

June 27, 2017

- 39-17 Approval of the Agenda
- 40-17 Approval of the Minutes of the May 23, 2017 Board Meeting
Accept the hire of Willard (Dean) McCombs as a Part Time Investigative Agent
Accept the hire of Tim Richards as the Maintenance Foreman
Accept the hire of Ashley Strawn as an Early Intervention Service Coordinator
Accept the transfer of Heather Bassitt from Administrative Assistant- Help Me Grow to Records Clerk effective July 1, 2017
Accept the transfer of Mike Fitzgerald from Maintenance Foreman to Assistant Maintenance Foreman effective July 20, 2017
Accept the displacement of Joyce Diller as Records Clerk
Accept the layoff of Lori Tester as a Help Me Grow MIECHV Home Visitor
Accept the layoff of Mandy Rinker as a Help Me Grow Home Visitor
Accept the layoff of Sarah Lyons as a Help Me Grow Home Visitor
Accept the layoff of Samantha Bullock as the Help Me Grow Central Intake Child Find Coordinator
Accept the layoff of Julie Robinson as a Help Me Grow Home Visitor
Accept the following Inspection Reports:
Lima Fire Equipment Company
Landscape Structures, Inc.
Concurrence with the transfers for May 2017
- 41-17 Approve the New Position Analysis System and Salary Ranges
- 42-17 Approve the Non Union Salary Increases
- 43-17 Approve Management Contracts
- 44-17 Approve Changes in Position Descriptions
- 45-17 Approval to Create the following Positions:
Accounting/Technology Support
Early Intervention Service Coordinator (P/T)
- 46-17 Accept the following Policy Actions:
Amend Policy 1.45 Records Format, Retention Schedule and Document Destruction
Amend Policy 5.2.24 Non-Union Hours of Work and Overtime
- 47-17 Approve Appointment of Two Board Members to LODDI, Inc.
- 48-17 Approve Marimor School Handbook
- 49-17 Approve the following Room and Board Contracts:
Champaign Residential Services
Ottawa Valley Center
- 50-17 Approve Service Contract with Marimor Industries, Inc. for Non-Medicaid Services

51-17 Approve the following Service Contracts
Tiffin Developmental Center
Northwest Ohio Developmental Center

ALLEN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

MINUTES
June 27, 2017

5:30 p.m. Regular Board Meeting
2500 Ada Rd, Lima OH

I. Roll Call

The Allen County Board of Developmental Disabilities met in regular session on Tuesday, June 27, 2017 in the Administration Board Room. President Garlock called the meeting to order at 5:30 p.m. with the following roll call response:

Mr. Patrick Conrath, excused	Mr. Thomas Fleming, present	Mrs. Linda Lehman, present
Mr. Robert McPheron, excused	Ms. Phyllis Montrose, present	Mrs. Melissa Weaver, present
Mr. Martin Garlock, 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:

Jennifer Frail, SSA Supervisor for Employment Navigation read the vision this month. Jennifer has worked at the Board since 2008. She first was hired in the Employment Services division of Adult Services as a Job Coach. In 2012 she accepted a position as a Vocational Rehabilitation (VR) Coordinator working on our VR Contract. Due to changes in our VR Contract, a full time Supervisor was needed in 2013. As a result, Jennifer was promoted to a VR Contract Supervisor. As the VR Contract Supervisor she supervised two- Allen County Board of DD Employment Services staff and six- Goodwill Easter Seals staff. At the end of September 2016, when Transition at the agency was complete, we decided to terminate our VR Contract with the Opportunities for Ohioans with Disabilities (OOD) so Jennifer and the two Board staff that worked on the VR Contract were moved to Employment Navigation in the SSA Department, which is a new billable TCM service. Since October 2016, Jennifer has been learning all she can about providing this service in light of the Employment First initiative. Additionally, Jennifer works 10 hours weekly for the Putnam County Board of DD providing Employment Navigation under a shared contract we have with them.

Pledge of Allegiance

III. Revision and Acceptance of the Agenda

RESOLUTION 39-17:

Mr. Fleming moved to approve the agenda.

