

Policy 8.3 Behavior Support
Policy 8.13 Non-Medicaid Adult Services/Non-Medical Transportation

Abolish Policies

Policy 4.01 Transportation Collaboration & Emergency Assistance.
Policy 4.03 Transportation Safety Instructions for Individuals Served
Policy 4.04 Transportation Manual
Policy 4.05 Authorized Bus Passengers and Vehicle Usage.
Policy 4.07 Transportation Management
Policy 4.08 Transportation- Lease Restrictive Environment & Payment
Policy 4.09 Transportation Pick-Up and Drop-Off Safety
Policy 4.10 Field Trips
Policy 4.12 Vehicle Operating Policy
Policy 4.11 Assistance for Individuals Served on Board Vehicles
Policy 8.1.3 Marimor Adult Services

84-16 Consent of Non-Renewal of VR Contract through OOD

85-16 Approval of Incentive for Employee Contributions to United Way

ALLEN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

MINUTES

July 26, 2016

5:30 p.m. Regular Board Meeting

Administration Building

2500 Ada Road, Lima OH

I. Roll Call

The Allen County Board of Developmental Disabilities met in regular session on Tuesday, July 26, 2016 in the Administration Board room. President Fleming called the meeting to order at 5:30 p.m. with the following roll call response:

Mr. Patrick Conrath, present
Mr. Robert McPheron, excused
Mr. Thomas Fleming, present

Mr. Martin Garlock, present
Ms. Phyllis Montrose, present

Mrs. Linda Lehman, present
Mrs. Melissa Weaver, present

II. Focus

Mission The mission of the Allen County Board of Developmental Disabilities is to:

- Reduce Barriers
- Ensure Supports
- Expand Meaningful Community Involvement

Vision

The vision was read by Erin Gantt, the mother of Emily Gantt. Emily and her family have been in the Help Me Grow program for over 2 years. Erin made a self-referral to Help Me Grow when Emily was only 20 days old. The family’s Help Me Grow Service Coordinator is Emily Koenig. Emily is responsible for evaluations and ongoing assessments, developing the family’s Individualized Family Service Plan and coordinating services.

The family then chose the Allen County Board of DD for early intervention services. Their Primary Service Provider is Kathy Hoelscher. Kathy is a physical therapist and her services are contracted through Lima Memorial Health System. Kathy sees Emily and her family in their home 1 time a month. Marisa Shepherd, Speech Therapist, also consults with the family. Emily also receives services through Lima Memorial Hospital and The Children’s Developmental Center.

Pledge of Allegiance

III. Revision and Acceptance of the Agenda

<u>Item(s) Added</u>	<u>Requested By</u>
Consent to Non-Renewal of VR Contract with OOD	Superintendent Schnipke
Approve Incentive for Employee Contribution to United Way	Superintendent Schnipke

RESOLUTION 75-16:

Mr. Garlock moved to approve the agenda.

Mr. Conrath seconded the motion to approve the agenda.

Mr. Garlock, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Conrath, yes

Ms. Montrose, yes
Mr. Fleming, yes

IV. Correspondence

We received a letter from the Bluffton Schools for the bus donation. Also, we received a card and email thanking us for the Ice Cream Social and Retirement Celebration on June 27, 2016 and we received a card from Jeannie Stahl thanking us for the retirement resolution and gift.

V. Hearing of the Public

VI. Staff Reports – Martha Nance, Director of Business, gave a quick review on how the transition out of direct services will change the Budget, with emphasis on Medicaid Revenue, Medicaid Match and Non-Medicaid Services paid to Private Providers. She also reviewed the status of Medicaid billing and what service(s) will be billed in the future.

