HIGHLAND COUNTY BOARD OF DD

JANUARY 15, 2019

6:12 PM REGULAR BOARD MEETING

LOCATION: Highland County Board of DD

The Highland County Board of Developmental Disabilities met in a regular session at 6:12 pm, Tuesday, January 15, 2019 at the Highland County Board of Developmental Disabilities. Board Members present: Karen Adams, Charles Fulton, Paul Pence, Michael Richards, Elizabeth Fryman. Absent: Cheryl Lyle and Matthew Roberts

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

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

**ADDITIONS TO AGENDA**: Highco Contract

**Reports:**

**The minutes of the** December 18 ,2018 meeting were reviewed and approved in a motion by

Elizabeth Fryman, seconded by Michael Richards. Roll Call. All yea, motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, abstain, Adams, yea;**

**New Vendors: NA**

**Transfers:** None

**Monthly expenditures for January 2019** were reviewed and approved in a motion by Paul Pence seconded by Elizabeth Fryman. Roll Call. All yea, motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, yea, Karen Adams, yea;**

**OLD BUSINESS:**

**Larry Gray, Operations Director** informed the HCBDD of the project updates.

* Accepting bids for the electric panel work and should have them ready to present in February
* We were not able to pave before the end of the year, but we are on track for early spring to finish the project

**2018 Year End Review**

2018 we estimated spending to be $4,026,815 vs an actual of $3,747,454.

Revenue was estimated at $4,026,815 vs and actual of $4,079,139.

**Housing Project**

Work has been re-started at Marys Lane. It is hopeful that there will be no further delays and that the house will be ready for the ladies in early spring.

Again at Hillsboro City Council Meeting the Mayor referenced being disappointed with us and Highland County Community Action Organization (HCCAO) for not communicating with him. As the Board is aware, we along with Highland County Community Action Organization (HCCAO) met with the Mayor personally on 2/27/17 before any housing was initiated; met with him and the Zoning Committee on 4/17/17 and again on 6/26/17. On December 5, 2018, the Highland County Board of DD and the Highland County Community Action Organization (HCCAO) met with the City Code Enforcement Officer about the Marys Lane property. In addition, the Mayor was also invited to tonight’s Board meeting.

**Highco Contract**

We met with Keith Alcorn, Juni Johnson and Bev Jefferies to review the 2019 lease agreement including the Highland County Board’s request as specified in the December Board Meeting Minutes.

Keith informed us that he was not authorized to sign the lease as they do not intend to retain an outside billing company as requested. Keith presented us with a financial analysis which demonstrated an outside billing company would be too costly and therefore did not make sense to them. We had numerous questions regarding the validity of their analysis so another meeting was scheduled to review more details.

Larry Gray, Lori Moore and Kelli Williamson followed up with Keith, Junie and Bev. The Highland County Board of DD Staff came away from the meeting with even more concerns specific to Highco’s ability to bill accurately; their use of an accrual accounting system, and their ability to accurately account for their finances.

In addition, Karen Adams shared her disbelief about the services and conditions she witnessed at Highco West when she attended a meeting. The continued lack of renovation work to assure a proper environment as well as the lack of productivity was disconcerting.

The HCBDD President will again reach out to Highco Board President to request a joint Board meeting to further discuss these issues.

**NEW BUSINESS:**

**Debra Buccilla, Superintendent** asked the board for approval to pay monthly bills in 2019

A motion was made by Paul Pence, seconded by Elizabeth Fryman to give the Superintendent approval to pay the monthly bills. All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, yea, Karen Adams, yea;**

**Debra Buccilla, Superintendent** asked the board for Approval of the 2019 Vendor List

A motion was made by Charles Fulton seconded by Michael Richards to approve the 2019 Vendor List. All yes, Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, yea, Karen Adams, yea;**

**Lori Moore, Business Director** presented the Medicaid Resolution 2019-1.15.

Therefore be it resolved that up to $450,000 will be made available in 2019 in a manner that conforms to all State and Federal laws to pay the non-federal share of Medicaid expenditure and that this amount is sufficient to provide for the anticipated services to enrolled individuals financial commitment for such services to be provided by the HCBDD

A motion was made by Paul Pence, seconded by Charles Fulton to approve Medicaid Resolution 2019-1.15 regarding Non-Federal Share of Medicaid Expenditures. All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, yea, Karen Adams, yea;**

**Lori Moore, Business Director** presented the IRS rate of $.58 for Mileage Reimbursement.

A motion was made by Charles Fulton to approve the IRS mileage reimbursement of $.58 for 2019, seconded by Paul Pence All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, yea, Karen Adams, yea;**

**Kraig Walker, Community Service Director,** asked the HCBDD to consider service expansion in the area of employment for transition youth.

The Community First Division is seeking accreditation through CARF International (Commission on Accreditation of Rehabilitation Facilities).  This accreditation will allow us to expand services authorized by Opportunities for Ohioans with Disabilities (OOD) in the areas of Summer Youth Work Experience, Career Exploration, Job Development and Job Coaching.  Authorized services may be billed to OOD, thereby providing a revenue stream to help fund the services for both students and adults seeking employment.

The development or addition of Employment Services to the Community First Division will allow us to hire a Job Developer and Job Coaches to perform the services.  Many of the Job Coaches for Summer Youth would be temporary employees during the summer (i.e., college students, teachers, etc.).  We may hire as County Board employees, SOCOG contracts, or a mixture of both.

A motion was made by Michael Richards, seconded by Elizabeth Fryman to approve the Development Employment Services under CARF accreditation. All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea, Elizabeth Fryman, yea, Charles Fulton, yea, Karen Adams, yea;**

Karen Adams, President made a motion to adjourn the HCBDD meeting at 7:27.pm

Prepared by: Sherry Burns, Executive Administrative Assistant

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Karen Adams, Board President

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Cheryl Lyle, Recording Secretary