Directors, which is composed of individual representatives from various OSP members. The Board of Directors ensures the program meets the common needs of all its members.

#### Board Officers

**Nathan Lynch**  
**OSP Chairperson**

Upper Sandusky Exempted Village School District  
Treasurer/CFO  
nathan\_l@usevs.org

**Christopher Fox**  
**OSP Secretary**

Montgomery County ESC  
Treasurer  
Christopher.fox@mcesc.org

#### Board Members

**Lance Erlwein**

Belpre City School District  
Treasurer/CFO  
bc\_lerlwein@belpre.k12.oh.us

**Jeremie Hittle**

Piqua City School District  
Treasurer/CFO  
hittlej@piqua.org

**John Kahmann**

Gibsonburg Exempted Village School District  
Treasurer/CFO  
jkahmann@gibsonburgschools.org

**Matt King**

East Central Ohio Educational Service Center  
Treasurer/CFO  
Matt.king@ecoesc.org

**David Kocevar**

Westlake City School District  
Business Manager  
kocevar@wlake.org

**Dr. Paul R. Lockwood**

EHOVE Career Center  
Prmarsh2@gmail.com

**Paul Ryan Lockwood III**

Springfield Local School District  
Treasurer/CFO  
ryanlockwood@springfield-schools.org

**Melissa Marconi**

Tuslaw Local School District  
Superintendent  
mmarconi@tuslawschools.org

**Michael Sawyers**

New Albany-Plain Local School District  
Superintendent  
Sawyers.1@napls.us

**David Sininger**

Clermont County Board of DD  
Director of Business Operations  
dsininger@clermontdd.org

**Megan R. Williams**

Scioto Valley Local School District  
Treasurer/CFO  
mwilliams\_sk@scoca-k12.org



## Reinsurance

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

The following reinsurance companies provide reinsurance for the Ohio School Plan:

**Aspen Re America, Inc.**

A. M. Best Rating: A, VX  
Reinsuring the OSP since: 2007

**Convex Re Limited**

A.M. Best Rating: A-, XIV  
Reinsuring the OSP since: 2020

**Great American Insurance Cos.**

A.M. Best Rating: A, XIV  
Reinsuring the OSP since: 2012

**Hannover Re**

A.M. Best Rating: A+, XV  
Reinsuring the OSP since: 2017

**Liberty Mutual Insurance Europe Limited**

A.M. Best Rating: A, XI  
Reinsuring the OSP since: 2014

**Lloyds of London**

A.M. Best Rating: A, XV  
Reinsuring the OSP since: 2014

**Maumee Valley Re, Ltd.**

Not Rated  
Reinsuring the OSP since: 2002

**Odyssey Re**

A.M. Best Rating: A, XV  
Reinsuring the OSP since: 2004

**Ryan Re**

A.M. Best Rating: A+, XV  
Reinsuring the OSP since: 2019

**Travelers Casualty Company**

A.M. Best Rating: A++, XV  
Reinsuring the OSP since: 2022

### A.M. Best Rating Classifications

Secure Ratings

A++ and A+	Superior
A and A-	Excellent
B++ and B+	Very Good

Vulnerable Ratings

B and B-	Fair
C++ and C+	Marginal
C and C-	Weak
D	Poor
E	Under State Supervision

Financial Size Category

VIII	\$100 Million to \$250 Million
IX	\$250 Million to \$500 Million
X	\$500 Million to \$750 Million
XI	\$750 Million to \$1 Billion
XII	\$1 Billion to \$1.25 Billion
XIII	\$1.25 Billion to \$1.5 Billion
XIV	\$1.5 Billion to \$2 Billion
XV	\$2 Billion or Greater



## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

<b>Property Coverage</b>	<b><u>Deductible</u></b>	<b><u>Limit of Liability</u></b>
Property Damage – Per Occurrence	\$1,000	\$11,469,398
Valuation-Replacement Cost		
No Co-Insurance		
All Risk of Direct Physical Loss, subject to specific Exclusions and Limitations		
Specific Real Property, Personal Property and Property in the Open Limit		\$ 0
Flood Coverage – Per Occurrence/Annual Aggregate	Not Covered	Not Covered
Earthquake Coverage – Per Occurrence/Annual Aggregate	Not Covered	Not Covered
Business Interruption and Rental Income – Combined		\$250,000
Extra Expense		\$1,000,000
Terrorism Coverage		Excluded
Terrorism Coverage – Per Occurrence/Annual Aggregate Loss Limit if different than the Property Damage – Per Occurrence Limit		
Boiler & Machinery Breakdown – Per Accident		
Property Damage	\$1,000	\$11,469,398
Electronic Processing Media	\$1,000	
Deep Water Pumps	\$10 Per Foot Subject to \$2,500 Minimum	
Utility Interruption	24	
Business Interruption & Extra Expense	24	
<b>Additional Property Coverage</b>	<b><u>Deductible</u></b>	<b><u>Limit of Liability</u></b>
Audio Visual Equipment	Included in Property Damage Limit	
Miscellaneous Equipment	Included in Property Damage Limit	
Musical Equipment	Included in Property Damage Limit	
Contractors Equipment - Unscheduled	Included in Property Damage Limit	
Electronic Data Processing Equipment	Included in Property Damage Limit	
Unmanned Aerial Systems		

This proposal is being offered on the basis shown above and is a summary that is intended to outline general policy coverages and related limits. It does not necessarily provide the terms and/or coverages required in your application to us. These coverages may contain restrictions or exclusions, which were not a part of your previous coverage. This proposal is subject to the terms and conditions of the policy that will be issued if this proposal is accepted.



## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

### Property Coverage Extensions and Conditions

Accidental Contamination	\$10,000	Glass Showcase	Included
Accounts Receivable	\$100,000	Landscaping, Natural and Artificial Athletic Fields –	
Arson Reward	\$25,000	Unscheduled	\$200,000
Architects and Engineers Fees and Loss Adjustment Expenses	Included	Lock Replacement	\$1,000
Automatic Acquisition		Loss of Refrigeration	\$25,000
Real Property – 90 days	\$1,000,000	Microorganisms –	
Personal Property – 90 days	\$1,000,000	Occurrence/Aggregate	\$15,000
Back Up of Sewer or Drains	\$100,000	Miscellaneous Unscheduled	
Claim Preparation Expense	\$50,000	Locations	\$200,000
Damaged Asbestos Clean Up & Removal	Included	Off Premises Services	
Debris Removal & Cost of Clean Up	Included	Interruption	\$250,000
EDP Media & Data Restoration	\$66,661	Ordinance or Law	
Errors & Omissions	\$100,000	Demolition – Undamaged Portion	\$500,000
Expediting Expense	\$250,000	Increased Cost of Construction	20% of Building Loss Subject to \$500,000 Maximum
Fine Arts – Unscheduled	\$25,000	Personal Effects	\$50,000
Fire Fighting Expense	\$25,000	Property in the Course of Construction & Additions	\$1,000,000
Fire Protection Devices	\$25,000	Property in the Open	Per Statement of Values
Furs, Jewelry, Precious Metals, Precious Stones – Separately	\$5,000	Running Track and Paved Athletic Court Surfaces -	
Boiler & Machinery Coverage Extensions		Unscheduled	\$200,000
Ammonia Contamination	\$250,000	Resultant Seepage, Pollution & Contamination Exception	\$50,000
CFC Refrigerants and Halon	\$250,000	Transit	\$200,000
Consequential Damage	\$250,000	Valuable Papers	\$100,000
Hazardous Substance	\$250,000	Watercraft – 27 Feet or Less in Length – Unscheduled	\$50,000
		Media Coverage	\$250,000
		Ordinance or Law	\$250,000
		Utility Interruption	\$250,000
		Water Damage	\$250,000

This proposal is being offered on the basis shown above and is a summary that is intended to outline general policy coverages and related limits. It does not necessarily provide the terms and/or coverages required in your application to us. These coverages may contain restrictions or exclusions, which were not a part of your previous coverage. This proposal is subject to the terms and conditions of the policy that will be issued if this proposal is accepted.



## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

### Crime Coverage

	<u><b>Deductible</b></u>	<u><b>Limit of Liability</b></u>
Employee Theft Coverage <sup>1</sup>	\$1,000	\$100,000
Includes Faithful Performance		
Forgery and Alteration	\$1,000	\$100,000
Computer Fraud <sup>1</sup>	\$1,000	\$100,000
Funds Transfer Fraud <sup>1</sup>	\$1,000	\$25,000
Social Engineering Fraud <sup>2</sup>	\$2,500	\$25,000
Theft of Monies and Securities		
Inside Premises	\$1,000	\$50,000
Outside Premises	\$1,000	\$50,000
Limited Finding For Recovery	Not Applicable	\$25,000
Destruction of Electronic Data or Computer Programs	\$1,000	\$5,000
Telephone Toll Fraud	\$1,000	\$5,000
Credit, Debit or Charge Cards	\$1,000	\$5,000

1. Social Engineering Fraud is specifically excluded from the noted coverage agreements and only available under the separate Social Engineering Fraud coverage agreement.
2. Employees must make a reasonable effort to verify, but not through email, the authenticity of any change of account request or transfer instruction.

### Schedule of Covered Bonded Positions/Individuals Approved for Employee Dishonesty Coverage

Position	Individual's Full Name	Limit	Coverage is Excess of an Existing Bond

This proposal is being offered on the basis shown above and is a summary that is intended to outline general policy coverages and related limits. It does not necessarily provide the terms and/or coverages required in your application to us. These coverages may contain restrictions or exclusions, which were not a part of your previous coverage. This proposal is subject to the terms and conditions of the policy that will be issued if this proposal is accepted.



## Property Schedule

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

Prem No	Bldg No	Name	Address	City	100% Real Property Value	100% Personal Property Value	100% Property In The Open Value	Valuation	Specific Limit
1	1	Beacon School	801 West Union Street	Athens	\$8,121,015	\$733,276	\$ 0	RC	No
2	1	Bus Garage	9033 Lavelle Road	Athens	\$354,157	\$162,750	\$ 0	RC	No
1	2	Maintenance Building	801 West Union Street	Athens	\$19,999	\$18,846	\$ 0	RC	No
3	1	SSA Office Building	8 Harper Street	The Plains	\$808,434	\$62,822	\$ 0	RC	No

Values shown in the Property Schedule above reflect those values reported to the Ohio School Plan as 100% values. Refer to the Property Coverage Summary of this proposal for the Property Damage Per Occurrence Limit and the total Specific Property Limits for all property to be covered under the policy.

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## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

### Liability Coverage

#### General Liability

	<u><b>Deductible</b></u>	<u><b>Limit of Liability</b></u>
Bodily Injury, Property Damage – Each Occurrence and Sexual Abuse Injury – Each Sexual Abuse Offense	\$0	\$3,000,000
Personal & Advertising Injury – Each Offense		\$3,000,000
Fire Damage– Any One Event		\$500,000
Medical Expense:		
Per Person – Any One Person		\$10,000
Per Accident – Any One Accident		\$10,000
General Aggregate		\$5,000,000
Products-Completed Operations Aggregate		\$3,000,000
Criminal Defense Reimbursement		Not Covered
Unmanned Aerial Systems Liability		

#### Employers Liability – Stop Gap

	<u><b>Deductible</b></u>	<u><b>Limit of Liability</b></u>
Bodily Injury by Accident - Each Accident	\$0	\$3,000,000
Bodily Injury by Disease		\$3,000,000
Bodily Injury by Disease – Each Employee		\$3,000,000

#### Fiduciary Liability – Claims Made

	<u><b>Retro Date</b></u>	<u><b>Deductible</b></u>	<u><b>Limit of Liability</b></u>
Each Fiduciary Claim	7/1/2008	\$2,500	\$3,000,000
Fiduciary Liability Aggregate			\$5,000,000
Employee Benefits Administration			Included

#### Security and Law Enforcement Liability

	<u><b>Deductible</b></u>	<u><b>Limit of Liability</b></u>
Security and Law Enforcement Liability – Each Occurrence, Offense or Sexual Abuse Offense	\$0	\$3,000,000
Security and Law Enforcement Liability – Aggregate		\$5,000,000

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## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

<b>Educational Legal Liability – Claims Made</b>	<b><u>Retro Date</u></b>	<b><u>Deductible</u></b>	<b><u>Limit of Liability</u></b>
Errors & Omissions Injury – Each Wrongful Act		\$2,500	\$3,000,000
Errors & Omissions Injury – Annual Aggregate			\$5,000,000
\$1,000,000	9/1/2002		
\$1,000,000 excess of \$1,000,000	9/1/2002		
\$1,000,000 excess of \$2,000,000	9/1/2002		
<b>Educational Legal Liability – Claims Made Continued</b>	<b><u>Retro Date</u></b>	<b><u>Deductible</u></b>	<b><u>Limit of Liability</u></b>
Employment Practices Injury – Each Wrongful Act		\$2,500	\$3,000,000
Employment Practices Injury – Annual Aggregate			\$5,000,000
\$1,000,000	9/1/2002		
\$1,000,000 excess of \$1,000,000	9/1/2002		
\$1,000,000 excess of \$2,000,000	9/1/2002		
Back Wages – Each Wrongful Act		Not Covered	Not Covered
Back Wages – Annual Aggregate			Not Covered
Non Monetary Defense – Annual Aggregate		\$2,500	\$100,000

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## Adult Support Group Schedule

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

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Group Name

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Beacon PTA

Approved



## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

	<b><u>Limit of Coverage</u></b>
<b>Violence Act Injury and Death Benefit</b>	
Violent Act General Aggregate Limit	\$1,000,000
Death Benefit Aggregate Limit	\$1,000,000
Death Benefit Limit – Per Member	\$25,000
Medical Expense Aggregate Limit	\$25,000
Medical Expenses – In Excess of \$25,000 - Per Member (Excess of all other insurance, coverage or benefits available)	\$5,000
<b>Violent Act Expenses</b>	
Emergency Medical Services Aggregate Limit	\$5,000
Emergency Medical Services Limit – Per Member	\$1,000
Funeral Services Aggregate Limit	\$25,000
Funeral Services Limit – Per Member	\$5,000
Personal Counseling Services Aggregate Limit	\$10,000
Personal Counseling Services Limit – Per Member	\$2,500
Travel Expenses Aggregate	\$25,000
Travel Expenses Limit – Per Member	\$5,000
<b>Supplementary Payments</b>	
Group Counseling – limited to 60 days after violent act	\$25,000
Extra Security – limited to 30 days after violent act	\$25,000
Substitute Teachers – limited to 30 days after violent act	\$25,000
Rental of Substitute Premises - limited to 30 days after violent act	\$10,000
Extra Transportation – limited to 30 days after violent act	\$10,000
Crisis Management Expenses – limited to 60 days after violent act	\$10,000

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## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

### Automobile Coverage

	<u>Deductible</u>	<u>Limit of Liability</u>
Liability – Combined Single Limit – Each Accident	\$0	\$3,000,000
Medical Payments- Each Accident	Not Applicable	\$5,000
Uninsured / Underinsured Motorists – Each Accident	Not Applicable	\$1,000,000
Buses - Physical Damage:		Per Schedule
Comprehensive	\$1,000	
Collision	\$1,000	
All Other Autos - Physical Damage:		Per Schedule
Comprehensive	\$ 250	
Collision	\$ 500	
Hired Auto Physical Damage:		\$75,000
Comprehensive	\$ 250	
Collision	\$ 500	
Garage Keepers Coverage		Not Covered
Comprehensive Single Event Deductible	Largest Comprehensive Deductible	

***The automobile coverage included in this quotation is subject to acceptable state motor vehicle reports. Automobile coverage may subsequently be excluded for any covered auto while being operated by a driver with an unacceptable report.***



## Automobile Schedule

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

Vehicle #	Year	Description	VIN	Total Cost New	Replacement Cost	Valuation	Inventory Number
40	1999	Ford E350	1FBSS31F4XHB16762	\$25,960	\$ 0	ACV	40
45	2005	Dodge Caravan SW	1D4GP24R05B142636	\$23,388	\$ 0	ACV	45
46	2006	Freightliner Sprinter	WDRPD744565952433	\$38,964	\$ 0	ACV	46
47	2008	Freightliner Sprinter	WCDPE845185336441	\$47,530	\$ 0	ACV	47
48	2008	Freightliner Sprinter	WCDPE845X85334316	\$47,530	\$ 0	ACV	48
49	2006	Freightliner Sprinter	WD8PD744965945411	\$35,000	\$ 0	ACV	49
70	2015	Dodge Caravan SW	2C4RDGBG4FR593617	\$21,945	\$ 0	ACV	70
43	2016	Ford F150	1FTEW1EF5GFA55994	\$298,333	\$ 0	ACV	43
81	2016	Ford Focus	1FADP3F27FL367319	\$16,453	\$ 0	ACV	81
1	2010	Thomas 281 TS	4UZABRDJ4ACA K9585	\$91,920	\$ 0	ACV	1
2	2012	Freightliner	4UZABRDT8CCB L7468	\$91,980	\$ 0	ACV	2
3	2020	Thomas 22 TS	4UZABRFC1CLT4864	\$96,818	\$ 0	ACV	3
4	2007	Freightliner B2B	4UZABRDC57CY13751	\$72,646	\$ 0	ACV	4
5	2022	Thomas 281 TS	4UZABRFC8NCN M2646	\$99,666	\$ 0	ACV	5
7	2018	Thomas 221 TS	4UZABRFC4JCJT1433	\$95,938	\$ 0	ACV	70
9	2008	Freightliner B2B	4UZABRDC38CZ26437	\$84,805	\$ 0	ACV	9
14	2009	Thomas 281 TS	4UZABRDJ89CZ91395	\$91,820	\$ 0	ACV	14
21	2005	Dodge Caravan	1D4GP24R65B149624	\$2,500	\$ 0	ACV	21
80	2012	Ford Focus	1FAHP3E27CL128240	\$14,440	\$ 0	ACV	80

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52	2009	Ford Focus	1FAHP34N49W22 9190	\$12,527	\$ 0	ACV	52
62	2011	Ford Focus	1FAHP3EN9BW1 45452	\$14,440	\$ 0	ACV	62
72	2016	Dodge Caravan	2C4RDGBGXGR1 16840	\$22,750	\$ 0	ACV	72

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## Pollution Coverage

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

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\$5,000,000	Pollution Liability – Policy Aggregate –All Members Combined
\$1,000,000	Pollution Liability – Member Aggregate
	<b>Coverage A – Third Party Claims for Bodily Injury, Property Damage or Remediation Expenses</b>
\$1,000,000	Each Incident Limit
\$1,000,000	Coverage Aggregate Limit
	<b>Coverage B – First Party Remediation Expenses</b>
\$1,000,000	Each Incident Limit
\$1,000,000	Coverage Aggregate Limit
	<b>Coverage C. - Emergency Response Expenses</b>
\$1,000,000	Each Incident Limit
\$1,000,000	Coverage Aggregate Limit
	<b>Coverage D. - Business Interruption</b>
\$1,000,000	Each Incident Limit
365	Number of Days Limit
	<b>Coverage E. - Disinfection Event Expenses</b>
\$10,000	Each Incident Limit
\$20,000	Coverage Aggregate Limit
	<b>Sub-Limit(s) Applicable to All Coverages</b>
\$750,000	Mold Matter

This proposal is being offered on the basis shown above and is a summary that is intended to outline general policy coverages and related limits. It does not necessarily provide the terms and/or coverages required in your application to us. These coverages may contain restrictions or exclusions, which were not a part of your previous coverage. This proposal is subject to the terms and conditions of the policy that will be issued if this proposal is accepted.



