

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

**BOARD MINUTES**

**December 13, 2023**

**Board Members Present**

Laura Janson  
Richard Suttell  
Mark Jackson  
Stacey Wilder

**Administration**

Donald Rice  
Dave Carlson  
Janice Chesnes  
Rean Davis  
Richelle Mills  
Tami Setlock  
Megan Thirion

**Board Members Absent**

Martin Miller  
Dave Lair  
Uschy Keiper

**I. Call to Order:**

- a. Roll Call 2023 Board:  
A call of the roll indicated that all Board Members were present, except Mr. Miller, Mr. Lair, and Mrs. Keiper. There being a quorum present, Mrs. Janson, President of the Board, called the meeting to order.
- b. Approval of Minutes:  
Resolution 23-99(A) was presented to approve the minutes for the November 15, 2023, meeting. This resolution was approved.
- c. Donations to Program:  
There were no donations to be approved.
- d. Personnel Actions:  
There were no personnel actions to be approved.

**II. Financial**

- a. Financial Statement Review:  
Mr. Carlson provided a review of the financial statements of all funds for the time period processed in November of 2023. See attached.
- b. Ethics Recommendations:  
Resolution 23-100(A) was presented to approve the ethics recommendation for the time period processed in November 2023. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.
- c. Financial Transactions and Voucher Approvals:  
Resolution 23-21(B) was presented detailing financial transactions and Resolution 23-22(B) was presented approving voucher schedules for the period indicated. These resolutions were approved.

**III. Board Status Reports:**

Mr. Rice reviewed status reports.

**IV. Program Reports:**

Mr. Rice reviewed program reports.

**V. New Business:**

- a. Approvals:
  - i. Approval of 2024 Annual Plan:  
Resolution 23-101(A) was presented approving the 2024 Annual Plan. This resolution was approved.

ii. Disposal of Assets:

Resolution 23-102(A) was presented approving the disposal of assets. This resolution was approved.

iii. Authorization Signatures:

Resolution 23-103(A) was presented approving signatures for accounting authorization. This resolution was approved.

b. Issues:

- i. No issues were discussed

**VI. General Announcements:**

Mrs. Janson called for any other general announcements from the Board or the public:

**VII. Other Business – comments from the floor:**

Mrs. Janson called for any other business from the Board or the public:

**VIII. Adjournment:**

Mrs. Janson, board president adjourned the meeting.

***The Next Board meeting will be on January 17, 2024.***

Submitted:



Donald L. Rice II, Superintendent

Approval:



Board President

*cc: Bd. of Geauga Co. Commissioners, Geauga Co. Probate Court, Geauga Co. Prosecutor*

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

April 10, 2024

**Resolution: 24-50(A)**

BE IT RESOLVED to amend the December 2023 GCBDD meeting minutes to include the attached pages.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

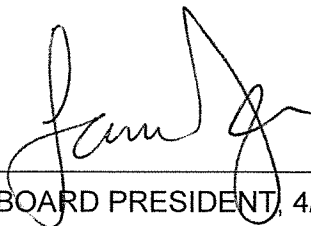
MOTION: Mrs. Keiper

SECOND: Mr. Jackson

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 4/10/24

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda**

**December 13, 2023**

**I. Call to Order and Roll Call:**

- a. Roll Call 2023 Board
- b. Approval of November 2023 Minutes

**II. Financial:**

- a. Financial Statement Review (All funds for November 2023)
- b. Ethics Recommendation
- c. Financial Transactions and Voucher Approvals

**III. Board Status Reports:**

**IV. Program Reports:**

**V. New Business:**

- a. Approvals:
  - i. Approval of 2024 Annual Plan
  - ii. Disposal of Assets
  - iii. Accounting Forms Authorization
- b. Issues:

**VI. General Announcements:**

**VII. Other Business – comments from the floor:**

**VIII. Adjournment**

***Next Board Meeting: January 17, 2024***

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 13, 2023

December 13, 2023, Bd. Meeting

Roll Call: 2023 Board

ROLL CALL:

Mrs. Janson

*Here*

*Absent*

Mr. Jackson

*Here*

*Absent*

Mr. Suttell

*Here*

*Absent*

Mr. Miller

*Here*

*Absent*

Mrs. Keiper

*Here*

*Absent*

Mrs. Wilder

*Here*

*Absent*

Mr. Lair

*Here*

*Absent*



BOARD PRESIDENT, 12/13/23

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 13, 2023

<sup>019</sup>  
Resolution: 23-98(A)

BE IT RESOLVED to approve the attached minutes of the November 15, 2023, Board meeting.