VII. Consent Agenda

SUPERINTENDENT'S RECOMMENDATION 76-16: Superintendent Schnipke recommended the Board consent to the following items:

- A. Approval of the minutes of the regular meeting of the Allen County Board of Developmental Disabilities held on June 28, 2016.
- B. Concurrence with the payment of bills for programs operated by the Allen County Board of Developmental Disabilities during the month of June and concurrence with the transfers in June.
- C. Accept Personnel Report
 - 1. New Hires
 - a. Jillian Livingston was hired as an Intervention Specialist effective August 18, 2016 at a salary of \$39,913 which is a Step MA-1 on the MEA salary schedule. Jill was a substitute the 2015-2016 school year.
 - 2. Transfers
 - a. Donna Lawrence transferred from Administrative Assistant- Transportation to Transition Carry Over Employee - SSA, effective July 1, 2016.
 - b. Debra Hume transferred from Day Services Specialist to Transition Carry Over Employee - Art Ability Manager.

- c. Jeff Newfer transferred from Vehicle Maintenance to Transition Carry Over Employee - Vehicle Maintenance, effective July 1, 2016.
- d. Mamie VanDyke transferred from Driver (Non-CDL) to Transition Carry Over Employee - Educational Aide/Maintenance, effective July 1, 2016.
- e. Lori Sullivan transferred from Driver (Non-CDL) to Transition Carry Over Employee - Ed Aide/Maintenance, effective July 1, 2016.
- f. Brenda Wisner transferred from Bus Driver - Non CDL Driver to Custodial Worker, effective July 1, 2016.
- g. Trois Parker transferred from Day Services Specialist to Educational Aide, effective July 1, 2016.
- h. Tim Richards transferred from Bus Driver - Non CDL Driver to Educational Aide, effective July 1, 2016.
- i. Jim Muter transferred from Bus Driver - Non CDL Driver to Custodial Worker, effective July 1, 2016
- j. Peggy Folk transferred from Community Based Specialist to Transition Carry Over Employee - Community Based Specialist, effective July 1, 2016.
- k. Kathy Carder transferred from Bus Driver to Educational Aide, effective July 1, 2016

3. Terminations

- a. Melinda Taflinger, Intervention Specialist, resigned to accept a position at LCC, effective August 17, 2016
- b. Brett Currens, HMG (MIECHV) Home Visitor resigned, effective August 17, 2016.

D. Accept Inspection Reports

Type: Annual Boiler Combustion Inspection @ School
 Company: Lippincott
 Date: April 15, 2016
 Results: No recommendations
 Corrective Action: N/A

Mrs. Lehman moved to accept the recommendation of the Superintendent.

Mrs. Weaver seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes	Ms. Montrose, yes	Mrs. Weaver, yes
Mr. Conrath, yes	Mr. Garlock, yes	Mr. Fleming, yes

VIII. Superintendent's Report

ADJOURN INTO EXECUTIVE SESSION

Ms. Montrose moved to adjourn into Executive Session to discuss compensation for public employees at 6:00 p.m.

Mr. Garlock seconded the motion.

Ms. Montrose, yes
Mr. Garlock, yes

Mrs. Weaver, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, yes

RECONVENE INTO REGULAR SESSION

Mr. Conrath moved to reconvene into Regular Session at 7:14 p.m.

Ms. Montrose seconded the motion.

Ms. Montrose, yes
Mr. Garlock, yes

Mrs. Weaver, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, yes

A. Administrative

1. Children's Services Report – June
2. Early Intervention & Help Me Grow Report- June
3. Quality & Support Services Report- June
 - LODDI June meeting minutes and April Financial Reports
4. Community Support Services Report- June
5. Human Resources Report June and HR Newsletter July
6. VR Contract Services- June

IX. Old Business

X. Committee Reports

A. Ethics Council - July 26, 2016

1. Review of Direct Service Contract Involving Payment to Eligible Individuals or Immediate Family Member of Eligible Individual.

<u>Vendor</u>	<u>Relationship</u>	<u>Service</u>
Jacob Lepla	Brother	Family Support Services- Respite
Caitlin Embree	Mother	Family Support Services- Gas Card
Cortney Metcalf	Mother	Family Support Services- Reimbursement for iPad and case.