## Pollution Coverage - Continued

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023

### Deductibles & Time Retention:

\$25,000	Per Pollution Incident Deductible
\$50,000	Per Mold Matter or Legionella Incident Deductible
\$500,000 or Excess of the Ohio UST Fund Limit(s)	Per Underground Storage Tank Pollution Incident Deductible
Whichever is Greater	Per Business Interruption/Extra Expense Incident – Time retention
5 Days Waiting Period	

**Retroactive Date** 7/1/2011

**Coverage Form:** Claims Made and Reported

**Defense Costs:** Defense Expenses and all other costs and expenses are part of, subject to, included within and do not increase the Pollution Liability - Member Aggregate or the Pollution Liability - Policy Aggregate - All Plan Members Combined.

**Conditions:** The coverage afforded by this policy shall apply in excess of and shall not contribute with any other such insurance.

**Excluded Locations:**



## Ohio School Plan Proposal Summary

Athens County Board of Developmental Disabilities  
Effective Date of Coverage: 7/1/2023

		<u><b>Limit of Liability</b></u>
<b>Pollution Coverage – Claims Made and Reported</b>		
Pollution Liability – Policy Aggregate –All Members Combined		\$5,000,000
Pollution Liability – Member Aggregate		\$1,000,000
Coverage A – Third Party Claims for Bodily Injury, Property Damage or Remediation Expenses		
Each Incident Limit		\$1,000,000
Coverage Aggregate Limit		\$1,000,000
Coverage B – First Party Remediation Expenses		
Each Incident Limit		\$1,000,000
Coverage Aggregate Limit		\$1,000,000
Coverage C. - Emergency Response Expenses		
Each Incident Limit		\$1,000,000
Coverage Aggregate Limit		\$1,000,000
Coverage D. - Business Interruption		
Each Incident Limit		\$1,000,000
Number of Days Limit		365
Coverage E. - Disinfection Event Expenses		
Each Incident Limit		\$10,000
Coverage Aggregate Limit		\$20,000
Sub-Limit(s) Applicable to All Coverages		
Mold Matter		\$750,000
Deductibles & Time Retention		
Per Pollution Incident Deductible	\$25,000	
Per Mold Matter or Legionella Incident Deductible	\$50,000	
Per Underground Storage Tank Pollution Incident Deductible	\$500,000 or Excess of the Ohio UST Fund Limit(s) Whichever is Greater	
Per Business Interruption/Extra Expense Incident – Time Retention	5 Days Waiting Period	
Retroactive Date	7/1/2011	

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The following Locations have been endorsed to be excluded (or Reinstated).

Premises #	Building #	Address	Description	Date Excluded	Date Reinstated
1	1	801 West Union St.	Mold Matter Exclusion	7/1/2023	7/1/2024

Defense Expenses and all other costs and expenses are part of, subject to, included within and do not increase the Pollution

Liability - Member Aggregate or the Pollution Liability - Policy Aggregate - All Plan Members Combined.

The Coverage A., B., C., D. and E. Limits of Liability displayed above are part of, subject to, included within and do not

increase the Member Aggregate or the Policy Aggregate - All Members Combined.

***Coverage afforded by this policy shall apply in excess of and shall not contribute with any other such insurance.***



## Invoice

Athens County Board of Developmental Disabilities

### Policy

### Term

### Premium

OSP Property Premium	7/1/2023 - 7/1/2024	\$9,390.00
OSP Liability Premium	7/1/2023 - 7/1/2024	\$15,884.00
OSP Violence Premium	7/1/2023 - 7/1/2024	\$ 321.00
OSP Automobile Premium	7/1/2023 - 7/1/2024	\$11,459.00

### Total Package Policy Premium

**\$37,054.00**

### Pollution Policy Premium

7/1/2023 - 7/1/2024

\$ 294.00

Premiums are based on placing the above policies through the Ohio School Plan. Premium for individually selected coverages may be subject to change.

If the Named Member requests cancellation of the policy prior to the expiration date, a OSP Package Policy minimum premium equal to 25% of the annual policy premium or \$1,000, whichever is greater, will be retained.

**Checks or purchase orders for the total premium should be made payable and mailed along with Premium Invoice to:**

**Hylant Administrative Services, LLC  
P.O. Box 2083  
Toledo, Ohio 43603-2083**



## Membership Benefits

### **Risk Management Services**

Risk management has become one of the most important disciplines within both the public and private sectors. Risk permeates every aspect of our work day. Our focus is to eliminate or reduce the detrimental effects of those risks that cannot be avoided while continuously seeking ways beyond insurance to manage, prevent and minimize risk.

Our full-time experienced risk management team has a vast array of work experience. Our backgrounds range from Certified Fire Fighter, Certified School Risk Manager, and Environmental Health & Safety Professional. We bring our years of experience and knowledge of current regulatory requirements to assist in the identification of potential liability, property and fleet exposures.

### **Our Process**

**A Risk Management Profile** - A risk management representative will conduct an on-site visit to identify existing and/or potential liability, property and fleet exposures using our risk profile worksheet.

**Policy and Procedure Review** - Risk Management Services will review established policy and procedure manuals and offer written opinions from the review.

**Recommendations** – Risk mitigation recommendations will be made from information gathered during the profile to assist in reducing identified areas of exposure.

**Technical Assistance** – Service team members are available to conduct site visits to discuss problem areas, specific concerns and assist in the development of written policies and procedures tailored to your operations.

**Continuous Improvement** – Service team members are available to work with staff to develop continuous monitoring and inspection mechanism internally.

### **Training /Seminars**

- ODE School Bus Safety Task Force
- School Health and Safety Seminars
- School bus In-service Training
- Playground Presentations
- Safety Forces Meetings
- Campus Security Protocols
- Conference Presentations on various risk management topics

### **Resource Materials**

The Risk Management Department maintains a database of resource materials and best practices on a variety of topics available to members:

- Directly through the client portal “Gateway”
- On CD
- By topic by request

If you are looking for guidance or a starting point on how to address a specific risk concern, we are here for you. Our goal is to provide a safe environment, minimize losses and place you in the most defensible position possible.



## Membership Benefits

### Free Legal Advice

The Ohio School Plan annually provides two (2) hours of free legal advice to current OSP members through independent legal counsel for employment related issues.

Accessing this service is easy. Simply call the Ohio School Plan claims department (1-866-825-2467) and you will be referred to a participating attorney in your area. Prior to any work being done, the attorney will advise you in advance of the approximate time it will take to handle your question.



## STOPit Solutions

Athens County Board of Developmental Disabilities

Effective Date of Coverage: 7/1/2023



Ohio School Plan & STOPit Solutions: Partnered to protect schools at no charge for the first year.

### What is STOPit Solutions?

STOPit Solutions empowers students and employees to speak up about inappropriate behavior like bullying, misconduct, and mental health issues where they are most comfortable—their phones. The anonymous reporting program is used by thousands of schools nationwide to ensure student and school safety. Our partnership allows your school to implement the STOPit App, Hotline, STOPit Admin and 24/7 Monitoring at no charge for the first year.

### What is included?

- **The STOPit App, Web & Hotline** - anonymous reporting app for students and employees;
- **STOPit Admin** - easy-to-use dashboard for incident management;
- **24/7 Monitoring** - certified agent monitoring to alert of emergency situations;
- **Two-Way Messenger** - anonymous messaging to reporters in real time;
- **Launch Kit** - STOPit provides full setup and helps you roll out the program to your school;

**To learn more about this valuable resource:**

*E* [sales@stopitsolutions.com](mailto:sales@stopitsolutions.com)

*P* 908-748-4500

[https://bit.ly/OSP\\_STOPit](https://bit.ly/OSP_STOPit)



CYBER INSURANCE PROPOSAL FOR

# Athens County Board of Developmental Disabilities

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**PRESENTED BY HYLANT**

**KARIE NOVESL**  
Client Executive

**HYLANT**

811 Madison Ave, Toledo, OH 43604  
*P 419-255-1020 F 419-255-7557*

*[hylant.com](http://hylant.com)*





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## ACCOUNT & EXPOSURE SUMMARY

**School District:** Athens County Board of Developmental Disabilities

**Address:** 801 W. Union St, Athens, OH 45701

**Estimated Annual Revenue (next 12 months):** \$10,856,005

**Full Prior Acts:** Yes

**NAICS Code/Description:** Primary and Secondary Schools (Education)

## PRICING SUMMARY

	CFC Alternate Expiring	CFC Renewal Option #1	OSP Alternate Option #2
<b>Total Payable</b>	<b>\$5,295.00</b>	<b>\$7,480.00</b>	<b>\$1,605</b>
Premium	\$5,045.00	\$7,230.00	\$1,605
Carrier Fee	\$250.00	\$250.00	N/A
SL Fees & Taxes	Exempt	Exempt	Exempt
Coverage Type	Non-Admitted	Non-Admitted	Non-Admitted
Limit – Occurrence / Agg	\$2M / \$2M	\$2M / \$2M	\$1M / \$5M
Retention	\$100,000	\$100,000	\$25,000
Wait Period	8 Hours	8 Hours	12 Hours
<b>Subjectivities</b>	1. Request to Bind Coverage 2. Download & Register for the CFC Response Mobile App (within 30 days of binding) 3. Resigned Application 4. Confirmation that the insured has MFA in place to secure remote access to the general network (if remote access is allowed)		1. Request to Bind Coverage 2. Confirm that you have read and understand Coverage Notes on page 3.
<b>Additional Limit Options</b>	\$2M xs \$25K for \$8,300.00 \$3M xs \$100K for \$9,980.00 \$3M xs \$25K for \$10,800.00		N/A

Price and coverage may change based on application answers provided.

Please carefully review carrier quote information as this comparison is a simplified view and may not include all the information required to make a purchase decision. Please note that quotes expire after 60 days or 7/1/2023, whichever comes first.



## COVERAGE OPTIONS

	CFC Alternate Expiring	CFC Alternate Option #1	OSP Renewal Option #2
<b>3<sup>rd</sup> Party Coverage</b>			
Network Security Liability	\$2M	\$2M	\$1M
Privacy Liability	\$2M	\$2M	\$1M
Regulatory Liability	\$2M	\$2M	\$1M
PCI-DSS Liability	\$2M	\$2M	\$1M
Media Liability	\$2M	\$2M	\$1M
<b>1<sup>ST</sup> Party Coverage</b>			
Business Interruption (BI)	\$2M	\$2M	\$1M
BI System Failure	\$2M	\$2M	\$1M
Dependent BI	\$2M	\$2M	\$1M
Dependent BI System Failure	\$2M	\$2M	\$1M
Data Restoration / Recovery	\$2M	\$2M	\$1M
Extortion / Ransomware	\$2M	\$2M	\$1M
Bricking	\$2M	\$2M	\$1M
Reputational Harm	\$2M	\$2M	-
Telephone Hacking	\$250k	\$250k	\$1M
Social Engineering	\$250k	\$250k	\$50K
<b>Policy Aggregate</b>	<b>\$2M</b>	<b>\$2M</b>	<b>\$5M</b>
<b>Coverage Notes</b>	<p>This is an Independent Policy purchased solely by the school district and for use solely by the school district and insureds named on the policy.</p> <p>A <b>\$250K Ransomware Event Sublimit</b> will be allocated to schools without the below controls <b><u>at the time of claim:</u></b></p> <ol style="list-style-type: none"> <li>1. MFA for Remote Access</li> <li>2. MFA for Email Access</li> <li>3. MFA for Administrative, Privileged Access</li> <li>4. EDR on 95%+ of Endpoints</li> </ol> <p>This is a Shared/Group policy purchased by the Ohio School Plan and its participating members. This policy is for the use of the school districts who participate in the policy and as specifically listed as named insureds on the policy.</p> <p>Claims are subject to a \$1M limit per claim.</p> <p>The policy is subject to a maximum aggregate of \$5M. Once the policy aggregate is met, no coverage will remain, even if participants have not had a claim.</p>		



## COVERAGE DEFINITIONS

### Coverage Type and Carrier rating

Admitted carriers are insurers that have been granted a license by a state's department of insurance to do business within that state. Admitted Carriers contribute to their state's guaranty fund which provides relief for insureds, based on state specific limits, in the case of an insurers' insolvency.

Surplus lines insurers are referred to as non-admitted carriers because they are not licensed in the state of the insured's principal place of business or residence. While the surplus lines market is regulated differently than the admitted market, in order to provide the flexibility necessary to cover the hard-to-place risks, it is a regulated marketplace. State surplus lines insurers' capitalization requirements are generally higher than admitted carriers which allows for greater protection for policyholders.

AM Best uses a letter grade scale ranging from A++ to D in order to rate an insurers financial strength. A rating of "A" or higher means that the insurer has "excellent ability to meet their ongoing insurance obligations."

### Issuing insurer

The insurance company providing the coverage and paying claims.

### Limit

The total amount of losses that can be paid under an insurance policy.

### Retention

An insured's assumption of risk of loss through noninsurance, self-insurance, or deductibles.

### Deductible

The amount an insurer will deduct from the loss before paying up to its policy limits.

### Air-Gapped

Air gap means offline and not connected to your network or the Internet. An air-gapped backup is a copy of your data that is kept offline so that it cannot be accessed by a hacker. This protects it from almost any type of cybersecurity threat. They are also called an offline strategy. This is designed to protect you from almost any type of ransomware.

### EDR

Endpoint Detection and Response, EDR for short, is a security solution that uses a combination of continuous monitoring and data collection on end user devices to detect potential cyber threats

### MFA

Multi-factor Authentication (MFA) is an authentication method that requires the user to provide two or more verification factors to gain access to a resource such as an application, online account, or a VPN.

### Cyber Risk Assessment

A third-party scan of your attack surface (endpoints) for vulnerabilities and/or suggested security improvements. These scans mimic how threat actors would view your network and are meant as a proactive aid to bolster security posture.

### 24/7 Security Monitoring

The carrier's proactive scanning of your network, throughout the policy period, in effort to thwart new risks and alert you of potential vulnerabilities.

### Preferred Partner Enhanced Coverage

An endorsement added to your policy which includes bespoke coverage enhancements negotiated for policyholder benefit.



## 3RD PARTY COVERAGE

### Network Security and Privacy Liability

Protects the policyholder against losses for the failure to protect a customer's personally identifiable information (such as social security number, credit card numbers, medical information and passwords) from various cyber-attacks.

### 3<sup>rd</sup> Party Coverage

Helps pay for lawsuits caused by data breaches on a client's network or systems.

### Media Liability

Coverage for defamation, invasion of privacy, infringement of copyright and plagiarism resulting from a cybersecurity event.

## 1ST PARTY COVERAGE

### Extortion / Ransomware

A type of cyber-attack that blocks access to a victim's data, website, client services systems or other critical resources. The ransomware is then used to demand payment of monies in return for unblocking access to the victim's resources.

### Bricking

Insure against the loss of use or functionality of hardware (such as servers) as a result of a hacking event.

### 1<sup>st</sup> Party Coverage

In accordance with the terms of the policy, coverage for data breaches and losses to your own network or systems

### Reputational Harm

Typically covers the costs of public relations, media purchasing and other related costs to mitigate harm to a brand's reputation due to a cybersecurity event.