Ms. Montrose seconded the motion to approve the agenda.

Mr. Fleming, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Garlock, yes

Ms. Montrose, yes

IV. Correspondence

Included in your correspondence is a copy of a letter from a parent expressing appreciation of our PLAYTIME music teacher and activities. There is also a thank you card to our Marimor School Bell Choir for performing at the YW Childcare Resource and Referral Provider Appreciation Luncheon. There are two families that sent cards of appreciation for our gift sent when their loved one we served passed away. Lastly, Superintendent Schnipke included an article written about our accomplishment in receiving the gold level with Activate Allen County for the Activated Business Challenge.

V. Hearing of the Public

VI. Staff Report

Jennifer Frail, SSA Supervisor for Employment Navigation and Kristy Schweingruber, SSA Director gave an update on our Employment Navigation process, data on our successes and challenges in finding employment and where we stand in the state as far as the number of people we serve employed compared to other counties. Also, they shared their plans for this important new service over the next year.

VII. Consent Agenda

SUPERINTENDENT'S RECOMMENDATION 40-17: Superintendent Schnipke recommended the Board consent to the following items:

- A. Approval of the minutes from the regular meeting held on May 23, 2017 of the Allen County Board of Developmental Disabilities.
- B. Accept Personnel Report
 - 1. New Hires
 - a. Willard (Dean) McCombs hired as a Part Time Investigative Agent at an hourly rate of \$21.04 effective June 9, 2017.
 - b. Tim Richards hired as the Maintenance Foreman at an annual salary of \$51,500.00 effective July 20, 2017.
 - c. Ashley Strawn hired as an Early Intervention Service Coordinator at a salary of \$36,600.00 effective July 6, 2017.
 - 2. Transfers
 - a. Heather Bassitt will be using her displacement rights to assume the Records Clerk position effective July 1, 2017 at her same salary rate of \$39,680.
 - b. Mike Fitzgerald will transfer to the Assistant Maintenance Foreman position on July 20, 2017 to train his replacement before his retirement in August 2017.

3. Layoffs

- a. Joyce Diller is being displaced due to the end of the Help Me Grow Home Visiting contract.
- b. Lori Tester is being laid off due to the end of the Help Me Grow Home Visiting contract.
- c. Mandy Rinker is being laid off due to the end of the Help Me Grow Home Visiting contract.
- d. Sarah Lyons is being laid off due to the end of the Help Me Grow Home Visiting contract.
- e. Samantha Bullock is being displaced due to the end of the Central Coordination contract by the ODH. One agency was chosen for the state to provide this service.
- f. Julie Robinson is being displaced due to the end of Help Me Grow Home Visiting contract.

4. Resignation

- a. Emily Koenig resigned as a HMG – Service Coordinator (Part C) effective June 7, 2017.

C. Inspection Reports

Type: Kitchen Fire Suppression Inspection

Company: Lima Fire Equipment Company

Date: June 6, 2017

Results: No recommendations

Type: Playground Safety Inspection

Company: Landscape Structures, Inc.

Date: May 24, 2017

Results: East & West playgrounds required minor adjustments. This report notes that surface needs replaced as budget allows. This has been noted on past reports as well.

- ### D. Concurrence with the transfer of Allen County Board of Developmental Disabilities during May 2017.

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

Mr. Fleming seconded the motion to accept the recommendation of the Superintendent.

Mrs. Lehman, yes Ms. Montrose, yes Mrs. Weaver, yes

Mr. Fleming, yes Mr. Garlock, yes

VIII. Superintendent's Report

A. Superintendent activities for June 2017

B. Administrative

1. Early Childhood Report- May2017
2. Children's Services Report- May 2017
3. Quality & Support Services Report- May 2017
 - LODDI Minutes & Financials- March & April 2017
4. Service & Support Administration Report- May 2017
5. Human Resources Report- May 2017
 - HR Newsletter- May 2017

IX. Old Business

X. Committee Reports

A. Ethics Council - Met on June 27, 2017

1. Review of Direct Service Contract Involving Payment to Eligible Individuals or Immediate Family Members of Eligible Individual. – Tabled by Superintendent Schnipke

