HIGHLAND COUNTY BOARD OF DD

SEPTEMBER 17, 2019

6:00 PM REGULAR BOARD MEETING

LOCATION: Highland County Board of DD

The Highland County Board of Developmental Disabilities met in a regular session at 6:02 pm, Tuesday, September 17, 2019 at the Highland County Board of Developmental Disabilities. Board Members present: Karen Adams, Charles Fulton, Cheryl Lyle, Elizabeth Fryman, and Michael Richards. Absent: Paul Pence, Matthew Roberts

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Elizabeth Brennfleck, Human Resource Director, Becky Pollard, Nurse, Kraig Walker, Community Service Director, Kelli Williamson, SSA Director, Larry Gray, Operations Director, Suzie Janasov, Early Childhood Director.

**ROLL CALL:** Charles Fulton, present; Michael Richards present; Cheryl Lyle, present, present, Karen Adams, present, Elizabeth Fryman, present.

**ADDITIONS TO AGENDA**: None

**Reports:**

**The minutes of the** August 20, 2019 Regular Board meeting were reviewed and approved in a motion by Charles Fulton, seconded by Cheryl Lyle. Roll Call. All yea, motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Matthew Roberts, yea; Karen Adams, yea, Michael Richard, yea**

**New Vendors: NADD Ohio, Wheat Ridge Herb Festival, Dr. Joseph Herrington (EI)**

Cheryl Lyle made a motion to except the new vendors, seconded by Elizabeth Fryman. All yea. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Matthew Roberts, yea; Karen Adams, yea, Michael Richard, yea**

**Transfers: None**

**Monthly expenditures for September 2019** were reviewed and approved in a motion by Elizabeth Fryman, seconded by Cheryl Lyle. Roll Call. All yea, motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Matthew Roberts, yea; Karen Adams, yea, Michael Richard, abstain**

**SUPERINTENDENT’S REPORT**

* We have hired Stacy Hazelton as our new PR and Educational Mentor. She replaces Megan Anderson who moved into the public school system in Fayette. Stacy has a PR background as well as experience as the longtime Director of Education in Ross County. Some of you may remember her assisting us to move the last school-age classroom back to the public schools. Stacy will lead the RESA program and serve as the Educational Mentor. Stacy is finishing up numerous PR projects started by Megan but has also reached out to our local newspapers and will be a “featured writer” monthly for an Educational Column.
* Transitional Youth program continues to move forward. We are looking at branching out to both Fayette and Clinton and designing this much in the way the home visitor program serves children. This is a “fee for service” program therefore, no Highland tax dollars will support other counties.
* There are some grant dollars available for public schools to develop partnerships with other community providers for innovative services for kids. Stacy has contacted Fairfield, Hillsboro and Lynchburg to see if they might be interested in utilizing these dollars for the Behavior Support team process (Fairfield) or other creative opportunities this year
* FCFC audit issue over the last month, FCFC was advised that they did not include our financial information in their financial reporting. This was very confusing because we bill directly and get reimbursed directly from DODD. In reviewing a contract between HCBDD and the commissioners, we think we may have found the problem……the contract speaks to the dollars flowing from the FCFC/Commissioners, HCBDD “Billing” them and they in turn reimburse. We have a meeting this week to sort this out.

**OLD BUSINESS:**

**Project Updates – Larry Gray**

* The paving for the parking lot has been completed. We are waiting on the lines to be painted.
* Contractor (Stratton) will be working with the architect for final plan approval from the state and begin work on the electric panel that will be completed in four phases.

**Highco Update – Debra Buccilla**

* I did go ahead an discuss building space when Juni and I met. She had this on her list, therefore, I wanted to be forthright with her about possible future use by the public schools. Larry and I will make a visit to Highco to see how we might offer assistance in their upcoming renovations to accommodate all of their participates on the West Side.

**Art Studio -Debra Buccilla**

* We will begin work on designing some additional space at the Art Studio which will begin our multi year plan to make this a destination for the community. Our immediate needs will include an addition to house the wood working and restrooms to accommodate the number of participants.

