

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda
September 21, 2016**

- I. Ethics Council: 5:55 P.M.**

- II. Call to Order and Roll Call**
 - a. Roll Call 2016 Board
 - b. Approval of August 17, 2016 Meeting Minutes
 - c. Approval of Donations
 - d. Confirmation of Personnel Actions
 - e. Resolutions of Appreciation

- III. Financial**
 - a. Financial Statement Review (All Funds)
 - b. Ethics Council Recommendations
 - c. Financial Transactions and Voucher Approvals

- IV. Board Status Reports**

- V. Program Reports**

- VI. New Business**
 - a. Approvals:
 - i. Residential Start Up Funds
 - ii. Agreement with MLCRI

 - b. Issues
 - i. Parent Forum
 - ii. Movie Night/Bank Seminars
 - iii. MEA Decertification Election

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

- VIII. Executive Session** pursuant to ORC 121.22(G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or in the investigation of charges or complaints against a public employee, official, licensee, ...

- IX. Adjournment**

Next Board Meeting: October 19, 2016

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

September 21, 2016

September 21, 2016 Bd. Meeting

Roll Call: 2016 Board

Dr. Schmidt:	<i>Present</i>	<i>Absent</i>	Mr. Metcalfe:	<i>Present</i>	<i>Absent</i>
Mr. Alcorn:	<i>Present</i>	<i>Absent</i>	Mr. Miller:	<i>Present</i>	<i>Absent</i>
Ms. Janson:	<i>Present</i>	<i>Absent</i>	Ms. Warholic:	<i>Present</i>	<i>Absent</i>
Mr. Jackson:	<i>Present</i>	<i>Absent</i>			

BOARD PRESIDENT, 9/21/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

September 21, 2016

Resolution: 16-55(A)

BE IT RESOLVED to approve the attached minutes for the August 17, 2016 Board Meeting.

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Mr. Alcorn:	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 9/21/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTES

August 17, 2016

Board Members Present

Dennis Schmidt
Bart Alcorn
Laura Janson
Mark Jackson
Martin Miller

Administration

Don Rice
Steve Tucker
Connie Scanlon
Tami Setlock
Megan Thirion
Michelle Hawthorne

Board Members Absent

Thomas Metcalfe
Nanette Warholic

I. ETHICS COUNCIL: 5:55 P.M.

The Ethics Council did not meet due to lack of a quorum.

II. CALL TO ORDER: 7:00 P.M.

a. Roll Call: 2016 Board

A call of the roll indicated that all Board Members were present. There being a quorum present, Dr. Schmidt, President of the Board, called the meeting to order.

b. Approval of the Minutes:

Ms. Scanlon introduced Resolution 16-50(A) approving the minutes for the July 20, 2016 meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

c. Acceptance of Donations:

Ms. Scanlon introduced Resolution 16-08(D) approving donations for the program for the dates indicated. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

d. Personnel Actions:

Ms. Scanlon introduced Resolution 16-08(P) confirming personnel actions during the past month. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

III. FINANCIAL ACTIONS:

a. Financial Statement Review (All Funds):

Mr. Tucker provided a review of financial statements for all funds.

b. Ethics Council Recommendations:

The Ethics Council did not meet due to lack of a quorum.

c. Financial Transactions and Voucher Approvals:

Ms. Scanlon introduced Resolution 16-11(B) detailing financial transactions for the period. Accordingly, these Resolutions were approved, are attached, and made part of the official minutes of this meeting. Resolution 16-12(B) approving voucher schedules for the period was not acted upon due to lack of approval from the Ethics Committee.

IV. BOARD STATUS REPORTS

Mr. Rice reviewed the Board status reports: Population Served, Human Resources, Waiting List, and Abuse, Neglect and other Major Unusual Incidents. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

V. PROGRAM REPORTS

Mr. Rice introduced status reports from the agencies programs. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VI. NEW BUSINESS:

a. Approvals:

i. Appropriation Changes

Ms. Scanlon introduced Resolution 16-51(A) approving appropriation changes. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

ii. Disposal of Assets

Ms. Scanlon introduced Resolution 16-52(A) approving the disposal of assets due to being unusable, outdated or damaged. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

iii. Contract Approval

Ms. Scanlon introduced Resolution 16-53(A) approving a contract renewal with Ascentia of JFSA for social work. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

b. Issues:

i. ICF Futures

Ms. Hawthorne answered questions regarding the ICF futures project. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VII. OTHER BUSINESS:

Dr. Schmidt called for any other business from the Board or the public.

VII. ADJOURMENT:

There being no further business, Dr. Schmidt adjourned the meeting.

The Next Board meeting will be September 21, 2016.

