

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda**

**May 17, 2023**

- I. Training: State Updates, and Levy Projections**
- II. Call to Order and Roll Call:**
  - a. Roll Call 2023 Board
  - b. Approval of April 2023 Minutes
  - c. Donation Approvals
  - d. Personnel Actions
- III. Financial:**
  - a. Financial Statement Review
  - b. Ethics Recommendation
  - c. Financial Transactions and Voucher Approvals
- IV. Board Status Reports:**
- V. Program Reports:**
- VI. New Business:**
  - a. Approvals:
    - i. Contract with LGCA
    - ii. Service Agreement with ABC
    - iii. Approval of New Position
  - b. Issues:
    - i. Sukenik Family Foundation
    - ii. Kenyon Road House
    - iii. Playground Grand Opening May 16<sup>th</sup>
    - iv. August Board Meeting
- VII. General Announcements:**
- VIII. Other Business – comments from the floor:**
- IX. Executive Session:**
  - a. Pursuant to ORC 121.22(G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, ...
- X. Adjournment**

***Next Board Meeting: June 21, 2023***

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

May 17, 2023, Bd. Meeting

Roll Call: 2023 Board

ROLL CALL:

Mrs. Janson	<i>Here</i>	<i>Absent</i>	Mr. Jackson	<i>Here</i>	<i>Absent</i>
Mr. Suttell	<i>Here</i>	<i>Absent</i>	Mr. Miller	<i>Here</i>	<i>Absent</i>
Mrs. Keiper	<i>Here</i>	<i>Absent</i>	Mrs. Wilder	<i>Here</i>	<i>Absent</i>
Mr. Lair	<i>Here</i>	<i>Absent</i>			

*Laura Janson*  
BOARD PRESIDENT, 5/17/23

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-39(A)

BE IT RESOLVED to approve the attached minutes of the April 19, 2023, Board meeting.

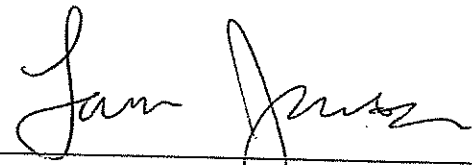
MOTION: Mrs. Janson

SECOND: Mr. Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				



BOARD PRESIDENT, 5/17/23

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

**BOARD MINUTES**

**April 19, 2023**

**Board Members Present**

Laura Janson  
Richard Suttell  
Uschy Keiper  
Stacey Wilder  
Dave Lair  
Mark Jackson  
Martin Miller

**Administration**

Donald Rice  
Dave Carlson  
Janice Chesnes  
Kellie Tvergyak-Oznowich  
Richelle Mills  
Rean Davis  
Tami Setlock  
Megan Thirion  
Meredith Myers

**Board Members Absent**

**I. Call to Order:**

a. Roll Call 2023 Board:

A call of the roll indicated that all Board Members were present. There being a quorum present, Mrs. Janson, President of the Board, called the meeting to order.

b. Approval of Minutes:

Resolution 23-28(A) was presented to approve the minutes for the March 15, 2023, meeting. This resolution was approved.

c. Personnel Actions:

Resolution 23-02(P) was presented approving personnel actions. This resolution was accepted and approved.

**II. Financial**

a. Financial Statement Review:

Mr. Carlson provided a review of the financial statements of all funds for the time period processed in March of 2023. See attached.

b. Ethics Recommendations:

Resolution 23-29(A) was presented to approve the ethics recommendation for the time period processed. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.

c. Financial Transactions and Voucher Approvals:

Resolution 23-05(B) was presented detailing financial transactions and Resolution 23-06(B) was presented approving voucher schedules for the period indicated. These resolutions were approved.

**III. Board Status Reports:**

Mr. Rice reviewed the Board Status Reports: Major Unusual Incidents, Population Served, Waiver & Wait List, Employment and Habilitation Services, and Human Resources.

**IV. Program Reports:**

Mr. Rice reviewed reports from Geauga DD programs; also, NPower Services, Maple Leaf Community Residences, and Metzenbaum Foundation.