<u>Vendor</u>	<u>Relationship</u>	<u>Service</u>
17-030	Grandmother	Family Support Services- Respite Care
17-031	Grandmother	Family Support Services- Respite Care
17-032	Mother	Family Support Services- Reimbursement for Adaptive Equipment
17-033	Grandmother	Family Support Services- Respite Care

2. Review of Ethics Checklist for Employee – Tabled by Superintendent Schnipke

Mr. Dean McCombs was hired on June 9, 2017 as a part-time Investigative Agent. He is retired from the Ohio Department of Rehabilitation and Corrections; however, he serves as a Special Deputy with the Allen County Sheriff's Office. In this position he has all the rights and duties of a deputy; however, he is not paid. He works approximately seven hours per month. Due to the unique situation, I consulted an attorney with Blaugrund, Haynes, Kessler, Myers and Postalakis. They have provided a legal opinion and Mr. McCombs has signed a special agreement to this effect. Our agency does not have a contract with the Sheriff's Department and if any conditions change that would disqualify him from employment under 5126.0221, he will notify us. Mr. McCombs is willing to resign the Special Deputy position if necessary. All parties understand he is not acting as a law enforcement officer in any capacity while working for the Board. Additionally, the Outside Employment Checklist was completed indicating he has no supervisory responsibility, would not be in a capacity to impact contracts and has no conflicts that would prevent employment.

B. Finance Committee – Met on June 23, 2017

President Garlock reported that the year-to-date revenue as of the end of May was almost 6.3 million dollars, which was \$449,000 under budget. Year-to-date expenditures were approximately 3.9 million dollars, which was \$375,000 under budget. The finance committee discussed the proposed wage changes, the change in the job description grading systems and the proposed new staff positions. There was also some discussion on charging the Educational Service Center rent for the classrooms that they are using during the 2017/2018 school year.

C. Personnel Committee

1. Position Analysis System & Salary Ranges

As we have discussed in the past, our Position Analysis System was 17 years old and needed to be updated. We spent a year looking for a company to contract with us. We were not able to find a company due to the distance, lack of companies that specialize in this service and the amount of different positions we have. Due to this, we used a new system offered by another County Board. We made adjustments that worked very well for us. There is a small committee that graded each position. Additionally, we completed a brief salary study to go with the new ranges. We had fifteen salary ranges under our current system and we will now have thirteen. We also have changed the numbers from 1-15 to 100-1300. This will be the easiest way to know the system is new. We were pleasantly surprised how well our positions worked into the new system.

PERSONNEL COMMITTEE RECOMMENDATION 41-17: The Personnel Committee recommended the Board approve the new Position Analysis System to be used to grade all new positions and approve the revised Salary Ranges.

Mr. Fleming moved.

Mrs. Weaver seconded the motion of the Personnel Committee.

Mrs. Weaver, yes
Ms. Montrose, yes

Mr. Fleming, yes
Mr. Garlock, yes

Mrs. Lehman, yes

2. Non Union Salary Increases

PERSONNEL COMMITTEE RECOMMENDATION 42-17: The Personnel Committee recommended the Non Union pay increases be approved effective July 1, 2017.

Mr. Fleming moved.

Mrs. Weaver seconded the motion of the Personnel Committee.

Mr. Fleming, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Garlock, yes

Ms. Montrose, yes

3. Management Contracts

One year contracts are being recommended for all management staff and investigative agents. The 2017 salary increases are recommended in the new contracts. There are no position changes at this time. This is the first contract for the new part-time Investigative Agent.

PERSONNEL COMMITTEE RECOMMENDATION 43-17: Superintendent Schnipke recommended the approval of one year management contracts for the employees.

Mr. Fleming moved.

Mrs. Weaver seconded the motion of the Policy Committee.