Submitted:

Approval:

Donald L. Rice II, Superintendent

Dennis Schmidt, Board President

*cc: Bd. of Geauga Co. Commissioners
Gauga Co. Probate Court
Gauga Co. Prosecutor
MEA President*

In compliance with O.R.C. 121.22; an audio copy of these minutes are kept on file at the Geauga County Board of Developmental Disabilities Administrative Offices. Further information contact the Superintendent.

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTE HIGHLIGHTS

August 18, 2016

MEETING

The minutes of the 7/20/16 meeting were approved; as were donations and personnel actions.

The financial transactions were not approved due to lack of a quorum of the Ethics Committee.

The Board approved the following:

- Appropriation Changes
- Disposal of Assets
- Contract Approval – Social Work

The following was discussed:

- ICF Futures

Correspondence was reviewed.

Status Reports were shared and Departmental Reports were introduced.

Dr. Schmidt called for any other business from the Board or the public.

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NEXT BOARD MEETING: 9/21/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

September 21, 2016

Resolution: 16-09(D)

BE IT RESOLVED to accept the donations to the program. On behalf of the Board, the Superintendent is directed to deposit these funds in the accounts specified: also, he is directed to forward a letter of thanks and appreciation to each donor.

<u>Donor</u>	<u>Gift</u>	<u>Use</u>
Knights of Columbus 3304	60 tickets to Lake County Captains	Rec/Leisure
Knights of Columbus 3304	40 Our Town and All Around books	The Program
Irene McNeilly	Large box of mixed Depends	ICF

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Mr. Alcorn:	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 9/21/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

September 21, 2016

Resolution: 16-09(P)

BE IT RESOLVED to confirm the following personnel actions:

Appointments

Kayla	Reedus	Shift Aide Substitute	ICF	8/8/16
Rachel	Anger	Shift Aide Substitute	ICF	8/15/16
Brittany	D'Ettorre	Service Coordinator	HMG	8/29/16

Separations

Kathia	Baker	LPN PRN	ICF	12/7/15
Whitney	Schnellinger	LPN PRN	ICF	1/21/16
Johanna	Spector-Ratner	LPN PRN	ICF	3/8/16
Halle	Grant	Shift Aide Substitute	ICF	8/3/16
Jaclyn	Uchaker	Shift Aide	ICF	8/29/16

Changes

Myranda	Savage	Shift Aide	to full time	8/14/16
Polly	Meil	EI Specialist	from HMG Svc Coor	8/15/16

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Mr. Alcorn:	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 9/21/16

Geauga County DD Revenue Report for August 2016

September 12, 2016
1:57:17PM

Report Period: 08/01/2016 to 08/31/2016

Account	Budget	August	YTD Total	% Received	To Be Received
Construction					
999 Q40 MRC Construction-Transfers In	\$200,000.00	\$0.00	\$0.00	0.00%	\$200,000.00
	\$200,000.00	\$0.00	\$0.00	0.00%	\$200,000.00
Operating					
31 S03 MRC-R/E Taxes	\$11,255,499.00	\$5,203,026.92	\$11,186,256.43	99.38%	\$69,242.57
31-A S03 MRC-State Reimb R/E Tax	\$1,103,395.00	\$0.00	\$606,017.19	54.92%	\$497,377.81
33 S03 MRC Grants-Federal	\$3,132,000.00	\$331,743.02	\$2,039,284.27	65.11%	\$1,092,715.73
33A S03 MRC Grants-State	\$2,000,000.00	\$111,363.40	\$596,199.35	29.81%	\$1,403,800.65
34 S03 MRC Interest Income	\$0.00	-\$46.34	-\$278.18	100.00%	\$278.18
35 S03 MRC Donations	\$0.00	\$0.00	\$54,681.37	100.00%	-\$54,681.37
38 S03 MRC Services/Contracts	\$1,354,500.00	\$97,488.56	\$723,998.77	53.45%	\$630,501.23
39 S03 MRC Other Revenue	\$3,000.00	\$60.00	\$3,985.43	132.85%	-\$985.43
40 S03 MRC Refunds	\$15,000.00	\$181.00	\$3,337.32	22.25%	\$11,662.68
	\$18,863,394.00	\$5,743,816.56	\$15,213,481.95	80.65%	\$3,649,912.05
Donations					
01 TTC MRDD Donation-Donations	\$50,000.00	\$0.00	\$52,500.00	105.00%	-\$2,500.00
02 TTC MRDD Donation-Interest	\$0.00	\$0.00	\$249.52	100.00%	-\$249.52
	\$50,000.00	\$0.00	\$52,749.52	105.50%	-\$2,749.52
Residential Services					
01 TTM MRDD Res Service State Funds	\$580,000.00	\$0.00	\$436,565.67	75.27%	\$143,434.33
02 TTM MRDD Res Service-Other Receipts	\$14,000.00	\$1,096.00	\$303,147.60	2,165.34%	-\$289,147.60
03 TTM MRDD Res Service-Donations	\$20,000.00	\$0.00	\$20,000.00	100.00%	\$0.00
999 TTM MRDD Res Service-Transfers In	\$7,500,000.00	\$0.00	\$3,800,000.00	50.67%	\$3,700,000.00
	\$8,114,000.00	\$1,096.00	\$4,559,713.27	56.20%	\$3,554,286.73
Grand Totals:	\$27,227,394.00	\$5,744,912.56	\$19,825,944.74	72.82%	\$7,401,449.26