**V. New Business:**

a. Approvals:

- i. Then and Now:  
Resolution 23-30(A) was presented approving a Then and Now certification. This resolution was approved.
- ii. Cash Transfer:  
Resolution 23-31(A) was presented approving a Cash Transfer. This resolution was approved.
- iii. Grant Geauga Joggers and Walkers:  
Resolution 23-32(A) was presented approving a grant request made by NPower Services to support the program Geauga Joggers and Walkers. This resolution was approved.
- iv. Grant Request:  
Resolution 23-33(A) was presented approving grant requests made by Access Supportive Services, and to create a revolving loan program with the Metzenbaum Foundation to address future support. This resolution was approved.
- v. LFSAs:  
Resolution 23-34(A) was presented approving Locally Funded Services Agreements and Addendums. This resolution was approved.
- vi. Settlement:  
Resolution 23-35(A) was presented approving a settlement. This resolution was approved.
- vii. Transfer House A & B Operations:  
Resolution 23-36(A) was presented approving the transfer of the operations of House A & B to the Mental Health and Recovery Services Board. This resolution was approved.
- viii. Disposal of Assets:  
Resolution 23-37(A) was presented approving the list of disposal of assets. This resolution was approved.
- ix. Calendar of Operations:  
Resolution 23-38(A) was presented approving the 2023-2024 Agency Calendar. This resolution was approved.

b. **Issues**

- i. Roles and Responsibilities:  
Mr. Rice discussed with the Board the Roles and Responsibilities of the Superintendent and the Geauga DD Board members.
- ii. MSI Van:  
Mr. Carlson informed the Board of a discounted price on a transit van for MSI.
- iii. Tax Budget:  
Mr. Carlson presented information on the Tax Budget.
- iv. Budget Commission Meeting:  
Mr. Rice informed the Board of the outcome of the meeting with the Budget Commission.
- v. Playground Grand Opening:  
Mr. Carlson invited the Board members to the Grand Opening of the newly renovated accessible Metzenbaum Center playground.
- vi. Annual Report:  
Mr. Rice reviewed the 2022 Annual Report with the Board.

**VI. General Announcements:**

Mrs. Janson called for any other general announcements from the Board or the public:

- a. Sara Clemson from Maple Leaf Community Residences invited the Board members and staff from Geauga DD to come to the open house on Kenyon Road.

**VII. Other Business – comments from the floor:**

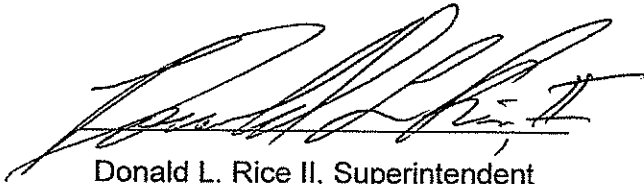
Mrs. Janson called for any other business from the Board or the public:

**VIII. Adjournment**

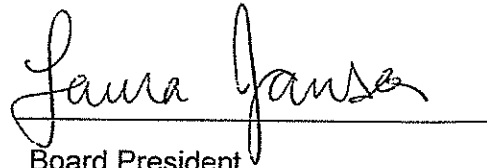
***The Next Board meeting will be on May 17, 2023.***

Submitted:

Approval:



Donald L. Rice II, Superintendent



Board President

*cc: Bd. of Geauga Co. Commissioners, Geauga Co. Probate Court, Geauga Co. Prosecutor*