Mr. Fleming, yes
Mrs. Weaver, yes

Mrs. Lehman, yes
Mr. Garlock, yes

Ms. Montrose, yes

4. Changes in Position Descriptions

Position Code	Title	Changes
AD-200	Transition Employee - Vehicle Maintenance	Standard as listed below.
AD-201	Transition Carry-Over Employee - ArtAbility	Standard as listed below.
AD-202	Human Resources Manager	Add- Monitors employee benefits monthly; validates plan vs. actual; serves on Health Insurance/Wellness Committee; coordinates EAP for staff; assists staff with benefit-related issues; coordinates random drug screens according to Drug Free Workplace policy.
AD-203	Administrative Assistant - Superintendent	Remove - Serves as Board Privacy Officer and duties related to HIPAA; Coordinates and designs the agency newsletter at least 4 times annually and Assists the Superintendent with agency random drug screens. Add - Assists with coordination of special events such as the annual staff in-service, annual partnership luncheon and other events as scheduled.
AD-204	Accounting Clerk	Remove- Technology Support Add- Serves as Board Privacy Officer and is the primary contact for Privacy Complaints from individuals served, staff members and community members. Maintains a high level of knowledge on the HIPAA requirements and recommends to the Superintendent privacy-related changes needed. Change- exempt from non-exempt after review; and changed HMG to Service Coordination.
AD-205	Records Clerk	Add- Serves as back up to the receptionist
AD-206	Transition Carry-Over Employee - Scanner / Clerical Support	Standard as listed below.
AD-208	Administrative Assistant – Human Resources	Add- Processes monthly billings such as Tuition, BCI & I, One on One Ed Aides, Speech, OT and PT.
AD-304	Technology Coordinator	Add- Performs mechanical, technical work related to the telephone system
AD-502	Director of Business	Remove- Assistant Superintendent and Director of SSA as supervised.
AD-600	Superintendent	Standard as listed below.
CS-104	Cafeteria Worker (P/T)	Add- Maintain PIC status
CS-108	Educational Aide	Standard as listed below.
CS-204	Secretary / Receptionist	Add- Directs visitors to the correct area of the building; responsible for alerting staff when buses are here for arrival/departure; completes change of roster forms as needed & distribute to staff; trains staff on usage of laminator, fax & copier machine, assists subs with Time Clock
CS-207	Transition Carry Over Employee - School / Custodial	Remove- LEA bus/van & childcare setting Add- van driver certificate as required.
CS-301	Central Intake / Child Find Coordinator (P/T)	Add- Referrals for Early Intervention, Help Me Grow Home Visiting, Caring for Two; state data system, within mandated timelines
CS-302	Developmental Specialist II	Remove- Outdated language in job duties; HMG references Add- Updated language in job duties; maintains required billing, case notes & time keeping; prepares reports including IFSP reviews and evaluation team reports; develop outcomes & strategies for IFSP
CS-303	Developmental Specialist I (P/T)	Remove- Outdated language in job duties; HMG references Add- Updated language in job duties; maintains required billing, case notes & time keeping; prepares reports including IFSP reviews and evaluation team reports; develop outcomes & strategies for IFSP & required portions of the ETR; Family PLAYTIME, ADOS