Geauga County DD Expenditure Report August 2016

Account	Allocation	Carry Over	Transfer	August	YTD	Encumbered	Unencumbered	% Spent	Unspent
General Operating Fund									
2027-056-00-601 Service Contracts	\$990,000.00	\$295,903.43	\$100,000.00	\$69,644.23	\$871,662.27	\$424,699.09	\$89,542.07	62.89%	\$514,241.16
2027-056-00-701 Supplies	\$750,000.00	\$19,972.06	(\$115,000.00)	\$16,852.37	\$257,365.58	\$276,114.24	\$121,492.24	39.29%	\$397,606.48
2027-056-00-801 Equipment	\$265,000.00	\$16,312.40	\$0.00	\$38,107.49	\$67,090.28	\$19,990.04	\$194,232.08	23.85%	\$214,222.12
2027-056-00-901 Other Expense	\$231,000.00	\$0.00	\$0.00	\$70.00	\$155,755.80	\$60,969.70	\$14,274.50	67.43%	\$75,244.20
2027-056-00-902 Travel	\$105,000.00	\$12,297.71	\$0.00	\$4,793.01	\$49,918.22	\$46,153.35	\$21,226.14	42.56%	\$67,379.49
2027-056-00-903 Advert/Print	\$66,000.00	\$3,200.00	\$0.00	\$2,282.92	\$29,129.78	\$31,617.47	\$8,452.75	42.10%	\$40,070.22
2027-056-00-999 Transfers Out	\$7,700,000.00	\$0.00	\$0.00	\$0.00	\$3,800,000.00	\$3,900,000.00	\$0.00	49.35%	\$3,900,000.00
2027-056-02-501 Salaries	\$5,205,400.00	\$0.00	\$0.00	\$356,862.44	\$3,824,506.34	\$0.00	\$1,380,893.66	73.47%	\$1,380,893.66
2027-056-02-502 Medicare	\$75,600.00	\$0.00	\$0.00	\$5,007.92	\$52,891.71	\$0.00	\$22,708.29	69.96%	\$22,708.29
2027-056-02-503 Hospitalization	\$2,090,900.00	\$0.00	(\$35,000.00)	\$112,271.25	\$1,289,143.14	\$678,891.06	\$87,865.80	62.70%	\$766,756.86
2027-056-02-504 PERS	\$674,100.00	\$0.00	\$0.00	\$68,793.33	\$441,916.26	\$0.00	\$232,183.74	65.56%	\$232,183.74
2027-056-02-505 Workers' Compensation	\$122,000.00	\$0.00	\$0.00	\$0.00	\$41,275.84	\$0.00	\$80,724.16	33.83%	\$80,724.16
2027-056-02-506 Unemployment	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,000.00	0.00%	\$38,000.00
2027-056-35-507 STRS	\$51,550.00	\$0.00	\$0.00	\$2,169.88	\$28,657.52	\$0.00	\$22,892.48	55.59%	\$22,892.48
2027-056-35-901 Other Expense - FSS	\$175,000.00	\$0.00	\$50,000.00	\$0.00	\$225,000.00	\$0.00	\$0.00	100.00%	\$0.00
Fund Total:	\$18,539,550.00	\$347,685.60	\$0.00	\$676,854.84	\$11,134,312.74	\$5,438,434.95	\$2,314,487.91	58.95%	\$7,752,922.86
Donation Fund									
2058-056-00-901 Other Expenses	\$50,000.00	\$1,100.00	\$0.00	\$5,231.45	\$19,135.44	\$6,425.37	\$25,539.19	37.45%	\$31,964.56
Fund Total:	\$50,000.00	\$1,100.00	\$0.00	\$5,231.45	\$19,135.44	\$6,425.37	\$25,539.19	37.45%	\$31,964.56
Residential Services Fund									
2063-056-00-601 Service Contracts	\$8,100,000.00	\$108,822.74	\$0.00	\$148,771.36	\$4,581,507.32	\$2,348,628.53	\$1,278,686.89	55.81%	\$3,627,315.42
Fund Total:	\$8,100,000.00	\$108,822.74	\$0.00	\$148,771.36	\$4,581,507.32	\$2,348,628.53	\$1,278,686.89	55.81%	\$3,627,315.42
Construction Fund									
4023-056-00-601 Service Contracts	\$200,000.00	\$62,340.00	\$0.00	\$45,188.00	\$129,563.00	\$132,163.55	\$613.45	49.39%	\$132,777.00
Fund Total:	\$200,000.00	\$62,340.00	\$0.00	\$45,188.00	\$129,563.00	\$132,163.55	\$613.45	49.39%	\$132,777.00
Grand Total:	\$26,889,550.00	\$519,948.34	\$0.00	\$876,045.65	\$15,864,518.50	\$7,925,652.40	\$3,619,327.44	57.88%	\$11,544,979.84