### Crypto Jacking

Cybercrime that involves the unauthorized use of people's devices (computers, smartphones, tablets or servers) to mine for cryptocurrency.

### Social Engineering

A cybercrime technique that manipulates people in an online environment to divulge sensitive, personal information in good faith – such as account numbers, passwords, or banking information

### Contingent / Dependent Business Interruption

Financial loss resulting from outage of a 3<sup>rd</sup> party's system which causes disruption to your system. These entities can include vendors, suppliers, and other similar entities. Refer to policy details for specifics

### Contingent / Dependent System Failure

Financial loss resulting from outage of a 3<sup>rd</sup> party's system which causes disruption to your system. These entities can include vendors, suppliers, and other similar entities. Refer to policy details for specifics.

### Invoice Manipulation

A form of cybercrime where a fraudulent invoice is manipulated or created and causes remittance of payment to a fraudulent account



## CLAIMS SCENARIOS

### Ransomware

A company that manufactures metal product components was the victim of a cyber-attack that stole control of their industrial control systems. This completely halted their production line, creating a massive business interruption and delaying distribution schedules for their partners. The hackers took control of the robotic equipment in the factory and forced the hardware to inflict damage to the equipment and destroy the components in the midst of production. The extensive business interruptions and physical property damage would have been an incredibly costly situation for the manufacturer, had they not had a cyber insurance policy. Their cyber policy covered the business interruption expenses, financial demands made by their production partners whose processes were also delayed, and costs to repair the damaged factory, totaling almost \$1M in losses.

### Social Engineering

A bad actor impersonated the head of accounting for a manufacturing company and sent an email to two existing vendors to change the wiring information they had on file to receive payments. When the vendors did not receive their payments, they alerted the manufacturer. After being alerted about the fraudulent email, the manufacturer was able to enlist their cyber security insurance to remedy the situation. The carrier covered the costs of wire transfers and provided social engineering training for all employees with a company email, for a total of \$250,000.

### Privacy Related

A clothing manufacturer was the victim of a data breach when a hacker bypassed the security system on their online ordering platform. The manufacturer only discovered this when they were notified by the federal government that a hacker had been arrested and had accounts linked back to the manufacturer that showed he was in possession of credit card information for 5,000 of the company's customers. The company enlisted the help of their cyber insurance carrier to hire a forensics team, which determined the hacker had been in their system for four months, steadily stealing customer names, addresses, credit card numbers and account passwords. Extensive measures were needed to remedy the situation, including notifying all affected customers, paying for a free year of credit monitoring, as well as hiring a public relations team to repair their damaged public reputation. Without cyber insurance, the company could have expected to pay \$300,000 in legal fees, \$200,000 in investigation and forensics costs, \$150,000 in fines and penalties, and \$40,000 in customer notification, reimbursement and crisis management.



## Intent to Purchase for 2023-2024 Products

### Athens CB

Product Description <i>*Pricing is per year unless noted</i>	Did you purchase in 2021: 2023-2024 Pricing 2022? Per Year		Click to add checkmark in box if you intend to purchase for 2023-2024?	MEORC Comments
Accreditation Mastery	✓	\$ 12,359.00	✓	Includes Annual Accreditation Reviews, 3 Person Centered Reviews annually and 1 Lean Kaizen Event annually
Benefit Analysis * Priced Per Analysis		\$ 471.00		
Eligibility		Based on CB Need		
Family Support Services Administration		\$ 10,631.00		1 LEAN Project is included with Accreditation Mastery
Good Life Blended Learning Training		\$ 1,000.00		
Human Resources: Comprehensive Talent Optimization (New in 2023)		Based on CB Need		
Human Resources: Operational Assessment (New in 2023) *Priced Per Assessment		\$ 2,500.00		1 video per year is a benefit of membership; this is cost for additional video
Human Resources Consultant (New in 2023) *Priced Per Project		\$ 1,000.00		
LEAN *Priced per project		\$ 2,500.00		
Long Range Financial Projections Support		\$ 3,149.00		Base payeeship service is benefit of membership as of 2021
MAC Coordination		\$ 4,820.00		
Marketing Video *Priced per video		\$ 1,575.00		
Membership Fee *Price is variable based on total cost of products purchased. Cost will be sent to you after July 31st	✓		✓	
MUI Investigations	✓	\$ 38,297.00	✓	
Nursing Delegation		Based on CB Need		
Nursing Delegation Training: On-site Private Class		\$ 475.00		
Nursing Quality Assessment Reviews	✓	\$ 16,225.00	✓	
Nursing Task Inventory		Based on CB Need		
Nursing: RN Certified Train the Trainer Program (New in 2023) *Priced Per Person Trained		\$ 150.00		
Operations Assessment *Priced per assessment		\$ 2,500.00		
Outcomes Training *Priced per training		\$ 495.00		
Payeeship Administration: Supports Beyond Social Security Benefits *Priced per payeeship		\$ 325.00		
Payment Processing		\$ 9,639.00		
Person Centered Reviews *Do not need to purchase if you are purchasing Accreditation Mastery		\$ 6,885.00		

Product Description <b>*Pricing is per year unless noted</b>	Did you purchase in 2021- 2023-2024 Pricing 2022?	2023-2024 Pricing Per Year	Click to add checkmark in box if you intend to purchase for 2023-2024?	MEORC Comments
2 Day PCT/GL/TIC: Private On-Site		\$ 2,100.00	<input type="checkbox"/>	
Provider Compliance Reviews	✓	\$ 8,568.00	✓	
Provider Support Coordination		\$ 17,800.00	✓	Previously Provider Resource Network
Provisional RSC Services *Priced per week		\$ 1,200.00	<input type="checkbox"/>	
RSC Services			<input type="checkbox"/>	
SSA Provisional (New 2023) *Priced per hour		\$ 55.00	<input type="checkbox"/>	County retains TCM reimbursement to offset their costs
Self-Administration Assessment: On-site Private Training		\$ 475.00	<input type="checkbox"/>	
Strategic Plan Development & Implementation 3 Year Service (Restructured in 2023)	✓	\$ 3,300.00	✓	Beginning 2023 combined Development & Implementation
Survey Services		\$ 875.00	✓	
TCM Billing		\$ 20,000.00	<input type="checkbox"/>	
TCM Internal Audits		\$ 3,000.00	<input type="checkbox"/>	
Wait List Assessment		Based on CB Need	<input type="checkbox"/>	
Please indicate if you plan to assist providers with purchases from the Provider Catalog Services				Steve Long will contact each county that checkmarks this item for 2023-24
Based on CB Need				
Comments/Questions: (MEORC will contact you to address any information in this section)				

The signature below and submission of this form serves as verification of the County Board's intention to purchase the indicated MEORC services and products for 2023 and 2024.

Superintendent Signature

Date

**SUBMIT**

## **COUNTY BOARD FUNDED ADMISSION AGREEMENT**

### **SECTION A. PARTIES**

1. This Agreement, hereinafter referred to as the "Admission Agreement," is entered into by and between the ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, hereinafter referred to as "Board," and the OHIO DEPARTMENT OF DEVELOPMENTAL DISABILITIES, acting on behalf of the COLUMBUS DEVELOPMENTAL CENTER, hereinafter referred to as "Developmental Center," for the purpose of assessing and providing temporary services to one or more individuals with developmental disabilities who have been or will be voluntarily admitted to Developmental Center in accordance with R.C. 5123.69 and are hereinafter individually referred to as "Individual." Individual Agreements identifying each Individual shall be attached as Addenda to this County Board Funded Admission Agreement after they are signed by the Board and Developmental Center's Superintendent.

### **SECTION B: EFFECTIVE DATES**

1. This Admission Agreement is in effect from **July 1, 2021, through June 30, 2023**, unless terminated prior thereto pursuant to Section J.

### **SECTION C. ASSESSMENT AND SERVICES**

1. Developmental Center shall assess Individual's needs to determine under what circumstances Individual can be best served.
2. Developmental Center shall supply these services to the extent required by Individual's Person-Centered plan:
  - a. Room and board including food preparation to meet any special dietary needs;
  - b. Habilitation, as needs are assessed;
  - c. Medication administration;
  - d. Behavior support services in accordance with applicable regulations;
  - e. Recreational opportunities appropriate to Individual's age, abilities and interests;
  - f. Direct care staff in ratios that are sufficient to provide the services required;
  - g. Diagnostic and/or therapeutic services as needed.
  - h. Transportation, except as provided in Section D, and only if transportation is not available through Board or community transportation systems.
  - i. Management of personal funds, and payeeship of resources.
  - j. Other miscellaneous services that are determined to be necessary.

### **SECTION D. TRANSPORTATION PROVIDED BY BOARD**

1. Board shall be responsible for transporting Individual to and from Developmental Center at admission and discharge.

### **SECTION E. RECORDS**

1. Board shall make available to Developmental Center, as soon as possible but no later than the date of the Individual's admission, all records necessary for Individual's care, which records must include, but are not limited to: Birth Certificate, Social Security Card, Psychological Evaluation

Page 1 of 8

Developed: July 15, 2010

Revised: June 16, 2021

(current within one year), Medical Evaluation, Medical History, Social History, Medication History, List of Current Medications and Administration Record (MAR), Immunization Records, Current Person Centered Plan, and Current Target Behavior Data, Medicaid Card, Medicare Card, Guardianship Letters, Dietary Evaluation and Progress Notes, Dental Evaluations and History of Dental Treatment, Vision Exam, Psychiatric Evaluation and History of Psychiatric Medications, Physical Therapy Evaluation, Occupational Therapy Evaluation, Speech Evaluations and Progress Notes, Audiology Report, Current Level of Care (LOC), Guardianship Papers, State ID, and Medicare/Medicaid Card.

2. DEVELOPMENTAL CENTER shall maintain records and documentation concerning Individual in a manner consistent with applicable rules and regulations.

## **SECTION F. INFORMATION AND EVALUATION OF SERVICES**

1. When a Developmental Center is contacted for consultation, technical assistance, or with a potential admission, all steps must be taken and thoroughly documented to demonstrate that all resources and alternatives were utilized or exhausted in an effort to prevent an admission to a Developmental Center.
2. Prior to admission, a Pre-Admission Application and thorough assessment shall be completed by representatives of the County Board and Developmental Center to ascertain that the individual requires and will benefit from Active Treatment services as defined in the Federal Code Section 483.440 (WTAG W195 – Interpretive Guidelines).
3. Developmental Center shall provide, upon request by Board and with the written consent of Individual or Individual's guardian, as applicable, information, data, reports, or other documentation reasonably necessary to permit Board to evaluate Individual's services, including information to assist Board in arranging Individual's return home or arranging a suitable alternate living arrangement for Individual.
4. Developmental Center shall provide Board with notice of major unusual incidents pertaining to Individual. Developmental Center shall provide such other additional reports to Board and to such other persons and/or agencies as is required by applicable federal and state law. "Major unusual incident" shall be defined as in O.A.C. 5123:17-02(C)(16), as amended.
5. Developmental Center agrees to cooperate with Board in monitoring and evaluating services provided to Individual pursuant to this Admission Agreement.

## **SECTION G. APPLICATION FOR ICF/IID LEVEL OF CARE**

1. The Developmental Center will submit an application for an ICF/IID level of care for individual. Board and Developmental Center shall cooperate with each other in submitting the application.
2. When appropriate, and with the agreement of Board, Developmental Center shall assist Individual and/or Individual's guardian with an appeal of a denied ICF/IID level of care determination.

## **SECTION H. PAYMENT FOR SERVICES**

1. As used in this Admission Agreement, "per diem cost of care" means Developmental Center's allowable per diem cost of care used for federal reimbursement under the ICF/IID program during Individual's period of admission. Developmental Center's per diem cost of care is subject to

change in July of each year. Developmental Center's per diem cost of care and any change thereof shall be set forth in each Individual's Person-Centered Plan.

2. Upon Individual's admission, Board shall pay the amounts set forth in the Individual Agreement Letter. DODD (Central Office) shall invoice Board monthly and payment shall be due within 30 days of the date of the invoice.
3. If the individual does not meet the level of care, the Board shall pay the full amount of Developmental Center's per diem cost of care from the date of admission. Individual shall retain a personal needs allowance from his or her personal resources in accordance with Ohio Revised Code 5121.04 and Ohio Revised Code 5163.33. Individual's residual personal resources shall be forwarded to Board to be applied toward Individual's cost of care.
4. If the Board requests that Developmental Center submit an application for an ICF/IID level of care for Individual, payment shall be made as follows:
  - a. Until an ICF/IID level of care for Individual is received the Board shall pay an amount equal to Developmental Center's state match percentage multiplied by the amount obtained by subtracting Individual's patient liability from Developmental Center's per diem cost of care. Developmental Center's state match percentage is subject to change in October of each year. Developmental Center's state match percentage and any change thereof shall be set forth in each Individual's Individual Agreement. Individual's patient liability shall be determined in accordance with O.A.C. 5160:1-6-07 and shall be paid to Developmental Center. Individual shall receive a personal needs allowance in accordance with O.A.C. 5123-7-09.
  - b. Upon receipt of a decision that the Individual meets the ICF/IID level of care, Developmental Center shall reconcile Board payments already received by Developmental Center as specified in this section H.4.b. If the amounts received from Board and ODJFS are less than Developmental Center's per diem cost of care minus Individual's patient liability, Board shall pay Developmental Center the difference. If the amounts received from Board and ODJFS are greater than Developmental Center's per diem cost of care minus Individual's patient liability, Developmental Center shall credit Board with the difference for future care or refund the difference to Board.
  - c. After reconciliation under section H.4.b., Board shall pay the full amount of Developmental Center's per diem cost of care minus Individual's patient liability from the date of reconciliation less any payments received from ODJFS. Individual's patient liability shall be determined in accordance with O.A.C. 5160:1-6-07 and shall be paid to Developmental Center. Individual shall receive a personal needs allowance in accordance with O.A.C. 5123-7-09
5. If Individual is denied an ICF/IID level of care, Board shall pay Developmental Center the full amount of Developmental Center's per diem cost of care from date of admission less any previous payments received from Board. Future invoices shall be for the full amount of Developmental Center's per diem cost of care. Individual shall retain a personal needs allowance from his or her personal resources in accordance with Ohio Revised Code 5121.04 and 5163.33. Individual's residual personal resources shall be forwarded to Board to be applied toward Individual's cost of care.

## **SECTION I: TEMPORARY NATURE OF ADMISSION**

1. Individual's admission to Developmental Center is considered temporary except by agreement of Board and Developmental Center. A discharge plan is required to be submitted prior to the approval of the admission. Board shall arrange for Individual's return home or arrange a suitable alternative living arrangement for Individual by the earliest of the following dates:
  - a. 180 days after Developmental Center recommends placement in a less restrictive living environment;
  - b. The end of the time period specified in Individual's Individual Agreement unless extended by agreement of Board and Developmental Center; or
  - c. The date this Admission Agreement ends as specified in Section B or is terminated prior thereto pursuant to Section J unless extended by agreement of Board and Developmental Center.
2. Developmental Center shall work cooperatively with Board in arranging services with an alternate provider. Such cooperation shall include, but is not limited to, copying and distributing Individual's financial and/or service records to and consulting with potential alternate providers regarding Individual's service needs, provided that Individual or Individual's guardian, as applicable, consents in writing to the release of this information.
3. At the termination of this Admission Agreement, unless Individual has been discharged prior thereto, Developmental Center shall discharge Individual unless this Admission Agreement has been extended or a new Admission Agreement reached.

## **SECTION J: TERMINATION OF AGREEMENT**

1. At any time prior to its end date, either party may terminate this Admission Agreement with or without cause by giving fourteen (14) days written notice to the other party.
2. In the event this Admission Agreement is terminated pursuant to paragraph 1 of this section, and upon Board's request, Developmental Center shall continue to provide services in accordance with the terms of this Admission Agreement until Board has arranged for alternative services for Individual or for a period of fourteen (14) days after the date of termination, whichever period is shorter, provided that in no event shall Developmental Center provide services to Individual past the end date specified in Section B.

## **SECTION K. CERTIFICATION OF FUNDS**

1. It is expressly understood and agreed by the parties that none of the rights, duties, and obligations described in this Admission Agreement shall be binding on either party until all relevant statutory provisions of the Ohio Revised Code, including, but not limited to, O.R.C. Section 126.07, have been complied with, and until such time as all necessary funds are available or encumbered and, when required, such expenditure of funds is approved by the Controlling Board of the State of Ohio, or in the event that grant funds are used, until such time that Developmental Center gives Board written notice that such funds have been made available to Developmental Center by Developmental Center's funding source.

## **SECTION L. RELATIONSHIP OF PARTIES**

1. Board and Developmental Center agree that, during the term of this Admission Agreement, Developmental Center shall be engaged by Board solely on an independent contractor basis. Each party is solely responsible for all its business expenses, including, but not limited to, employees' wages and salaries, insurance of every type and description, and all business and personal taxes and withholdings, including income and Social Security taxes and contributions for Workers' Compensation and Unemployment Compensation coverage, if any. Neither Board nor its personnel shall be at any time or for any purpose, be considered agents, servants or employees of Developmental Center or the State of Ohio.
2. Nothing herein shall be construed to imply, by reason of Developmental Center's engagement hereunder on an independent contractor basis, that Board shall have or may exercise any right of control over Developmental Center with regard to the manner or method of Developmental Center's performance of services hereunder.
3. Except as expressly provided herein, neither party shall have the right to bind or obligate the other party in any manner without the other party's prior written consent.