CS-304	Early Intervention Service Coordinator	Remove -HMG references, 30-50 caseload; develops & documents child & family goals outcomes, services & supports in IFSP of Family Centered Planning. Coordinates all services on IFSP Add -50-70 caseload; facilitates IFSP development review; Child Outcome Summaries; Transition Plan; coordinate all services indicated in IFSP; assists parents, explains activities before parental consent is sought, provides copies of rights
CS-305	Instructor - Adaptive Physical Education (A.P.E.)	Remove - Early intervention & HMG PLAYTIME Add - Lead trainer training for Project STIR
CS-306	Intervention Specialist	Standard as listed below
CS-307	Developmental Specialist – Deafness & Hearing Impairments (P/T)	Remove - Outdated language in job duties; HMG references Add - Updated language in job duties; maintains required billing, case notes & time keeping; prepares reports including IFSP reviews and evaluation team reports; develop outcomes & strategies for IFSP; updated caseload size.
CS-309	Speech / Language Therapist - EI	Remove - Outdated language in job duties Add - Updated language in job duties; prepares IFSP reviews & evaluation team reports; maintains billing, case notes & time keeping; implements intake & eligibility procedures for children 0-2 as required.
CS-312	School Nurse	Standard as listed below.
CS-314	Behavior Support Specialist - Children	Standard as listed below.
CS-316	Educational Consultant	Add - participates on committees such as FCFC Advisory & Human Rights; van certificate under requirements.
CS-320	Arts Activities Coordinator (P/T)	Remove -Write grants; removed pre-school. Add -Assist with writing grants
CS-321	Project SEARCH Instructor	Standard as listed below.
CS-402	Cook	Standard as listed below.
CS-404	Administrative Assistant – School	Add - Maintains Title XX logs as children enter/exit and distributes the updated logs to Primary Service Providers. Pays bills for school and Early Intervention. Tracks classroom monies for MEA members. Added other duties related to Early Intervention administrative assistant duties.
CS-408	Early Childhood Coordinator	Remove -HMG references; supervise Early Childhood programs; assign caseloads to HMG staff; all HMG positions from those supervised. Add - New title; Coordinates Central Coordination, Service Coordination & EI programs. Directly supervises 3 Dev. Specs, 4 Service Coordinators, 1 speech therapist, 1 Central Intake/Child Find Coordinator & contracting therapies; Develops EI grants, ensures all program expenditure reports are submitted with Family & Children First Coordinator. Provides supervision, scheduling and evaluation of all employees in Early Intervention Dept.; develops/revises/recommends policies/procedures for EI program, maintains EI summary of services data; monthly newsletter, oversees Play project, Autism Education pilot and family PLAYTIME.

CS-500	Director of Education	<p>Remove-HMG references; 26 staff & 45 students; oversees the contracted therapies provided. Employment Specialist- Youth position of those supervised.</p> <p>Add-22 staff & 30 students & approximately 7-12 students at Project Search; provides leadership & coordination with local school districts to support & improve public school education services; reviews educational programs; Collects data from families thru Student Wellness Survey & Satisfaction Survey & compile results; analyze student progress; identify needs; cooperate with LEA's; completes annual CCIP for ODE funding grant; develop grants; coordinate therapy & transportation services, provide essential information to transportation directors/therapists. Coordinate van training & ensure requirements are met for school staff transporting; provide education to families on mandated topics in monthly newsletter. Plan annual events for students & families; coordinate graduation for Marimor School, review & forward records/credits to school districts; work with Superintendent & PR committee. Participates in ACSE Supervisor meetings, OACB school age group, AC Transition committee; assures requirements of ODE Emergency Operation Plan are in place & updated; works in cooperation with SSA Dept., Works with Superintendent on Table of Organization for Children's Services.</p>
MT-102a	Custodial Worker	Standard as listed below.
MT-102b	Custodial Worker	Standard as listed below.
MT-402	Maintenance Foreman	Standard as listed below.
MT-403	Assistant Maintenance Foreman	Standard as listed below.
QS-204	Secretary	Standard as listed below
QS-206	Administrative Assistant - Quality and Support Services	Add - language for Medicaid and non-Medicaid services provided.
QS-205	Transition Carry-Over Employee - Community Based Specialist	Add - Attend staff meetings as required.
QS-306	Behavior Support Specialist	Add - Current First Aid and CPR as required certificate. Changed that four years' experience required for the position.
QS-308	Medicaid Services Specialist	Standard as listed below.
QS-310	Investigative Agent	Standard as listed below.
QS-312	Investigative Agent (P/T)	Standard as listed below.
QS-314	Medicaid Quality Specialist	Standard as listed below
QS-315	Community Connections Specialist	Standard as listed below
QS-408	Director of Quality and Support Services	<p>Add- tracking of all non-Medicaid costs, coordinating Family, Food & Facts.</p> <p>Change- 1 part-time IA and full-time Community Connections to supervised employees.</p>
SC-207	Administrative Assistant – Service and Support Administration	Add - Serves as recording secretary for SSA Department meetings & DDIT meetings; provides backup phone coverage & directs visitors for Secretary/Receptionist at Marimor School as needed; language on specifics of Medicaid and non-Medicaid duties added.
SC-302	Intake / Support Services Coordinator	Add - Completes Pre-Admission Counseling as needed.
SC-304	Service and Support Associate – Employment Navigation	Add - Community Employment Plans; obtain benefits planning query's from Social Security Admin.; Provides information about ACBDD on eligibility guidelines, available vocational services, employment opportunities & supports. Size if caseload increased 60-90. Added CPR and First Aid.
SC-305	Service and Support Associate	Standard as listed below.
SC-307	Service and Support Associate - Children	Standard as listed below.
SC-312	Intake / Support Services Coordinator - Child	Standard as listed below.

