HIGHLAND COUNTY BOARD OF DD

APRIL 19, 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, April 19, 2022 at the Highland County Board of Developmental Disabilities. Board Members present: Kim Adams, Paul Pence, Michael Richards, John Levo, Matthew Roberts

and Cheryl Lyle. Absent: Elizabeth Fryman

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Molly Warnock, Community First Director, Lori Moore, Business Director, Kelli Williamson, SSA 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, absent, Kim Adams, present; Cheryl Lyle, present.

**ADDITIONS TO AGENDA**: NA

**Reports:**

**The minutes of the** March 15, 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, yea; Cheryl Lyle, yea, Matthew Roberts, abstain.**

**New Vendors:** Western Psychological Services, Dynamic Pathways, Inc., Appalachian Festival, and Earth Gathering Festival.

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

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

**Transfers:** None

**Monthly expenditures for April 2022** 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, yea; Cheryl Lyle, yea, Matthew Roberts, yea.**

**Monthly expenditures for April 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; Kim Adams, yea; Cheryl Lyle, yea, Matthew Roberts, yea.**

**OLD BUSINESS:**

**Strategic Plan (4th Quarter – Debra Buccilla**

We extended the previous strategic plan from a 3 year to the 5-year plan as we lost so much time due to the pandemic. Goal #4, in public, person to person took a shift to accommodate a remote model of work for us and others however, we were still able to actively work on this goal. A few highlights include assuring our “branding” was initiated across all written formats, enhanced technology to assist with communication and greater attention to our social media platforms.

**DSP Wage Increase Update- Debra Buccilla**

We have been discussing this off and on for several months now. Just last week, the Superintendents group voted to support the 6.5% that we discussed in last month’s meeting. The next step is to present this option to the provider association as well as the state Medicaid department in order to get buy in before submittal to CMS.

**NEW BUSINESS:**

**Purchase of Uhrig Street Property – Phil Loudin**

Phil Loudin, Operations Manager asked for approval to purchase the double lot at 327 Uhrig Street using Capital Housing pass through funds for $36,775.50. This property was purchased through Community Action.

Cheryl Lyle made a motion to approve the purchase of the double lot on Uhrig Street in the amount of $36,775.50, seconded by Matthew Roberts. All yea. Motion carried

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

**DSP Crisis Update- Kelli Williamson**

The DSP shortage continues and is at a level that agency providers are reporting they cannot sustain.

Our Service and Support continues to average 225 people on our caseload. We currently have 32 Independent Providers and 8 Agency Providers. (Our waiver counts are as follows: Level 1 – 38; Individual Options-83; Self -2) Hourly salaries with our agencies range from $13.00 to $16.00 per hour with some agencies giving bonuses for shift, sign-on, appreciation and Christmas.

We are looking at ways services can be delivered in other ways, including sharing staff with more people, a few people are moving homes, and finding natural supports and community resources to assist.

**Director Hauck Visit- Debra Buccilla**

We hosted the DODD Director in Highland for both counties as our space accommodated the visit. Both Michael and Buffy from Fayette represented their respective Boards and started off the meeting. We highlighted the work being done in both counties and I was especially pleased with how staff did their presentations focusing on success stories in each county.

**Preschool Changes- Debra Buccilla/Bret Malone**

We have been discussing the difficulty in operating preschool’s specific to staffing credentials and requirements. We particularly have trouble getting substitute teachers when needed and the delivery of IS services can be challenging when we have a vacancy or someone out for a period of time. We are experimenting for the remainder of the school year, utilizing our preschool supervisor in this capacity to assist both counties. We think it will go a long way in providing us a backup plan

**Other Discussion**

We are trying to create an Ecommerce site for the Art Studio as we enter into festival season. We think we can do this thru an existing platform but if not, we will add to our web-site in the future.

Paul Pence made a motion to adjourn the HCBDD meeting at 6:50 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