## **SECTION M. CONFLICTS OF INTEREST AND ETHICS AND LEGAL COMPLIANCE**

1. No personnel of Board or Developmental Center or member of the governing body of any locality or other public official or employee of any such locality in which, or relating to which, the work under this Admission Agreement is being carried out, and who exercise any functions or responsibilities in connection with the review or approval of this Admission Agreement or carrying out of any such work, shall, prior to the completion of said work, voluntarily acquire any personal interest, direct or indirect, which is incompatible or in conflict with the discharge and fulfillment of his or her functions and responsibilities with respect to the carrying out of said work.
2. Any such person who acquires an incompatible or conflicting personal interest, on or after the effective date of this Admission Agreement, or who involuntarily acquires any such incompatible or conflicting personal interest, shall immediately disclose his or her interest to Board and Developmental Center in writing. Thereafter, he or she shall not participate in any action affecting the work under this Admission Agreement, unless Board and Developmental Center shall determine in their sole discretion that, in the light of the personal interest disclosed, his or her participation in any such action would not be contrary to the public interest.
3. Board and Developmental Center each represents, warrants, and certifies that it and its employees engaged in the administration or performance of this Admission Agreement are knowledgeable of and understand the Ohio Ethics and Conflicts of Interest laws and Executive Order No. 2019-11D. Board and Developmental Center each further represents, warrants, and certifies that neither Board or Developmental Center nor any of its employees shall do any act that is inconsistent with such laws and Executive Order. The Governor's Executive Orders may be found by accessing the following website: <http://governor.ohio.gov/ExecutiveOrders.aspx>
4. Board and Developmental Center each represents and warrants that it is not subject to an "unresolved" finding for recovery under O.R.C. Section 9.24.
5. Board and Developmental Center each represents and warrants that it is not debarred from consideration for contract awards by the Director of the Department of Administrative Services, pursuant to either O.R.C. Section 153.02 or O.R.C. Section 125.25.

6. Board and Developmental Center each represents and warrants that neither it nor any of its employees or agents are excluded from participation under any federal health care program, as defined under 42 U.S.C. Section 1320a-7b(D), for the provision of items or services for which payment may be made under a federal health care program; Board has not arranged or contracted (by employment or otherwise) with any employee, contractor or agent that Board or Developmental Center knows is excluded from participation in any federal health care program, and no final adverse action, as defined under 42 USC Section 1320a-7e(g) has occurred or is pending against Board or Developmental Center or to its knowledge against any employee, contractor or agent engaged to provide items or services under this Admission Agreement (collectively, "Exclusions/Adverse Actions"). Board and Developmental Center shall notify the other of any Exclusions/Adverse Actions within five (5) business days of its learning of such Exclusions/Adverse Actions.
7. Board and Developmental Center shall comply with all applicable federal, state and local laws regarding smoke-free and drug-free workplaces and shall make a good faith effort to ensure that none of their employees or permitted subcontractors engaged in the work being performed hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.
8. Board and Developmental Center each represents and warrants that neither it nor any of its employees or agents has been convicted of any disqualifying offense set forth in Ohio Revised Code 5123.081(A)(4).

#### **SECTION N. NONDISCRIMINATION**

1. Pursuant to Ohio Revised Code 125.111, Board and Developmental Center each agrees that Board, Developmental Center, any subcontractor, and any person acting on behalf of Board or Developmental Center or a subcontractor, shall not discriminate, by reason of race, color, religion, sex, age, national origin, veteran status, or disability against any citizen of this state in the employment of any person qualified and available to perform the work under this Admission Agreement.
2. Board and Developmental Center each further agrees that Board, Developmental Center, any subcontractor, and any person acting on behalf of Board or Developmental Center or a subcontractor shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this Admission Agreement on account of race, color, religion, sex, age, national origin, veteran status or disability.
3. Board and Developmental Center shall not discriminate in the provision of services on account of race, color, religion, sex, age, natural origin, veteran status or disability.

#### **SECTION O. COMPLIANCE WITH LAWS**

1. Board and Developmental Center, in the execution of duties and obligations under this Admission Agreement, agree to comply with all applicable federal, state and local laws, rules, regulations and ordinances.

#### **SECTION P. CONFIDENTIALITY**

1. All data, reports and information prepared or received by Board or Developmental Center shall be used only for the services to be provided under this Admission Agreement. All discussions with Developmental Center and Board personnel are confidential. Each party agrees to maintain the

confidentiality of all such information and will not release such information without the prior written authorization of Developmental Center.

2. All provisions under this section survive the expiration or termination of this Admission Agreement.

#### **SECTION Q. ENTIRE AGREEMENT/WAIVER**

1. This Admission Agreement and the Addenda to this Admission Agreement contain the entire agreement between the parties hereto and shall not be modified, amended or supplemented, or any rights herein waived, unless specifically agreed upon in writing by the parties hereto.
2. This Admission Agreement supersedes any and all previous agreements, whether written or oral, between the parties.
3. A waiver by any party of any breach or default by the other party under this Admission Agreement shall not constitute a continuing waiver by such party of any subsequent act in breach of or in default hereunder.

#### **SECTION R. NOTICES**

1. All notices, consents, and communications hereunder shall be given in writing, shall be deemed to be given upon mailing and shall be sent to the addresses set forth below:

**Columbus**Developmental Center  
Superintendent  
**Randon Watson**  
**1601 W. Broad St., Columbus, OH,**  
**43222**

Athens County Board of DD  
Superintendent  
Kevin Davis  
801 W. Union St., Athens, OH,  
45701

#### **SECTION S. SEVERABILITY**

1. The provisions of this Admission Agreement are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless be binding and enforceable.

#### **SECTION T. CONTROLLING LAW**

1. This Admission Agreement and the rights of the parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action or proceeding concerning the Admission Agreement and/or performance there under.

#### **SECTION U. SUCCESSORS AND ASSIGNS**

1. Neither this Admission Agreement nor any rights, duties or obligations hereunder may be assigned or transferred in whole or in part by Board, without the prior written consent of Developmental Center.

**SECTION V. ACCESS TO PREMISES**

1. Board acknowledges that all packages and bags brought into or taken from Developmental Center premises may be subject to inspection by security, supervisory and management personnel. Video surveillance may also be used to assist in the protection of individuals, staff and property.

IN WITNESS WHEREOF, the parties hereto have caused this Admission Agreement to be executed by their duly authorized officers, as of the day and year first written above.

**Columbus**Developmental Center  
Superintendent  
**Randon Watson**  
**1601 W. Broad St., Columbus, OH,**  
**43222**

Athens County Board of DD  
Superintendent  
Kevin Davis  
801 West Union St., Athens, OH, 45701

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Administration**

801 West Union Street - Athens, Ohio 45701  
Phone: 740-594-3539 - Fax: 740-593-3189  
Dr. Kevin Davis, Superintendent  
athenscbdd.org

**June Board Report**

Kevin Davis, Superintendent

- Leadership Meetings – Various leadership meetings were held during the month of June. Topics of interest to all managers were discussed including; updates on critical issues, preparation for events, sharing of common concerns, trainings, and board planning. For June, our group meeting was on June 13<sup>th</sup>, 2023.
- We continue to have regular (once a week or once every two weeks) individual meetings with all managers to ensure that everyone feels supported and that they have what they need to be successful.
- On June 15<sup>th</sup>, we met with the leadership team from MEORC to discuss last year's services and plans for the upcoming years (including areas which we feel they could improve).
- On May 25<sup>th</sup>, I represented Athens County for the Hardship Meeting with DODD. We have largely finished our work as we have developed a metric and revised the administrative rule. These work products will need to be processed through the proper channels (including feedback and approval) for them finalized.
- On May 31, we held our second session of the Emerging Leaders Program, which was led by Steve Long of MEORC. The topics included strategic planning and implementation.



**Administration & MUI**  
801 W. Union Street  
Athens, Ohio 45701  
Phone: (740) 594-3539  
Fax: (740) 593-3189



**ATCO Legacy Fund**  
801 W. Union Street  
Athens, Ohio 45701  
Phone: (740) 594-3539  
Fax: (740) 593-3189



**Beacon School**  
801 W. Union Street  
Athens, Ohio 45701  
Phone: (740) 594-3539  
Fax: (740) 593-3189



**F.A.N.s Program**  
9033 Lavelle Road  
Athens, Ohio 45701  
Phone: (740) 594-3539  
Fax: (740) 593-3189



**Integrate Athens**  
9033 Lavelle Road  
Athens, Ohio 45701  
Phone: (740) 594-3539  
Fax: (740) 593-3189



**PersonnelPlus**  
**Employment Options & PersonnelPlus**  
The Market on State  
1002 E. State St., Suite 4  
Athens, Ohio 45701  
Phone: (740) 592-3416  
Fax: (740) 593-8236



**Service & Support**  
8 Harper Street  
The Plains, Ohio 45780  
Phone: (740) 592-6006  
Fax: (740) 594-5048



**Transportation & Facilities**  
9033 Lavelle Road  
Athens, Ohio 45701  
Phone: (740) 594-7489  
Fax: (740) 594-5048

# Exhibit 11

- On June 12<sup>th</sup>, summer camp started. It will run through July 7<sup>th</sup>. We have approximately 30 campers and 20 staff.
- On June 14 and 15, we had staff participate in an Active Shooter Training.
- On June 21, we held our third session of the Emerging Leaders Program. The topics included characteristics of a good leader and how the Athens City Schools plans strategically.
- On June 26<sup>th</sup>, we held a meeting with Children's Services to discuss the possibility of a shared Beacon School Resource Officer. More information will be forthcoming.
- During the month of June, we are conducting performance evaluations for two managers.



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Fax: (740) 593-3189



**F.A.N.s Program**  
9033 Lavelle Road  
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**Integrate Athens**  
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**PersonnelPlus**  
**Employment Options & PersonnelPlus**  
The Market on State  
1002 E. State St., Suite 4  
Athens, Ohio 45701  
Phone: (740) 592-3416  
Fax: (740) 593-8236



**Service & Support**  
8 Harper Street  
The Plains, Ohio 45780  
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Fax: (740) 594-5048



**Transportation & Facilities**  
9033 Lavelle Road  
Athens, Ohio 45701  
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[https://www.athensmessenger.com/connect/beacon-brew-caf-teaches-practical-skills-to-students-with-disabilities/article\\_40af468a-f811-11ed-8adf-eb991827fd0b.html](https://www.athensmessenger.com/connect/beacon-brew-caf-teaches-practical-skills-to-students-with-disabilities/article_40af468a-f811-11ed-8adf-eb991827fd0b.html)

TOP STORY

EDUCATION

# Beacon Brew Café teaches practical skills to students with disabilities

Submitted report

May 22, 2023



Peyton, with the assistance of his teacher Sam Dunlap, uses a communication device to assist in his role as greeter at Beacon School.

Submitted photo

“Welcome to Beacon Brew Café,” said a recorded voice coming from a hand-held communication device about the size of a tissue box.

The greeting came from Peyton, a Beacon School student who uses assistive technology devices to express himself.

Beacon School is a specialized educational program for the county and is a part of the Athens County Board of Developmental Disabilities.

He stood outside what normally is the school’s model apartment. Recently, the space transformed into the Beacon Brew Café, a demonstration project for the school’s Young Adult classroom.

The Café is this year’s final project of Beacon School Job Club. Beacon School Job Club is a collaborative effort led by the Athens County Board of Developmental Disabilities’ PersonnelPlus to help students (mostly in the Young Adult classroom) prepare for a job of their choosing after graduation.

During Job Club, students met with instructors (from either PersonnelPlus, or other ACBDD programs like Transition Services or Integrate Athens) once a week for the entire school year covering topics such as hygiene, appropriate dress for work, customer service, and so much more. The skills they learned have led up to this final project – running their own coffee shop.

In preparation for the big day, students with the support of staff prepared baked goods, purchased other treats, and practiced serving coffee and using the agency’s new digital point-of-sale cash register and scanning wand.

“Students rotated among four different jobs – greeter, cashier, concessions and barista,” explained Sam Dunlap, the instructor in the Young Adult classroom. “Thanks to the help of many different departments in our agency, things went so smoothly today.”

Approximately 50 customers (mostly staff and students of the school) made their way through the café on opening day. Menu items included Ray's Roast, Bougie Brew, water, and snacks like muffins and cookies. Nothing cost more than \$2.

Becky Martin, the ACBDD's director of education and the school principal, ordered a coffee and cookies.

"This has come together so nicely," she said. "We are making plans to continue this project next school year. There are so many great skills that can be learned and honed through a project like this."

With school staff taking the lead on the Beacon Brew Café next year, PersonnelPlus will look to create something similar in other schools where they coordinate Job Club.

"It is important for students to apply the skills they are learning in the classroom into practical settings," ACBDD's Superintendent Kevin Davis said. "And these are skills that can be used in many areas of their life, not just employment. Thanks to the support we get from Athens County, we are able to offer these sorts of opportunities to the students of Beacon School."

## ACBDD launches Inclusion Pledge

Goal is to improve awareness of what inclusion means and/or improve inclusiveness

### SUBMITTED REPORT

Walking into the administrative offices of the Athens County Board of Developmental Disabilities (ACBDD), visitors are greeted with the display of three large blue and white banners each titled “MISSION,” “VISION” and “VALUES” in capital letters.

“These three statements are an important part of who we are as an agency,” said the ACBDD’s Superintendent Kevin Davis. “They drive what we do every day, and so we keep them prominently displayed.”

The mission is “to serve our community with compassion, innovation, and transparency.” The vision is “an integrated and inclusive Athens County.” The values are “respecting everyone, spending responsibly, thriving communities, working together, new ideas, openness, honesty, and reliability.”

The agency’s vision also inspired a new initiative that will strive to take the agency’s work beyond its prevue. The new initiative is called the Inclusion Pledge.

“We are fortunate to live in Athens County, which is already very supportive, progressive, and inclusive of individuals with developmental disabilities,” Davis added. “But there is always room for improvement.”

The Inclusion Pledge is an effort to recruit others in the community who want to help make Athens County more inclusive.

“The vision of an inclusive Athens County will take all of us working together to make it happen,” said Autumn Brown, director of the ACBDD’s Office of Integrate Athens. “And so, we are looking to find those in our community who are interested in working on this with us.”

The ACBDD is inviting individuals, groups, organizations, or businesses to sign the pledge and identify action steps that help improve awareness of what inclusion means and/or improve inclusiveness. Specific action steps can be unique to each organization, entity, or community group. By inviting others to sign the pledge, the ACBDD hopes to recognize and celebrate the work community members are already doing or to inspire them to make efforts in their own way.

So far, signers of the pledge have included Athens City Mayor Steve Patterson; Athens County Commissioners Lenny Eliason, Chris Chmiel, and Charlie Adkins; Family & Children First Council Coordinator Amy Jenkins; and Athens County Children Services Director Otis Crockron. Several other entities have also expressed an interest in signing.

In sharing why the County Commissioners saw value in the pledge, Eliason said, “Inclusion means a more diverse and rich workplace, which benefits us all.”

Jenkins, the Athens County Family and Children First Council coordinator and a recent pledge signer said, “We can’t have true collaboration without embracing diversity, equity, and inclusion of all people. Creating a sense of belonging in our community, a space where everyone feels safe to be themselves, is essential in our work.”

For information, contact Autumn Brown by emailing [abrown@athenscbdd.org](mailto:abrown@athenscbdd.org) or by calling (740) 541-9600.

### PLEDGE

from page **A1** to **A3**



**Athens County Board of Developmental Disabilities Superintendent Kevin Davis (left), and Athens County Commissioners Lenny Eliason, Chris Chmiel and Charlie Adkins pose with the Inclusion Pledge that the commissioners recently signed. SUBMITTED PHOTO**

# Business Manager Report for May 2023



June 5, 2023

Notice to the Board and all Stakeholders:

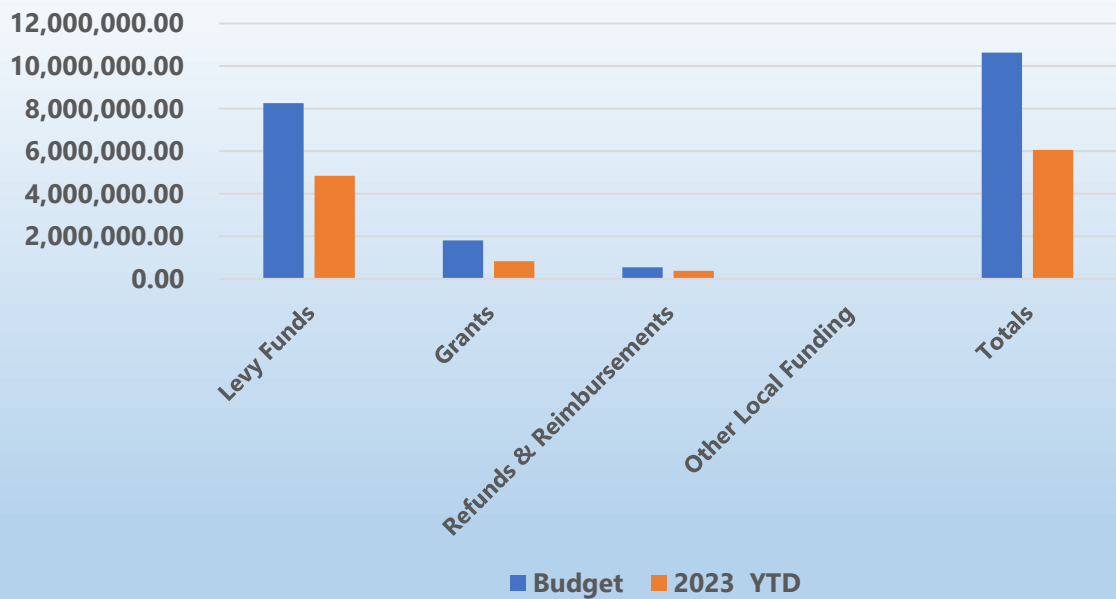
The followings schedules detail the financial performance of the Athens County Board of Developmental Disabilities as of June 5, 2023. All schedules are reconciled with the financial records of the Athens County Auditor's office as of this day.