SC-402	Service and Support Associate Supervisor	Standard as listed below.
SC-403	Service and Support Associate Supervisor–Employment Navigation	Add- track and analyze data; participates in work groups; First Aid and CPR as required.
SC-406	Service and Support Administration Director	Remove- supervision of Transition Carry Over employee and 24 hour on call response as a separate job accountability as this inherent to position. Change- total to 4 SSA Supervisors supervised.
CS-103	Cafeteria Worker (Substitute)	Standard as listed below. .
MT-105	Custodial Worker (Substitute)	Standard as listed below.
CS-114	Educational Aide (Substitute)	Standard as listed below.
CS-322	School Nurse (Substitute)	Standard as listed below.
CS-102	Secretary/Receptionist (Substitute)	Standard as listed below.

All position descriptions have been updated with the new Job Grade number, a consistent wording on ‘Additional Comments’ box and ‘Training and Experience’ to match the new Position Analysis system. Also, ‘participation in training as required’ is no longer listed as a separate ‘Job Accountability’ but has been added to the ‘Additional Comment’ box. First Aid and CPR required added to all position descriptions that may have direct contact with individuals served.

PERSONNEL COMMITTEE RECOMMENDATION 44-17: The Personnel Committee recommended that each specific position description be amended as presented and all the general updates be approved to align with new position analysis system.

Mr. Fleming moved.

Mrs. Lehman seconded the motion of the Personnel Committee.

Mrs. Lehman, yes

Ms. Montrose, yes

Mrs. Weaver, yes

Mr. Fleming, yes

Mr. Garlock, yes

5. Create Positions

We have carefully analyzed our workforce over the past 12-18 months in light of the significant changes we faced in 2016. We have now established that our workload is much too high for several positions. With the loss of the Human Resources Director in early 2016, and blending these duties with the payroll/accounting staff in the Business Office, we have found that more accounting help is needed. We also lost a part-time Business Office staff and a Medicaid Billing Specialist at transition time. The Director of Business and Human Resources Manager averaged 51-53 hours weekly for the past year. Superintendent Schnipke continues to put forth many hours regarding Human Resources activities that can be reduced if we add one more staff member to the Business Office. We have also added a new grant this year which adds time for the

Business Office staff. Additionally, back up coverage is needed for the Technology Coordinator and assistance with procedures and process for the Security Officer for HIPAA compliance.

Additionally, the Service Coordination grant has increased to \$276, 846.00 with the plan to add a part-time Early Intervention Service Coordinator for our increased needs in the birth to age 3 services. The Service Coordination grant was \$232, 032.72 and funds the three current Early Intervention Service Coordinators. We have budgeted fully in this grant to fund this new part-time position.

PERSONNEL COMMITTEE RECOMMENDATION 45-17: The Personnel Committee recommended the addition of the positions, Accounting/Technology Support and Early Intervention Service Coordinator (P/T) be approved.

Mr. Fleming moved.

Mrs. Weaver seconded the motion of the Personnel Committee.

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

D. Planning Committee

E. Policy Committee - Met June 27, 2017

Policy 1.45 was updated to reflect the changes to the RC-2/Records Retention Schedule that will be presented to the Allen County Commissioners for certification of approval on records to be destroyed. The policy had minor set up changes. The majority of the changes are in the RC-2 document and are in line with guidelines as described.

Policy 5.2.24 was updated to the explanation of breaks for full-time and part-time staff.

POLICY COMMITTEE RECOMMENDATION 46-17: The Policy recommended the Board approve the amended Policy 1.45 Records Format, Retention Schedule and Document Destruction.