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

MEMORANDUM

To: Geauga County Board of Developmental Disabilities
From: 2016 Ethics Committee
Subject: Ethics Council Review of Financial Transactions/July & August 2016
Date: September 21, 2016

The Geauga County Board of Developmental Disabilities 2016 Ethics Committee has reviewed the July and August 2016 financial transactions as contained in the September 21, 2016 Board packet.

It is found that payments to affected persons do not present a conflict of interest nor result from any preferential treatment or unfair advantage over other affected persons.

Ms. Warholic

Date

Mr. Alcorn

Date

Mr. Metcalfe

Date

GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Resolution #16-15(B) Financial Transactions - August 2015

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated September 21, 2016 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 & Related Encumbrances:

<u>Account</u>	<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>PO Number</u>
501-Salaries	Payroll	186,303.11	Pay Date 08/05/2016	n/a
501-Salaries	Payroll	170,559.33	Pay Date 08/19/2016	n/a
502-Medicare	Medicare	2,616.60	Pay Date 08/05/2016	n/a
502-Medicare	Medicare	2,391.32	Pay Date 08/19/2016	n/a
504-PERS	PERS	68,793.33	Pay Dates 07/08, 07/22, and 08/05/16	n/a
507-STRS	STRS	988.92	Pay Date 08/05/2016	n/a
507-STRS	STRS	1,180.96	Pay Date 08/19/2016	n/a

Blanket Purchase Orders:

<u>Account</u>	<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>PO Number</u>
601 Serv Contracts	Blanket PO Opened	25,000.00	Contracted Services	2016-3715

Cash Transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>	<u>Auditor's #</u>
601 Service Contracts	Gauga County Auditor	16,581.50	FFC - FY17 QI Payment	2016-2592

Donation Fund (2058)

None

Residential Services Fund (2063)

None

Construction Fund (4023)

None

Motion:
Second:
Discussion?

Roll Call Vote:

Dr. Schmidt:	Yea	Nay	Abstain	Mr. Metcalfe:	Yea	Nay	Abstain
Mr. Alcorn:	Yea	Nay	Abstain	Mr. Miller:	Yea	Nay	Abstain
Ms. Janson:	Yea	Nay	Abstain	Ms. Warholc:	Yea	Nay	Abstain
Mr. Jackson	Yea	Nay	Abstain				

President

BY OFFICIAL ACTION OF THE BOARD 09/21/2016

GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

RESOLUTION #16-16(B) Voucher Approval - August 2016

BE IT RESOLVED to confirm the payment of Voucher Schedule 16-16-O with expenditures totaling
\$244,021.27

ACCOUNT	CY 2016 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 07/31/16	PERIOD 08/01 - 08/31	YTD		
601 Service Contracts	\$1,385,903.43	\$802,018.04	\$69,644.23	\$871,662.27	\$514,241.16	62.89%
701 Supplies	\$654,972.06	\$240,513.21	\$16,852.37	\$257,365.58	\$397,606.48	39.29%
801 Equipment	\$281,312.40	\$28,982.79	\$38,107.49	\$67,090.28	\$214,222.12	23.85%
901 Other Expense	\$231,000.00	\$155,685.80	\$70.00	\$155,755.80	\$75,244.20	67.43%
902 Travel	\$117,297.71	\$45,123.21	\$4,793.01	\$49,916.22	\$67,381.49	42.56%
903 Adver/Printing	\$69,200.00	\$26,846.86	\$2,282.92	\$29,129.78	\$40,070.22	42.10%
503 Hospitalization	\$2,055,900.00	\$1,176,804.79	\$112,271.25	\$1,289,076.04	\$766,823.96	62.70%
901 Other Expense - FSS	\$225,000.00	\$225,000.00	\$0.00	\$225,000.00	\$0.00	100.00%
TOTAL	\$5,020,585.60	\$2,700,974.70	\$244,021.27	\$2,944,995.97	\$2,075,589.63	58.66%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 16-16-D with expenditures totaling
\$5,231.45

