HIGHLAND COUNTY BOARD OF DD

FEBRUARY 15, 2022

6:15 PM REGULAR BOARD MEETING

LOCATION: Highland County Board of DD

The Highland County Board of Developmental Disabilities met in a regular session at 6:15 pm, Tuesday, February 15, 2022 at the Highland County Board of Developmental Disabilities. Board Members present: Kim Adams, Paul Pence, Michael Richards, John Levo, Matthew Roberts

Elizabeth Fryman, and Cheryl Lyle.

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Kelli Williamson, SSA Director, Lori Moore, Business Director, Susie Janasov, EI Director, Bret Malone, Educational Director and Phil Loudin, Operations Manager.

**ROLL CALL:** Paul Pence, present; John Levo, present; Michael Richards present; Matthew Roberts, present, Elizabeth Fryman, present, Kim Adams, present; Cheryl Lyle, present.

**ADDITIONS TO AGENDA**: NA

**Reports:**

**The minutes of the** December 14, 2021 meeting were reviewed and approved in a motion by

Michael Richards, seconded by Cheryl Lyle. Roll call. Motion carried.

**Roll Call: Paul Pence abstain; Michael Richards, yea; John Levo, abstain; Matthew Roberts, abstain; Elizabeth Fryman, yea; Kim Adams, abstain; Cheryl Lyle, yea.**

**Transfers:** None

**Monthly expenditures for January 2022** were reviewed and approved in a motion by Cheryl Lyle seconded by Matthew Roberts. Roll Call. All yea, motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.**

**Monthly expenditures for February 2022** were reviewed and approved in a motion by Matthew Roberts seconded by Michael Richards. Roll call. All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.**

**OLD BUSINESS:**

**Covid Protocol Update – Debra Buccilla**

We are following the Ohio Department of Health Maps for COVID Exposure. Each staff needing to quarantine due to a possible workplace exposure will work from home or in the building isolated from others. If the staff becomes to ill to work, they will be given COVID leave days up to 10 days. Any time needed after the 10 days will come from the staff’s personal leave time. Each staff will receive COVD leave benefit once. If another COVID episode occurs and staff could not work from afar they would be required to use their own time. We will continue to follow the ODH COVID Maps governing quarantine requirements.

**Pre-School Absences- Debra Buccilla/Bret Malone**

We have had several days that we have had to close the preschool due to illness with staff and students and also weather conditions. We are keeping a spreadsheet of all days and the families affected and plan to bring to the board the amount of refund dollars to be considered by the Board.

**Remote Meeting Authorization- Debra Buccilla**

Temporary remote meeting authority passed by Ohio Senate, is awaiting House approval. On Wednesday, January 26, the Ohio Senate passed a bill which included a provision temporarily authorizing public meetings to be held remotely by electronic means. The measure, which was incorporated into House Bill 51 by the Senate Ways and Means Committee, includes an emergency clause which will allow it to take effect immediately upon receiving Governor DeWine’s signature. The authority will expire after June 30, 2022.

Public entities will be permitted to conduct their meetings via video or teleconference, provided that public notice requirements are met and the public has an opportunity for participation when appropriate.

**NEW BUSINESS:**

**Debra Buccilla, Superintendent** asked the board for approval to pay monthly bills in 2022

A motion was made by Paul Pence, seconded by Cheryl Lyle to give the Superintendent approval to pay the monthly bills. Roll call. All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.**

**Lori Moore, Business Director** asked the board for Approval of the 2022 Vendor List

A motion was made by Cheryl Lyle seconded by Matthew Richards to approve the 2022 Vendor List.

Roll call. All yea. Motion carried.

**Roll Call: Paul Pence abstain ; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.**

**Lori Moore, Business Director** presented the Medicaid Resolution 2022.02.15

Therefore be it resolved that up to $450,000 will be made available in 2022 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 Michael Richards to approve Medicaid Resolution 2022:02.15 regarding Non-Federal Share of Medicaid Expenditures. Roll call. All yea. Motion carried. Roll call. All yea. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.**

**Lori Moore, Business Director** presented the IRS rate of $58.5 for Mileage Reimbursement up 2.5 cents from 2021.

A motion was made by Cheryl Lyle to approve the IRS mileage reimbursement of $58.5 for 2022 seconded by John Levo. Roll call. All yea. Motion carried..

**Roll Call: Paul Pence yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.**

**2022 Board Training- Debra Buccilla**

We will be sending out a podcast for the board to listen to which will count for one hour of training.

**Other Discussion**

**Employee Supplemental Contracts- Debra Buccilla/Suzie Janasov**

The Superintendent shared that early childhood numbers continue to increase and recruiting of staff has been difficult. We are considering doing supplemental contract work with some of our current employees to complete specific work until positions can be filled. We will consult with the county boards attorney for guidance.

**Visit with Representative Shane Wilkin- Debra Buccilla**

We had the pleasure of hosting Representative Wilkin along with an OACB staff member and the Director of EPI who provides services in Highland County.

Topics for discussion included: Workforce Crisis, Remote Board Meeting Flexibility, Modernizing Purchasing Authority, DD Board Composition.

**Direct Care Staff Shortage- Debra Buccilla/Kelli Williamson**

Kelli Williamson, SSA Director explained the effects of the workforce crisis in Highland County. We have providers that have given up work because they cannot find staff and some families have been unable to get the assistance they need due to the same.

Michael Richards made a motion to adjourn the HCBDD meeting at 7:05 pm, seconded by Matthew Roberts.

Prepared by: Sherry Burns, Executive Administrative Assistant

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Elizabeth Fryman, Board President

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Cheryl Lyle, Recording Secretary