# Geauga County Board of DD Revenue and Expense Report

3/1/2023-3/31/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
<b>REVENUE</b>						
401	Property and Other Taxes	12,035,803.00	6,225,599.77	6,225,599.77	5,810,203.23	52%
410	State Reimbursement-Real Estate	1,180,460.00	.00	.00	1,180,460.00	0%
412	Federal Grants	696,000.00	158,665.30	244,893.69	451,106.31	35%
413	State Revenues	600,000.00	48,597.11	133,555.95	466,444.05	22%
420	Fees	766,000.00	91,576.40	303,654.48	462,345.52	40%
450	Interest	.00	.00	1,849.15	(1,849.15)	--
451	Donations	20,000.00	849.93	21,833.56	(1,833.56)	--
452	Other Revenue	200,000.00	22.37	1,304.55	198,695.45	1%
457	Reimbursements	.00	.00	.00	.00	--
		<b>\$15,498,263.00</b>	<b>\$6,525,310.88</b>	<b>\$6,932,691.15</b>	<b>\$8,565,571.85</b>	<b>45%</b>
<b>EXPENSE</b>						
501	Salaries	3,502,000.00	251,196.04	748,105.19	2,753,894.81	21%
502	Medicare	51,000.00	3,557.19	10,588.20	40,411.80	21%
503	Hospitalization	750,000.00	60,360.08	181,420.66	568,579.34	24%
504	OPERS	490,280.00	33,430.89	100,554.82	389,725.18	21%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	--
506	Unemployment	2,000.00	1,010.86	1,394.90	605.10	70%
507	STRS	18,000.00	1,170.50	3,424.98	14,575.02	19%
601	Contract Services	874,077.69	36,609.86	121,774.57	752,303.12	14%
701	Materials and Supplies	406,288.79	62,084.74	110,634.90	295,653.89	27%
801	Equipment	231,642.03	9,315.55	39,977.60	191,664.43	17%
901	Other	304,579.69	116,322.01	146,552.00	158,027.69	48%
902	Travel	69,774.20	4,376.04	11,650.13	58,124.07	17%
903	Advertising	40,000.00	4,587.25	5,832.17	34,167.83	15%
601	Res Svc (2063) Contract Services	8,631,854.89	193,071.57	570,758.70	8,061,096.19	7%
601	Capital (4023) Contract Services	1,345,878.44	.00	2,011.70	1,343,866.74	0%
901	Donation (2058) Other Expenses	47,663.42	180.85	2,242.76	45,420.66	5%
		<b>\$16,780,039.15</b>	<b>\$777,273.43</b>	<b>\$2,056,923.28</b>	<b>\$14,723,115.87</b>	<b>12%</b>
<b>INTERFUND TRANSFERS</b>						
499	Transfers In-2063	8,400,000.00	.00	1,000,000.00	7,400,000.00	12%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out	8,400,000.00	.00	1,000,000.00	7,400,000.00	12%

**GAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

May 17, 2023

**Resolution: 23-04(D)**

BE IT RESOLVED to accept the donations to the program. On behalf of the Board, the Superintendent is directed to deposit these funds in the accounts specified. Also, he is directed to forward a letter of thanks and appreciation to each donor.

Donor	Gift	Use
Sukenik Family Foundation	\$350,000.00	General use
Mickey Bitsko	\$48.06	General use

MOTION: *Mrs. Keiper*  
 SECOND: *Mr. Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

*Laura Janson*  
 \_\_\_\_\_  
 BOARD PRESIDENT, 5/17/23



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-03(P)

BE IT RESOLVED to confirm the following personnel actions:

<u>Appointments</u>	<u>Position</u>	<u>Department</u>	<u>Date</u>
Kelly Kolberg	Service Coordinator	EI/HMG	4/24/23
<u>Separations</u>			
No Changes			
<u>Changes</u>			
No Changes			