ACCOUNT	CY 2016 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 07/31/16	PERIOD 08/01 - 08/31	YTD		
901 Other Expenses	\$51,100.00	\$13,903.99	\$5,231.45	\$19,135.44	\$31,964.56	37.45%
999 Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
TOTAL	\$51,100.00	\$13,903.99	\$5,231.45	\$19,135.44	\$31,964.56	37.45%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 16-16-R with expenditures totaling
\$148,771.36

ACCOUNT	CY 2016 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 07/31/16	PERIOD 08/01 - 08/31	YTD		
601 Service Contracts	\$8,208,822.74	\$4,432,735.96	\$148,771.36	\$4,581,507.32	\$3,627,315.42	55.81%
TOTAL	\$8,208,822.74	\$4,432,735.96	\$148,771.36	\$4,581,507.32	\$3,627,315.42	55.81%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 16-16-C with expenditures totaling
\$45,188.00

CODE	CY 2016 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 07/31/16	PERIOD 08/01 - 08/31	YTD		
601 Service Contracts	\$262,340.00	\$84,375.00	\$45,188.00	\$129,563.00	\$132,777.00	49.39%
TOTAL	\$262,340.00	\$84,375.00	\$45,188.00	\$129,563.00	\$132,777.00	49.39%

Motion:
 Second:
 Discussion?

Roll Call Vote:

Dr. Schmidt:	Yea	Nay	Abstain	Mr. Metcalfe:	Yea	Nay	Abstain
Mr. Alcorn:	Yea	Nay	Abstain	Mr. Miller:	Yea	Nay	Abstain
Ms. Janson:	Yea	Nay	Abstain	Ms. Warholic:	Yea	Nay	Abstain
Mr. Jackson	Yea	Nay	Abstain				

 President

BY OFFICIAL ACTION OF THE BOARD 09/21/2016

Geauga County Board of Developmental Disabilities

Major Unusual Incidents

As of: August 31, 2016

Major Unusual Incidents: Year-to-Date

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
2015	16	14	14	8	14	7	10	14	12	14	8	6
2016	12	14	10	17	10	10	18	2				

Major Unusual Incidents: Category Breakdown

	<i>Hospitalization</i>	<i>Injury</i>	<i>Unappr BehSup</i>	<i>Peer to Peer</i>	<i>Death</i>	<i>Other MUI**</i>	<i>Monthly Total</i>	<i>Yearly Total</i>
Residential Svcs	1						1	75
Day Services						1	1	9
Comm. Employ								5
Family Homes								4
Transportation								
Other								
Monthly Total	1					1	2	93

Yearly Total	40	7	6	1	1	38	93
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**Other MUI: One medical emergency in non-county board day services.

Geauga County Board of Developmental Disabilities

**CSS Population Served
As of: August 31, 2016**

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Early Intervention												
Early Intervention	82	80	85	91	80	83	86	80				74
Assessed for EI	22	14	11	11	17	16	10	18				
Children Services												
ECS preschool	20	20	20	20	20	20	n/a	20				20
Supported Educ. ESC	?	103	103	103	103	103	103	103				202
Supported Educ Amish schools	52	52	52	52	52	52	52	57*				52
<i>subtotal</i>												348
<i>EI Inclusion**</i>	23	24	24	17	15	16	16	14				24
Support Svcs.												
Children	111	112	113	122	120	121	122	123				111
Adult	354	365	366	363	365	367	364	365				354
Help Me Grow	118	121	120	117	104	104	105	108				110
<i>subtotal</i>	583	598	599	602	589	592	591	596				575
Family Support												
Children	108	108	111	111	114	120	121	122				106
Adult	41	41	42	42	42	42	43	44				41
<i>subtotal</i>	149	149	153	153	156	162	164	166				147
<i>Eligible - not listed above</i>	?	?	?	?	?	?	?	?				53
Total Eligible in IDS (Unduplicated)	767	773	772	763	751	730	722	715				759

**NOTE: Inclusion children are not in enrollment totals. "Total eligible" does not include all of ESC's children due to eligibility not completed or children not being eligible.

- Includes only those children eligible for DD services. Total # of students is 65

**Geauga County Board of
Developmental Disabilities**

**Employment and Habilitation Services
As of: August 31, 2016**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
MSI	172	172	174	174	174	173	173	174				
<i>Hab</i>	29	32	31	31	31	30	30	31				
<i>Workshop</i>	112	109	107	107	111	111	111	110				
<i>CE</i>	31	31	36	36	32	32	32	33				
CLW	30	30	29	29	30	29	29	30				
<i>Workshop</i>	30	30	29	29	29	28	28	28				
<i>CE</i>	0	0	0	0	1	1	1	2				
Siffrin	31	34	29	29	30	30	30	29				
<i>CE</i>	22	24	23	22	24	22	22	21				
<i>Job seeking</i>	9	10	6	8	6	8	8	8				
two foundation	6	6	6	9	6	9	9	8				
<i>Two Café/job train</i>	3	3	2	3	2	4	4	5				
<i>CE</i>	3	3	4	6	4	5	5	3				
Kiononia	5	8	8	8	11	9	9	9				
<i>CE</i>	2	2	2	3	5	4	4	4				
<i>Job seeking</i>	5	6	6	5	6	5	5	5				
CE/No Provider	19	25	22	21	24	24	24	24				
Other Hab Prov	55	54	34	56	57	58	58	61				
Volunteer	1	1	3	3	3	3	3	3				
College	2	2	3	3	3	3	3	3				
GCBDD/ICF	24	24	24	24	24	24	25	25				
None	45	45	53	55	58	57	59	58				
OOD	11	11	11	11	11	11	10	11				

