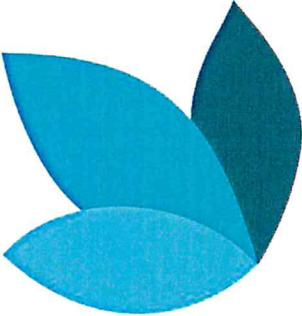


**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

July 17<sup>th</sup>, 2024  
Board Meeting Minutes



**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

September 18, 2024

**Resolution: 24-88(A)**

BE IT RESOLVED to approve the July, 17 2024 Board meeting minutes.

MOTION: *Mrs. Janson*

SECOND: *Mr. Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson  
Mr. Suttell  
Mrs. Keiper  
Mr. Lair

<i>Yes</i>	No	Abstain
<i>Yes</i>	No	Abstain
<i>Yes</i>	No	Abstain
<i>Yes</i>	No	Abstain

Mr. Jackson	<i>Yes</i>	No	Abstain
Mr. Miller	<i>Yes</i>	No	Abstain
Mrs. Wilder	<i>Yes</i>	No	Abstain

*Lana Janson*

BOARD PRESIDENT September, 18 2024

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda**

July 17, 2024

**Training 6pm:** OISP & Adult Day Programing *6pm*

- I. Call to Order and Roll Call:** *6:56pm*
  - a. Roll Call 2024 Board
  - b. Approval of Minutes from June, 2024
- II. Financial:**
  - a. Financial Statement Review
  - b. Ethics Recommendation
  - c. Financial Transactions and Voucher Approvals
- III. New Business:**
  - a. Approvals:
    - i. NEON Approval
    - ii. Locally Funded Service Agreements
    - iii. Grant Request MSI
    - iv. Grant Request MLCR
    - v. Klatka House Approval
    - vi. The Metzenbaum Foundation Approval
  - b. Board Status Reports/Program Reports:
  - c. Issues:
    - i. Tax Issue
    - ii. Outside Counsel
    - iii. Parents as Provider Contracts
- IV: General Announcements:**
- V. Other Business-Comments from the floor:**
- VI Adjournment:** *8:50 pm*  
**Next Board Meeting: September 18, 2024**

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

July, 17 2024 Board Meeting

Roll Call 2024 Board

ROLL CALL:

Mrs. Janson	Here	Absent
Mr. Suttell	Here	Absent
Mrs. Keiper	Here	Absent
Mr. Lair	Here	Absent
Mr. Jackson	Here	Absent
Mr. Miller	Here	Absent
Mrs. Wilder	Here	Absent

  
BOARD PRESIDENT July, 17 2024  
Member

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

Resolution: 24-80(A)

BE IT RESOLVED to approve the June, 19 2024 Board meeting minutes.

MOTION: Mr. Lair

SECOND: Mrs. Wilder

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain

Mr. Jackson	Yes	No	Abstain
Mr. Miller	Yes	No	Abstain
Mrs. Wilder	Yes	No	Abstain

  
BOARD PRESIDENT July, 17 2024

Member

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

Resolution: 24-81(A)

BE IT RESOLVED that the Board has reviewed the financial transactions processed in the time period of June 2024.

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: Mr. Jackson

SECOND: Mr. Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
BOARD PRESIDENT July, 17 2024  
Member

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 2: 24 11 (B) Financial Transactions June, 2024

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated July 17th, 2024 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: 6/14,6/28
501 - Salaries	\$ 274,570.49	
502 - Medicare	\$ 3,888.90	
504 - PERS	\$ 36,816.73	
505 - Workers Comp	\$ -	
506 - Unemployment	\$ -	
507 - STRS	\$ 1,099.34	
	<u>\$ 316,375.46</u>	

**Purchase Orders:**

Vendor	Fund	Amount	Description	PO Number
ABLOY, ASSA	2027	\$ 6,856.23	Door Maintenance (Ref PO 2024-0406)	2024-00002943
BMT INC	4023	\$ 65,900.00	House D Stair Renovation	2024-00002885
CARNEY, PATRICK W	2027	\$ 600.00	Travel Expenses, Other	2024-00003059
KNAPP, MADELYN	2027	\$ 300.00	Travel Expenses, Other	2024-00003058
PINTCHUK, ROGER	2027	\$ 500.00	Travel Expenses, Other	2024-00002936

\$ 74,156.23

Motion: *Mr. Lair*  
 Second: *Mr. Jackson*  
 Discussion?