ETHICS COUNCIL RECOMMENDATION 77-16: The Ethics Council recommended and so moved that the Board certifies the Direct Service Contracts Involving Payment to Immediate Family Members of Eligible Individuals as listed above be approved.

Mr. Conrath moved.

Mr. Garlock seconded the motion.

Mrs. Weaver, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mr. Fleming, yes

B. Finance Committee – July 22, 2016

C. Personnel Committee

The Personnel Committee met to review several changes due to the completion of transition on June 30, 2016. The committee reviewed the positions to be abolished, changes in position descriptions, change in salary grades and non-union wage increases for 2016. The Personnel Committee also reviewed the payment structure for substitutes after an analysis of several area school districts for like or similar positions.

1. Abolish Positions

AD-206	(PT) Billing Clerk / Fiscal Support
AD-306	Medicaid and Billing Specialist
AD-501	Director of Community Support Services
AS-102	Day Services Assistant
AS-102a	Day Services Assistant
AS-102c	Day Services Assistant
AS-103	Day Services Assistant/Bus Aide
AS-104a	Day Services Assistant/Bus Aide
AS-104b	Day Services Assistant/Bus Aide
AS-104c	Day Services Assistant/Bus Aide
AS-104d	Day Services Assistant/Bus Aide
AS-105	(PT) Assistant
AS-106	Shipping/Receiving Clerk
AS-107	Shipping/Receiving Clerk
AS-108	Payroll Clerk
AS-110	Employment Services Support
AS-115	Community Based Specialist
AS-118	Day Services Specialist
AS-118a	Day Services Specialist
AS-119	Day Services Specialist
AS-120	Employment Specialist
AS-121	Employment Specialist
AS-124	(P/T) Employment Specialist
AS-126	Employment Services Training Coordinator
AS-202	Administrative Assistant
AS-204	Secretary/Receptionist
AS-206	Administrative Asst.-Industrial
AS-207	Secretary/Receptionist
AS-302	Marketing Representative
AS-304	Job Developer
AS-308	Employment Coordinator
AS-310	Adult Services Nurse
AS-312	Nurse
AS-314	Secure Scan / Activities Coordinator
AS-320	Employment First Coordinator
AS-402	Industrial System Assistant
AS-409	Industrial Accountant
AS-410	Administrative Assistant
AS-416	Employment Services Manager
AS-418	Habilitation Manager
AS-420	Industrial Systems Manager

CS-110a	Ed Aide / Bus Aide
CS-110c	Ed Aide / Bus Aide
CS-110d	Ed Aide / Bus Aide
CS-114	Ed Aide / Bus Aide (Sub)
CS-301	Early Intervention Specialist (Sub)
CS-315	Behavior Support Specialist- Children (sub)
TR-102	Bus Aide
TR-103	Bus Aide
TR-104	Driver - Non CDL
TR-105	Driver - Non CDL
TR-107	Bus Driver
TR-111	Vehicle Maintenance
TR-112	Bus Driver / Driver Non-CDL
TR-114	Driver - Non CDL / Bus Aide
TR-116	Vehicle Maintenance / Bus Driver
TR-118	Driver - Non-CDL / OBI - Bus Driver
TR-410	Transportation Director

PERSONNEL COMMITTEE RECOMMENDATION 78-16: The Personnel Committee recommended the above outlined positions be eliminated due to the completion of the transition process with Adult Services and Transportation positions no longer being needed.

Mr. Conrath moved.

Ms. Montrose seconded the motion of the Personnel Committee.