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CE	74	73	76	75	83	82	81	80				
CE & Workshop	10	8	9	11	10	10	10	10				
Enclave	8	10	11	11	11	9	9	10				
Job Seeking	12	14	13	13	11	12	12	12				
Job Training	3	3	2	3	2	2	2	3				
Job Training & CE						2	2	2				
Workshop	119	119	116	115	116	117	117	118				
Amish School	25	25	27	27	27	27	27	27				
Unknown/None	10	10	53	55	58	57	59	58				
Other	4	4	12	10	10	9	9	10				
Habilitation	127	126	89	87	89	89	90	90				
Unduplicated	390	392	408*	407	417	416	418	420				

Geauga County Board of Developmental Disabilities

**Residential, Waiver and Wait List
As of: August 31, 2016**

Residential Services

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
MLCRI Homes	68/3	68/3	66/3	67/3	67/3	67/3	69/3	69/3				69/3
Non-MLSL Homes	13	13	16	15	15	17	17	17				14
Therapeutic Placement	3	3	3	3	3	3	3	5				3
Foster/Adult Fam Liv	15	15	14	14	14	14	14	14				10
Assisted Living	2	2	2	2	2	2	2	2				2
Apartments	50	50	50	50	50	53	53	52				50
ICFDD	24	24	24	24	24	24	25	25				23
Total Residential	178	178	178	178	178	183	186	187				174

Funding Sources

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
I/O Waiver	150	149	149	150	151	152	156	157				146
Level One	79	78	81	79	80	80	83	84				79
Support Living	18	18	17	17	18	18	18	18				18
TDD Waiver	7	7	7	7	7	7	6	6				11
SELF Waiver	1	1	1	1	1	1	1	1				1
Total	255	253	255	254	257	258	264	266				255

Waiting List

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Residential												
WAIVER	234	234	238	238	237	237	244	234				236
ICF/DD	29	29	28	28	28	28	27	25				29
Supported Living	69	69	66	66	65	65	63	59				69
<i>Those on Multiple Lists</i>	74	74	63	63	62	62	63	?				74
Total Individuals	257	257	269	269	267	267	264	254				257

Geauga County Board of Developmental Disabilities

**Human Resource
As of: August 31, 2016**

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
<u>Appointments</u>												
Hourly	1	3	2	5	1	5	2	2				
Salary	<u>0</u>	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>1</u>	<u>1</u>				
Total	1	5	2	6	1	7	3	3				
Full Time	0	4	1	2	1	2	2	1				
Part Time	0	0	0	0	0	0	0	0				
Substitutes	1	1	1	4	0	2	1	2				
Seasonal	0	0	0	0	0	3	0	0				
<u>Changes</u>												
Promotion	0	0	0	0	0	1	0	1				
Transfers	0	1	0	1	0	0	0	1				
Layoff **	0	0	0	0	0	0	0	0				
Recalls	0	0	0	0	0	0	0	0				
<u>Demographics</u>												
Hourly	61	62	65	68	68	68	70	67				
Salary	<u>83</u>	<u>81</u>	<u>78</u>	<u>75</u>	<u>71</u>	<u>61</u>	<u>61</u>	<u>62</u>				
Total 2016	144	143	141	143	139	129	131	129				
<i>Total 2015</i>	<i>156</i>	<i>158</i>	<i>159</i>	<i>154</i>	<i>152</i>	<i>154</i>	<i>152</i>	<i>150</i>	<i>147</i>	<i>145</i>	<i>147</i>	<i>143</i>
<i>Total 2014</i>	<i>176</i>	<i>176</i>	<i>178</i>	<i>175</i>	<i>169</i>	<i>171</i>	<i>171</i>	<i>171</i>	<i>170</i>	<i>167</i>	<i>159</i>	<i>159</i>
<i>Total 2013</i>	<i>227</i>	<i>202</i>	<i>200</i>	<i>199</i>	<i>198</i>	<i>197</i>	<i>190</i>	<i>185</i>	<i>184</i>	<i>179</i>	<i>178</i>	<i>174</i>
Full Time	110	110	108	109	105	93	94	95				
Part Time	9	9	9	9	9	8	8	8				
Substitutes	20	21	21	22	22	22	23	20				
Seasonal	5	3	3	3	3	6	6	6				
Leave of Absence	4	3	3	6	7	6	2	2				

**** Note: Laid off employees do not come off demographics unless they resign or recall time has passed (2 yrs MEA, 1 yr other.)
1-16 reconciled report**

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Business/Human Resource Operations
Board Meeting: September 21, 2016
Program Director: Steve Tucker

Training:

Please contact Anne Anderson (440)729-9406 (ext.1105) for information or to answer any questions regarding training requirements for Board members.