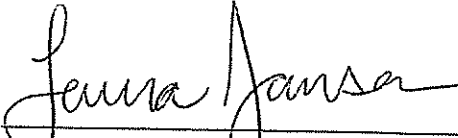
MOTION: Mrs. Janson

SECOND: Mrs. Keiper

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 5/17/23

# Geauga County Board of DD Revenue and Expense Report

4/1/23-4/30/23

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
<b>REVENUE</b>						
401	Property and Other Taxes	12,035,803.00	.00	6,225,599.77	5,810,203.23	52%
410	State Reimbursement-Real Estate	1,180,460.00	597,876.23	597,876.23	582,583.77	51%
412	Federal Grants	696,000.00	68,741.61	313,635.30	382,364.70	45%
413	State Revenues	600,000.00	52,335.71	185,891.66	414,108.34	31%
420	Fees	766,000.00	87,111.51	390,765.99	375,234.01	51%
450	Interest	.00	2,523.58	4,372.73	(4,372.73)	--
451	Donations	20,000.00	.00	21,833.56	(1,833.56)	--
452	Other Revenue	200,000.00	1,001,904.43	1,003,208.98	(803,208.98)	502%
457	Reimbursements	.00	.00	.00	.00	--
		<b>\$15,498,263.00</b>	<b>\$1,810,493.07</b>	<b>\$8,743,184.22</b>	<b>\$6,755,078.78</b>	<b>56%</b>
<b>EXPENSE</b>						
501	Salaries	3,502,000.00	255,909.74	1,004,014.93	2,497,985.07	29%
502	Medicare	51,000.00	3,620.79	14,208.99	36,791.01	28%
503	Hospitalization	750,000.00	60,233.08	241,653.74	508,346.26	32%
504	OPERS	490,280.00	33,613.91	134,168.73	356,111.27	27%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	--
506	Unemployment	7,000.00	.00	1,394.90	5,605.10	20%
507	STRS	18,000.00	1,148.87	4,573.85	13,426.15	25%
601	Contract Services	874,077.69	96,366.79	218,141.36	655,936.33	25%
701	Materials and Supplies	406,288.79	36,401.51	147,036.41	259,252.38	36%
801	Equipment	231,642.03	1,316.95	41,294.55	190,347.48	18%
901	Other	304,579.69	8,179.96	154,731.96	149,847.73	51%
902	Travel	69,774.20	5,264.92	16,915.05	52,859.15	24%
903	Advertising	40,000.00	80.00	5,912.17	34,087.83	15%
601	Res Svc (2063) Contract Services	8,631,854.89	1,287,958.40	1,858,717.10	6,773,137.79	22%
601	Capital (4023) Contract Services	1,345,878.44	1,650.00	3,661.70	1,342,216.74	0%
901	Donation (2058) Other Expenses	47,663.42	166.86	2,409.62	45,253.80	5%
		<b>\$16,785,039.15</b>	<b>\$1,791,911.78</b>	<b>\$3,848,835.06</b>	<b>\$12,936,204.09</b>	<b>23%</b>
<b>INTERFUND TRANSFERS</b>						
499	Transfers In-2063	8,400,000.00	.00	1,000,000.00	7,400,000.00	12%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out	8,400,000.00	.00	1,000,000.00	7,400,000.00	12%

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-40(A)

BE IT RESOLVED that the Board has reviewed the financial transactions processed in the time period of April 2023.

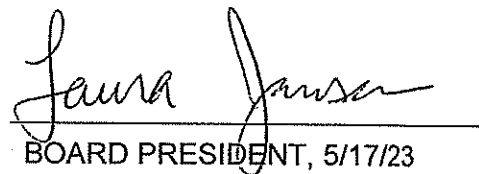
BE IT FURTHER RESOLVED that upon review, it was found that payments do not present a conflict of interest and no violation of the ethics rule was determined to have occurred.

MOTION: Mr. Cair  
SECOND: Mr. Jackson

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	No	Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	No	Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	No	Abstain				

  
BOARD PRESIDENT, 5/17/23

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 23 - 7 (B) Financial Transactions April, 2023

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated May 17th, 2023 approved the following purchase order certifications and financial transactions for the General Operating, Donation, Residential, and Construction Funds (accounts with no activity not shown).