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Fleming, yes

2. Changes in Position Descriptions

Position		
Code	Title	Changes
AD-200	Transition Carry Over Employee- Vehicle Maintenance	No additional changes.
AD-201	Transition Carry Over Employee- Artability Manager	No additional changes.
AD-202	Human Resources Manager	No additional changes.
AD-203	Administrative Assistant – Superintendent	Added responsibility with Safety Committee and agency safety process.
AD-204	Administrative Assistant - Business	Change title to Accounting Clerk due to be in line with new salary study. Job grade updated by job grading committee. Changed Job Summary updated.
AD-205	Records Clerk	No additional changes.
AD-208	Administrative Assistant - HR	Added certification responsibilities.
AD-304	Technology Coordinator	Updated Job Accountabilities 1, 3, 7 and 9. Changed grade per Job Grading Committee from a 10 to a 9.
AD-209	VR Contract Coordinator	No additional changes.

AD-307	VR Contract Services Supervisor	No additional changes.
AD-502	Director of Business	No additional changes.
AD-600	Superintendent	No additional changes.
AS-318	Project SEARCH Instructor	Reclassified to CS- 321. Changed job responsibility #5 to reflect current practice.
CS-103	Cafeteria Worker (sub)	No additional changes.
CS-104	Cafeteria Worker	No additional changes.
CS-108	Educational Aide	Added clarifying language to job accountabilities 1, 3 and 4. Changed work hours due to change in school hours. Changed job requirements to experience in a classroom setting vs. a school setting. Change to CS-108 only (dropped 'a' with elimination of bus aide/ed aide).
CS-116	Employment Specialist - Youth	Updated job responsibilities and percentages to reflect the changes that have occurred to meet student needs.
CS-117	Employment Specialist – Youth (Sub)	Updated job responsibilities and percentages to reflect the changes that have occurred to meet student needs.
CS-204	Secretary	Added duties due to elimination of Secretary/Receptionist position. Changed working hours due to change in school hours.
CS-207	Transition Carry Over Employee-custodial/maintenance	No additional changes.
CS-302	Early Intervention Specialist	Changed caseload to range of 30-40. Changed Certificate title to Developmental Specialist to match DODD. Changed percentages of time sitting verses standing. Changed work schedule to accommodate new hours.
CS-303	Developmental Specialist I (PT)	Changed Certificate title to Developmental Specialist to match DODD Changed percentages of time sitting verses standing. Caseload range of 20-30 added.
CS-305	Instructor-Adaptive Physical Education	Added job duties for Project STIR and PLAYTIME.
CS-306	Intervention Specialist	Rearranged job responsibilities and ranked them according to % of time spent. No other changes.
CS-309	Speech/Language Therapist - Early Intervention	Added Primary Service Provider responsibilities to Job Summary. Rearranged job responsibilities and ranked them according to % of time spent. Changed supervisor since the therapist only serves one school age student.
CS-310	Intervention Specialist (Substitute)	Rearranged job responsibilities and ranked them according to % of time spent. No other changes.
CS-312	School Nurse	Rearranged job responsibilities and ranked them according to % of time spent. Added 2 years' experience in pediatric nursing as a requirement.
CS-314	Behavior Support Specialist – Children	Changed “success” plan to positive intervention and restrictive plan. Added responsibilities for contracted services with Hardin County Board of DD. Added responsibilities related to the Emergency Operations Plan and changed percentages on job duties.

