

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, August 27, 2024 – 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. Margaret Demko, Board President, called the meeting to order at 6:00 p.m.
2. Arian Smedley did roll call.

BOND	Present – virtual
CONNER	Present
DEMKO	Present
GÜT	Present
JOLLEY	Present
LEWIS	Present
OCHES	Present

Staff / Others in Attendance:

Dr. Kevin Davis	Superintendent
Arian Smedley	Assistant Superintendent
Scott Zielinski	Director of Finance
Gwen Brooks	Director of HR
Tristin Lawrence	Director of SSA
Stephanie Kendrick	MUI Coordinator
Chris Linscott	Director of Transportation & Facilities
Becky Martin	Director of Education
Doug Mitchell	Transition, ABEA
Phoenix Wade	SSA, PGO
Julie Jones	SSA, PGO
Heather Clemons	Personnel <i>Plus</i> , ABEA
Katelyn Lemley	FANs / Integrate Athens

3. Oches read the Mission Statement.
4. Dr. Lewis motioned to approve the amended agenda, which included an updated board training date, added another developmental center agreement, and added Teamsters contract.

MOTION#: 8-27-24-1
MOTION: LEWIS
SECOND: GÜT

AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

5. New Business:

Items for review and discussion:

- a. Dr. Davis provided the board a Budget / Healthy Futures Workgroup update and walked the board through the Handout (Handout 1). He reminded the board that all of the ideas or proposals have come to the committee from staff members. The focus of his update was on reviewing the latest proposals assessed by the committee.

There were two main proposals, one that focused on remote / tech supports and the second was a two-part proposal: Review approval process of SSA Prior Authorizations & Standardization of SSA Cost Projection Tool. The review by the committee resulted in seven recommendations that were outlined in the handout. A few more proposals have yet to be reviewed.

There was much discussion around the seven recommendations, including the following areas:

- i. Turnaround time of new process, especially in an emergency situation or when someone is on vacation – which would be treated the same as any other specialized position in that a back-up person would be identified
- ii. The idea of reorganizing department to have another specialized SSA, similar to the intake, child-focused, waiver vs non-waiver roles, etc.
- iii. The fact that the approach is done successfully in other counties
- iv. What the method for collecting feedback from families would be
- v. The fact that this evaluation was vetted and reviewed thoroughly by the Healthy Futures Committee, which included members of the SSA Department
- vi. Discussion about whether the process would be better addressed on an individual SSA basis, to which it was re-stated this was vetted and reviewed thoroughly by the Healthy Futures Committee, which included members of the SSA Department
- vii. Workflow meeting is scheduled with the waiver SSAs to ensure timelines are met and other concerns are addressed
- viii. The ultimate goal of these changes would be to more accurately assess actual utilization of services, which would mean more accurate cost projections, and being more transparent in the process
- ix. This isn't reducing needed services – this is eliminating services that are not needed
- x. The specialized position will be well-versed in the frequent rule changes from DODD, alleviating the burden on the other SSAs
- xi. This specialized position would be communicating frequently with the individual's team, and others within the department
- xii. Acknowledging change is difficult, but that we strongly feel this will be a process improvement
- xiii. The understanding that if the new process / approach does not work it will be revisited

- b. Dr. Davis provided the board an IT update and walked the board through the Handout (Handout 2).
- c. Dr. Davis walked the board through the 2024 Board survey results (Exhibit 1, Pages 1-3). He focused on the comment about handouts and whether they are available to the public. He explained they are. All handouts provided on the night of the board meeting are added to the end of the packets online the next day. This has always been the case.
- d. Dr. Davis walked the board through the Strategic Planning update (Exhibit 2, Pages 4-12). He added there is no guidance on how county boards are to create these plans, but we have always valued inclusion in our process. The committee had 22 individuals, including staff, individuals served, providers, families of those served, school representatives, and community partners. Lastly, he walked the board through the draft strategy map. The board will be asked to review and approve the final version before the end of the year.
- e. Dr. Davis walked the board through the Staff Engagement Action Items update (Exhibit 3, Pages 13-20). Oches, who served on the workgroup, expressed appreciation for the ongoing reporting.
- f. Dr. Davis walked the board through the Beacon School Workgroup update (Exhibit 4, Pages 21-30). An updated version of the document was passed out, as more survey results had come in since the board packet had gone out (up from 15 to 20). The survey will be sent out again to capture anyone who may have missed it over the summer. Dr. Davis highlighted that 75% of respondents are satisfied with the current level of communication. The workgroup will review all of the results and find strengths in the school's communication and identify opportunities for improvement. He also highlighted who will serve on the workgroup (a mix of staff, parents, administration, and a board member) and that their first meeting has been scheduled. An update on the outcome of the first meeting will be shared at the next board meeting. Dr. Jolley stated he was impressed with the response rate.
- g. Dr. Davis walked the board through the ACBDD Transportation Plan (Exhibit 5, Pages 31-33). He shared the plan had three objectives – make a plan for replacing a school bus, make a plan for replacing other agency vehicles, and make an all-encompassing plan for the future. He added that although the plan calls for replacing vehicles next August, we may have to replace one sooner than that. If this needs to happen, this will be presented to the board next month. Dr. Jolley asked if there are grants or other funding opportunities available that would encourage the purchase of electric vehicles and/or charging stations. The suggestion was well-received, and it was agreed it could be explored.
- h. Dr. Davis walked the board through the Managers' List update (Exhibit 6, Pages 34-39). He added at least one more will be provided before the end of the year.