**Lightle Case- Debra Buccilla**

* The County Prosecutor will present the case to the Grand Jury in October. Our goal is to get reimbursed the approximate $1,900 of billing which we will pay back to ODH.

**NEW BUSINESS:**

**Purchase of new bus – Larry Gray**

Asking for approval from the board to purchase a new Thomas mini bus for $59,774. We should receive the bus by the end of October.

Charles Fulton made a motion to purchase a new Thomas mini bus not to exceed $60,000, seconded by Michael Richards. All yes. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Matthew Roberts, yea; Karen Adams, yea, Michael Richard, yea**

**DSP Shortages – Kelli Williamson**

Direct Support Professionals (DSP’s) are an important piece of the puzzle that we call TEAM.  DSP’s are responsible for the day in and day out support of the individuals we serve.  Often times, DSP’s provide the best information when developing outcomes for people.  DSP’s can be independent providers or work for an agency.

Highland County has always had a high number of independent providers.  Agency providers: ResCare, IHS/Innovative Opportunities, Highco, Empowering People and Assurance are the current providers in Highland County and are all in need of quality Direct Support Professionals for both residential and day program services yet vying for the same employees.  Off and on over the last 2 years, agency providers have not been able to take on new individuals due to shortage of DSP’s and SSA’s have had to look for other options.  The SSA Dept. assesses to determine if an individual may benefit from Remote Supports instead of a DSP, to help alleviate the shortage, however Remote Supports is still new and is only being used in 1 home currently.

Some things we are seeing:  high turnover – DSP’s hopping from one agency to the next; training concerns (being thrown into positions and not being fully trained due to lack of DSP’s); and lack of commitment for the mission (just a job for some DSP’s).

We would like to show you a short video that the OPRA is sponsoring along with other partners to increase awareness and recruit DSP’s to the field.

**Personnel Updates – Liz Brennfleck**

* Zoe Curry has resigned her position as Preschool Teacher. We have hired Kimberly Wyant as the new Preschool Teacher (starting in October).
* Candice Baker resigned her position as Early Intervention Services Coordinator. We have hired Kimberly Haines as the new Early Intervention Services Coordinator.

**WELLNESS PROGRAM**

August 9 – we kicked off the first phase of our wellness program with an email that went to all staff introducing the wellness program and vendor Wellworks.

Those who wish to participate will need to do the following:

Set up a profile on the Wellness portal hosted by Wellworks and complete a registration and consent form for the employee and spouse (if the spouse is on our medical plan).

Complete an annual physical and biometrics. The information is submitted on a Physician Results Form directly to Wellworks. For this first year the results can be from an annual physical from a visit going back to 10-29-18.

Employees who do not participate will pay $100 more per month for the employee share of the premium on the next renewal in 2020.

Our next wellness initiative will kick off this week. The SSA’s are leading a step challenge that will be ongoing through the first week of November.

**Highland County Fair Booth – Kraig Walker**

Discussion was held in regards to the Board’s Highland Co. Fair Booth.  Kraig and Deb explained that the booth focused on the Art Studio this year.  The building where the booth is located seems to be somewhat neglected.  Many of the typical vendors and organizations are no longer using the fair to provide information about services and the building was at approx. 50% capacity with booth rental.  The Wharton building was also discussed as a possible solution, but there were fewer vendors there, as well.  Many of the board members expressed interest in continuing next year in some capacity and Deb stated that we will review and discuss next year.  One possibility mentioned is participating or sponsoring events that draw more attention, such as the “Day In The Ring” in which the video posted on Facebook reached approx. 6,000 people.

Elizabeth Fryman made a motion to adjourn the HCBDD meeting at 7:26 pm, seconded by Michael Richards. All yea. Motion carried.

**Roll Call: Charles Fulton, yea; Elizabeth Fryman, yea; Matthew Roberts, yea; Karen Adams, yea, Michael Richard, yea**

Prepared by: Sherry Burns, Executive Administrative Assistant

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Karen Adams, Board President

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Cheryl Lyle, Recording Secretary