

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTES
September 16, 2020

Board Members Present

Dennis Schmidt
Martin Miller
Richard Suttell
Mark Jackson
Uschy Keiper
Laura Janson
Kristin Dailey

Administration

Donald Rice
Dave Carlson
Kellie Tvergyak-Oznowich
Tami Setlock
Megan Thirion
Richelle Mills
Janice Chesnes
Michelle Hawthorne

Board Members Absent

I. Working Session: 2021 Budget Proposal and Projections

II. Call to Order and Roll Call:

a. Roll Call 2020 Board:

A call of the roll indicated that all Board Members were present by live video conference or phone. There being a quorum present, Mark Jackson, President of the Board, called the meeting to order.

b. Approval of Minutes:

Mrs. Tvergyak-Oznowich introduced Resolution 20-62(A) to approve the minutes for September 16, 2020 meeting. This resolution was approved.

c. Confirmation of Personnel Actions:

Mrs. Tvergyak-Oznowich introduced Resolution 20-06(P) to confirm personnel actions from the past month. This resolution was accepted and approved.

III. Financial

a. Financial Statement Review (All Funds):

Mr. Carlson provided a review of financial statements of all funds for the time period processed.

b. Ethics Recommendations:

Mrs. Tvergyak-Oznowich introduced Resolutions 20-63(A) to approve the ethics recommendation for the time period processed. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.

c. Approval Brenda Powel

Mrs. Tvergyak-Oznowich introduced Resolutions 20-64(A) to approve Brenda Powel to work part time as a Private Provider. The Board found that there is no conflict of interest or scheduling issue and this resolution was accepted and approved.

d. Financial Transactions and Voucher Approvals:

Mrs. Tvergyak-Oznowich introduced Resolutions 20-13(B) and 20-15(B) detailing financial transactions and Resolution 20-14(B) and 20-16(B) approving voucher schedules for the period indicated. These resolutions were approved.

IV. Board Status Reports:

Mr. Rice reviewed the Board Status Reports: Major Unusual Incidents, Waiver & Wait List, Population Served, Employment and Habilitation Services, Recreation, and Human Resources.

V. Program Reports:

Mr. Rice reviewed status reports from the agencies' programs.

VI. New Business:

a. Approvals:

- i. Budget:
Mrs. Tvergyak-Oznowich introduced Resolution 20-65(A) approving the 2021 Budget as discussed in the working session. This resolution was approved.
- ii. Commissioners Budget Grammatical Enhancement:
Mrs. Tvergyak-Oznowich introduced Resolution 20-66(A) approving to correct a budget error made by the Geauga County Budget Commission. This resolution was approved.
- iii. Appropriation:
Mrs. Tvergyak-Oznowich introduced Resolution 20-67(A) approving a supplemental appropriation and a cash transfer. This resolution was approved.
- iv. Then and Now:
Mrs. Tvergyak-Oznowich introduced Resolution 20-68(A) approving Then and Now Certifications. This resolution was approved.
- v. Maple Leaf House
Mrs. Tvergyak-Oznowich introduced Resolution 20-69(A) approving a grant to Maple Leaf Community Residences Inc. towards the purchase of an adult community living home. This resolution was approved.
- vi. Sunshine Training Center Contract
Mrs. Tvergyak-Oznowich introduced Resolution 20-70(A) approving revisions to the contract with the Sunshine Training Center. This resolution was approved.
- vii. MSI Grant ADA Restroom
Mrs. Tvergyak-Oznowich introduced Resolution 20-71(A) approving a grant to Metzenbaum Sheltered Industries for an ADA Restroom at the Newbury Teague Plaza site. This resolution was approved.
- viii. MSI Grant BEST Staffing
Mrs. Tvergyak-Oznowich introduced Resolution 20-72(A) approving a grant to Metzenbaum Sheltered Industries for a BEST Staffing worker. This resolution was approved to be Tabled and more information on the issue was requested.
- ix. Building Transfer
Mrs. Tvergyak-Oznowich introduced Resolution 20-73(A) approving to request the County Commissioners transfer control of buildings listed in the resolution over to the agencies listed. This resolution was approved.
- x. Teleworking Procedure
Mrs. Tvergyak-Oznowich introduced Resolution 20-74(A) approving the Board Procedure, Chapter 7.10 Teleworking in the Board Policy and Procedure handbook. This resolution was approved.

- xi. Job Description Revisions:
Mrs. Tvergyak-Oznowich introduced Resolution 20-75(A) approving to make changes to the job descriptions listed in the resolution. This resolution was approved.

b. Issues

- i. Succession Plan:
Mr. Carlson reviewed with the Board the plan of succession in case of emergency.
- ii. White Paper:
Mr. Rice discussed with the Board the update to the white paper system.
- iii. Roof:
Mr. Carlson discussed with the Board the updates regarding the roof and the repairs done to it.
- iv. ICF Well:
Mr. Rice discussed with the Board the ongoing issue of the well disagreement with the EPA.
- v. Staffing:
Mr. Rice informed the Board of the progression of staff leaving and the possible replacement of certain positions.
- vi. Covid Planning Survey:
Mrs. Setlock discussed with the Board about the Covid Planning survey and the responses from it. She reviewed what people want in regards to Covid planning.
- vii. Annual Planning Meeting:
Mrs. Tvergyak-Oznowich discussed with the Board the details and planning of the Annual Plan meeting in October.

VII. General Announcements:
No general announcements were made

VIII. Other Business – comments from the floor:
Mr. Jackson called for any other business from the Board or public.

IX. Adjournment:
There being no further business, Mr. Jackson adjourned the meeting.

The Next Board meeting will be October 21, 2020.

Submitted:

Approval:

Donald L. Rice II, Superintendent

Mark Jackson, Board President

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