CS-316	Educational Consultant	Updated job responsibilities and percentages to reflect the changes that have occurred to meet student needs.
CS-320	Arts Activities Coordinator (PT)	Added two years arts teaching experience as a requirement.
CS-322	School Nurse (Substitute)	No additional changes.
CS-402	Cook	Added a requirement for supervisory experience
CS-404	Administrative Assistant	Deleted preschool from Job Scope. Added Title XX to job duty. Changed several frequencies.
CS-408	Early Childhood Coordinator - HMG Contract Mgr.	Changed percentages to be more accurate. Added in supervising 1 – Speech Therapist.
CS-500	Director of Education	Project Search supervision added throughout. Added the development of services for local school districts in the Job Summary. Changed my working hours to 7:30 – 3:30 p.m.
HG-110	HMG (MIECHV) Home Visitor	Changed caseload to range. Removed meet unit requirements. This position does not bill using units. Changed training and experience to Associate or Bachelor's degree to match ODH new credentialing criteria. Changed percentages of time sitting verses standing.
HG-202	HMG-Administrative Assistant	Changed Normal Work Hours to 8:00am to 4:00pm. Changed percentages of time sitting verses standing
HG-306	HMG - Home Visitor	Changed case load range 20-30.. Changed percentages of time sitting verses standing.
HG-308	HMG-Service Coordinator (Part C)	Changed Licenses and Certificates to DOH Help Me Grow Service Coordinator Credential to match ODH credentialing criteria. Changed percentages of time sitting verses standing. Caseload range added 30-50.
HG-314	HMG-Central Intake/Child Find Coordinator	No additional changes.
MT-102a	Custodial Worker(a.m.)	No additional changes.
MT-102b	Custodial Worker(p.m.)	No additional changes.
MT-105	Custodial Worker (sub)	No additional changes.
MT-402	Maintenance Foreman	No additional changes.
QS-204	Secretary, FSS	Level of supervision section, took out approval of FSS certified respite providers as the Board no longer employees certified providers. Wording changes due to program name change to Family Support Services.
QS-205	Transition Carry Over Employee-Community Based	No additional changes.
QS-206	Administrative Assistant	No additional changes.

QS-306	Behavior Support Specialist	Removed “in public schools” next to children in Job Scope section as BSS may also work with children in other settings. In B. #6 took out the word plan and added behavioral strategies. In B. #12 took out TEAM trainer and added new agency language of positive behavior support/crisis intervention strategies. Changed the word plans to strategies in special requirements section.
QS-308	Medicaid Services Specialist	Slight change in percentages of time per task. Removed assistance with file reviews.
QS-310	Investigative Agent	Changed one Investigative Agent job description to assist with provider certification and provider compliance reviews. Adjusted percentage of time per task accordingly.
QS-311	Investigative Agent - Community Outreach Coordinator	Added duties of Community Outreach Coordinator. Intent is to have 50% of the job devoted to development and maintenance of the FANs Network. 50% will continue with IA and related duties.
QS-314	Medicaid Quality Specialist	In B#4 changed supervisor’s title.
QS-408	Director of Quality and Support Services	Remove “to include assistance with eligibility determinations for children age birth – six years of age from Job Accountability #7.
SC-205	Transition Carry Over Employee-Scanner/SSA	Changed work schedule to flexible. No additional changes.
SC-207	Administrative Assistant – SSA	No additional changes
SC-302	Intake/Support Services Coordinator	Rearranged and reworded job responsibilities to align more with SC - 312 and ranked them according to % of time spent. IID – aligned with SC-312 for training and experience.
SC-305	Service and Support Associate	No additional changes.
SC-307	Service and Support Associate – Children	Rearranged and reworded job responsibilities 2, 3 and 4. No other changes.
SC-312	Intake/Support Services Coordinator	Adjusted the % of time spent performing tasks. No other changes.
SC-402	Service and Support Associate Supervisor	Replaced SSA Manager with SSA Director under job responsibilities 1, 5 and 6. Under 1C. amended titles of who the supervisor has ongoing contact with. IID #2 – replaced MR with intellectual disability. No other changes
SC-406	Service and Support Administration Director	Amended wording in 1C – contact with Intake -Support Services Coordinators. Add to Job Accountabilities #2 Assist with eligibility determinations for children birth through age six.

PERSONNEL COMMITTEE RECOMMENDATION 79-16: The Personnel Committee recommended the above listed position descriptions be amended and all positions add exempt/non-exempt and consistency changes were made to hours worked. Additionally, changes were made in the format in “Section II. SPECIAL REQUIREMENTS” for all job descriptions to list “D. Training and Experience”

from “which helps in performing the duties” to “required” unless specified in the boxes below.

Mrs. Lehman moved.