New providers receiving training in May: 0 agency and 1 independent.

Labor Relations:

The Metzbaum Employees Association (MEA) has filed for decertification with the Ohio State Employment Relations Board (SERB).

Workers' Compensation:

Category	Current Year	Prior Year (Total)
Accidents – Vehicle	0	2
Accidents - Other	2	0
Client interaction	0	11
Equipment usage	0	0
Lifting/Strain	4	1
Slips/Falls	1	2
Total	7	16

Unemployment:

No activity.

Capital Projects:

HVAC Fogle/Stenzel Architects drafting specifications and request for proposal (RFP).

Masonry Sealcoating Administration and Transportation buildings. Power wash and apply seal-coating to exposed brick surfaces. Masonry Water Solutions to do work for a cost of \$23,140.55. ***In Process.***

Other Issues:

Auditor of State released annual audit of Geauga County on August 9, 2016. Board of DD is included.

Auditor of State is nearing completion of the review of the Board's 2013 and 2014 Medicaid Cost Reports.

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Adult Services
Board Meeting Date: September 21, 2016
Director: Megan Thirion

Activity Highlights:

We had a great time at our art show on August 25! Our individuals and staff members who collaborated with them had a great time showing off the artwork and crafts that they created. Over 75 people attended, and most of the artwork was sold!

We received a phone call from Hamlet Village in Chagrin Falls wanting to know if we had any individuals who would be interested in working there. They reported they employ one of our individuals and they "just love her." We set up a meeting with the Directors of Hamlet Village and two of our Providers. We received a tour of the facility and discussed the open positions and the skills needed to perform them. Two individuals were interested and have applied.

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Community Support Services
Board Meeting: September 21, 2016
Program Director: Tami Setlock

Activity Highlights:

The 4th qtr PICT was just completed. We requested 2 IO Waivers and 3 Level One Waivers. A survey was sent to everyone on the Waiver waitlist. We are trying to determine needed services, residential needs and when services are needed. Also, we asked if individuals want to keep their name on the waitlist. We are using this info for future planning, but also to help us determine who might be a good candidate for a state funded SELF waiver.

The Parent/Family Forum was held on Aug 30. There were about 50 people who participated.

Current residential openings include Swine Creek House (ML) 1, Benner House (ML) 1, Oak Tree House (ML) 1, and Sperry House (ML) 2.

EI/HMG

Child-Find activities have been a main focus the past couple months. A free screening day is coming up on Sept 19. All local hospitals and Dr's offices have been notified. Also, a window display has been created for the local libraries. The display is currently at the Middlefield library and will rotate between the other libraries with display space.

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Transportation
Board Meeting: September 21, 2016
Program Manager: Richelle Mills

Activity Highlights:

We have trained most of the full time members of the ICF staff to drive the light transit vans. This will enable staff to use the vans with the wheelchair capabilities to transport clients to various community activities. In the near future, we will train substitute ICF staff.

We are currently using numerous providers to provide transportation services for individuals working in the community.

Our Lady of the Wayside (OLW) is currently the main provider. They provide services for 25 of our individuals. OLW has provided 1,157 trips since June 2016. They billed \$22,792.90 to the Medicaid waivers with the cost of fuel and vehicle repairs they are in they are in a deficit of \$4,461.53. The main reason for the deficit is the distance individuals must travel to get to their place of employment. Many individuals work out of county.

Maple Leaf Community Residences, Inc.

September 9, 2016

Maple Leaf Community Residences, Inc.

Maple Leaf, September 12, 2016, GCBDD September 21, 2016

Keith Werbeach, MLCRI Executive Director

Financial

The First Quarter Compilation report for 2016 is in your board packet. The Second Quarter Compilation report should be done next week and I will send it out to you upon receipt from our Accountant. Pulling out just one set of figures you see that our residents pay close to 71% of their rent while the county pays 29% of the rent, this is misleading in that the 71% includes money paid by the Geauga Metropolitan Housing Authority, GMHA, and is not paid by the resident. We have 31 residents enrolled in the GMHA voucher system and each month receives \$7,240 in subsidies for those 31 residents. Taking that out you would find that the residents pay closer to 52% of their rent themselves and are subsidized close to 48%.

