

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

***BOARD MINUTES
March 17, 2021***

Board Members Present

Dennis Schmidt
Uschy Keiper
Richard Suttell
Mark Jackson
Dave Lair
Laura Janson

Administration

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

Board Members Absent

Martin Miller

Call to Order and Roll Call:

- a. Roll Call 2021 Board:
A call of the roll indicated that all Board Members were present by live video conference or phone except Mr. Miller. 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 21-20(A) to approve the minutes for February 17, 2021 meeting. This resolution was approved.
- c. Approval of Donations:
Mrs. Tvergyak-Oznowich introduced Resolution 21-03(D) approving donations to the program. This resolution was accepted and approved.
- d. Confirmation of Personnel Actions:
There were no personnel actions to approve.
- e. Resolution of Appreciation:
Mrs. Tvergyak-Oznowich introduced Resolution 21-21(A) approving the resolution of appreciation of Michelle Hawthorne. This resolution was accepted and approved.

II. 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 21-22(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. Financial Transactions and Voucher Approvals:
Mrs. Tvergyak-Oznowich introduced Resolutions 21-03(B) detailing financial transactions and Resolution 21-04(B) approving voucher schedules for the period indicated. These resolutions were approved.

III. 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.

IV. Program Reports:

Mr. Rice reviewed reports from the agencies' programs.

V. New Business:

a. Approvals:

- i. Appropriation:
Mrs. Tvergyak-Oznowich introduced Resolution 21-23(A) approving an Appropriation Transfer due to the State of Ohio's Workers' comp rebate program. This resolution was approved.
- ii. Supplemental Appropriation:
Mrs. Tvergyak-Oznowich introduced Resolution 21-24(A) approving a Supplemental Appropriation. This resolution was approved.
- iii. Playground:
Mrs. Tvergyak-Oznowich introduced Resolution 21-25(A) approving to replace the 26 year old playground that is at the Metzenbaum Center. Mr. Carlson gave a presentation on the current conditions of the playground. This resolution was approved.
- iv. Cash Transfer:
Mrs. Tvergyak-Oznowich introduced Resolution 21-26(A) approving a cash transfers for anticipated capital projects. This resolution was approved.
- v. Contract for Website:
Mrs. Tvergyak-Oznowich introduced Resolution 21-27(A) approving to enter into a contract with Aztek Consulting Corporation. This resolution was approved.
- vi. Contract for Paving/Drainage:
Mrs. Tvergyak-Oznowich introduced Resolution 21-28(A) approving to enter into a contract with Empire Paving, LLC. This resolution was approved.
- vii. Contract for Basement Construction:
Mrs. Tvergyak-Oznowich introduced Resolution 21-29(A) approving to enter into a contract with BMT INC. This resolution was approved.
- viii. Service Agreement Grant Solid Rock On Which We Stand:
Mrs. Tvergyak-Oznowich introduced Resolution 21-30(A) approving to enter into an agreement with Solid Rock On Which We Stand. This resolution was approved.
- ix. Service Agreement Grant Metzenbaum Sheltered Industries:
Mrs. Tvergyak-Oznowich introduced Resolution 21-31(A) approving to enter into an agreement with Metzenbaum Sheltered Industries. This resolution was approved.
- x. Grant Maple Leaf Community Residences House:
Mrs. Tvergyak-Oznowich introduced Resolution 21-32(A) approving to enter into an agreement with Maple Leaf Community Residences. This resolution was approved.

- xi. Grant Solid Rock On Which We Stand Vehicles:
Mrs. Tvergyak-Oznowich introduced Resolution 21-33(A) approving a grant agreement with Solid Rock On Which We Stand. This resolution was approved.
- xii. Grant Metzenbaum Sheltered Industries Vehicle:
Mrs. Tvergyak-Oznowich introduced Resolution 21-34(A) approving a grant agreement with Metzenbaum Sheltered Industries. This resolution was approved.
- xiii. Policies and Procedures:
Mrs. Tvergyak-Oznowich introduced Resolution 21-35(A) approving Policies and Procedures 3.1 Administrative Resolution of Complaint, 3.20 Rental Assistance, and 7.5(H) Life Insurance. This resolution was approved.
- xiv. Job Description Change:
Mrs. Tvergyak-Oznowich introduced Resolution 21-36(A) approving changes to job description: Administrative Assistant-EI. This resolution was approved.
- xv. New Board Position:
Mrs. Tvergyak-Oznowich introduced Resolution 21-37(A) approving a new Board employee position: Lead Service Coordinator HMG. This resolution was approved.

b. Issues

- i. Provider Support Financials:
Mr. Rice updated the Board of the progress of supporting a relief payment regarding the private providers in Geauga County with Federal assistance, which continues to be held up federally.
- ii. County Budget Commission Meeting:
Mr. Rice discussed with the Board the importance of the upcoming Budget Commission Meeting with the Auditor and other County entities.
- iii. County Payroll Report:
Mrs. Chesnes informed the Board of her findings regarding the salaries of County officials. She will report next month with further detailed information comparing competitive salaries.
- iv. Deed Restrictions:
Mr. Rice informed the Board of the possible legal restrictions and problems of the deed restriction placed on the campus property.
- v. Raise the Wage Act:
Mr. Rice discussed with the Board the possibilities resulting from the passing of the Raise the Wage Act, and how it could affect the agency and clients served.
- vi. Open Meeting Rules:
Mr. Rice informed and reminded the Board of the importance of meeting rules and the Sunshine Law regarding public meetings.
- vii. Succession Plan:
Dr. Schmidt gave a presentation to the Board on what should be considered and planned for in case in an emergency of staff filling in roles.
- viii. Parent Advocacy Meeting:
Mrs. Janson informed the Board of the progress of the Parent Advocacy Committee.

- ix. Scavenger Hunt:
Mrs. Thirion reported to the Board about the upcoming Scavenger Hunt event. The Board requested more information next month with a resolution.
- x. Fair:
Mr. Rice reported to the Board about participating in this year's Fair and the anticipated costs. The Board requested more information next month with a resolution
- xi. Annual Report:
Mr. Rice reviewed with the Board the Annual Report.

VI. General Announcements:

Mr. Jackson called for any other general announcements from the Board or public. Mr. Jackson praised Mrs. Hawthorne for her years of service at GCBDD and wished her well on retirement.

VII. Other Business – comments from the floor:

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

VIII. Executive Session:

- a. Mr. Rice introduced Resolution 21-38(A) approving to move into Executive Session:
 - i. Pursuant to ORC 121.22(G)(5); Matters required to be kept confidential by federal law or regulations or state statutes.
 - ii. Pursuant to ORC 121.22(G)(2); To consider the purchase of property for public purposes....

IX. Adjournment:

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

The Next Board meeting will be April 21, 2021.

Submitted:

Approval:

Donald L. Rice II, Superintendent

Mark Jackson, Board President

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