HIGHLAND COUNTY BOARD OF DD

October 20, 2020

6:00 PM REGULAR BOARD MEETING

The Highland County Board of Developmental Disabilities met in a regular session at 6:00 pm, Tuesday, September 15, 2020. Board Members present: Karen Adams Paul Pence, Cheryl Lyle, John Levo, Michael Richards, Elizabeth Fryman and Matthew Roberts,

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Kelli Williamson, SSA Director, Larry Gray, Operations Director, Jennifer Goodwin, Investigative Agent and Lori Moore, Business Director

**ROLL CALL:** Paul Pence, present; John Levo, present, Matthew Roberts, absent, Cheryl Lyle, present (6:08 pm), Elizabeth Fryman, present (6:10 pm), Michael Richards, present, Matthew Roberts, present and Karen Adams, present.

**ADDITIONS TO AGENDA**: NA

**Reports:**

Paul Pence made a motion to accept the minutes for the September 15, 2020 Regular Board Meeting, seconded by Michael Richards. All yea. Motion carried.

**Roll Call:** **Paul Pence yea; Matthew Roberts, abstain; John Levo, yea, Michael Richards, yea, Karen Adams, yea**

**New Vendors: ESC of Northeast Ohio, Ohio Children’s Alliance**

Matthew Roberts made a motion to accept the new vendors, seconded by Michael Richards. All yea. Motion carried.

**Roll Call:** **Paul Pence yea; Matthew Roberts, yea; John Levo, yea, Michael Richards, yea, Karen Adams, yea**

Matthew Roberts made a motion to approve the October 2020 monthly financial and expenditure report as presented, seconded by Elizabeth Fryman. All yea. Motion carried.

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

**Superintendent’s Report**

We have only had one positive COVID case with an adult being served. She has been hospitalized for several weeks, with ups and downs related to her progress. We are happy to report that she has been discharged back home.

We are concerned with our provider agencies however. They are short staffed to begin with and we are hoping the increase in our county numbers by-pass them so they can stay healthy to work and not bring in the virus to those being served. We have been dealing with other general illnesses with staff but so far so good.

Last month we had discussed the Capital Dollars awarded to Highland County for the purchase of the new home. We are pleased to share that $49,600 has now also been awarded for the renovation. Our housing partner, Community Action, will take the lead in getting the house ready to occupy.

We have been looking to replace a more archaic accounting software system. There is a small group doing demonstrations and vetting several possibilities however our goal is to start the new year with an updated, user friendly system.

Lori and Liz are working with our insurance carrier as we are attempting to secure rates for 2021. Every year this has been challenging but we are concerned with the Pandemic it will even be worse. More to come on this topic.

We were awarded reimbursement for our COVID expenditures which were submitted to the County Commissioners for consideration. We received a sum of $8783.00

**OLD BUSINESS:**

**MUI Board Training**

Cheryl Lyle, Matthew Roberts, Elizabeth Fryman and Michael Richards were sent a hard copy of the MUI Board Training by mail. John Levo, Karen Adams, and Paul Pence had completed the training.

**NEW BUSINESS:**

**Adams County Contract**

We have signed a contract with Adams County to provide SSA oversight to 3 SSA’s and to coordinate their MUI work, which is very limited. We do not anticipate this amounting to many hours and have estimated that no more than 4 per week would be needed for SSA and maybe the same per month for MUI work. Both Kelli and Jennifer have graciously agreed to help them out.

**DODD Accreditation**

We have been advised that our survey will be conducted virtually at the end of January so we will be having Jennifer Goodwin do a mock survey in the upcoming months to assure our readiness.

**Board Member Reappointments**

Matthew and Cheryl are interested in an additional term, starting in 2021. Thanks goes to both of them as they are very valuable Board members.

A motion was made by Cheryl Lyle to adjourn the HCBDD Meeting at 6:39 pm, seconded by Matthew Roberts.

Prepared by: Sherry Burns, Executive Administrative Assistant

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Karen Adams, Board President

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Cheryl Lyle, Recording Secretary