<b>May 2023</b>			
<b>Revenues</b>		<b>Expenditures</b>	
General Tax	4,505,005.26	Salaries - Employees	288,603.21
Trailer Tax	58,605.63	Medical Insurance	914.95
Homestead & Rollback	281,625.03	Health Insurance	151,843.19
Grants	203,963.72	Dental	29,058.08
Sales & Copies	317.50	Vision	6,173.86
Other	3,050.60	Life Insurance	1,112.59
Refunds	34.76	Medicare	3,853.63
Reimbursements	90.00	Workers Compensation	-
Gifts & Donations	170.80	Public Empl Retire	41,358.71
Other Non-Revenue (Misc)	850.00	Contract Services	15,715.48
Transfers In	-	Non-Waiver Supported Living	46,780.93
Capital Improvement Rev.	-	Rentals	510.00
Bond Investment Income	4.46	Repairs / Maintenance	366.00
		Supplies	8,959.60
		Equipment	-
		Other Expenses	543.78
		Medicaid Waiver Match	-
		Family Support Services	5,138.77
		Utilities	9,870.92
		Advertising/Printing	1,915.08
		Travel	6,224.86
		Election Expense	-
		Fees-Settlement	103,605.90
<b>Total General Revenues</b>	<b>5,053,713.30</b>	<b>Total Expenditures</b>	<b>722,549.54</b>
		<b>Revenues less Expenditures</b>	<b>\$4,331,164</b>

# Business Manager Report for May 2023



## Revenue to Budget YTD May 2023

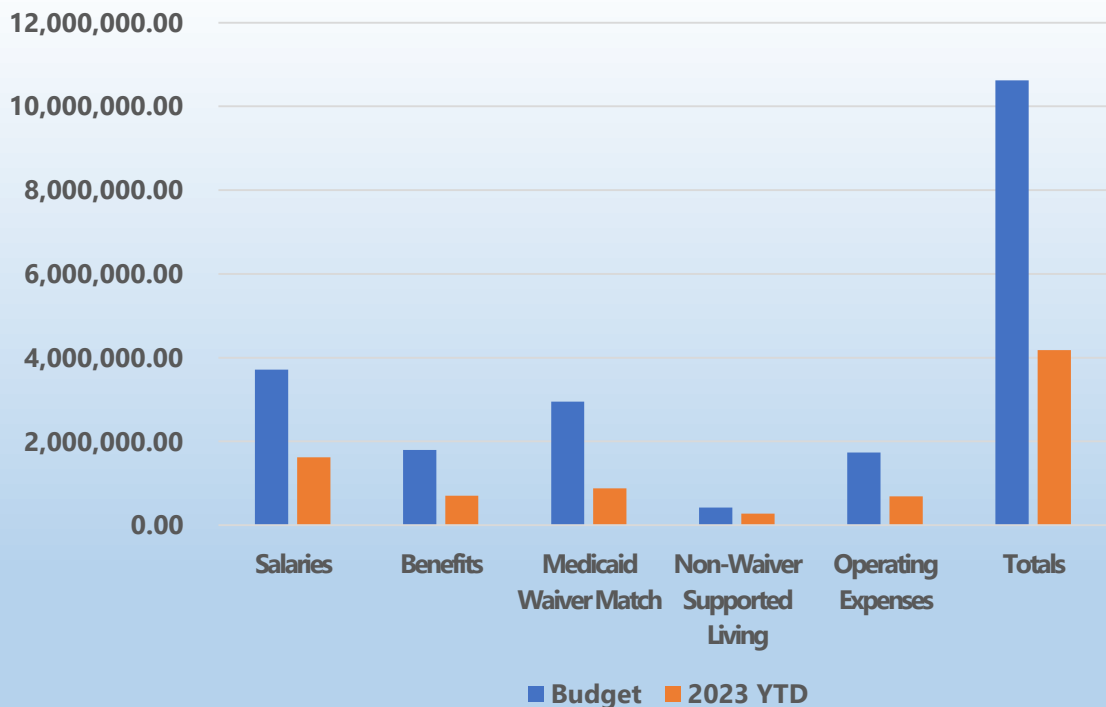


Revenue Groups	Budget	2023 YTD
Levy Funds	8,259,522.49	4,845,235.92
Grants	1,808,928.51	831,248.49
Refunds & Reimbursements	532,631.92	368,907.25
Other Local Funding	32,999.06	8,113.23
<b>Totals</b>	<b>10,634,081.98</b>	<b>6,053,504.89</b>

# Business Manager Report for May 2023



## Expenses to Budget YTD May 2023



Expenditure Groups	Budget	2023 YTD
Salaries	3,716,723.14	1,624,966.40
Benefits	1,795,046.22	702,240.79
Medicaid Waiver Match	2,950,321.54	878,885.57
Non-Waiver Supported Living	425,411.20	279,528.00
Operating Expenses	1,736,967.81	692,976.01
<b>Totals</b>	<b>10,624,469.91</b>	<b>4,178,596.77</b>

# Business Manager Report for May 2023



2023	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Beg. Fund Balance	4,417,922.85	3,328,581.02	2,927,946.75	2,902,136.83	1,975,746.17	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93
Revenues	124,593.71	148,443.12	600,901.53	139,932.19	5,053,713.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenditures	(1,213,935.54)	(549,077.39)	(626,711.45)	(1,066,322.85)	(722,549.54)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Fund Balance	3,328,581.02	2,927,946.75	2,902,136.83	1,975,746.17	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93
Funds Transferred Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Adjusted Ending Balance	3,328,581.02	2,927,946.75	2,902,136.83	1,975,746.17	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93	6,306,909.93
Minimum Fund Balance (25%)	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48	2,656,117.48
Variance from Min Fd Bal	672,463.54	271,829.27	246,019.35	(680,371.31)	3,650,792.45	3,650,792.45	3,650,792.45	3,650,792.45	3,650,792.45	3,650,792.45	3,650,792.45	3,650,792.45
Carryover Percentage to Target Budget	31.33%	27.56%	27.32%	18.60%	59.36%	59.36%	59.36%	59.36%	59.36%	59.36%	59.36%	59.36%

Fund Number, Name	Balance
401 General Fund	6,306,909.93
403 Supported Living Fund	-
015 Beacon Bond Fund	2,838.88
404 Capital Improvement Fund	1,382,176.28
405 Waiver Reserve Fund	3,913,717.63
<b>Total Non-Reserve Funds</b>	<b>7,691,925.09</b>

Prepared by:

Scott Zielinski  
Director of Finance  
Athens County Board of Developmental Disabilities  
740-541-8473  
szielinski@athenscbdd.org

**General**

<b>3401.520100 Medical Insurance</b>				
20230198	Medical Mutual of Ohio	Claims for the Week Ending 5/12/2023 - HRA Deductibles	05/12/2023	\$914.95
<b>Medical Insurance Total: 914.95</b>				

<b>3401.520101 Health Insurance</b>				
20230192	Stark County Educational Service Center	May, 2023 - Health Insurance premiums less two employee deduction checks	05/26/2023	\$75,500.55
20230192	Stark County Educational Service Center	April, 2023 - Health Insurance premiums less two employee deduction checks	05/01/2023	\$76,342.64
<b>Health Insurance Total: 151,843.19</b>				

<b>3401.520300 Dental</b>				
20230208	Stark County Educational Service Center	May, 2023 - Dental Insurance Premiums	05/26/2023	\$14,477.64
20230208	Stark County Educational Service Center	April, 2023 - Dental Insurance Premiums	05/01/2023	\$14,580.44
<b>Dental Total: 29,058.08</b>				

<b>3401.520400 Vision</b>				
20230214	Stark County Educational Service Center	May, 2023 - Vision Insurance Premium	05/26/2023	\$3,075.96
20230214	Stark County Educational Service Center	April, 2023 - Vision Insurance Premiums	05/01/2023	\$3,097.90
<b>Vision Total: 6,173.86</b>				

<b>3401.521100 Life Insurance</b>				
20230218	Stark County Educational Service Center	May, 2023 - Life Insurance Premiums of \$749.19 less employee deductins of \$196.02	05/26/2023	\$553.17
20230218	Stark County Educational Service Center	April, 2023 - Life Insurance Premiums of \$755.44 less employee premium payments of \$196.02	05/01/2023	\$559.42
<b>Life Insurance Total: 1,112.59</b>				

<b>3401.522100 Medicare</b>				
MEDICARE2023	Athens County Auditor	Medicare Contribution - May 2023	05/15/2023	\$3,853.63
<b>Medicare Total: 3,853.63</b>				

<b>3401.525100 Public Empl Retire</b>				
PERS/STRS2023	Athens County Auditor	PERS / STRS Contribution - May 2023	05/15/2023	\$41,358.71
<b>Public Empl Retire Total: 41,358.71</b>				

<b>3401.530100 Contract Services</b>				
20230245	Aramark Dallas Lockbox	April, 2023 - Food Services	05/08/2023	\$8,570.68
20230277	BCI	April, 2023 - BCI/FBI webchecks and rapback services	05/08/2023	\$148.25
20230266	Biancone, Sally	May 5 to May 16, 2023 - 15.25 hours of photography at \$25/hr - photos - prom, fishing photos, Preschool Water day	05/17/2023	\$381.25
20230266	Biancone, Sally	May 18, 19 & 23, 2023 - 14.50 hours of photography @ \$25/hr - Awards Ceremony, Graduation, water day	05/24/2023	\$362.50
20230266	Biancone, Sally	April 6 and 7; May 1, 2023 - 8.25 hrs of photography at \$25/hr - Graduation and Easter photos and yearbook submission	05/02/2023	\$206.25
20230275	Brittco, LLC	Brittco Software Monthly Subscription	05/15/2023	\$1,480.00

20230282	Career Connections, Inc.	May 3 to May 11, 2023 - 27.25 hrs at \$13.33/hr - Kitchen Assistant - K. Conner	05/22/2023	\$363.24
20230282	Career Connections, Inc.	April 17 to April 21, 2023 - 32.41 hrs at \$13.33/hr - Kitchen Assistant	05/08/2023	\$432.03
20230286	Cintas Corporation	mats - SSA	05/15/2023	\$19.26
20230286	Cintas Corporation	mats - Beacon	05/15/2023	\$100.48
20230286	Cintas Corporation	mats - Beacon	05/17/2023	\$93.29
20230286	Cintas Corporation	mats - SSA	05/17/2023	\$19.26
20230286	Cintas Corporation	uniforms	05/17/2023	\$28.27
20230286	Cintas Corporation	mats - Bus Garage	05/17/2023	\$28.27
20230286	Cintas Corporation	mats - SSA	05/22/2023	\$19.26
20230286	Cintas Corporation	uniforms	05/01/2023	\$26.18
20230286	Cintas Corporation	uniforms	05/03/2023	\$28.31
20230286	Cintas Corporation	mats - Beacon	05/03/2023	\$100.48
20230286	Cintas Corporation	mats - Beacon	05/23/2023	\$100.48
20230286	Cintas Corporation	mats - Beacon	05/08/2023	\$100.48
20230286	Cintas Corporation	mats - SSA	05/08/2023	\$19.26
20230289	Corporate Health Testing & Safety	Drug Test - W. Kline	05/01/2023	\$126.50
20230243	First National Bank Omaha	Constant Contact 4/17/23 - 5/23/23	05/23/2023	\$19.00
20230292	Haynes Kessler Myers & Postalakis	April 11, 2023 - Professional/Legal services	05/03/2023	\$82.50
20230297	Medicaid Billing Solutions, Inc.	TCM review and billing for last month (April, 2023)	05/01/2023	\$2,500.00
20230243	Mowery Youell & Galeano, Ltd.	05643 - ACBDD Workplace AS requested by Board in Executive Session	05/03/2023	\$360.00
<b>Contract Services Total: 15,715.48</b>				

<b>3401.530104 Non-Waiver Supported Living</b>				
20230139	Able Rentals	May, 2023 monthly rental	05/15/2023	\$309.00
20230139	Athens Metropolitan Housing	May, 2023 - Rent	05/01/2023	\$471.00
20230139	Athens Metropolitan Housing	May, 2023 - Rent	05/01/2023	\$424.00
20230139	Athens Metropolitan Housing	May, 2023 - Rent	05/01/2023	\$298.00
20230139	Athens Metropolitan Housing	May, 2023 - Rent	05/01/2023	\$318.00
20230139	Blake-Morrison, Alexandra	April 24-30, 2023 - Shared Living	05/02/2023	\$905.52
20230139	Capabilities, LLC	Work Incentive Plan	05/03/2023	\$334.08
20230139	Capabilities, LLC	Work Incentive Plan	05/03/2023	\$334.08
20230139	Charter Communications Operating LLC	April 18, 2023 to May 17, 2023 - internet is required in home for assistive tech	05/01/2023	\$54.99
20230139	Circulo Health Services, Inc.	January 24, 2023 to March 31, 2023 - HPC	05/01/2023	\$1,183.72
20230139	Goodwill Industries of South Central Ohio, Inc.	3-Apr-23	05/04/2023	\$79.98
20230139	Havar, Inc.	April 26 & 27, 2023 - HPC	05/10/2023	\$64.46
20230139	Ripple, Thomas E.	April 13 & 27, 2023 - two one hour masage therapy treatments	05/18/2023	\$140.00
20230139	Treasurer of State, %OH Dept of DD	April, 2023 - Warrensville Developmental Center	05/10/2023	\$10,555.80
20230139	Treasurer of State, %OH Dept of DD	April, 2023 - Gallipolis Developmental Center	05/10/2023	\$10,436.10
20230139	Treasurer of State, %OH Dept of DD	April, 2023 - Gallipolis Developmental Center	05/10/2023	\$10,436.10
20230139	Treasurer of State, %OH Dept of DD	April, 2023 - Gallipolis Developmental Center	05/10/2023	\$10,436.10
<b>Non-Waiver Supported Living Total: 46,780.93</b>				

<b>3401.530105 Rentals (Other Expense - Rent)</b>				
20230154	B & C Communications	April 2023 - 100 repeaters	05/22/2023	\$100.00

20230160	City of Athens	June, 2023 - parking spot 30 in parking garage	05/08/2023	\$150.00
20230151	City of Athens	Deposit for usage of ARTS/WEST on June 25th for Atco Idol	05/01/2023	\$100.00
20230151	City of Athens	Rental of space for ARTS/WEST on June 25th for Atco Idol	05/01/2023	\$100.00
20230151	Cline Welding Supply	cylinder rental	05/08/2023	\$60.00
<b>Rentals (Other Expense - Rent) Total:</b>				
<b>510.00</b>				

<b>3401.530200 Repairs/Maint. (Contract Repairs)</b>				
20230055	Ohio Pest Control	4/26/2023- SSA	05/01/2023	\$61.00
20230055	Ohio Pest Control	04/26/2023 - Beacon	05/01/2023	\$55.00
20230055	Ohio Pest Control	05/24/2023 - Beacon	05/25/2023	\$55.00
20230056	Poynter's Business Solutions	5/1/2023 - moved copier from PersonnelPlus office on State Street to Bus Garage	05/03/2023	\$195.00
<b>Repairs/Maint. (Contract Repairs) Total:</b>				
<b>366.00</b>				