Ms. Montrose moved.

Mr. Fleming seconded the motion.

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

XI. New Business

A. Approve Appointment of Two Board Members to LODDI, Inc.

The LODDI, Inc. Board has recommended that Jason Flower be appointed to a 1st term on the LODDI Board. This term will run through June of 2020. Jason is an attorney with Huffman, Kelley, Brock, & Gottschalk, a local law firm. Jason helps fill the void of a board member that just completed her term that was also an attorney. Jason is very involved in the Lima community, serving also on the Samaritan House and Habitat for Humanity Board of Directors.

D. Service Contract with Marimor Industries, Inc. for Non-Medicaid Services

This year we have completed contracts with all our service providers for the provision of non-Medicaid services. The contract with Marimor Industries, Inc. (MII) is the only one that will exceed \$50,000 for the year requiring Board approval. The anticipated cost of non-Medicaid services with MII is \$200,000. This is services for approximately 55 individuals.

SUPERINTENDENT RECOMMENDATION 50-17: Superintendent Schnipke recommended that the Board enter into a contract with Marimor Industries, Inc. for the provision of non-Medicaid services to individuals served by the Board for the period of July 1, 2017- June 30, 2018.

Mr. Fleming moved.

Mrs. Lehman seconded.

Mrs. Lehman, yes
Mr. Fleming, yes

Ms. Montrose, yes
Mr. Garlock, yes

Mrs. Weaver, yes

E. Service Contracts with Tiffin Developmental Center (TDC) and Northwest Ohio Developmental Center (NODC)

This time each year we enter into a County Board Funded Admission Agreement with the two Developmental Centers in the Northwest Ohio region that may provide services to our agency and those we serve. The annual agreement itself does not have a dollar amount assigned; however, the agreement covers potential short term admissions for assessment, evaluation and treatment. If a person we serve is admitted to one of these facilities the cost to the Board is approximately \$6,000.00 per month within set guidelines by the Ohio Department of Developmental Disabilities (DODD). DODD bills our Board monthly for admissions when necessary. We had one person on short term admission for the past year. He is to move to a community ICF-IID very soon. We have one young man on a short term admission at this time with no cost to us for the first 180 days.

SUPERINTENDENT RECOMMENDATION 51-17: Superintendent Schnipke recommended that the Board enter into the service contracts with TDC and NODC for the provision of assessment, evaluation and treatment for individuals served and authorizes the Superintendent to make determinations and signed required agreements for specified individuals throughout the year on individual requiring this level of serve. The agreement period is July 1, 2017- June 30, 2018.

Ms. Montrose moved.

Mrs. Weaver seconded.

Ms. Montrose, yes
Mrs. Lehman, yes

Mrs. Weaver, yes
Mr. Garlock, yes

Mr. Fleming, yes

XII. Board Discussion.

XIII. Other Items to Come Before the Board: The 50th Anniversary Gala has been set for October 28, 2017 at UNOH Event Center. Superintendent Schnipke has met with the attorney about setting up a foundation. The attorney will be at the August Board meeting to discuss this project.

Mrs. Lehman stated that when she attends the OACB meetings, OACB typically talks about things that Allen County are doing with the Always There campaign. Mrs. Lehman also stated that Lori Stanfa has given Kudo's to the Provider Quality work group that we have. Mrs. Lehman said that it was nice hearing the good things that are being said about our county.

Mr. Fleming gave an update on the State budget. They have until Friday to pass the budget.

Mr. Garlock gave Kudos to Peggy Cockerell on the graduation ceremony. He said that is was well done.

XIV. Adjournment

Mr. Fleming moved to adjourn the meeting at 6:41 p.m.

Ms. Montrose seconded the motion to adjourn.

Ms. Montrose, yes
Mrs. Lehman, yes

Mrs. Weaver, yes
Mr. Garlock, yes

Mr. Fleming, yes

August 22, 2017
Allen County Board of Developmental Disabilities
2500 Ada Road
Lima, OH 45801


Chris Calvelage, Clerk

Phyllis Montrose, Recording Secretary