**Operating Fund (2027)**

**Payroll and Related Encumbrances:**

Account	Amount	Pay Dates:	0
501 - Salaries	\$ 255,909.74		
502 - Medicare	\$ 3,620.79		
504 - PERS	\$ 33,613.91		
505 - Workers Comp	\$ -		
506 - Unemployment	\$ -		
507 - STRS	\$ 1,148.87		
	<u>\$ 294,293.31</u>		

**Purchase Orders:**

Vendor	Fund	Amount	Description	PO Number
BUCKEYE BLESSINGS, LLC	2063	\$ 15,000.00	Transportation	
FOGLE/STENZEL ARCHITECTS INC	4023	\$ 6,180.00	House D Stair Renovation	
LAKE COUNTY DEPARTMENT OF JOB & FAMILY SERVIC	2027	\$ 7,500.00	Tuition Reimbursement	
SHISILA, KAREN S.	2063	\$ 5,000.00	Transportation	
SIERACKI, MATTHEW JAMES	2063	\$ 5,000.00	Transportation	
WILLIAMS, DOMINIQUE	2063	\$ 5,000.00	Transportation	

\$ 43,680.00

Motion: *Mr. Miller*  
 Second: *Mrs. Janson*  
 Discussion?

**Roll Call Vote:**

Mr. Jackson:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Miller:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Janson:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Suttell:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Wilder:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Lair:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Keiper:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain				

*Laura J...*  
 \_\_\_\_\_  
 President

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 23 - 8 (B) Voucher Approval - April, 2023

BE IT RESOLVED to confirm the payment of Voucher Schedule **23 8 - O** with expenditures totaling **207,843.21**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 04/01/23	PERIOD 4/1/23-4/30/23	YTD		
503 Hospitalization	750,000.00	181,420.66	60,233.08	241,653.74	508,346.26	32%
601 Contract Services	874,077.69	121,774.57	96,366.79	218,141.36	655,936.33	25%
701 Materials and Supplies	406,288.79	110,634.90	36,401.51	147,036.41	259,252.38	36%
801 Equipment	231,642.03	39,977.60	1,316.95	41,294.55	190,347.48	18%
901 Other	304,579.69	146,552.00	8,179.96	154,731.96	149,847.73	51%
902 Travel	69,774.20	11,650.13	5,264.92	16,915.05	52,859.15	24%
903 Advertising	40,000.00	5,832.17	80.00	5,912.17	34,087.83	15%
999 Transfers Out	8,400,000.00	1,000,000.00	-	1,000,000.00	7,400,000.00	12%
<b>TOTAL</b>	<b>11,076,362.40</b>	<b>1,617,842.03</b>	<b>207,843.21</b>	<b>1,825,685.24</b>	<b>9,250,677.16</b>	<b>16%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 8 - D** with expenditures totaling **166.86**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 04/01/23	PERIOD 4/1/23-4/30/23	YTD		
901 Other Expenses	47,663.42	2,242.76	166.86	2,409.62	45,253.80	5%
<b>TOTAL</b>	<b>47,663.42</b>	<b>2,242.76</b>	<b>166.86</b>	<b>2,409.62</b>	<b>45,253.80</b>	<b>5%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 8 - R** with expenditures totaling **1,287,958.40**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 04/01/23	PERIOD 4/1/23-4/30/23	YTD		
601 Service Contracts	8,631,854.89	570,758.70	1,287,958.40	1,858,717.10	6,773,137.79	22%
<b>TOTAL</b>	<b>8,631,854.89</b>	<b>570,758.70</b>	<b>1,287,958.40</b>	<b>1,858,717.10</b>	<b>6,773,137.79</b>	<b>22%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **23 8 - C** with expenditures totaling **1,650.00**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 04/01/23	PERIOD 4/1/23-4/30/23	YTD		
601 Service Contracts	1,345,878.44	2,001.70	1,650.00	3,651.70	1,342,226.74	0%
<b>TOTAL</b>	<b>1,345,878.44</b>	<b>2,001.70</b>	<b>1,650.00</b>	<b>3,651.70</b>	<b>1,342,226.74</b>	<b>0%</b>

Motion: *Mr. Lair*  
 Second: *Mrs. Keiper*  
 Discussion?