Mr. Garlock seconded the motion of the Personnel Committee.

Mr. Garlock, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Conrath, yes

Ms. Montrose, yes
Mr. Fleming, yes

3. Salary Ranges

Since late 2014 the former Superintendent Esther Baldrige has been working on new Salary Ranges. She used the Ohio Association of County Boards (OACB) salary study as the basis for her recommendations. These changes can be very challenging due to differences in positions statewide, personnel in these jobs and longevity of our staff. Esther has worked with Superintendent Schnipke on a final recommendation

Additionally, it is believed that the last formal review of our position descriptions and job grading system was 15 or more years ago. Due to the many changes at the agency over the past year and rapidly changing field of DD, Superintendent Schnipke suggested we consult with a firm that specializes in job grading services to review our system and make recommendations for enhancements, if needed.

PERSONNEL COMMITTEE RECOMMENDATION 80-16: The Personnel Committee recommended the Salary Ranges be approved and additionally requests Superintendent Schnipke to research options for an agency wide review of the positions descriptions and our position grading system.

Mr. Conrath moved.

Mrs. Lehman seconded the motion of the Personnel Committee.

Mrs. Lehman, yes
Mr. Conrath, yes

Ms. Montrose, no
Mr. Garlock, yes

Mrs. Weaver, yes
Mr. Fleming, yes

4. Non Union Salary Increases

PERSONNEL COMMITTEE RECOMMENDATION 81-16: The Personnel Committee recommended the Non Union pay increases as presented be approved.

Mrs. Weaver moved.

Mr. Conrath seconded the motion of the Personnel Committee.

Ms. Montrose, no
Mr. Garlock, yes

Mrs. Weaver, yes
Mrs. Lehman, yes

Mr. Conrath, yes
Mr. Fleming, yes

5. Increase in Hourly Wage paid to Substitutes

The hourly rate of pay for substitutes has not changed since 2008. We have some difficulty in attracting and retaining substitutes, especially with Custodians. We conducted a survey with five area schools to compare

our rates. The following are recommended changes to more closely match the average of the other schools in the area.

<u>Position</u>	<u>Current</u>	<u>Proposed effective August 1, 2016</u>
Educational Aide	\$9.55	\$10.00
Cafeteria Worker	\$9.55	\$9.75
Custodian	\$10.40	\$11.25
Secretary	\$9.74	\$10.00
Instructor	\$13.00	\$13.00
Nurse	\$20.70	\$20.70

PERSONNEL COMMITTEE RECOMMENDATION 82-16: The Personnel Committee recommended the change in hourly wage for substitutes be amended as recommended by the Superintendent.

Mr. Garlock moved.

Ms. Montrose seconded the motion of the Personnel Committee.

Ms. Montrose, yes

Mrs. Weaver, yes

Mr. Garlock, yes

Mrs. Lehman, yes

Mr. Conrath, yes

Mr. Fleming, yes

D. Planning Committee

E. Policy Committee - Met June 28, 2016

1. Amend Policies

Policy	2.06	See below. Renumbered from 4.01.
Policy	5.10	Vehicle Operating & Usage; details added from 4.05.
Policy	8.1.2	School-Age. Renumbered, changed outline to consistent format with other policies & recommendations of other changes noted in bold. This includes the 2016-2017 Marimor School Handbook.
Policy	8.3	Behavior Support. Format changes and changes related to integrating ODE regulations for school students. Other changes noted in bold. This includes the Positive
Policy	8.13	Added information from 4.08 and other changes made as recommended.

2. Abolish Policies

Policy	4.01	Transportation Collaboration & Emergency Assistance. This policy has been renumbered to 2.06 and added to Safety section.
Policy	4.03	Transportation Safety Instructions for Individuals Served. This has been added to 8.1.2 School Age Policy.
Policy	4.04	Transportation Manual
Policy	4.05	Authorized Bus Passengers and Vehicle Usage. Some details from this policy added to 5.10.