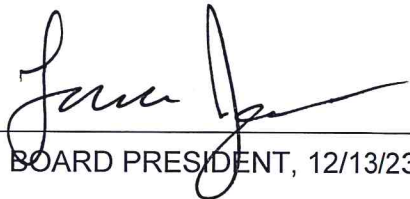
MOTION: Jackson

SECOND: Janson

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain	Mr. Jackson	<u>Yes</u>	No	Abstain
Mr. Suttell	<u>Yes</u>	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	<u>Yes</u>	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
BOARD PRESIDENT, 12/13/23

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

***BOARD MINUTES***

***November 15, 2023***

**Board Members Present**

Laura Janson  
Richard Suttell  
Stacey Wilder  
Dave Lair  
Martin Miller

**Administration**

Donald Rice  
Dave Carlson  
Janice Chesnes  
Meredith Myers  
Richelle Mills  
Megan Thirion  
Rean Davis  
Tami Setlock

**Board Members Absent**

Mark Jackson  
Uschy Keiper

**I. Call to Order:**

a. Roll Call 2023 Board:

A call of the roll indicated that all Board Members were present, except Mr. Jackson and Mrs. Keiper. There being a quorum present, Mr. Suttell, Vice President of the Board, called the meeting to order.

b. Approval of Minutes:

Resolution 23-90(A) was presented to approve the minutes for the October 18, 2023, meeting. This resolution was approved.

**II. Financial**

a. Financial Statement Review:

Mr. Carlson provided a review of the financial statements of all funds for the time period processed in October of 2023. See attached.

b. Ethics Recommendations:

Resolution 23-92(A) was presented to approve the ethics recommendation for the time period processed in October 2023. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.

c. Financial Transactions and Voucher Approvals:

Resolution 23-19(B) was presented detailing financial transactions and Resolution 23-20(B) was presented approving voucher schedules for the period indicated. These resolutions were approved.

**III. Board Status Reports:**

Mr. Rice reviewed status reports.

**IV. Program Reports:**

Mr. Rice reviewed program reports.

**V. New Business:**

a. Approvals:

- i. Resolution 23-91(A) was presented approving a Resolution of Appreciation for Ken Kirchner. This resolution was approved.
- ii. Resolution 23-93(A) was presented approving grant agreements for NPower Services and Empower Sports. This resolution was approved.

- iii. Resolution 23-94(A) was presented approving a list of locally funded service agreements and addenda for client services. This resolution was approved.
  - iv. Resolution 23-95(A) was presented to approve a contract with Jewish Family Service Association of Cleveland regarding continued operation of the Metzenbaum Residence ICF. This resolution was approved.
  - v. Resolution 23-96(A) was presented to approve a list of contracts for 2024. This resolution was approved.
  - vi. Resolution 23-97(A) was presented to approve a list of items for disposal. This resolution was approved.
- b. Issues:
- i. Fair Labor Standards Act  
Mr. Rice reviewed the proposed changes to this law, and the potential impact on the agency.
  - ii. DSP Gift Cards  
Mr. Rice indicated a plan to collaborate with The Metzenbaum Foundation again this year on DSP gift cards, as they were well received in the past.

**VI. General Announcements:**

Mr. Suttell called for any other general announcements from the Board or the public.

**VII. Other Business – comments from the floor:**

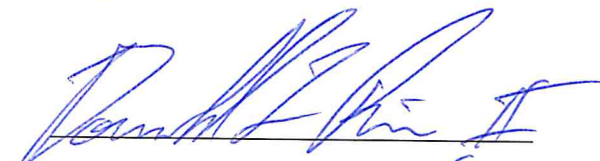
Mr. Suttell called for any other business from the Board or the public.

**VIII. Adjournment:**

Board Vice President, Mr. Suttell adjourned the meeting.

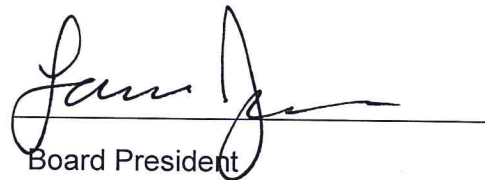
***The Next Board meeting will be on December 13, 2023.***

Submitted:



Donald L. Rice II, Superintendent

Approval:



Board President

cc: Bd. of Geauga Co. Commissioners, Geauga Co. Probate Court, Geauga Co. Prosecutor



# Geauga County Board of DD Revenue and Expense Report

10/1/2023-10/31/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
<b>REVENUE</b>						
401	Property and Other Taxes	12,035,803.00	3,299.13	12,311,621.37	(275,818.37)	102%
410	State Reimbursement-Real Estate	1,180,460.00	598,737.84	1,199,662.44	(19,202.44)	102%
412	Federal Grants	696,000.00	3,285.90	639,671.76	56,328.24	92%
413	State Revenues	600,000.00	122,529.93	503,205.89	96,794.11	84%
420	Fees	766,000.00	129,866.25	745,364.36	20,635.64	97%
450	Interest	.00	7,709.41	16,972.08	(16,972.08)	--
451	Donations	20,000.00	.00	373,099.62	(353,099.62)	1865%
452	Other Revenue	200,000.00	150.64	1,325,458.66	(1,125,458.66)	663%
452.0104	Other Revenue Real Estate Fee Fund	.00	.00	1,820.00	(1,820.00)	--
457	Reimbursements	.00	.00	.00	.00	--
		<b>\$15,498,263.00</b>	<b>\$865,579.10</b>	<b>\$17,116,876.18</b>	<b>(\$1,618,613.18)</b>	<b>110%</b>