**Roll Call Vote:**

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

*Walter Jackson*  
 \_\_\_\_\_  
 President  
 Board member

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 2:24 12 (B) Voucher Approval - June, 2024

BE IT RESOLVED to confirm the payment of Voucher Schedule **24 12 - O** with expenditures totaling **154,449.85**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 06/01/24	PERIOD 6/1/2024-6/30/2024	YTD		
503 Hospitalization	843,000.00	314,029.96	65,777.34	379,807.30	463,192.70	45%
601 Contract Services	854,212.69	186,553.43	26,773.67	213,327.10	640,885.59	25%
701 Materials and Supplies	206,659.30	68,055.93	5,140.55	73,196.48	133,462.82	35%
801 Equipment	145,000.00	16,059.31	48,084.59	64,143.90	80,856.10	44%
901 Other	338,180.07	173,176.57	1,869.58	175,046.15	163,133.92	52%
902 Travel	100,349.43	26,512.27	6,804.12	33,316.39	67,033.04	33%
903 Advertising	65,000.00	26,240.30	-	26,240.30	38,759.70	40%
999 Transfers Out	10,863,000.00	9,500,000.00	-	9,500,000.00	1,363,000.00	87%
<b>TOTAL</b>	<b>13,415,401.49</b>	<b>10,310,627.77</b>	<b>154,449.85</b>	<b>10,465,077.62</b>	<b>2,950,323.87</b>	<b>78%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 12 - D** with expenditures totaling

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 06/01/24	PERIOD 6/1/2024-6/30/2024	YTD		
901 Other Expenses	405,000.00	400,000.00	-	400,000.00	5,000.00	99%
<b>TOTAL</b>	<b>405,000.00</b>	<b>400,000.00</b>	<b>-</b>	<b>400,000.00</b>	<b>5,000.00</b>	<b>99%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 12 - R** with expenditures totaling **211,279.40**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 06/01/24	PERIOD 6/1/2024-6/30/2024	YTD		
601 Service Contracts	11,022,055.65	3,666,559.10	211,279.40	3,877,838.50	7,144,217.15	35%
<b>TOTAL</b>	<b>11,022,055.65</b>	<b>3,666,559.10</b>	<b>211,279.40</b>	<b>3,877,838.50</b>	<b>7,144,217.15</b>	<b>35%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 12 - C** with expenditures totaling

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 06/01/24	PERIOD 6/1/2024-6/30/2024	YTD		
601 Service Contracts	245,811.82	41,218.94	-	41,218.94	204,592.88	17%
<b>TOTAL</b>	<b>245,811.82</b>	<b>41,218.94</b>	<b>-</b>	<b>41,218.94</b>	<b>204,592.88</b>	<b>17%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 12 - F** with expenditures totaling

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 06/01/24	PERIOD 6/1/2024-6/30/2024	YTD		
999 Transfers Out	2,000,000.00	-	-	-	2,000,000.00	0%
<b>TOTAL</b>	<b>2,000,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000.00</b>	<b>N/A</b>

Motion: *Mr. Miller*  
 Second: *Mr. Jackson*  
 Discussion?

Roll Call Vote:

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

*Mr. Jackson*  
 President  
*Board member*



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

**Resolution: 24-82(A)**

WHEREAS, the Northeast Ohio Network Council of Government (NEON) remits Medicaid related invoice payments on GCBDD's behalf; and

WHEREAS, the Board recognizes the critical importance of timely payment of Medicaid invoices and ensuring sufficient cash reserves are available to meet these obligations; so

BE IT RESOLVED, that GCBDD is directed to maintain, at minimum, a cash balance within the NEON fund sufficient to pay for two quarterly administrative and waiver match invoices, with an additional 10% to cover any unanticipated fluctuations in cost; and

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


MOTION: *Mr. Jackson*

SECOND: *Mr. Lair*

DISCUSSION:

ROLL CALL:

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

  
BOARD PRESIDENT July, 17 2024  
*Member*

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

**Resolution: 24-83(A)**

BE IT RESOLVED to approve new Locally Funded Service Agreements with:

- Lori Weber, in an amount of \$8,000 for transportation services
- The Perfect Choice Residential & Transportation Services LLC, in an amount of \$10,000 for transportation services
- Kathy Budzicki, in an amount of \$6,000 for transportation services

BE IT FURTHER RESOLVED to approve Locally Funded Service Agreement Addendums with:

- Buckeye Blessings LLC, in an amount increased by \$12,000 for transportation services
- Rachel Adams, in an amount increased by \$5,000 for transportation services

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

MOTION:

*Ms. Miller*

SECOND:

*Mr. Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

*Mark Jackson*  
BOARD PRESIDENT

July, 17 2024

*member*

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

Resolution: 24-84(A)

BE IT RESOLVED to approve a grant request made by MSI to cover rent and utility expenses for the MSI transportation garage, day program building space, and corporate office space. Funds will cover the time frame of August 1, 2024, through July 31, 2025 and will not exceed \$71,100.