Roll Call Vote:

Mr. Jackson:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Miller:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Janson:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Suttell:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Wilder:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain	Mr. Lair:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain
Mrs. Keiper:	<input checked="" type="radio"/> Yea	<input type="radio"/> Nay	<input type="radio"/> Abstain				

*Sara J...*  
 \_\_\_\_\_  
 President

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-41(A)

BE IT RESOLVED to approve the following contract extension with (LGCA) Lake Geauga Computer Association for technical support services in an amount not to exceed \$97,235.00.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

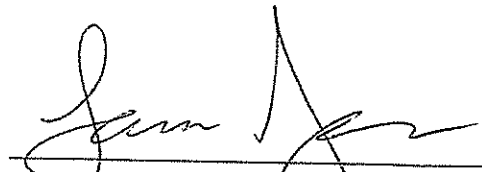
MOTION: Mr. Miller

SECOND: Mrs. Janson

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
BOARD PRESIDENT, 5/17/23

# LAKE GEAUGA COMPUTER ASSOCIATION

## Technical Support Services Agreement

### Between ESC of Western Reserve: DBA Lake Geauga Computer Association (LGCA) and Metzenbaum - Geauga County Board of Developmental Disabilities

This agreement between the above parties is to provide Technology Support Services for the period of **July 1, 2023 through June 30, 2024**. Upon completion of this contract and all provisions, duties, and obligations it creates shall be automatically renewed for one year on the first day of July; and for subsequent successive one-year periods unless and until either party gives the other written notice of the intent to terminate the Contract at least ninety (90) days prior to the first day of July.

#### Technology Support includes:

**Desktop Support Technician:** 2 days on site a week for 46 weeks, based on a 1-year contract.

- Installation, maintenance, troubleshooting, and support of computer hardware, software, and peripheral equipment.
- Maintain desktops, PC's, Chromebooks and other electronic devices
- Assists in physical installation of LAN/WAN hardware/software and related peripheral equipment
- Receives, inspects, and tests equipment/software. Facilitates construction/installation activities. Prepares support documentation (e.g., date installed, location, upgrades, etc.).
- Provide technical support for software and hardware issues.
- Upholds Customer's board policies and follows Customer's administrative guidelines/procedures
- Work with staff to explore enhancements and solutions in coordination with the Tech Director and Administration.
- Promotes a professional image of the Customer's school district
- Maintains open and effective communications. Promotes the Customer's mission, philosophy, and vision. Serves as an informative resource. Keeps Customer's stakeholders informed about emerging issues.

**IT Manager / Director:** Remote based on 1-year contract terms

- Provide technology strategies and technical expertise in the design, development, support, and management of the district's technology department and district's technology plan.
- Maintains an understanding of technology best practices, technology strategies, and technology management along with the rest of the LGCA team.
- Oversee network configuration/maintenance (LAN, WAN, Wi-Fi, etc.)
- Oversee server configuration/maintenance
- Maintains an understanding of network/server hardware, software, and peripheral equipment.
- Provides advanced technical support for electronic hardware and software related issues
- Oversee and provide recommendations to the district for disaster recovery procedures to minimize downtime
- Analyzes technology usage to improve technology operations. Helps develop and implement new processes to reduce the overhead of maintaining the district's technology
- Upholds Customer's board policies and follows Customer's administrative guidelines/procedures
- Promotes a professional image of the Customer's school district.
- Maintains open and effective communication. Promotes the Customer's mission, philosophy, and vision
- Serves as an informative resource. Keeps Customer's stakeholders informed about emerging issues
- Plan and coordinate all activities associated with this agreement.

Yearly Investment of \$97,235.00

# LAKE GEAUGA COMPUTER ASSOCIATION

## Technical Support Services Agreement

### Between ESC of Western Reserve: DBA Lake Geauga Computer Association (LGCA) and Metzenbaum - Geauga County Board of Developmental Disabilities

Additional Desktop Support technician days may be purchased at a discounted daily rate of \$288.40 per day for such service rendered and invoiced monthly.

#### District Responsibilities and Noted Items:

1. The district will use an agreed upon help desk software for all technical service needs.
2. The district will assign a staff member to assist in coordinating technology services.
3. The district agrees to maintain service contracts and proper licensing for technology.
4. The district will provide LGCA with an environmentally safe office space for work, training and storage.
5. The district will be responsible for any expenses incurred such as mileage, overtime, supplies, equipment that is not otherwise expressly covered in this contract.
6. This service is for standard technology support as listed in the SOW. Any major projects that may be deemed outside the LGCA standard support will be assessed and may require an extra fee as agreed by the superintendent and/or treasure and LGCA.
7. The district cannot subcontract portions of the services without written agreements from both parties.
8. The service cannot influence or be a part of any e-rate application process insofar as to jeopardize the district's e-rate in accordance with the USAC rules.

The district agrees to pay LGCA for all services and items as listed in this service agreement. Total investment for contracted Technical Support is \$97,235.00. Pricing does not include any applicable fees, taxes, or shipping cost. The district is responsible for providing timely access to work sites or remote access as applicable. Any delays not caused by LGCA, which result in downtime, may result in a price adjustment. Standard work hours apply to this pricing (Monday – Friday 7am-2:30pm, excluding holiday) unless otherwise agreed upon by signing below, the district agrees to abide by all of the terms and conditions provided with this agreement.

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brian Ruffner, Assistant Executive Director, LGCA

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved to Form by Sheila Salem  
Assistant Prosecuting Attorney, Geauga County

\_\_\_\_\_  
Date

GEAUGA COUNTY AUDITOR'S CERTIFICATION:



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-42(A)

BE IT RESOLVED to approve the following locally funded services agreement addendum with (ABC) A Better Choice SLS, Inc. for day hab programming and transportation services in an amount not to exceed \$90,000.00.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

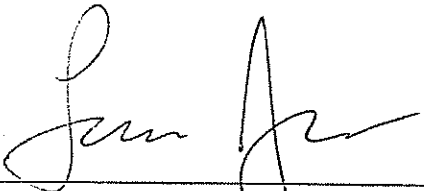
MOTION: *Mr. Miller*

SECOND: *Mrs. Janson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
\_\_\_\_\_  
BOARD PRESIDENT, 5/17/23

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**8200 Cedar Road**  
**Chesterland, Ohio 44026**

**ADDENDUM # 1 to**  
**LOCALLY FUNDED SERVICES AGREEMENT WITH**  
**A Better Choice SLS, Inc.**

This addendum modifies the existing contract with effective dates of 1/1/23 as follows:

The previous Locally Funded Services Agreement for \$ 20,000.00 will be increased by \$ 70,000.00. In total, this contract is not to exceed \$ 90,000.00.

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan. Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement. The unit rates on the PAS will match the state Medicaid rates where applicable.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than one hundred eighty (180) days after the date of service, or more than ninety (90) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$ 90,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**SIGNATURES:**

**PROVIDER:**

\_\_\_\_\_  
Provider Representative  
Provider name

\_\_\_\_\_  
Date

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent

\_\_\_\_\_  
Date

Approved to Form

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-43(A)

BE IT RESOLVED to approve the following new Board Staff position:

- Data Specialist

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

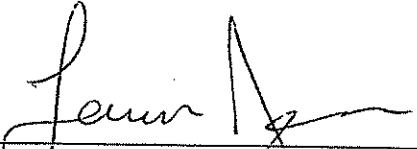
MOTION: Mrs. Keiper

SECOND: Mr. Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 5/17/23

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

May 17, 2023

Resolution: 23-44(A)

BE IT RESOLVED to adjourn into Executive Session pursuant of ORC 121.22(G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, ...


MOTION: Mrs. Keiper

SECOND: Mr. Suttell

DISCUSSION:

ROLL CALL:

Mrs. Janson	Yes	No	Abstain	Mr. Jackson	Yes	No	Abstain
Mr. Suttell	Yes	No	Abstain	Mr. Miller	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain				

  
BOARD PRESIDENT, 5/17/23