Grant Seeking/Fundraising:

We should now have all the costs of the golf outing accumulated and be able to tell the tale of what the profit should be, I will present the motion for the payment to the levy committee at next month's meeting after I confirm everything.

We are finally buying a building that will be of multiple uses for us. The building has a commercial waste water treatment plant that will mean we can move 2 individuals into the building who have a tendency to use more water than what is considered normal use, we will be able to salvage the house that they are in by doing some work on the flooded septic leech field and move in four individuals who need a wheelchair accessible home, and then take part of the new property and add two much needed in-law suits that will be used for people who are almost ready to move into their own apartments.

Property Management:

We have a number of new residents coming to live in our homes filling vacancies that we have had for a while. We will have Evergreen filled again by the middle of October.

Our laborer has been of great help to us power spraying houses and decks and staining those that needed touching up. Two of the homes are finished that needed new siding.

Miscellaneous:

The person in-charge of funding the homes we buy through State of Ohio Capital Grants came and visited us in August. This is the first time anyone from the state has come to look at what the state has helped us buy or for what matters, any county in the state since the state began funding the purchase of homes. We visited 6 houses in the day and I think he was impressed. His report is attached to the Board Packet and I am willing to answer any questions you may have about it.

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

September 21, 2016

Resolution: 16-56(A)

BE IT RESOLVED to approve the expenditure of \$5,000 from the Residential Services Fund (2063-056-00-601 Service Contracts) to the Metzenbaum Foundation to cover client start-up expenses.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Mr. Alcorn:	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 9/21/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

WORK ON THIS ONE

September 21, 2016

Resolution: 16-57(A)

BE IT RESOLVED to approve an agreement with Maple Leaf Community Residences Inc. to upfront the capital assistance funds and the Geauga County Board of DD's match for the purchase of an additional residential home; amount not to exceed ?????? Thousand Dollars (\$???,000).

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Mr. Alcorn:	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 9/21/16

8/30/16 Parent Forum
55 attendees RSVP'd

How is the Board doing as a provider?

- very well
- good
- unsure
- better than other county boards

What can the Board do to improve services?

- Educate families on how to find a provider
- Include provider information on the website
- Host seminars that discuss topics that are causing confusion or can help introduce resources

Are there services not presently available at GCBDD that you would like to see in the future?

- Provider lists

What can your SSA do better to serve you?

- Provide waiver eligibility guidelines and steps to apply for waivers
- Provide knowledge on resources and programs that families may be eligible for
- Make contact with young families, help guide them through the process

How many of you have private providers?

- About half the room raised their hands

What is important to you when you start to search for a provider?

- Knowing the necessary steps to finding a provider
- Rating or review system allowing families to evaluate and share reviews as well as read reviews
- Connect with families that have similar situations
- Separate provider information into two categories: day providers and home care (waiver)
- Offer a categorized list of providers based on their areas of expertise and focus

Those of you that have a private provider, what do you like about them?

- Meaningful relationships with son/daughter
- Strong and caring advocate
- Great communication
- Very dependable
- Listens to what is going on
- Caring-goes the extra mile
- Flexible
- Nice

How can providers improve?

- Communication (report incidents)
- Reliability
- Dependability
- Hire more staff (specific to having back ups for call offs)
- Day rehabilitation providers-engage in meaningful activities, improve staff to individual ratios

What communication do you want to receive from GCBDD?

- Board meeting date/time
- Basic communication- what is happening, transition updates
- Provider information
- Provide a waiver seminar
- Schedule family networking nights
- More understanding on Guardianship (need a presentation)

How would you like to receive communications in the future?

- Communicate that information can be found on the GCBDD website and by following the GCBDD Facebook page

Audience Questions:

- How do you report providers that are not providing the services they commit to?
- What are the reasons providers cannot keep employees?
- How do you find out how good the providers are? How can you do a background check? Why can't there be an Angie's List for providers?
- Why is there a significant rate difference if you go through a waiver or self-pay?
- What is the board's responsibility when monitoring the ISP?
- If your child receives disability services, can you get those through Metz?
- Group needs someone to educate them on what questions to ask and when (what stage in an individual's life) to ask them
- Where do you place an adult child that has mental illness and physical disability?
- Are there services while they are school age other than HMG?

IGPR Recommendations

- Host a provider fair
- Medicaid/waiver seminar
- Create literature addressing different stages of individual's life, what are the needs at that age and what are the steps to get the support needed
- Seminar that covers DD board basics-what does the board do and why?
- Look at running an ad with an action message to follow GCBDD website and Facebook pages for updates

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

September 21, 2016

Resolution: 16-58(A)

BE IT RESOLVED to adjourn into Executive Session pursuant to ORC 121.22(G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official...

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Mr. Alcorn:	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 9/21/16