<b>3401.540100 Supplies</b>				
20230316	Amazon Capital Services	Compressed air duster; Fly Kan usb 3.0 video graphics card adapter; and StarTech.com USB adapter	05/10/2023	\$183.13
20230328	Amazon Capital Services	Master Magnetics; dry erase eraser;Low Odor Dry Erase Markers; 3 ring bingers; Easy View Premium 1 inch binders and Nuova Premium Thermal Laminating Pouches	05/10/2023	\$114.57
20230308	Amazon Capital Services	two garage door remotes for linear multi code - Bus Garage	05/16/2023	\$39.90
20230308	Amazon Capital Services	HASME replacement upright vacuum cleaner one speed rocker electric switch for Oreck - Beacon	05/16/2023	\$19.99
20230311	Amazon Capital Services	envelopes and correction tape - ADM	05/01/2023	\$167.37
20230316	Amazon Capital Services	Ablegrid AC adapter for Amcrest	05/01/2023	\$52.56
20230316	Amazon Capital Services	Bulk 100 pack MRI Safe ID Lanyards	05/01/2023	\$59.89
20230328	Amazon Capital Services	Softcroft Talking Flash Cards for Toddler; Sunny Days Entertainment Bubble Solution; Portable SEt of 3 (piano, bongo drums, guitar) educational toys; Softcroft Talking flash Cards for toddlers	05/01/2023	\$58.70
20230328	Amazon Capital Services	2 Simply Thick Easy Mix	05/08/2023	\$141.90
20230308	Athens Ace Hardware (C&E)	building supplies - Beacon	05/15/2023	\$11.99
20230308	Athens Ace Hardware (C&E)	building supplies - Beacon	05/03/2023	\$51.57
20230352	Capital One - Walmart	baby wipes - Beacon	05/01/2023	\$47.36
20230336	Classic Solutions	building supplies - Beacon	05/03/2023	\$22.62
20230337	Cline Welding Supply	55 gals of sodium hypo-chlorite and 15 gals of muratic acid	05/22/2023	\$444.00
20230339	DASH Medical Gloves, Inc.	25 cases of Dash Powder Free Vinyl Exam Gloves	05/01/2023	\$725.00
20230308	Johnstone Supply - Parkersburg	building supplies - Beacon	05/10/2023	\$298.11
20230318	Kroger - Columbus Customer Charges	start up supplies for Beacon Coffee Cart Projects	05/10/2023	\$120.80
20230314	Kroger - Columbus Customer Charges	Amazon gift card for music downloads for individual for Atco Idol	05/16/2023	\$75.00
20230324	NAPA Auto Parts	vehicle parts	05/11/2023	\$177.96
20230312	NCS Pearson	CELF Standarized Subtests	05/15/2023	\$26.85
20230324	Ohio Cat	vehicle parts	05/03/2023	\$176.98
20230308	Poynter's Business Solutions	shipping charges for toner for Bus Garage copier	05/24/2023	\$18.00
20230346	Randy V. Moore Petroleum Distribution LLC	450 gals of diesel delivered on 4/25/2023 @ \$3.59/gal	05/01/2023	\$1,615.50

20230346	Randy V. Moore Petroleum Distribution LLC	220 gals of unleaded delivered on 4/25/23 @ \$3.315/gal	05/04/2023	\$729.30
20230346	Randy V. Moore Petroleum Distribution LLC	400 gals of delivered delivered on 5/17/23 @ \$3.58/gal	05/24/2023	\$1,432.00
20230346	Randy V. Moore Petroleum Distribution LLC	73 gals of unleaded delivered on 5/17/23 @ \$3.215/gal	05/24/2023	\$234.70
20230308	Slater Builders Supply	building supplies - PersonnelPlus	05/22/2023	\$6.06
20230351	Staples Business Advantage	Folk Love Blotter - PersonnelPlus	05/10/2023	\$59.97
20230351	Staples Business Advantage	office supplies- PersonnelPlus	05/01/2023	\$35.38
20230308	State Electric Supply	building supplies - PersonnelPlus	05/17/2023	\$4.23
20230308	State Electric Supply	building supplies - Beacon	05/03/2023	\$32.78
20230347	Uni-Select USA, Inc.	vehicle parts	05/10/2023	\$558.00
20230347	Uni-Select USA, Inc.	vehicle parts	05/16/2023	\$46.78
20230347	Uni-Select USA, Inc.	vehicle parts - invoice #625074093 for \$122.58 less credit of \$120.00 from invoice #625072899	05/22/2023	\$2.58
20230347	Uni-Select USA, Inc.	vehicle parts - invoice #625073721 for \$314.16 less credits - \$138.93 from credit invoice #625070365 and \$114.00 from credit invoice #625074347	05/22/2023	\$61.23
20230347	Uni-Select USA, Inc.	vehicle parts	05/22/2023	\$150.70
20230347	Uni-Select USA, Inc.	vehicle parts	05/08/2023	\$12.67
20230347	Uni-Select USA, Inc.	vehicle parts	05/08/2023	\$137.77
20230347	Uni-Select USA, Inc.	vehicle parts	05/08/2023	\$229.58
20230347	Uni-Select USA, Inc.	vehicle parts	05/08/2023	\$92.88
20230347	Uni-Select USA, Inc.	vehicle parts	05/08/2023	\$460.04
20230347	Uni-Select USA, Inc.	vehicle parts	05/08/2023	\$23.20
<b>Supplies Total: 8,959.60</b>				

<b>3401.560100 Other Expenses</b>				
20230060	AF-CADRE	2 hours of lifeguard reimbursement for May 19 open swim	05/25/2023	\$36.00
20230060	Amazon Capital Services	American Flag 4x6	05/23/2023	\$46.78
20230060	American Red Cross - Training Services	April 26, 2023 - six Adult and Pediatric First Aid/CPR/AED with Anaphylaxis and Epinephrine Auto-Inject	05/15/2023	\$216.00
20230060	Kroger - Columbus Customer Charges	2 Amazon \$50 gift cards (Sankar & Putnam-Young) and 7 Kroger \$10 gift cards (J. Hart, Oswald, Kendrick, K. Dunlap, S. Dunlap, Howell, and D. Mitchell - Staff recognition awards	05/16/2023	\$170.00
20230060	MD Computer Services, Inc.	three 2023 Beacon Season Banners	05/16/2023	\$75.00
<b>Other Expenses Total: 543.78</b>				

<b>3401.560142 Family Support Services</b>				
20230236	Addis, Teresa	Respite Reimbursement - family support services	05/03/2023	\$500.00
20230239	Amazon Capital Services	Glad trash can, 4 pieces salt and pepper shakers, and Dash Safe Slicer - family support services	05/10/2023	\$115.97
20230239	Amazon Capital Services	weighted vest - family support services	05/15/2023	\$56.99
20230239	Amazon Capital Services	Gel Memory Foam Mattress - twin size - family support services	05/15/2023	\$99.85
20230239	Amazon Capital Services	Leading Lady Women's Plus Size Underwire Padded T-Shirt Bra; HP 2023 Convertible 2 in 1 Chromelook laptop; and Samsung phone case - family support services	05/16/2023	\$238.98
20230239	Amazon Capital Services	OUSHENG 6" by 50" primacy screen fence; Control Solutions D-Fense Dust Insecticide; Rondo Rotted Wood Restorer; Harris Diatomaceous Earth Powder Duster - family support services	05/03/2023	\$77.52
20230236	Athens on Demand	four ride tickets to transport student to school district meeting - family support services	05/16/2023	\$4.00

20230238	Capital One - Walmart	socks and underwear - family support services	05/10/2023	\$41.36
20230238	Capital One - Walmart	clothing and cleaning supplies - family support services	05/11/2023	\$101.90
20230238	Capital One - Walmart	electric keyboard - family support services	05/11/2023	\$139.00
20230238	Capital One - Walmart	clothing - family support services	05/12/2023	\$46.92
20230238	Capital One - Walmart	clothing, phone cards, etc - family support services	05/12/2023	\$235.65
20230238	Capital One - Walmart	groceries - family support services	05/16/2023	\$199.72
20230238	Capital One - Walmart	clothing - family support services	05/16/2023	\$122.22
20230238	Capital One - Walmart	clothing - family support services	05/16/2023	\$83.66
20230238	Capital One - Walmart	groceries - family support services - family support services	05/01/2023	\$60.85
20230238	Capital One - Walmart	clothing and hygiene products - family support services	05/01/2023	\$187.41
20230238	Capital One - Walmart	phone case, screen protector, and phone cards - family support services	05/24/2023	\$89.76
20230238	Capital One - Walmart	work clothing - family support services	05/24/2023	\$231.73
20230238	Capital One - Walmart	food - family support services	05/25/2023	\$185.01
20230238	Capital One - Walmart	clothing and groceries - family support services	05/08/2023	\$267.39
20230238	Capital One - Walmart	cart - family support services	05/04/2023	\$49.88
20230236	Chuckford & Sons	REPLACEMENT CHECK FOR two full size mattress, Zinus Raymond Wood Platform bed frame with headboard; recliner and Wooden Table with 4 chairs - family support services	05/01/2023	\$553.00
20230236	Metzger (Szostek), Rachel	Reimbursement for airline ticket - family support services	05/25/2023	\$450.00
20230236	Misner, Raymond E. Jr	Reimbursement for brake repairs for vehicle - family support services	05/24/2023	\$500.00
20230236	Oliver, Darra Lynn	Reimbursement for purchase from Staples for an HP 24 AllinOne Desktop Computer Intel Core - family support services	05/10/2023	\$500.00
<b>Family Support Services Total: 5,138.77</b>				

<b>3401.560186 Utilities</b>				
20230016	American Electric Power	Beacon electric 4/11/23 - 5/8/23	05/15/2023	\$1,059.09
20230016	American Electric Power	Bus Garage electric from 4/11/23 - 5/9/23	05/15/2023	\$156.16
20230016	American Electric Power	8 Harper Street electric form 4/13/23 - 5/11/23	05/15/2023	\$561.26
20230467	AT & T Mobility	April 23 to May 22 - hot spots	05/03/2023	\$167.40
20230019	Athens-Hocking Co Recycling Centers, Inc	May, 2023 - SSA recycling	05/08/2023	\$15.99
20230025	Charter Communications Operating LLC	PersonnelPlus internet 5/3/23 - 6/2/23	05/15/2023	\$289.47
20230025	Charter Communications Operating LLC	Bus Garage internet from 5/1/23 - 5/31/23	05/08/2023	\$602.40
20230033	City of Athens	Beacon water from 4/4/2023 - 5/2/2023 - 41,000 gals	05/12/2023	\$590.39
20230036	Columbia Gas	Beacon gas from 3/11/23 - 4/11/23	05/18/2023	\$612.82
20230036	Columbia Gas	PersonnelPlus gas from 4/14/2023 - 5/15/2023	05/22/2023	\$62.27
20230039	Frontier	May, 2023 - SSA fax 740-594-5048	05/04/2023	\$34.00
20230039	Frontier	May, 2023 - Beacon Fax 740-593-3189	05/08/2023	\$45.01
20230039	Frontier	May, 2023 - SSA 740-797-0001	05/08/2023	\$45.41
20230039	Frontier	May, 2023 - Fire alarms 740-592-2030	05/08/2023	\$111.13
20230047	Gator Enterprizes and Document	5/11 - SSA \$112.90; Beacon \$72.90; and Lavelle Road \$112.90	05/15/2023	\$298.70
20230041	Interstate Gas Co (IGS)	April, 2023 - Beacon gas	05/22/2023	\$868.13
20230044	Le-Ax Water Dept.	Bus Garage water from 3/8/23 - 4/10/23 - 1196 gals	05/01/2023	\$23.42
20230048	SmartestEnergy US LLC	8 Harper Street electric 4/12/23 - 5/11/23	05/16/2023	\$1.34
20230048	SmartestEnergy US LLC	8 Harper Street electric 4/12/23 - 5/11/23	05/16/2023	\$56.06
20230048	SmartestEnergy US LLC	9033 Lavelle Road 4/10/23 - 5/9/23	05/16/2023	\$62.01
20230048	SmartestEnergy US LLC	Beacon electric 4/10/23 - 5/8/23	05/16/2023	\$734.09

20230049	The Plains Water & Sewer District	Harper Street water from 3/31/23 - 5/3/2023 - 1800 gals	05/12/2023	\$46.02
20230030	Time Warner	SSA and Garfield internet 5/1/23 - 5/31/23	05/08/2023	\$554.99
20230030	Time Warner	Beacon internet 5/1/2023 - 5/31/2023	05/08/2023	\$603.00
20230051	Verizon Wireless	April 8 to May 7, 2023 - phones	05/15/2023	\$1,877.28
20230052	Waste Management	May, 2023 - Beacon - garbage	05/04/2023	\$182.21
20230052	Waste Management	May, 2023 - SSA garbage	05/04/2023	\$95.91
20230052	Waste Management	May, 2023 - Bus Garage - Garbage	05/04/2023	\$114.96
<b>Utilities Total: 9,870.92</b>				

<b>3401.560200 Advertising/Printing</b>				
20230059	First National Bank Omaha	Advertising on Indeed #78403115	05/02/2023	\$93.00
20230059	Memory Book Company	72 yearbooks	05/03/2023	\$1,496.88
20230059	Minuteman Press	100 ACBDD 20221 Annual Reports	05/18/2023	\$325.20
<b>Advertising/Printing Total: 1,915.08</b>				

<b>3401.560300 Travel</b>				
20230058	Drake, Nicole A.	Travel 4/3/23 - 5/11/23	05/16/2023	\$127.59
20230058	First National Bank Omaha	PER 5.13 - Mary Howell - hotel stay at Springhill Suites, Columbus for OACB conference	05/17/2023	\$146.00
20230058	First National Bank Omaha	PER 5.13 Jerry Swackhamer - hotel stay at Springhill Suites, Columbus on May 11 attending OACB conference	05/17/2023	\$146.00
20230058	First National Bank Omaha	May 11, 2023 - Hotel stay at Springhill Suites for T. Lawrence - OACB conference	05/22/2023	\$169.00
20230058	First National Bank Omaha	PER 5.13 Professional Growth Reimbursement - Hotel stay at Springhill Suites for B. Sanker	05/26/2023	\$146.00
20230058	First National Bank Omaha	PER 5.13 - Professional Growth - May 11, 2023 - Hotel stay at Springhill Suites for C. Ray - attending OACB conference	05/24/2023	\$149.00
20230058	Goldsberry, Amy	Travel 3/31/23 - 4/26/2023	05/02/2023	\$177.05
20230058	Howell, Mary	PER 5.13 Tuition/Professional Growth Reimbursement - meal reimbursemen for May 11-12, 2023 - OACBDD conference \$146 will be paid to VISA for hotel expense, and \$295 to OACB for registration fees	05/17/2023	\$29.00
20230058	Janes-Tinkham, Carol	Travel 5/2/23 - 5/17/23	05/18/2023	\$40.51
20230058	Janes-Tinkham, Carol	Travel 4/1/2023 to 4/28/2023	05/02/2023	\$76.24
20230058	Jones, Timothy W.	Travel 5/3/23 - 5/25/23	05/26/2023	\$162.57
20230058	McNelly, David R.	Travel 3/28/23 - 5/10/23	05/18/2023	\$186.41
20230058	Mitchell, Jodi	Travel 4/2/23 - 4/25/23	05/16/2023	\$164.80
20230058	Novena, Haley	Travel 2/13/23 - 5/16/23	05/18/2023	\$68.25
20230058	OACBDD	OACB conference expense - Brooks, Goldsberry; Howell; Kendrick; Lawrence; D. Mltchell; Ray; Sankar; Sheridan; Swackhamer; Zielinski	05/26/2023	\$2,865.00
20230058	OACBDD	April 27 - Abuse Awareness Series Part 1 - Sara Pelfrey	05/26/2023	\$25.00
20230058	OACBDD	April 13 - SSA Statewide Directors Meeting Virtual - Lawrence and Sheridan	05/26/2023	\$70.00
20230058	OACBDD	May 12 - Hybrid Conference Session: Setting SMART Strategic Human Resources Goals - Virtual - Smedley	05/26/2023	\$25.00
20230058	PAR	5 registration fees for Successfully Navigating PAWS Authorization - Sankar, Ward, Sheridan, Goldsberry; & Novena	05/04/2023	\$250.00
20230058	Sankar, Reshma Bianca	PER 5.13 - Professional Growth - meal reimbursement attending OACB conference. Registration fee will be paid to OACB	05/26/2023	\$34.22
20230058	Sincoff, David	Travel 3/3/23 - 4/25/23	05/12/2023	\$72.05
20230058	Stack, Megan	PAWS Program March-April, 2023	05/03/2023	\$1,000.00

20230058	Swackhamer, Jerry W.	PER 5.13 Tuition/Professional Growth Reimbursement - meal reimbursemen for May 11-12, 2023 - OACBDD conference \$146 will be paid to VISA for hotel expense, and \$295 to OACB for registration fees	05/17/2023	\$36.15
20230058	Walker, Melissa	Travel 4/11/23 - 4/26/23	05/02/2023	\$59.02
<b>Travel Total: 6,224.86</b>				

<b>3401.560900 Fees-Settlement</b>				
SETTLE FEES 2023	Athens County Auditor	1/2 - Manufactured Home (Trailer) Tax Settlement Fees	05/15/2023	\$8,132.76
SETTLE FEES 2023	Athens County Auditor	1/2 Settlement Fees RE 2023	05/15/2023	\$95,473.14
<b>Fees-Settlement Total: 103,605.90</b>				

**General Total: 433,946.33**

**Capital Improvement**

<b>3404.550101 Capital Improvements</b>				
20230128	APG Media of Ohiom KKD	April 1, 8 and 15, 2023 Legal Bid advertising for Beacon School Roof Replacement	05/02/2023	\$314.50
20230936	Kramer Engineers	Beacon School Roof Replacement Added services - current code review, drawings, rebid, infrared roof imaging and permit	05/25/2023	\$4,225.50
<b>Capital Improvements Total: 4,540.00</b>				

**Capital Improvement Total: 4,540.00**

**Grand Totals:** \$438,486.33



**ACBDD - Administration**  
Kevin Davis, Superintendent

**Human Resources Board Report**  
June 2023  
Gwen Brooks, Director of Human Resources

- Searches In-Progress:
  - Substitute Bus/Van Drivers
  - Instructor, Intervention Specialist, Beacon School
- Completed Searches – New Hires
  - Bus/Van Driver – Kyle Wagner (July 2023)
  - Instructor, Intervention Specialist – Hannah Rowan (August 2023)
  - Camp Counselors:
    - 6 Returning: Lindsay Moore, Faith Bennett-Wolfe, Aubrey Dorst, Tyler Hensley, Madelynn Smart
    - 10 New: Katie Foster, Macy Wright, Gianna Petrella, Amy Weber, Bailey Sisson, Beverly Fetty, Quinn Bucher, Arianna Lang, Tiana Roe, Aidan Cox
    - 8 hired via Ohio University Kids on Campus