- i. Dr. Güt motioned to approve the updated policies (Exhibit 7, Pages 40-43).

MOTION#: 8-27-24-2
MOTION: GÜT
SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- j. Board members discussed future meetings/trainings:
 - i. Next board training: Tuesday, Sept. 24, 5:00 p.m.
 - ii. Next regular meeting: Tuesday, Sept. 24, 6:00 p.m.

Motions for vote:

- a. Oches motioned to approve June 2024 Finance & Personnel Meeting Minutes (Exhibit 8, Page 44).

MOTION#: 8-27-24-3
MOTION: OCHES
SECOND: GÜT
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- b. Bond motioned to approve June 2024 Board Meeting Minutes (Exhibit 9, Pages 45-50).

MOTION#: 8-27-24-4
MOTION: BOND
SECOND: GÜT
AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES
ABSTAIN: JOLLEY
CARRIES: YES

- c. Dr. Jolley motioned to approve agreement with Athens-Meigs Educational Service Center for PT services for the first six weeks of the 2024-2025 academic year at Beacon School, pending Prosecuting Attorney's approval (Exhibit 10, Pages 51-53).

Dr. Davis added that items c, d, and e, were created in consultation with the ABEA union, since they involve contracting out work traditionally done by union positions. Contracting with these entities was pursued due to unsuccessful attempts to hire directly.

He added item c is for PT services for the first six weeks of the school year with Deborah Hilliard through the ESC. Item d is for PT services for the remainder of the year with Melissa Lawless, also through the ESC, who is currently on maternity leave. Both are PTs, which is different from what we've had in the past. In the past, we directly hired a PTA and contracted out PT supervision.

Dr. Davis added that the cost for the new arrangement is slightly more expensive, but we will have a PT on site, instead of a PTA.

MOTION#: 8-27-24-5
MOTION: JOLLEY
SECOND: OCHES
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- d. Dr. Jolley motioned to approve agreement with Athens-Meigs Educational Service Center for PT services for the remainder of the 2024-2025 academic year at Beacon School, pending Prosecuting Attorney's approval (Exhibit 11, Pages 54-56).

MOTION#: 8-27-24-6
MOTION: JOLLEY
SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- e. Dr. Lewis motioned to approve agreement with Walky Talky for Speech Language Pathology services for the 2024-2025 academic year at Beacon School, pending Prosecuting Attorney's approval (Exhibit 12, Pages 57-63).

Dr. Davis shared this situation is similar to the PT situation.

MOTION#: 8-27-24-7
MOTION: LEWIS
SECOND: OCHES
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- f. Oches motioned to approve agreement with the Ohio Attorney General for use of the National WebCheck Program Services and Equipment, pending Prosecuting Attorney's approval (Exhibit 13, Pages 64-68).

MOTION#: 8-27-24-8
MOTION: OCHES
SECOND: GÜT
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- g. Dr. Jolley motioned to approve Professionals Guild of Ohio (PGO) contract (Exhibit 14, Pages 69-116 & Handout 3).

MOTION#: 8-27-24-9
MOTION: JOLLEY
SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- h. Bond motioned to approve contracting with Kinetic Recreation for the purpose of rejuvenating and repairing the playground surfaces at Beacon School, pending Prosecuting Attorney’s approval (Exhibit 15, Page 117).

MOTION#: 8-27-24-10
MOTION: BOND
SECOND: OCHES
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- i. Dr. Lewis motioned to approve becoming a member of the Metropolitan Education Technology Association (META) Purchasing Cooperative.

MOTION#: 8-27-24-11
MOTION: LEWIS
SECOND: BOND
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- j. Dr. Jolley motioned to authorize META Solutions to advertise and receive bids on the ACBDD’s behalf as per the specifications submitted for the cooperative purchase of a School Bus.