## EXPENSE

501	Salaries	3,502,000.00	272,202.10	2,706,289.03	795,710.97	77%
502	Medicare	51,000.00	3,858.05	38,364.98	12,635.02	75%
503	Hospitalization	750,000.00	60,795.06	606,851.56	143,148.44	81%
504	OPERS	490,280.00	55,302.59	376,808.62	113,471.38	77%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	--
506	Unemployment	7,000.00	.00	1,851.46	5,148.54	26%
507	STRS	18,000.00	955.14	11,678.86	6,321.14	65%
601	Contract Services	1,047,964.83	35,054.62	500,797.55	547,167.28	48%
701	Materials and Supplies	396,553.65	24,536.70	254,176.33	142,377.32	64%
801	Equipment	226,820.30	532.40	66,906.53	159,913.77	29%
901	Other	304,282.21	.00	258,128.61	46,153.60	85%
902	Travel	73,896.74	4,416.60	45,640.84	28,255.90	62%
903	Advertising	40,000.00	3,825.00	21,941.42	18,058.58	55%
601	Res Svc (2063) Contract Services	10,572,093.21	1,430,520.29	8,528,084.46	2,044,008.75	81%
601	Capital (4023) Contract Services	1,328,147.64	286,378.25	835,312.56	492,835.08	63%
901	Donation (2058) Other Expenses	181,913.74	536.06	25,086.05	156,827.69	14%
		<b>\$19,004,952.32</b>	<b>\$2,178,912.86</b>	<b>\$14,277,918.86</b>	<b>\$4,727,033.46</b>	<b>75%</b>

## INTERFUND TRANSFERS

499	Transfers In-2063	12,400,000.00	3,400,000.00	10,400,000.00	2,000,000.00	84%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out	12,400,000.00	3,400,000.00	10,400,000.00	2,000,000.00	84%

# Geauga County Board of DD Revenue and Expense Report

11/1/2023-11/30/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
<b>REVENUE</b>						
401	Property and Other Taxes	12,035,803.00	.00	12,311,621.37	(275,818.37)	102%
410	State Reimbursement-Real Estate	1,180,460.00	.00	1,199,662.44	(19,202.44)	102%
412	Federal Grants	696,000.00	.00	639,671.76	56,328.24	92%
413	State Revenues	600,000.00	.00	503,205.89	96,794.11	84%
420	Fees	766,000.00	.00	745,364.36	20,635.64	97%
450	Interest	.00	.00	16,972.08	(16,972.08)	--
451	Donations	20,000.00	.00	373,099.62	(353,099.62)	1865%
452	Other Revenue	200,000.00	.00	1,325,458.66	(1,125,458.66)	663%
452.0104	Other Revenue Real Estate Fee Fund	.00	.00	1,820.00	(1,820.00)	--
457	Reimbursements	.00	.00	.00	.00	--
		<b>\$15,498,263.00</b>	<b>\$0.00</b>	<b>\$17,116,876.18</b>	<b>(\$1,618,613.18)</b>	<b>110%</b>

*315k in Nov paid in 12/1 because last few days in Nov we were in (bus)*

<b>EXPENSE</b>						
501	Salaries	3,502,000.00	274,066.45	2,980,355.48	521,644.52	85%
502	Medicare	51,000.00	3,887.71	42,252.69	8,747.31	83%
503	Hospitalization	750,000.00	61,389.48	668,241.04	81,758.96	89%
504	OPERS	490,280.00	36,959.40	413,768.02	76,511.98	84%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	--
506	Unemployment	7,000.00	.00	1,851.46	5,148.54	26%
507	STRS	18,000.00	1,126.38	12,805.24	5,194.76	71%
601	Contract Services	1,047,964.83	56,497.01	557,294.56	490,670.27	53%
701	Materials and Supplies	396,553.65	44,460.49	298,636.82	97,916.83	75%
801	Equipment	226,820.30	24,881.09	91,787.62	135,032.68	40%
901	Other	304,282.21	13,832.50	271,961.11	32,321.10	89%
902	Travel	73,896.74	4,108.98	49,749.82	24,146.92	67%
903	Advertising	40,000.00	.00	21,941.42	18,058.58	55%
601	Res Svc (2063) Contract Services	12,572,093.21	728,774.01	9,256,858.47	3,315,234.74	74%
601	Capital (4023) Contract Services	1,328,147.64	2,055.00	837,367.56	490,780.08	63%
901	Donation (2058) Other Expenses	181,913.74	150,460.55	175,546.60	6,367.14	96%
		<b>\$21,004,952.32</b>	<b>\$1,402,499.05</b>	<b>\$15,680,417.91</b>	<b>\$5,324,534.41</b>	<b>75%</b>

## INTERFUND TRANSFERS

499	Transfers In-2063	12,400,000.00	2,000,000.00	12,400,000.00	.00	100%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out-2027	10,400,000.00	.00	10,400,000.00	.00	100%
999	Transfers Out-2096	2,000,000.00	2,000,000.00	2,000,000.00	.00	100%

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 13, 2023

Resolution: 23-<sup>100</sup>~~99~~(A)

BE IT RESOLVED that the Board has reviewed the financial transactions processed in the time period of November 2023.

BE IT FURTHER RESOLVED that upon review, it was found that payments do not present a conflict of interest and no violation of the ethics rule was determined to have occurred.

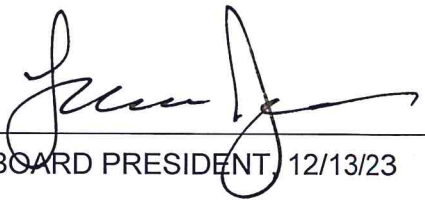
MOTION: Jackson

SECOND: Janson

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 12/13/23



**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 23 - 21 (B) Financial Transactions November, 2023

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated December 13th, 2023 approved the following purchase order certifications and financial transactions for the General Operating, Donation, Residential, and Construction Funds (accounts with no activity not shown).

**Operating Fund (2027)**

**Payroll and Related Encumbrances:**

Account	Amount	Pay Dates: 11/3/2023,11/17/2023
501 - Salaries	\$ 274,066.45	
502 - Medicare	\$ 3,887.71	
504 - PERS	\$ 36,959.40	
505 - Workers Comp	\$ -	
506 - Unemployment	\$ -	
507 - STRS	\$ 1,126.38	
	<u>\$ 316,039.94</u>	

**Purchase Orders:**

Vendor	Fund	Amount	Description	PO Number
DEAN SUPPLY	2027	\$ 4,795.00	Equipment - Gas Convection Oven	2023-00003701
JAMES EMMETT & COMPANY	2063	\$ 10,000.00	Community Employment Services	2023-00003751
KOLBERG, KELLY	2027	\$ 900.00	Travel Expenses, Other	2023-00003521
PALUMBO, DENISE	2063	\$ 750.00	Supported Livingv	2023-00003752
R & D HEATING & SHEET METAL	4023	\$ 5,700.00	Remove & Replace Qmark Electric	2023-00003704
THE CARPET COMPANY INC	4023	\$ 12,782.56	Carpet in ICF Houses C & D	2023-00003697
THE METZENBAUM FOUNDATION	2063	\$ 635,750.00	Annual Contract 2024	2023-00003746

\$ 670,677.56

Motion: *Janson*  
 Second: *Jackson*  
 Discussion?

**Roll Call Vote:**

Mr. Jackson:	<u>Yea</u>	Nay	Abstain	Mr. Miller:	<u>Yea</u>	Nay	Abstain
Mrs. Janson:	<u>Yea</u>	Nay	Abstain	Mr. Suttell:	<u>Yea</u>	Nay	Abstain
Mrs. Wilder:	<u>Yea</u>	Nay	Abstain	Mr. Lair:	<u>Yea</u>	Nay	Abstain
Mrs. Keiper:	<u>Yea</u>	Nay	Abstain				

*[Signature]*  
 \_\_\_\_\_  
 President

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 23 - 22 (B) Voucher Approval - November, 2023

BE IT RESOLVED to confirm the payment of Voucher Schedule **23 22 - O** with expenditures totaling **205,169.55**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/23	PERIOD 11/1/2023-11/30/2023	YTD		
503 Hospitalization	750,000.00	546,341.50	61,389.48	607,730.98	142,269.02	81%
601 Contract Services	1,047,964.83	500,797.55	56,497.01	557,294.56	490,670.27	53%
701 Materials and Supplies	396,553.65	254,176.33	44,460.49	298,636.82	97,916.83	75%
801 Equipment	226,820.30	66,906.53	24,881.09	91,787.62	135,032.68	40%
901 Other	304,282.21	258,128.61	13,832.50	271,961.11	32,321.10	89%
902 Travel	73,896.74	45,640.84	4,108.98	49,749.82	24,146.92	67%
903 Advertising	40,000.00	21,941.42	-	21,941.42	18,058.58	55%
999 Transfers Out	10,400,000.00	10,400,000.00	-	10,400,000.00	-	100%
<b>TOTAL</b>	<b>13,239,517.73</b>	<b>12,093,932.78</b>	<b>205,169.55</b>	<b>12,299,102.33</b>	<b>940,415.40</b>	<b>93%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 22 - D** with expenditures totaling **150,460.55**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/23	PERIOD 11/1/2023-11/30/2023	YTD		
901 Other Expenses	181,913.74	25,086.05	150,460.55	175,546.60	6,367.14	96%
<b>TOTAL</b>	<b>181,913.74</b>	<b>25,086.05</b>	<b>150,460.55</b>	<b>175,546.60</b>	<b>6,367.14</b>	<b>96%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 22 - R** with expenditures totaling **728,774.01**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/23	PERIOD 11/1/2023-11/30/2023	YTD		
601 Service Contracts	12,572,093.21	8,528,084.46	728,774.01	9,256,858.47	3,315,234.74	74%
<b>TOTAL</b>	<b>12,572,093.21</b>	<b>8,528,084.46</b>	<b>728,774.01</b>	<b>9,256,858.47</b>	<b>3,315,234.74</b>	<b>74%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 22 - C** with expenditures totaling **2,055.00**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/23	PERIOD 11/1/2023-11/30/2023	YTD		
601 Service Contracts	1,328,147.64	835,302.56	2,055.00	837,357.56	490,790.08	63%
<b>TOTAL</b>	<b>1,328,147.64</b>	<b>835,302.56</b>	<b>2,055.00</b>	<b>837,357.56</b>	<b>490,790.08</b>	<b>63%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 22 - F** with expenditures totaling **2,000,000.00**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/23	PERIOD 11/1/2023-11/30/2023	YTD		
999 Transfers Out	2,000,000.00	-	2,000,000.00	2,000,000.00	-	100%
<b>TOTAL</b>	<b>2,000,000.00</b>	<b>-</b>	<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>-</b>	<b>100%</b>

Motion: *Janson*  
Second: *Jackson*  
Discussion?

Roll Call Vote:

Mr. Jackson:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Miller:	<input type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Janson:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Suttell:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Wilder:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Lair:	<input type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Keiper:	<input type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain				

*Janson*  
\_\_\_\_\_  
President

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 13, 2023

**Resolution: 23-100(A)**

BE IT RESOLVED to approve the attached 2024 Annual Plan.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

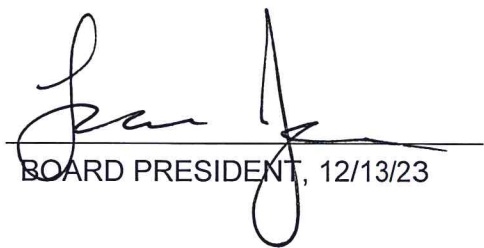
MOTION: *Janson*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

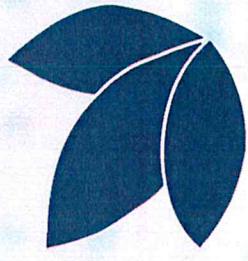
  
BOARD PRESIDENT, 12/13/23



Geauga County  
Board Of  
Developmental  
Disabilities

# 2024 ANNUAL PLAN

Metzenbaum  
Center

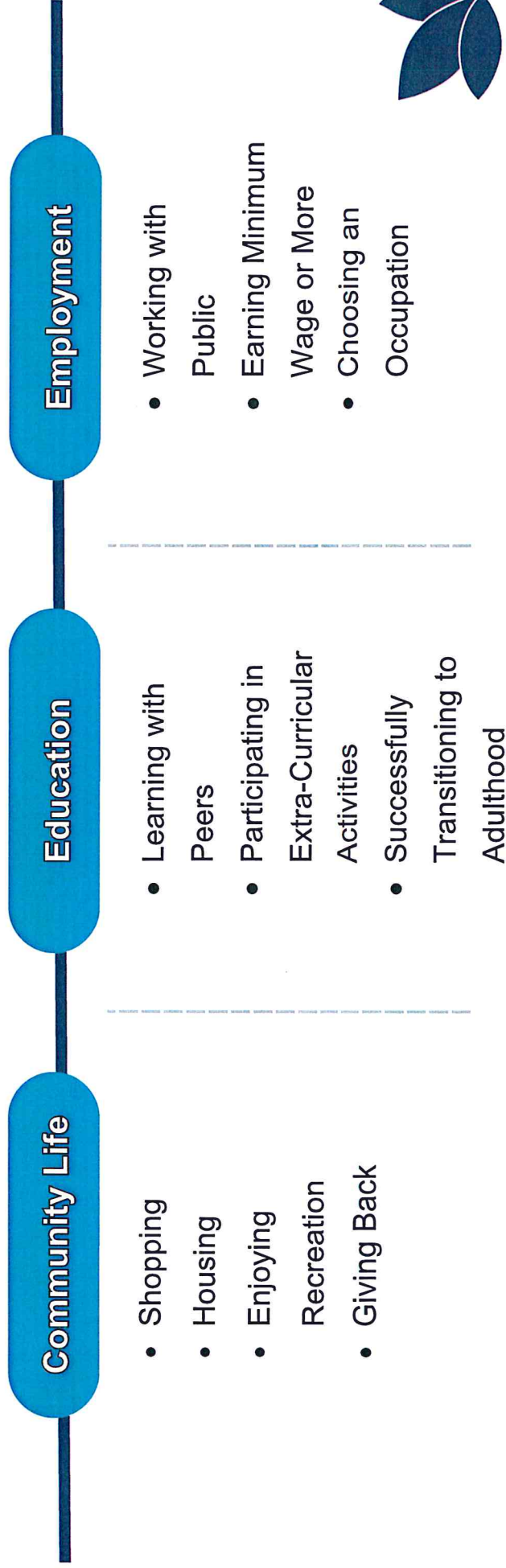


# Geauga County Board Of Developmental Disabilities

## Metzenbaum Center

**Mission:** Helping people Live, Learn, and Earn in our community.

**Vision:** Building a caring community where individuals of all ages are Integrated, Accepted, and Achieving their full potential in:





# Overview of Annual Plan

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The Geauga County Board of DD (Board) serves over 1,200 clients each year. These services cover all ages from birth to the end of life. The services consist of therapies and supports for children from birth to age three, supports for students in school, employment supports and day programming for adults, and residential care for those who can no longer live in their family home.

The overall goal of the Board is to help our clients integrate into the community as much as possible. The Board's Mission and Vision guide our path forward. The services are designed to help make those visions a reality as much as possible for our clients. Most services are provided in collaboration with our partner agencies.

With the pending increase in Medicaid Waiver rates taking place in 2024, we hope to see the workforce shortage improve. The priority for the board will focus on maintaining the health and safety of our clients. Providing new services during the worker shortage will be limited. We continue to place a priority on helping clients move toward employment which helps the achieve a more independent lifestyle. We will monitor our system of services throughout 2024 and respond in the case of a crisis.

As the resources available to the Board are limited, the services offered must be balanced with the long-range fiscal stability of the Board. This plan outlines how the Board intends to balance the needs with the resources available in 2024.



# Priorities

---

During the Annual Planning Retreat, the 2023 Goals, the 2025 Vision Paper, and the imminent needs of the DD system were reviewed. The following areas of concern were discussed as being the primary focus for 2024:

- Identify the external impacts to the DD system which are beyond our control.
- Create a feedback loop for clients and parents to respond to the board efforts.
- Improve community perception and understanding.
- Design and present a long-range fiscal plan that addresses the balancing of need and financial resources.

---

## Board Meeting Dates:

- January 17, 2024
- April 17, 2024
- July 17, 2024
- October 16, 2024
- February 21, 2024
- May 15, 2024
- August 21, 2024
- November 20, 2024
- March 20, 2024
- June 19, 2024
- September 18, 2024
- December 11, 2024

### Please Note:

The Board meetings are on the third Wednesday of every month at 6 pm except December which is the second Wednesday. The meetings will take place in person at the Metzzenbaum Center building in the Administrative Board Room, 8200 Cedar Rd., Chesterland, Ohio. Board members may attend some of the meetings remotely via electronic means as allowed by ORC and outlined in Policy 2.14.





# Service Provision for 2024

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For 2024, the Board intends to continue to offer a wide range of services through our local partnerships with private providers and other entities. The Board will continue to support increased inclusion and employment of our individuals.

In the area of Early Intervention and Help Me Grow, the Board is the primary provider of services in Geauga County. We will continue to provide services in the child's natural environment as expected by the state. The number of referrals over the last year has increased significantly. We currently are serving the largest number of children ever. We will monitor whether this increase continues to determine future staffing levels.

The Board will maintain its partnership with the local school districts to educate students in their least restrictive environment. Our partnership with the local schools will continue to focus on transitioning students to employment whenever possible.

Private providers will provide all the employment, transportation, and adult day programming to our clientele, while we continue to address the fiscal crisis faced by said providers. To that end, our agreements with the various providers will support their efforts to recruit and retain quality staff. We will be making grants available to our partners that promote better use of their staff while maintaining as many services as possible. The Board is open to supporting new ventures that would help reduce the pressure on the private providers.

The primary operations of the Intermediate Care Facility (ICF), better known as the Metzbaum Residences, have transferred to Jewish Family Service Association. For 2024, our census in the ICF begins at 13 individuals. The bed licenses will be transferred to JFSA in January which will complete the transition.

The Board will continue to actively evaluate the current system of services and will make any adjustments to maintain efficiency and effectiveness. The DD system may be impacted by external events, loss of funding, and changes in the law or rule that can not be predicted by the Board.

The priority will always be to continue meaningful services to those individuals currently receiving services prior to funding any new services or serving any new individuals.



# Medicaid Waivers

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To date, the Board supports 296 Medicaid waivers – 197 Individual Options, 97 Level One, and 2 SELF waivers. We currently have one individual on our waiting list with an immediate need. We will only be requesting replacement IO and Level One waivers for 2024 to fill vacancies due to individuals moving out of the county, moving into nursing homes, passing away, or otherwise vacating. We will continue monitoring the waiting list for needs that require transition to the immediate need level. If an immediate need arises, the Board will request an additional waiver to address that need only if the situation is an emergency. Otherwise, the individual will be placed on the waiting list until a waiver vacancy occurs.

The Board also uses local levy dollars to support 11 individuals with residential services who do not meet Level of Care or are not Medicaid eligible. 45% of the Board's clients fall into the category of not Medicaid eligible or not meeting Level of Care. All day programming and transportation costs for this category of client are covered by local levy funding.





# Budget

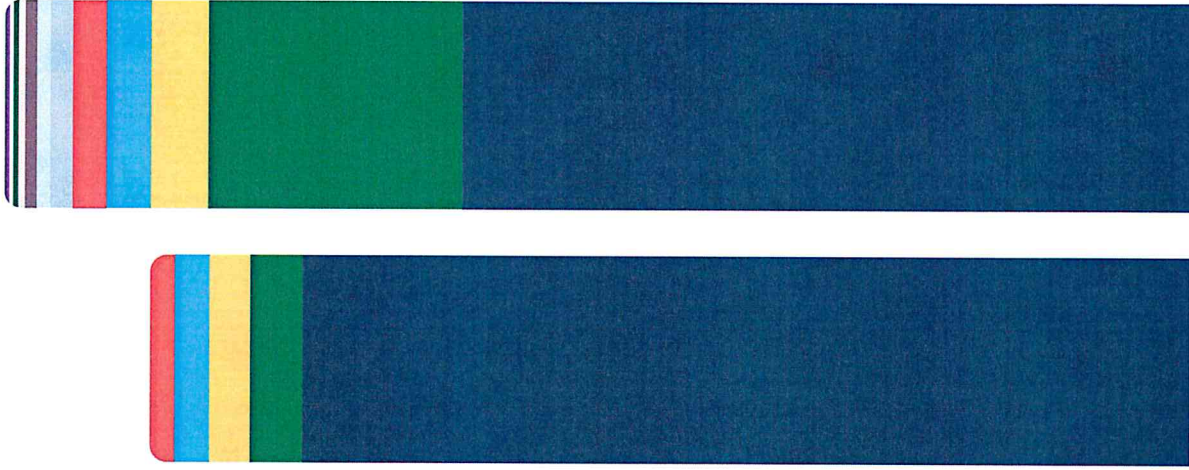
## REVENUE

● Tax Levy	\$13,216,263
● Federal Revenue	\$770,000
● State Revenue	\$600,000
● Donations and Other	\$520,000
● Fees and Services	\$365,000
<b>TOTAL</b>	<b>\$15,471,263</b>

## EXPENSE

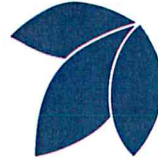
● Client Services	\$10,863,000
● Salaries	\$3,756,000
● Hospitalization	\$843,000
● Service Contracts	\$660,000
● PERS	\$502,000
● Other	\$330,280
● Capital Services Contracts	\$200,000
● Supplies	\$175,000
● Equipment	\$100,000
● Travel and Training	\$75,000
● Medicare	\$55,000
● Advertising & Printing	\$40,000
● STRS	\$18,000
● Workers' Compensation	15,000
● Unemployment	\$2,000
<b>TOTAL</b>	<b>\$17,634,000</b>

Revenue Over (Under) Expense **\$(2,162,737)**



REVENUE EXPENSE

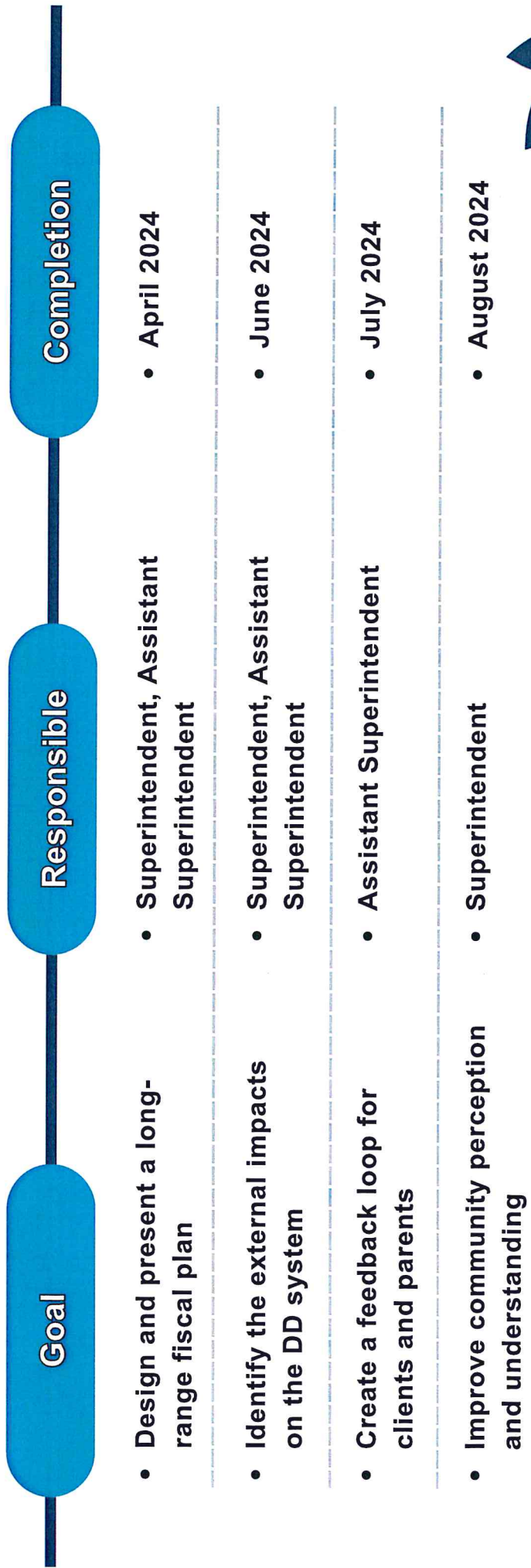
The 2024 Budget was approved by the Board in September 2023. The GCBDD continues to wisely manage income from the 2015 levy which will be expected to last until at least 2025 when a new levy will be needed within 18 months. The county board will continue to explore methods to maximize revenues while limiting expenditures.



# 2024 Initiatives

The Board acknowledges the good work and conscientious effort by all employees and private providers who serve our clients. The central initiatives for 2024 are focused on the following goals. These initiatives assume the normal operation of each department will continue without being listed in the 2024 Annual Plan Goals.

## 2024 Annual Goals





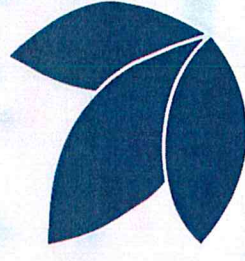
Geauga County Board  
Of Developmental  
Disabilities

Metzenbaum Center  
8200 Cedar Road  
Chesterland, OH 44026

440.729.9406

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

Live, Learn, and Earn



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 13, 2023

**Resolution: 23-101(A)**

BE IT RESOLVED to approve the following list of items for disposal:

- Convection Oven
- Clothes Washer
- Clothes Dryer

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

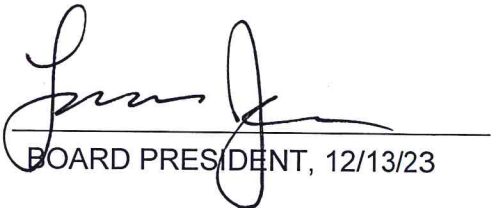
MOTION: *Janson*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 12/13/23



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 13, 2023

**Resolution: 23-102(A)**

BE IT RESOLVED to approve the attached Accounting Form Authorization.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

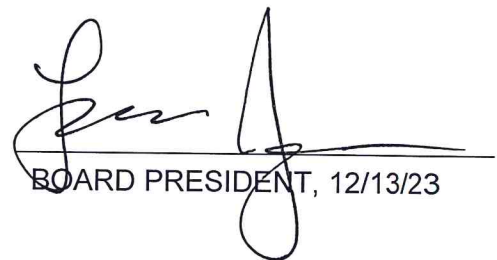
MOTION: *Janson*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain	Mr. Jackson	<u>Yes</u>	No	Abstain
Mr. Suttell	<u>Yes</u>	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	<u>Yes</u>	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
BOARD PRESIDENT, 12/13/23






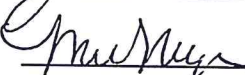


Auditor  
**Charles E. Walder**  
Chief Fiscal Officer

## Accounting Forms Authorization Form

The following employees are authorized to sign their name and or the Elected Official's name or Departments Head's name on the Department Head line on all Accounting Forms.

Department: Geauga County Board of DD  
Fund or Funds: 2027,2058,2063,4023

<u>Name (print)</u>	<u>Title</u>	<u>Signature</u>
<u>Donald L. Rice, II</u>	<u>Superintendent</u>	<u></u>
<u>David Carlson</u>	<u>Assistant Superintendent</u>	<u></u>
<u>Rean Davis</u>	<u>Director of Business</u>	<u></u>
<u>Tami Setlock</u>	<u>Director, SSA</u>	<u></u>
<u>Janice Chesnes</u>	<u>Human Resources</u>	<u></u>
<u>Meredith Myers</u>	<u>Supervisor, EI</u>	<u></u>

\*Authorized by: \_\_\_\_\_  
(Print)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\* May only be signed by Elected Officials or Board President.

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 \* Real Estate/Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: [auditor@co.geauga.oh.us](mailto:auditor@co.geauga.oh.us)

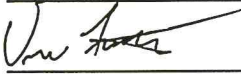


Auditor  
**Charles E. Walder**  
Chief Fiscal Officer

## Accounting Forms Authorization Form

The following employees are authorized to sign their name and or the Elected Official's name or Departments Head's name on the Department Head line on all Accounting Forms.

Department: Geauga County Board of DD  
Fund or Funds: 2027,2058,2063,4023

<u>Name (print)</u>	<u>Title</u>	<u>Signature</u>
Vince Fioritto	Supervisor, Maintenance	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\*Authorized by: \_\_\_\_\_  
(Print)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\* May only be signed by Elected Officials or Board President.

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

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