Policy	4.07	Transportation Management
Policy	4.08	Transportation- Lease Restrictive Environment & Payment. Added needed details to 8.1.3.
Policy	4.09	Transportation Pick-Up and Drop-Off Safety
Policy	4.10	Field Trips. This has been moved to 8.1.2 School Age Policy.
Policy	4.12	Vehicle Operating Policy. This policy has been renumbered to 5.10 and added to Personnel section.
Policy	4.11	Assistance for Individuals Served on Board Vehicles
Policy	8.1.3	Marimor Adult Services

POLICY COMMITTEE RECOMMENDATION 83-16: The Policy Committee recommended and so moved that the Board approve changes to Policies 5.10, 8.1.2, 8.3 & 8.13 and abolish all the policies in Chapter 4 - Transportation. This is Policies 4.01, 4.03 (amended in 2.06), 4.04, 4.05, 4.07, 4.08, 4.09, 4.10, 4.11, 4.12 (amended in 5.10). Abolish Policy 8.1.3 Marimor Adult Services. Additionally, the committee recommended the approval of the Marimor School Handbook and the Positive Behavior Support Training / Crisis Intervention Strategies Handbook

Ms. Montrose moved.

Mrs. Lehman seconded the motion of the Policy Committee.

Mrs. Weaver, yes

Mr. Garlock, yes

Mrs. Lehman, yes

Mr. Conrath, yes

Ms. Montrose, yes

Mr. Fleming, yes

XI. New Business

F. Consent to Non-Renewal of VR Contract with OOD

During the past several weeks, Superintendent Schnipke became aware of our need to negotiate the next VR contract. This is a program we started in 2009 to draw down federal dollars. However, we are no longer providers so we no longer see the revenue. This cost for us was approximately \$658,000. We would receive back \$353,000, which would result in a loss of \$305,000.

DODD is mandating a new service called Employment Navigation. This will be a TCM billable service. Boards can go two ways – use dedicated staff or SSA’s. Superintendent Schnipke does not feel our SSA’s have the time and are not specialized in this area. Superintendent Schnipke recommended the Board allow her to give a 30 day notice to OOD that we intend to end the VR contract and move our three dedicated VR staff to Employment Navigation. There will be no new costs. There will actually be a huge savings. Additionally, we met with the Superintendent of Putnam County who is in VR with us. He is wanting to contract with us for Employment Navigation if we can reach an agreement.

SUPERINTENDENT RECOMMENDATION 84-16: Superintendent Schnipke recommended the Board allow her to give a 30 day notice to OOD to end the VR Contract and move our three VR Staff members to Employment Navigation.

Ms. Montrose moved.

Mrs. Weaver seconded the motion of the Superintendent.

Mrs. Weaver, yes
Mr. Conrath, yes

Mr. Garlock, yes
Ms. Montrose, yes

Mrs. Lehman, yes
Mr. Fleming, yes

G. Approve Incentive for Employee Contribution to United Way

SUPERINTENDENT RECOMMENDATION 85-16: Superintendent Schnipke recommended the Board approve spending up to \$500 out of Special Donations for incentives for employees contributing to the United Way.

Mr. Garlock moved.

Ms. Montrose seconded.

Mrs. Weaver, yes
Mr. Conrath, yes

Mr. Garlock, yes
Ms. Montrose, yes

Mrs. Lehman, yes
Mr. Fleming, yes

XII. Board Discussion

XIV. Other Items to Come Before the Board

XV. Adjournment

Ms. Montrose moved to adjourn the meeting at 7:32 p.m.

Mrs. Weaver seconded the motion to adjourn.

Mr. Conrath, yes
Ms. Montrose, yes

Mr. Garlock, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Fleming, yes

Regular Board Meeting
September 27, 2016
Allen County Board of Developmental Disabilities
2500 Ada Road
Lima, OH 45801


Chris Calvelage, Clerk

Phyllis Montrose, Recording Secretary