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


MOTION: Mr. Laird

SECOND: Mr. Jackson

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
BOARD PRESIDENT July, 17 2024  
Members

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

**Resolution: 24-85(A)**

WHEREAS, GCBDD has financially committed to the construction of new accessible housing,  
and

WHEREAS, the total initial building costs have exceeded original expectations, so

BE IT RESOLVED to approve a grant request made by Maple Leaf Community Residences to  
supplement the increased costs of building two community homes. Payments shall not exceed  
\$31,507.50 for the initial term of this agreement

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

MOTION: *Mr. Miller*

SECOND: *Mr. Lair*

DISCUSSION:

ROLL CALL:

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

*Mark Jackson*  
\_\_\_\_\_  
BOARD PRESIDENT July, 17 2024  
*Members*

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

July 17, 2024

Resolution: 24-86 (A)  
12572 Klatka Drive

WHEREAS, the house is a split level building with multiple staircases unfit for the aging population currently residing there, and;

WHEREAS, there is a brand new house available for the current residents of the Klatka Drive house to move into that is a one level accessible building, and;

BE IT RESOLVED to approve to end financial support of the Klatka house starting on August 1, 2024.

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

MOTION: Mr. Lair

SECOND: Mr. Jackson

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

*Mark Jackson*  
\_\_\_\_\_  
BOARD PRESIDENT July, 17 2024  
*Member*

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

July 17, 2024

**Resolution: 24-87 (A)**

WHEREAS, GCBDD offers financial support to families who are providing care to their eligible family members in their own home via the Family Home Based Services (FHBS) program, and;

WHEREAS, by allowing individuals to choose where they wish to live and the type of services they receive, the Board improves the lives of the individuals while avoiding more segregated and isolating residential placements, and;

WHEREAS, FHBS is funded solely by GCBDD, and;

WHEREAS, participation in the FHBS program has increased each year, reaching an all-time high in 2024, and;

WHEREAS, FHBS funding was previously set at \$200,000 for 2024, and is on pace to be exhausted in the next few months.

NOW THEREFORE BE IT RESOLVED to approve a contract addendum with The Metzenbaum Foundation (administrator of the FHBS program) to increase FHBS funding by \$50,000, for a new total of \$250,000 for 2024.

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


MOTION: *Mr. Miller*

SECOND: *Mr. Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
\_\_\_\_\_  
BOARD PRESIDENT July, 17 2024  
*Member*

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda**

**July 17, 2024**

- I. Training:** 6pm OISP & Adult Day Programing
- II. Call to Order and Roll Call:** 6:56pm
  - a. Roll Call 2024 Board
  - b. Approval of Minutes from June 2024
- III. Financial:**
  - a. Financial Statement Review
  - b. Ethics Recommendation
  - c. Financial Transactions and Voucher Approvals
- IV. New Business:**
  - a. Approvals:
    - i. NEON Approval
    - ii. Locally Funded Services Agreements
    - iii. Grant Request MSI
    - iv. Grant Request MLCR
    - v. Klatka House Approval
    - vi. The Metzenbaum Foundation Approval
  - b. Board Status Reports/Program Reports:
  - c. Issues:
    - i. Tax Issue
    - ii. Outside Counsel
    - iii. Parents as Provider Contracts
- V. General Announcements:**
- VI. Other Business-Comments from the floor:**
- VII. Adjournment:** 8:50pm  
***Next Board Meeting: September 18,2024***

**Summary of Discussion:**

- I. Board Status Reports/Program Reports:**

The agency's board status reports and program reports were placed in the board book prior to the meeting and reviewed by Mr. Rice during the meeting.
- II. Issues:**
  - a. Tax issue:

Mr. Rice informed the board on the status of whether to pay or not to pay back taxes.
  - b. Outside Counsel:

Mr. Rice informed the board of the correspondence with the Geauga County prosecuting attorney concerning a conflict of interest representing the Geauga DD on legal matters.
  - c. Parents as Prover Contracts:

Mr. Rice discussed with the board on producing a policy and procedure for family members who provide services for their family member who is a client.
- III. General Announcements:**

Board member, Mr. Jackson called for any further general announcement from the board or the public.

  - a. No other announcements were presented.
- IV. Other Business-Comments from the floor:**

Board member, Mr. Jackson called for any other business or comments from the board or public:

a. No other comments were presented.

**V. Adjournment:**

The board member, Mr. Jackson adjourned the meeting at 8:50pm because the agenda was completed.

Submitted:

  
\_\_\_\_\_  
Superintendent, 9/18/24

Approval:

  
\_\_\_\_\_  
Board President, 9/18/24

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