MOTION#: 8-27-24-12
MOTION: JOLLEY
SECOND: GÜT
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- k. Dr. Jolley motioned to approve agreements with Waste Management of Ohio, Inc., for Non-Hazardous Waste Service at the ACBDD’s three facilities – Beacon, Lavelle Road, and Harper Street (Exhibit 16, Pages 118-123).

MOTION#: 8-27-24-13
MOTION: JOLLEY
SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- l. Oches motioned to approve ACBDD’s contribution of \$20,000 for the Fall 2024 ATCO Legacy Fund grant cycle, with the priority area of supporting inclusion of individuals with I/DD (Exhibit 17, Pages 124-125 & Handout 4).

Dr. Davis also walked the board through a handout, which provided details on the various projects financially supported by the ATCO Legacy Fund. The handout also provided details on what remains left in the line item.

Demko took the opportunity to share a framed drawing given to the ACBDD as a thank-you for helping to financially support the renovation of the Alexander Elementary School playground. The official ribbon cutting was hosted earlier this summer.

MOTION#: 8-27-24-14
MOTION: OCHES
SECOND: BOND
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- m. Dr. Jolley motioned to approve agreement with the Mt. Vernon, Northwest Ohio, and Gallipolis Developmental Center admission agreements (Exhibit 18, Pages 126-141 & Handout 5).

MOTION#: 8-27-24-15
MOTION: JOLLEY
SECOND: GÜT
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- n. Dr. Lewis motioned to approve Teamsters Local 637 contract (Handout 6).

Dr. Davis walked the board members through the handout. Oches added he was present during negotiations and feels comfortable approving the contract.

MOTION#: 8-27-24-16
MOTION: LEWIS
SECOND: JOLLEY
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 19, Pages 142-156).
Report stands. He added an edition of the latest newsletter, which spanned the end of last school year through the end of summer. Bond asked if all the instructor positions at the school were filled, and Dr. Davis confirmed they had.
- b. Director of Education, Becky Martin (Exhibit 20, Pages 157-159).
Report stands. She highlighted the success of the start of the school year. The school's total enrollment is at 47 students. She received three new referrals today. The school is still down two one-on-one paraprofessionals. She reminded the board of the new ESC salary schedule, which we hope will help with recruitment.
- c. Director of Finance, Scott Zielinski (Exhibit 21, Pages 160-181).
Report stands. He shared there is no information on TCM revenue in this month's report, due to issues on Medicaid's end.
- d. Director of Human Resources, Gwen Brooks (Exhibit 22, Pages 182-186).
She provided an update. We were able to successfully fill the two positions that are listed in her board report as in process – the two transportation aide positions. In addition, we have an active search for an Assistant Custodian.

- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 23, Pages 187-188).
Report stands.
 - f. MUI Coordinator, Stephanie Kendrick (Exhibit 24, Pages 189-193).
Report stands.
 - g. Director of Service and Support, Tristin Lawrence (Exhibit 25, Pages 194-201).
Report stands.
 - h. Director of Employment Options, Angela Carter (Exhibit 26, Pages 202-203).
Report stands.
 - i. Director of Integrate Athens, Autumn Brown (Exhibit 27, Pages 204-207).
Report stands.
 - j. Assistant Superintendent, Arian Smedley (Exhibit 28, Pages 208-212).
Report stands. She highlighted a “shout out” for Doug Mitchell, who became Mental Health First Aide certified.
7. No comments from Visitors relative to the agenda.
 8. No comments from Unions relative to the agenda.
 9. Regarding comments from the Board: Bond wanted to share photos of her brother’s urn, which was painted by Passion Works. She and her family were very pleased with the work they did. She also expressed deep appreciation for those who visited for his viewing and/or funeral.

Güt gave a “shout out” to everyone who worked during the summer camp. She was able to visit, but she also heard feedback from one of her students who worked the camp and said it was the best experience. Demko also shared she heard positive feedback from an Assistant Counselor. Dr. Davis echoed those comments, stating this was the best-run camp we have ever had. Paul Richard, the director, has already agreed to direct camp again next summer.

Dr. Jolley expressed appreciation to the unions for their collaborative and cooperative work in finalizing contracts. Dr. Davis added that commitments have been made to the ABEA to explore recruitment and retentions initiatives. More details will be discussed with the board at a future meeting.

Lastly, Güt commented that a great deal of work was done since the last board meeting, and she thanked everyone for their efforts.

10. Bond motioned to adjourn at 7:22 p.m.

MOTION#: 8-27-24-17
MOTION: BOND

SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES