HIGHLAND COUNTY BOARD OF DD

October 18, 2022

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 6:00 pm, Tuesday, October 18, 2022 at the Highland County Board of Developmental Disabilities. Board Members present: Cheryl Lyle, Paul Pence, Michael Richards, John Levo, Kim Adams and Elizabeth Fryman. Absent: Matthew Roberts,

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Lori Moore, Business Director, Suzie Janasov, Early Childhood Director, Kelli Williamson, SSA Director, Bret Malone, Educational Director, Molly Warnock, Community First Director and Phil Loudin, Operations Manager.

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

**ADDITIONS TO AGENDA**: NA

**Reports:**

**The minutes of the** August 16, 2022 Regular meeting were reviewed and approved in a motion by John Levo seconded by Paul Pence. Roll call. Motion carried.

**Roll Call: Paul Pence yea; Michael Richards, yea; John Levo, yea; Kim Adams, abstain,**

**Cheryl Lyle, yea and Elizabeth Fryman, yea**

**New Vendors:** Novo Print, Maplecrest Meats, Threshold LLC, NuMotion and TFA USA

A motion was made by Paul Pence to approve the new vendors as presented, seconded by Kim Adams. Roll Call. Motion carried

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

**Transfers:** None

**Monthly expenditures for September 2022** were reviewed and approved in a motion by Michael Richards seconded by Kim Adams. Roll call. Motion carried.

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

**Monthly expenditures for September Merchants 2022** were reviewed and approved in a motion by Cheryl Lyle seconded by John Levo. Roll call. Motion carried.

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

**Monthly expenditures for October 2022** were reviewed and approved in a motion by Paul Pence seconded by Michael Richards. Roll call. Motion carried.

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

**Monthly expenditures for October Merchants 2022** were reviewed and approved in a motion by John Levo seconded by Cheryl Lyle. Roll call. Motion carried.

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

**SUPERINTENDENT’S REPORT**

Special Olympics Ohio – Several years ago there was an administrative change and new directives were issued around actual sporting events, and new fiscal requirements. This was during the pandemic and events were only sporadically being held. Many of the new requirements were not well received therefore some county boards pulled out of participation. Of greatest concern is the fiscal requests which consist of having SOO be signers on the bank accounts and moving all accounts into one of three banks given as options. Superintendents of our SOCOG region discussed this recently and many are not inclined to comply. We will wait and see how far SOO will be taking this and, in the meantime, we will begin participating with others in our region in sporting events.

Direct Service Professionals (DSP) Crisis – the 6.5% is tied up in the legislature may go thru by the end of the calendar year. An additional 3.5% was recommended on behalf of the county boards however, most in our region voted against it. I voted NO.

Linda Allen assisted in “spreading the word” about the DSP crisis by putting a flyer in with her recently released SATH information. We are very appreciative of this.

Community First is preparing for a virtual CARF survey.

Liz has been working with our insurance broker…market trends are 5-10% for 2023. We are hoping to lock in an increase of 5%.

**OLD BUSINESS:**

**Preschool Update – Bret Malone**

* We currently have 60 students enrolled and 20 staff in the preschool. One student is in process and will be starting in the next couple weeks. We had one student withdraw because mom could not afford tuition. Mom was provided information on financial assistance but did not take advantage of the opportunity.
* We had our first family fun night last Thursday. 29 families attended and participated in the event.
* The preschool took a field trip to Karnes Orchard where the students got to pick an apple. Karnes also donated apples for family fun night. We appreciate their generosity and kindness

**HMG Mileage vs Fleet-Phil Loudin/Debra Buccilla**

Prices have changed since we checked fleet information. We are currently following up with Enterprise to get the updated information. We will then look at a comparison of a fleet vs. paying individuals mileage.

**Administrative License-Bret Malone/Debra Buccilla**

We would like to request the Board support our request to ODE to request an Alternative Administrative Specialist License for the purpose of being the Preschool Supervisor at Hills & Dales Preschool for the 2022-23 school year. With the expectation that Kayla will conform to Ohio Department of Education Office of Licensure requirements to Kayla will conform to Ohio Department of Education office of Licensure requirements to renew the alternative license or become fully licensed during the next two years.

Upon recommendation of Superintendent Debra Buccilla, it was moved by Paul Pence and seconded Cheryl Lyle to request an Alternative Administrative Specialist License for Kayla Marlowe for the purpose of being preschool supervisor for Hills & Dales Preschool at Highland County Board of Developmental Disabilities (HCBDD). All yea. Motion carried.

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

**Reimbursement between Counties- Lori Moore**

Each county assumes responsibility for expenses incurred. No tax dollars are used to support work in the opposite county. If a shared expense each county pays their part.

**NEW BUSINESS:**

**Policies and Procedures**

**Technology First Policy – Kelli Williamson**

Technology First is an initiative to ensure that people with developmental disabilities have increased opportunities to live, work, and thrive in their homes and communities through state-of-the-art planning, innovative technology, and supports that focus on their talents, interests, and skills. The main priority of the Technology First initiative is to increase the use of innovative technology solutions within service delivery and operations for people with developmental disabilities.

Many Ohioans with developmental disabilities encounter obstacles in daily tasks and activities as well as accessing education and jobs. Devices that engage in two-way communication or provide step-by step assistance can help people overcome these barriers and help them live the lives they want. For example, many new technologies can help someone feel more secure in their home, provide instruction on how to prepare an evening meal, or help to access public transportation. With these advancements, more Ohioans with developmental disabilities will have the opportunity to experience a life more fully integrated into their community.

Under Ohio's Technology First initiative, DODD will work with county boards of developmental disabilities to ensure technology is considered as part of all service and support plans for people with disabilities. Remote Support must be considered as the first option when authorizing services for a person with disabilities before authorizing on-site Homemaker/Personal Care staff. Technology First, created through a 2018 executive order, is not a technology-only policy but aims to help people learn more about how to use technology to improve their quality of life and how they can experience more independence and personal freedom.

John Levo made a motion to accept the Technology First Policy as presented, seconded by Paul Pence. All yea. Motion carried

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

**Behavior Support Policy- Kelli Williamson**

Sometimes people with disabilities may act in a way that poses a direct and serious risk of harm to their physical safety or the safety of others. Or their actions increase the likelihood that they will be legally sanctioned, which could include items such as eviction, arrest, or being incarcerated.

Restrictive Measures are used as a method of last resort by people providing specialized services to keep people safe from a risk of harm or legal sanction per the Ohio Administrative Code and always used with positive measures.

This rule is designed to ensure people with disabilities are supported in a caring way that promotes dignity, respect, and trust and with recognition that they are equal citizens with the same rights and personal freedoms granted to Ohioans without developmental disabilities.

A motion was made by Cheryl Lyle to approve the Behavior Support Policy as presented, seconded by Michael Richards. All year. Motion carried.

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

**Help Me Grow update and new grant-Suzie Janasov**

Kathy Harmon our program supervisor for HMG home visiting recently partnered with Bright beginnings our state central intake and outreach to do the non-traditional type of outreach to connect to our target population.

The position is called a navigator through the MIECHV (Maternal, Infant and Early Childhood Home Visiting Program) They are reimbursing us $40 an hour for 8 hours a week in both Highland and Adams Counties.

It was suggested that social media is a great way to do this with Instagram and TikTok. We would like to create these accounts for HMG and create short videos, approved through Deb, to post on Instagram or TikTok.

The HMG group now serves 4 counties, Highland, Adams, Brown and Clinton. It is a business fee for service model and has been successful both in service and finances in the 6 years it has been with Highland County board of DD.

**Elizabeth Fryman, Board President adjourned the Highland County Board Meeting at 7:00 pm.**

**John Levo made a motion seconded by Cheryl Lyle to go into Executive Session to discuss Personnel matter.**

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

**Highland County Board returned to Regular Session at 7:07 pm with no resolutions.**

Prepared by: Sherry Burns, Executive Administrative Assistant

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Elizabeth Fryman, Board President

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Cheryl Lyle, Recording Secretary