



BOARD MEETING MINUTES

August 15, 2022

Prior to the meeting, a Certificate of Gratitude was presented to Mark Higgins, owner of Complete Fitness in Tipp City, in appreciation for his time, resources and dedication in building the Special Olympics Powerlifting Team.

BOARD IN-SERVICE: Housing Opportunities for People presented by Maura Braun, Non-Profit Capital Housing Coordinator

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, August 15 2022, at 6:00 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Lori Meyer	- Present	Michelle Fong	- Present
Mandy Via	- Present	Deon Metz	- Present
Jerry Herbe	- Present	Joe Fulker	- Present
Shawn McKinney	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in giving the Pledge of Allegiance, led by Ms. Meyer, President.

III. INTRODUCTION OF STAFF/GUESTS

The following staff were in attendance: Brian Green, Becky Snell, Floyd Gregg, Jessica Knupp, Kathy Greenawalt-Cherry, Melissa Nichols, Stacy Pettit, and Carol Helman.

IV. PRESENTATION BY GUESTS

None

V. PRESENTATION OF MINUTES

The minutes of the June 27, 2022 meeting were reviewed. A motion to accept the minutes was made by Mr. Herbe and seconded by Ms. Via. Ms. Meyer asked for a voice vote. The motion carried.

VI. PRESENTATION OF FINANCIAL REPORTS

- A. Monthly Financial Reports:** Floyd Gregg, Business Director, reviewed the financial reports for June and July 2022. A motion to accept the reports was made by Mr. McKinney and seconded by Ms. Fong. Ms. Meyer asked for a voice vote. The motion carried.

- B. Monthly Bills:** The June and July 2022 bills were presented for approval. A motion to ratify the Superintendent’s actions in payment of the June and July 2022 bills was made by Ms. Via and seconded by Mr. Metz. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

VII. OLD BUSINESS

- A. Quarterly Table of Organization:** A motion to approve the Quarterly Table of Organization was made by Ms. Fong and seconded by Mr. McKinney. Ms. Meyer asked for a voice vote. The motion carried.

VIII. NEW BUSINESS

- A. Contracts for Therapy Services:** Upon the recommendation of the Superintendent, a motion to approve the contract with P.T. Services Rehabilitation for occupational therapy services and the contract with Kathryn Swanberg for speech therapy services through December 31, 2023 was made by Ms. Via and seconded by Ms. Fong. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- B. Ethics Approvals:** None

- C. Conferences:** A motion to approve the attendance of the three most recently hired Developmental Specialists at a virtual PLAY Project 2 Day Intensive Workshop for a total cost not to exceed \$1,095.00 with the fees to be covered by ARPA funds was made by Mr. McKinney and seconded by Mr. Metz. Ms. Meyer asked for a roll call vote.

Lori Meyer	-	Yes	Michelle Fong	-	Yes
Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes			

The motion carried.

- D. Personnel Actions:**

New Hires:

Victoria Glover	Intermittent Receptionist	7/11/2022
Sean McClain	Service and Support Administrator (SSA)	7/11/2022

Promotions/Transfers: None

Resignations/Contract Non-Renewal/Retirement/Termination:

Brandi Morrison	Service and Support Administrator (SSA)	7/22/2022
Brian Warner	Facilities Specialist	7/29/2022

- E. Policies/Procedures: The Superintendent recommended the adoption of the Policies and Procedures listed below:

Change to Policy:

- G-4 Development and Implementation of Behavioral Support Strategies: The rule was revised extensively so the policy needed to be rewritten.
P-15 Employee Ethics: Updated Riverside's name throughout.
SSA-2 Eligibility Determination: Updated to match our internal procedures

A motion to accept the changes to the Policies and Procedures was made by Ms. Fong and seconded by Mr. Metz. Ms. Meyer asked for a voice vote. The motion carried.

- F. Other: None

IX. COMMENTS:

- Ms. Pettit reported on ongoing recruiting challenges. Every position recently posted has needed to be reposted due to a lack of quality applications. Applicants selected for interviews are either not calling back to schedule or no show their interviews. Other county boards have reported the same challenges. She will begin working with OACB on an ORC/OAC project. There are few resources available on what rules apply to county boards for HR. In addition, there is a lack of knowledge and experience on County Board HR teams to know how to interpret ORC and OAC. This project will hopefully help with providing guidance on interpretation and compliance. The Superintendent evaluation process will start in September with evaluations being sent to the Board for completion.
- Ms. Greenawalt-Cherry expressed her thanks to the Board for approving the contract therapy positions presented this evening. She is working on hiring an intermittent administrative assistant to help upload the Early Intervention records into the OnBase electronic filing system and ARPA funds will be used fund the position.
- Ms. Nichols shared that Chevrolet of Troy will be holding a fundraiser where they will donate \$25 to Miami County Special Olympics for each test drive done on August 19 and 20. The Special Olympics softball team won their regional tournament and will be moving on to the state tournament in Sandusky. The golf team will be going to the regional tournament in Arcanum tomorrow. Powerlifting will be starting soon as well as basketball, cheerleading and flag football. Riverside will be hosting approximately 150 people at the regional advocacy conference on September 23. Synergy is being held in October and there will be 18 individuals, four SSAs, two from community connections and Mr. Green attending this year.
- Ms. Snell gave an update on the workforce sustainability funding the Board approved at the last meeting. There are numerous independent providers who are taking advantage of those funds to help with the services they provide. The number of new individuals served continues to increase as well as individuals served who have more intense needs. This has resulted in an increase in behavior support referrals. There continues to be a workforce shortage of DSPs and provider agencies are having a difficult time recruiting new staff. She

recently spoke to a group of directors from state agencies about the general lack of staffing and whether there are things in the rules or laws that are creating barriers for people to become employed in this area of work. She, Mr. Green and Ms. Nichols will be attending the ADVANCE Partnership Summit not only to collaborate on our system as a whole but also to discuss making our system easier to navigate for potential employees and individuals that we serve.

- Ms. Knupp stated that the SSAs continue to be busy with the number of individuals served increasing. Her team is still navigating the Level 1 waiver budgets and continue to move forward on the Ohio ISP. As school starts the children's team anticipates they will be receiving numerous calls and referrals from the schools.
- Mr. Gregg reported that he has been working on the 2023 budgets with anticipated increases in individuals served and waivers, as well as COLA and healthcare premiums. The funds for an ICF facility will be included in the 2023 budget. The new server array will be installed in August and there are 15 new laptops on order. The chiller project is now scheduled for installation in October. The sewer pipe lining project has been completed. The facilities team has been able to keep up with the various projects and we hope to have the open facilities position filled soon.
- Mr. Green shared that Director Hauck from DODD will be in Miami County on September 22, 2022. She will be meeting with employees and the leadership team.

X. **NEXT MEETING:** Monday, September 19, 2022

XI. **ADJOURNMENT**

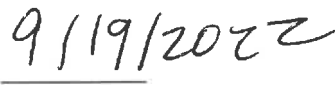
A motion to adjourn the meeting at 6:45 p.m. was made by Mr. McKinney and seconded by Mr. Metz. Ms. Meyer asked for a voice vote. The motion carried.

Meeting adjourned.

Minutes approved:



LORI MEYER, PRESIDENT



DATE



MICHELLE FONG, RECORDING SECRETARY



DATE