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**Integrate Athens**  
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**Employment Options & PersonnelPlus**  
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**Service & Support**  
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The Plains, Ohio 45780  
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**Transportation & Facilities**  
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### STAFF COUNT JUNE 2023

Row Labels	FT	PT	SUB	TEMP	Grand Total
Administration	7				7
Admin Support	1				1
Administration	6				6
Beacon	21	3	6		30
Admin Support	1	2			3
Administration	1				1
Adult Services	1				1
Dept. of Ed.	18	1	6		25
Early Intervention & Transition	2				2
Certification for EI	1				1
Transition	1				1
Employment Options	3	1			4
Administration	1				1
Adult Services	2	1			3
Facilities/Transportation-Lavelle	7	6	2		15
Admin Support	1				1
Administration	1				1
Facilities	3	2	1		6
Transportation	2	4	1		7
Integrate Athens-Lavelle	1				1
Administration	1				1
SSA-Harper	21				21
Admin Support	1				1
Administration	3				3
Case Management	17				17
Summer Camp				17	17
Camp				17	17
<b>Grand Total</b>	<b>62</b>	<b>10</b>	<b>8</b>	<b>17</b>	<b>97</b>

### NEW HIRES JUNE 2023

Row Labels	TEMP	Grand Total
Summer Camp	16	16
Camp	16	16
<b>Grand Total</b>	<b>16</b>	<b>16</b>

Human Resources Board Report Summary  
June 2023

	Jan 2023	Feb 2023	Mrch 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov- Dec 2023	2023 Avg	2022 Avg	2021 Avg	2020 Avg	2019 Avg	2018 Avg
<b>STAFF COUNT</b>	<b>82</b>	<b>81</b>	<b>83</b>	<b>82</b>	<b>81</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>84.3</b>	<b>89.2</b>	<b>89.9</b>	<b>91.3</b>	<b>90.1</b>	<b>108.5</b>
Full-time	61	61	63	63	62	62						62.0	63.8	66.1	67.7	68.3	76.7
Part-time	12	12	11	10	10	10						10.8	14.2	11.6	11.6	10.4	11.8
Sub/Temp	9	8	9	9	9	25						11.5	11.2	12.3	12.0	11.3	20.0
												<b>2023 Totals</b>	<b>2022 Totals</b>	<b>2021 Totals</b>	<b>2020 Totals</b>	<b>2019 Totals</b>	<b>2018 Totals</b>
<b>SEPARATIONS</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>33</b>	<b>34</b>	<b>4</b>	<b>21</b>	<b>25</b>
Voluntary	1	3	1	1	0	0						6	33	32	4	13	25
Involuntary	0	0	0	0	0	0						0	0	2	0	8	0
<b>NEW HIRES</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>27</b>	<b>33</b>	<b>4</b>	<b>9</b>	<b>15</b>
Full-time	1	1	2	0	0	0						4	8	8	2	6	7
Part-time	0	1	0	0	0	0						1	2	8	2	0	0
Sub/Temp	1	0	1	0	0	16						18	17	17	0	3	8
<b>TOTAL GRIEVANCES</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>
ABEA In Progress	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arbitration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ABEA Resolved</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
PGO In Progress	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Arbitration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
<b>PGO Resolved</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
Teamsters In Progress	1	0	0	0	0	0	0	0	0	0	0	1	1	1	0	2	0
Arbitration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Teamsters Resolved</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>Workers Comp Claims</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>5</b>	<b>0</b>

## Facilities and Transportation Board Report May 2023

- Annual Public Swimming Pool License was received from the Athens City County Health Department – expires May 31, 2024
- May 2<sup>nd</sup> In-Service Training allowed for facilities and transportation staff to be trained together regarding best practices for disinfecting and maintaining germ free surfaces including school buses; to eat pizza, and enjoy the rare ability for us all to be together in the same place at one time
- Minor repairs were completed to the pool surface. Repairs were made to a seam in order to update a repair from last year, in hopes of extending the life of the pool surface
- Carpet One measured the maintenance space and is preparing quotes for the future school-based SSA space at Beacon
- Postage machine contract for PersonnelPlus was discontinued as a cost saving measure. Bulk mailings can easily be submitted from Beacon or Harper Street, therefore maintaining a third machine was deemed unnecessary.
- Surplus items from PersonnelPlus were used to renovate the sitting area at Harper Street
- Facility staff delivered plastic pools and a generator to support water day at Beacon School
- The first Pre-Construction meeting with engineers and contractors for the Beacon roof project was held at Beacon on 5/12.
- Facilities staff removed large exterior sign from The Market on State, as well as lettering from doors and windows
- Facilities staff moved desks from Market on State to Beacon, which will be repurposed for SSA Office space
- Facilities staffed removed all electronics, with the help of Kris Dunlap, as well as automatic door openers and camera systems from the Market on State office space. These items give us the ability to upgrade, or back-up, existing systems at Beacon, Harper and Lavelle for little-to-no cost
- Chris Linscott completed registration and pre-tests for upcoming FEMA trainings on emergency response/preparedness and active shooter situations
- Facilities staff continue to work to improve slow drains and remove difficult clogs and correct vent issues at Beacon School
- Transportation staff completed route planning for Summer Camp transportation. With only three drivers available, routes have been amended and extended, and several bus stops created. We are in the process of working with families to best accommodate family needs with transportation limitations.
- F&T staff completed two phone interviews in May for potential bus drivers. One has declined further interviews based on scheduling, and another is progressing through the interview process.
- Facilities staff are planning to repair/upgrade the sandbox on the pre-school playground
- Thanks to the updated surplus policy, Chris Linscott and Scott Zelinski facilitated a donation of surplus items, primarily file cabinets, to Habitat Restore on May 25<sup>th</sup>.
- PersonnelPlus move out was completed slightly ahead of schedule, including cleaning and minor repairs, and keys were returned to landlords on May 25<sup>th</sup>, 2023.



## UI/MUI Board Report

**June 2023**

**Active MUI investigations: 27**

**Investigations Closed since May 8th: 19**

**New MUIs filed 5/9/2023 through 6/8/2023: 12**

Type of Investigation by Category	Filed Since 5/9/2023	Total Open
Attempted Suicide	0	0
Death	0	1
Law Enforcement	1	1
Neglect	2	4
Misappropriation	4	5
Exploitation	1	1
Failure to Report	0	0
Missing Individual	0	1
Physical Abuse	0	1
Verbal Abuse	3	5
Sexual Abuse	1	3
Peer to Peer	0	3
Significant Injury	1	2
Unapproved Behavior Support	0	0
Unanticipated Hospitalization	2	5
Medical Emergency	0	1

*\*Some MUIs have multiple categories & multiple individuals*

## MUI Department Updates:

Stakeholder Report due date extended to July; Report in progress

Reminder that in-person UI/MUI Training always available

Beacon Summer Camp counselors completed UI/MUI Training week of June 5<sup>th</sup>

**Stephanie Kendrick**

ACBDD UI/MUI Coordinator



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May 2023 Data

### *Department Highlights\**

- SSA Department Meetings in May included special presentations from:
  - Coler Pharmacy-provides medication supports including bubble packaging and MAR support in addition to medical equipment
  - VRI-is a technology vendor that provides emergency response equipment
  - On Seen- provides a mobile application software system that supports providers with money management services. They provide services for a fee and currently have some grant programming available.
  - OCALI (Jessica Fox, Family Regional Coach) and DODD (Kim Hines, previously known as Kim Mayne). OCALI is working closely with DODD to support multi-system youth and their families.
- On May 1st, several child-specific SSAs attended the monthly FCFC meeting with Audra Harrison, SSA Manager. Currently, FCFC is focusing on the needs of youth and supporting those needs while maintaining the yearly budget.
- On May 2nd, the SSA Department participated in the Spring In-service. Following the all-staff session, SSAs participated in team building activities focusing on self-care. SSAs work hard to support those we serve. It is important that SSAs feel supported, have solid support systems in place, and take time to care for themselves in order to stay healthy and to reduce burnout.
- On May 3rd, the SSA Department met with Hopewell Health for the monthly collaborative meeting.
- On May 8th and May 9th, 5 SSAs and SSA Management attended the OACB Spring Conference in Columbus, Ohio.
- On May 15th, Labor Management met to discuss and plan for the distribution of cell phones for SSAs.
- On May 24th, MEORC facilitated the monthly provider meeting at the Integrate Athens Office.
- On May 25th, SSAs provider waiver supports met. The focus of this meeting was the Ohio ISP and recent MEORC Accreditation Review.
- On May 30th, Audra Harrison and Tristin Lawrence met with Josh Cook from the ARC. As a result of this meeting, trainings have been scheduled in July for the SSA Department to review ARC services.
- On May 31st, Kris Dunlap distributed and trained SSAs on the new cell phones that will replace SSA desk phones. Letters were prepared for those receiving services, families/guardians, providers, and other stakeholders. SSAs will begin transitioning to the new phones beginning

## Exhibit 16

June 1, 2023. The main SSA office line will remain the same and SSAs will continue to have access to their previous lines throughout the months of June and July.

- On May 31st, Jennifer Stoneman RN of MEORC met with SSA Management to update our annual Nursing Quality Assurance Review list. These are compliance reviews that are required by DODD at least every 3 years for anyone receiving medication administration support.

### *Developmental Center Updates*

#### Admissions:

- 2 new individuals were admitted into a Developmental Center in May
  - 1 individual was admitted to Mt. Vernon Developmental Center following actions involving law enforcement and on-going significant aggression that resulted in an unsafe environment for herself and others. She was admitted on May 2, 2023, and the team met for a status review on May 31st.
  - 1 individual was admitted into Columbus Developmental Center following actions that led to him losing his housing and actions that posed major medical risks to himself. He was admitted on May 31, 2023.

#### Discharges:

- 1 individual received an official discharge from the GDC on May 8, 2023, following placement to an ICF out-of-county.

Planning meetings have continued for 4 individuals placed in developmental centers and for those admitted for stabilization. Discharge planning includes coordinated efforts between the ACBDD, the Developmental Center(s), Providers, and Individual support teams.

- 1 individual was admitted for stabilization on September 2, 2021. Due to current court orders, his discharge date is yet to be determined. ACBDD continues to work with DODD and his team in the search for ICF placement. A status meeting was held on May 17th.
- 1 individual was admitted to GDC on May 26, 2022, for stabilization after a series of incidents that posed a risk to his health and safety. At this time, community placement would not be safe for this person or others. The team continues to work towards stabilization and increasing independence. Once stabilized, the team plans to seek ICF placement. The team met on May 4th.
- 1 individual was readmitted to GDC on November 1, 2022, due to a series of incidents involving law enforcement, which posed a risk to his health and safety and the safety of his staff. A status meeting was held on May 15th. This team is currently seeking ICF placement.
- 1 individual, identified as a long-term placement at GDC, continues to have increased instability, which has changed scheduled status meetings from monthly to quarterly. The ACBDD will continue engaging in these team meetings to discuss updates and potential future discharge options.
- 1 individual was court ordered on April 11, 2023, to GDC for competency restoration. His SSA is working with his legal counsel and team through his on-going planning.

### *Incarcerations and Juvenile Delinquency*

- 1 active adult incarceration.

### *Ohio ISP*

- SSAs continue to make substantial progress towards transitioning ISPs to the Ohio ISP. SSAs are expected to meet the required timeline for transitioning all ISPs on or before June 30, 2024.

### *Other Updates*

- The workforce crisis is an on-going issue that creates deficits in staffing for those served by the ACBDD. SSAs and teams are continuing to work creatively to increase usages of remote supports and assistive technology, when applicable. Additionally, teams continue to look at ways services can be consolidated through shared service models and roommate opportunities.
- The respite home continues to have two occupants. The two occupants are currently receiving supports from a local provider following an emergency placement. The occupants have received housing vouchers and will move once housing can be found to meet their needs.

### *SSA Staffing*

- Jerry Swackhamer celebrated his 8th year as an SSA in May

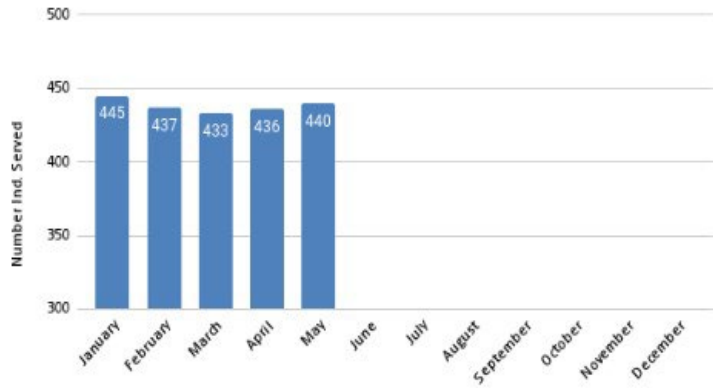
### *Department Openings*

- There are no current SSA Department openings.

## SSA Department Data Comparison

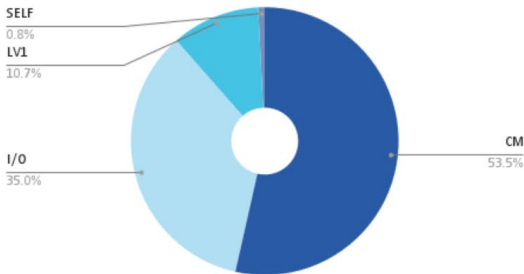


2023: Number of Individuals Served by Month



### Individuals served, by waiver type

Individuals Served, By Waiver Type



Waiver Type	Current Count	Net Enrolled/Disenrolled This Month
Total Enrolled, I/O Waiver	160	+7
Total Enrolled, LV1 Waiver	43	-2
Total Enrolled, SELF Waiver	3	0
Total Enrolled, Case Management	233	0

### Individual Eligibility & Referrals

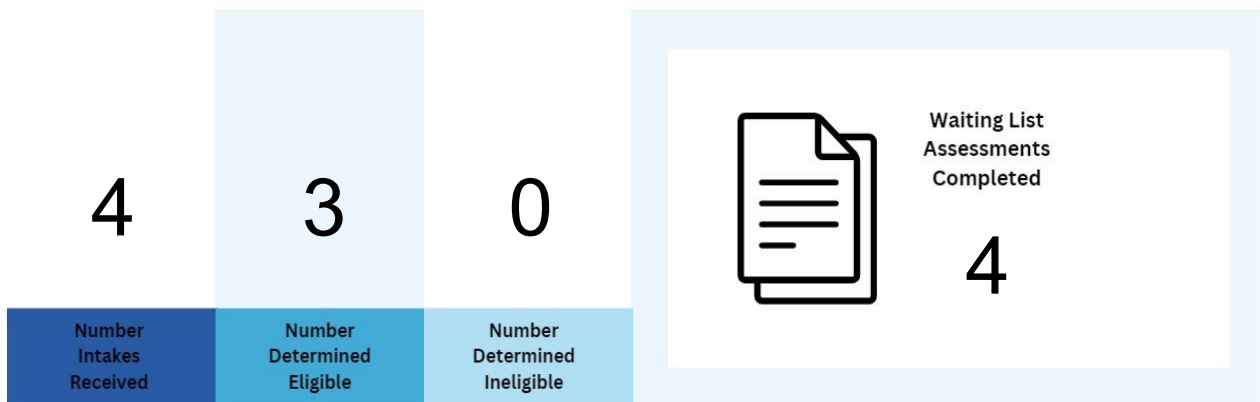
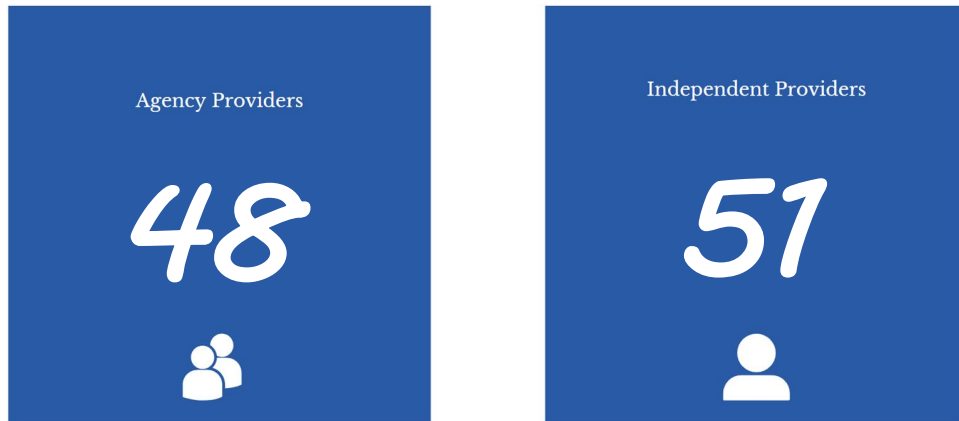


Exhibit 16

Individual Service Plans Submitted/Sent

Ohio ISPs, Submitted Through Brittco	183
Ohio ISPs, Paper Version	96
Annual/Initial Plans Sent	48
Revisions/Addendums Sent	7

Providers Serving Athens County



Additional Information: May

Case Management Changes:

- 6 individuals enrolled in case management services. 5 individuals were removed from the case management count because they were awarded waivers. 1 individual was admitted to an ICF.

Waiver Changes:

- 5 individuals who previously received case management services were awarded I/O waivers. 2 individuals who previously had LV1 waivers were transitioned to I/O waivers. These changes resulted in an increase of 7 I/O waivers and a decrease of 2 LV1 waivers.

Potential Waiver Changes:

- 4 Waiting List Assessments were completed in May. 1 has been fully processed and identified an immediate need which will require a waiver. The remaining 3 are still pending.



ATHENS COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

**Beacon School**

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Becky Martin, Director of Educational Services

[athenscbdd.org](http://athenscbdd.org)

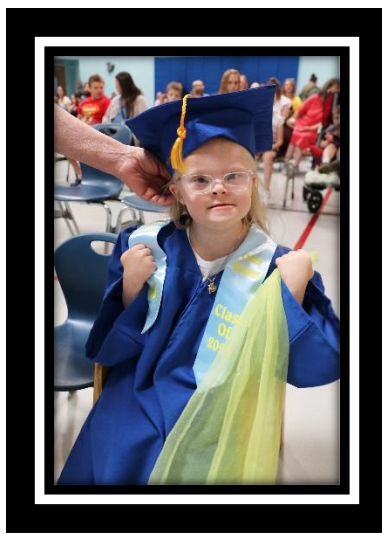
Report to the Board

June 27, 2023

A formal graduation ceremony was held on Friday, May 19 to honor three distinguished Beacon students, namely Katarina Misner, Emily Shaw, and Jared West, for their remarkable achievements. To start the ceremony, Beacon Singers performed three songs picked as favorites by the graduates. During the event, individuals were acknowledged and bestowed with Certificates of Graduation as a testament to their outstanding accomplishments. Following the ceremony, the entire graduating class and their families were served lunch, consisting of Miller's chicken, accompanied by mashed potatoes, macaroni and cheese, baked beans, and culminating with a cake for dessert. Furthermore, the graduates were presented with thoughtful gifts from the staff, further signifying the admiration and appreciation for their hard work and dedication. Heartfelt congratulations to the 2023 graduates from all of us at Beacon School!



On Thursday, May 18, an awards assembly took place to pay tribute to the preschool graduates and celebrate the notable achievements of all of our Beacon students. This special occasion served as a platform to recognize the efforts of the students not only within the confines of the classroom, but also in the participation in occupational therapy, physical therapy, and within speech therapy sessions. Following the assembly, students and esteemed guests assembled in the cafeteria, where they were provided cookies and punch, fostering a sense of camaraderie and celebration. Heartfelt congratulations are extended to each and every student for their unwavering commitment and achievements throughout the entirety of the academic year.



On Tuesday of May 23, the Beacon School basked in the sunshine of a beautiful day for Water Day and the annual Beacon School cookout. The Parent-Teacher Association spared no expense in coordinating an unforgettable experience, as they secured a fascinating water slide and an expansive inflatable obstacle course, which undoubtedly stole the show. There was an assortment of water activities, including kiddie pools, water guns, and water balloons, which provided an opportunity for additional enjoyment. With delight and uncontrollable laughter, students reveled in the joy of spraying their peers and beloved staff members, making memories that will last a lifetime. The event proved to be an unparalleled success, leaving an indelible impression on all who were fortunate enough to partake in this joyous occasion.



2023  
WATER DAY  
FUN!



# Employment Options/Personnel*Plus*

## Board Report

### May 2023

At the beginning of the year, Personnel*Plus* began a pilot program to help better prepare transition students with different abilities for employment after school. Each month the students in the Beacon Young Adult Class participated in different themes. Students practiced different skills like operating a cash register, working with money, appropriate work dress and hygiene and managing their own money are just a few of the classes students participated in.

On Wednesday, May 17th, the students opened the Beacon Brew Café. Students baked muffins and cookies, greeted customers, passed out menus, made coffee and rang up customers. Students took turns at each area to show off the skills they had been practicing all year. Students from other classes at Beacon stopped by along with ACBDD staff.

It was a great success, and we look forward to growing and taking the program to other area schools!



## Employment Services

Employment Specialists (ES) continue to meet with Tri-County, Federal Hocking and Beacon classes for Job Club services. The Summer Youth Work Program is still being organized with three different job sites secured. Other services included:

- 2 Service Hours for Intakes
- 32 Service Hours of Training
- 5 Service Hours Job Development
- 28 Service Hours for Follow Alongs
- 15 Service Hours for clients for Job Retention
- 4 Service Hours for Career Exploration
- 51 Service Hours for Job Clubs
- 3 Service Hours for Shopopportunities

ES' also began preparation for the new Employment Program*Plus* Council (formally the Personnel*Plus* Advocacy and Advisor Council) to hold an ice cream social to meet with those interested in becoming part of the council that will be held on June 5th at Personnel*Plus*' new location, 9033 Lavelle Road from 2:00 to 4:00 p.m.





## Lots of great things happening with Integrate Athens!

### Summer Camp Update

By the time you are reading this, Summer Camp at Beacon will be well on its way. Director Hannah Rowan has a great line-up of events and activities planned, including a visit from the Copperheads baseball team, a petting zoo, Live Healthy Appalachia, Community Food Initiatives for gardening, and many more community partners. Every Friday is an exciting special day; you are welcome to pop in for a visit if you would like to see camp in action!



Shout out to the administrators, Bus Drivers, Beacon staff who work camp and community members who work during this 1-month event to make sure our campers have a safe and fun camp experience. Each year, it takes our Financial Department, HR Department, SSA Department, Beacon School, and our Administration to pull together all aspects of camp! Their support and passion to make it happen are appreciated!

### Integrate Athens Supports Activity for Community Partners at Athens County Cloverbud Camp

Past Community Discovery Experience Intern Molly Dickelman volunteered to help Integrate Athens provide a craft and sensory activity at the 2023 Cloverbud camp hosted at the OSU Extension Office on the Athens County Fairgrounds. Molly has an interest in working with children in the future, and we continue to offer her experiences to grow in those skills.



## Crisis Intervention Meeting with Nelsonville Police Department

As part of a support team for an individual we serve who has had a few negative interactions with a neighbor, Integrate Athens, SSA Bianca Sancar, and BCS Staff Chad Bobo sat with Chief Tolliver and 2 of the Nelsonville Officers to discuss crisis intervention steps for a specific person served who may at some point have an interaction with law enforcement due to eloping from their home. The meeting was very positive and all parties felt supported and reassured on appropriate and safe interactions in the event the police come in contact with the person.



Nelsonville Police have all current officers training in Crisis Intervention through out collaborative CIT Team that provides an annual training. It was clear they were prepared to use empathetic and trauma-informed approaches when interacting with people who have a disability.

### Inclusion Pledge Updates:

In March, we launched the community initiative of asking community partners to sign the Inclusion Pledge.

**Currently signed:** Mayor Steve Patterson c/o the City of Athens, Athens County Commissioners, Family and Children First Council, Athens County Children Services.



**In Process:** Athens City-County Health Department, HAPCAP, COMCorps, Ohio Museum Complex, Ohio University College of Health Sciences and Professions, Dairy Barn Arts Center, Creating Healthy Communities Coalition.

### Inclusive efforts happening in our community:

Jason Licht has been hired to do 3 accessibility surveys for COMCorps sites. In partnership with the Ohio Accessible Changing Spaces Campaign, Integrate Athens, and the Athens City Commission of Disabilities, we have changing spaces being designed and installed at the Athens Community Center and the Athens Public Library. We are also working with Ohio University Grover Center team to identify a space on site for changing spaces. The Athens City-County Health Department is scheduling an all-staff inclusion training and will be hiring Noah Trembly in the fall as part of the training. The Ohio Museum Complex at the Ridges is working to create and accessible outdoor nature trail.

Arian Smedley has created a press release, Autumn Brown has presented to several community collaboration teams, and shared the pledge on the WATH/WXTQ Radio station in late May.



### Mark Your Calendar!

The May ATCO Idol was a huge success, and now we are on to ATCO Idol- Take Two. This is the Sunday BEFORE your June Board Meeting!

**JUNE 25<sup>TH</sup> 6PM**  
**@ Arts/West**



### SIBShops Planning In Process



The Athens County Board of Developmental Disabilities and the Office of Integrate Athens will be hosting Sibshops for kids who have siblings with disabilities. These events will be every other month somewhere in the community. They will be a way for siblings to connect with each other, have a lot of fun, learn more about their sibling's diagnosis if they

would like, and to explore their own strengths and gifts.

**Who:** Kids 8 years and older who have a sibling with a disability

**First Sibshop will be in late September; recruitment for participants will start in July.**

Sibs must be pre-registered to attend!

The event will include fun activities, food, crafts, and meeting other kids who have siblings with disabilities.

**Have a great Summer. Thanks for your continued support for our many projects!**

**- Autumn Brown Director, Integrate Athens**



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Dr. Kevin Davis, Superintendent  
athenscbdd.org

**Early Intervention and Transition Services Board Report**

June 2023

Prepared by Arian Smedley, Assistant Superintendent

**High-level updates for EI**

- Jodi Mitchell, Developmental Specialist, and I continue to meet monthly for check-ins. She continues to work well independently and mostly remotely.
- We are in the process of scheduling another review of the MEORC mock accreditation comments with our state consultant. We will note any possible opportunities for improvement.

**High-level updates for Transition**

- Doug continues to make connections throughout the community to better understand the options available for transition-age youth.
- The May Teen Time event was a huge success. The partnership with AF-CADRE for Friday Night Swim group had the highest attendance yet. We had 10 transition-age youth attend. We conducted a survey to determine if interest remains for Teen Time events in the summer, and results indicated there is an interest. Plans are in the works to arrange for three events this summer – two in July and one in August.

**Additional program-specific highlights on the following pages.**



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## Early Intervention Highlights

### Caseload as of June 12, 2023:

Total: **12**

Additions: **2**

Exits: **0**

### Evaluations/Assessments for May 2023:

Eligibility Evaluations: **0**

Redeterminations: **0**

### Trainings and/or Meetings Attended:

- Monthly Meeting with Arian: 5/24/2023: 9:00am
- Weekly EI Team Meeting: 5/15, 5/22 (in person): 1:00 – 2:00

### Success Stories

- When playing at the park, a youth is showing an increased awareness of height discrepancies. For instance, when on the slide platform, she stayed clear of an open area, by the sliding pole. Great job!

Respectfully Submitted,  
Jodi Mitchell  
Developmental Specialist



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## Transition Services

*"Planning Early for Tomorrow's Dream"*

Athens County Board of Developmental Disabilities (ACBDD)

Board Report-May 2023



Doug Mitchell  
Transition Coordinator

### Transition Services

- Transition services are provided to individuals who are enrollees of the ACBDD.
- Individuals served are ages 14- 21.
- Serve Athens, Alexander, Beacon, Federal Hocking, Nelsonville-York, New Story, Trimble, Tri-County Career Center schools.
- Transition Coordinator will attend IEP meetings upon invitation.
- Transition Coordinator connects and coordinates services for families and students.
- Transition Coordinator reports to the assistant superintendent and is located at Beacon School.
- Transition Coordinator works in conjunction with Integrate Athens. SSA Department, PersonnelPlus and Beacon School.
- Transition Coordinator is available for community presentations.

### Transition Focus Areas

While transition services are person centered, our transition process will offer students and families 4 focus areas to choose from. It may be that more than one focus area is chosen or that a student moves from one focus area to another. The purpose of the focus areas is to help students and families know what services are available and how to access them. These areas are highlighted in the transition booklet. The 4 focus areas are:

1. Independent Living Skills, 2. Working Skills, 3. Education/Training, 4. Getting to Know Your Community.

### Transition Services-May 2023-Numbers Served And School Districts

**47** The number of transition-age youth that have been identified and are either participating or are in process of receiving transition services.

- 8** students attend **Athens City Schools**
- 12** students attend **Beacon School**
- 8** students attend **Tri-County Career Center**
- 9** individuals **do not attend school**
- 2** students attend **New Story School**
- 3** students attend **Federal Hocking School**
- 3** students attend **Trimble-Local**
- 2** students attend **Alexander School**



ACBDD Transition Services May 2023

### Beacon Students Finish Out Year with Hands-on Experience Using Athens Transit Bus

Beacon students finished the school year after numerous trainings on getting around in Athens County. This service has been provided by the Hocking, Athens, Perry Community Action Program (HAPCAP) by Mobility Coordinator, Bryan Hinkle. Previous trainings during the school year focused on pedestrian safety, using the Athens on Demand service as well as locating bus stops when traveling by Athens City Transit and much more. On May 22, 2023, the trainings culminated with the opportunity to use the bus service for a hands-on learning experience by traveling a route around the community.



Shayann practices using the Athens City Transit bus by getting on board.



Ian approaching the Athens City Transit bus on West State St.



James learns how to access Athens City Transit.



Transition Services  
*Planning Early for Tomorrow's Dream*  
 Doug Mitchell, Transition Coordinator



### ACBDD Transition Services May 2023

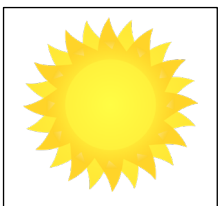
#### May Teen Time: Largest Attendance

On May 19, 2023, our “Teen Time” program boasted the largest number of attendees with over 10 individuals participating from Beacon school as well as county board enrollees from the public schools. This event was in partnership with the Appalachian Family Center for Autism and Disability Resources (AF-CADRE). In addition, many providers and family members attended the swimming event at Beacon School.



Students enjoy swimming during the May Teen Time event.

#### Summer Teen Time



We are currently looking at providing Teen Time activities during the month of July and August. Details are not finalized but possibilities include: going to see a movie, swimming and more.

#### Fall Teen Time



In addition to our monthly Teen Time day, we will be adding a second day during the months of September, October and November 2023. This additional day will be in conjunction with Tobe Gillogly, OU’s Chair/Director of Interdisciplinary Health Studies and her students. This group will offer activities that center around movement, such as, dance, sports and other options that promote healthy physical activity.

**UPDATES-Serving Transition-Age Students And Families May 2023**

Supported 2 Beacon students/families in IEP meetings.

Assisted 2 Beacon students with the OOD intake or service plan development.

Supported 1 Beacon student meeting with Capabilities Inc. for 3 Job Development sessions.

Conducted introductory transition meeting for 1 Athens City and 1 Federal Hocking transition-age students.

Participated in 4 FCFC “cluster” meetings.

Participated in 1 team meeting for new ACBDD transition-age enrollee moving from Franklin County to Athens.

Worked with SSA’s to refer transition-age youth to Good Will and PersonnelPlus Summer Employment programs.

Coordinated Athens City Transit training for Beacon students to practice riding on the bus.

Assisted “Teen Time” team with planning and implementation of April event hosted at the Beacon pool.



Transition Services  
*Planning Early for Tomorrow’s Dream*  
Doug Mitchell, Transition Coordinator





### Administration

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### Budget Update June 2023

Two positive things to report on this month:

- **Athens County Budget Commission** – No review for 2023

Budget Commission consists of – Auditor, Prosecutor, and Treasurer for the County. Each year they review county agency budgets and ask for agencies to come review/justify their budgets. This process occurs in late spring.

- **Waiver update:**

As you all know, our biggest expense is our waiver line. As planned for several years (and given the fact the waivers as currently constructed are not sustainable across the state), the DODD is beginning their waiver redesign this fall. This is expected to be a multi-year process. But, this should be good news for us long term.

Also, I have been asked to be on the waiver re-design team to help provide input from our part of the state. As the Hardship Workgroup I am on is wrapping up, I do plan to participate on the waiver re-design group.



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	2022	2023
<i>Property</i>	\$ 9,151.00	\$ 9,390.00
<i>Liability</i>	\$ 13,610.00	\$ 15,884.00
<i>Violence</i>	\$ 321.00	\$ 321.00
<i>Auto</i>	\$ 11,119.00	\$ 11,459.00
<b>Package</b>	<b>\$ 34,201.00</b>	<b>\$ 37,054.00</b>
<b>Pollution</b>	<b>\$ 268.00</b>	<b>\$ 294.00</b>
<b>Cyber</b>	<b>\$ 5,295.00</b>	<b>\$ 7,480.00</b>
<b>Total (Package + Pollution + Cyber)</b>	<b>\$ 39,764.00</b>	<b>\$ 44,828.00</b>

<b>Increase from 2022 to 2023</b>
<b>\$ 5,064.00</b>

Paraprofessional Compensation Estimates June 2023						
Academic Year	Athens-Meigs ESC Rate	ACBDD stipend	Total Hourly Rate	Appx annual hours per person	Average number of staff	Appx ACBDD Cost
2022-23	\$13.00	\$2.50	\$15.50	990	20	\$49,500.00
2023-24	\$13.50	\$2.50	\$16.00	990	20	\$49,500.00
	\$13.50	\$2.75	\$16.25	990	20	\$54,450.00
	\$13.50	\$3.00	\$16.50	990	20	\$59,400.00
	\$13.50	\$3.25	\$16.75	990	20	\$64,350.00
	\$13.50	\$3.50	\$17.00	990	20	\$69,300.00