

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda
November 16, 2016**

- I. Ethics Council: 5:55 P.M.**
- II. Working Session:** Superintendent Rice presented the proposed 2017 Annual Plan.
- III. Call to Order and Roll Call**
 - a. Roll Call 2016 Board
 - b. Approval of October 19, 2016 Meeting Minutes
 - c. Approval of Donations
 - d. Confirmation of Personnel Actions
- IV. Financial**
 - a. Financial Statement Review (All Funds)
 - b. Ethics Council Recommendations
 - c. Financial Transactions and Voucher Approvals
- V. Board Status Reports**
- VI. Program Reports**
- VII. New Business**
 - a. Approvals:
 - i. Contract Approvals
 - ii. Vehicle Lease Approval
 - iii. Salary Schedule Adjustments
 - iv. ICF Change
 - v. Maple Leaf Comm. Residences Grant
 - vi. Insurance
 - vii. Disposal of Assets
 - viii. Our Lady of the Wayside Grant
 - b. Issues
 - i. Residential Services – Locally Funded Agreement
- VIII. Other Business – comments from the floor**
- IX. Adjournment**

Next Board Meeting: December 21, 2016

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

November 16, 2016 Bd. Meeting

Roll Call: 2016 Board

Dr. Schmidt:	<i>Present</i>	<i>Absent</i>	Mr. Metcalfe:	<i>Present</i>	<i>Absent</i>
Vacant	<i>Present</i>	<i>Absent</i>	Mr. Miller:	<i>Present</i>	<i>Absent</i>
Ms. Janson:	<i>Present</i>	<i>Absent</i>	Ms. Warholic:	<i>Present</i>	<i>Absent</i>
Mr. Jackson:	<i>Present</i>	<i>Absent</i>			

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-69(A)

BE IT RESOLVED to approve the attached minutes for the October 21, 2016 Board Meeting.

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTES

October 19, 2016

Board Members Present

Dennis Schmidt
Laura Janson
Mark Jackson
Thomas Metcalfe
Martin Miller
Nanette Warholic

Administration

Don Rice
Steve Tucker
Connie Scanlon
Tami Setlock
Megan Thirion
Michelle Hawthorne

Board Members Absent

I. ETHICS COUNCIL: 5:55 P.M.

The Ethics Council reviewed the attached listing of direct payments to affected persons in the financial transactions for September 2016.

II. CALL TO ORDER: 7:00 P.M.

a. Roll Call: 2016 Board

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

b. Address by Judge Grendell:

This did not occur.

c. Approval of the Minutes:

Ms. Scanlon introduced Resolution 16-61(A) approving the minutes for the September 21, 2016 meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting

d. Acceptance of Donations:

There were no donations for the period.

e. Personnel Actions:

Ms. Scanlon introduced Resolution 16-10(P) confirming personnel actions during the past month. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

III. FINANCIAL ACTIONS:

a. Financial Statement Review (All Funds):

Mr. Tucker provided a review of financial statements for all funds.

b. Ethics Council Recommendations:

The Ethics Council did not meet due to lack of a quorum.

c. Financial Transactions and Voucher Approvals:

Ms. Scanlon introduced Resolution 16-15(B) detailing financial transactions for the period. Accordingly, these Resolutions were approved, are attached, and made part of the official minutes of this meeting. Resolution 16-16(B) approving voucher schedules for the period was not acted upon due to lack of approval from the Ethics Committee.

IV. BOARD STATUS REPORTS

Mr. Rice reviewed the Board status reports: Population Served, Human Resources, Waiting List, and Abuse, Neglect and other Major Unusual Incidents. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

V. PROGRAM REPORTS

Mr. Rice introduced status reports from the agencies programs. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VI. NEW BUSINESS:

a. Approvals:

- i. Grant Amish Workshop
Ms. Scanlon introduced Resolution 16-62(A) approving a grant for a special needs workshop in the Amish community. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ii. Amish Transportation
Ms. Scanlon introduced Resolution 16-63(A) approving additional funds for Amish transportation assistance. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iii. Contract Increase
Ms. Scanlon introduced Resolution 16-64(A) approving a contract increase for Brace and Brace Consulting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iv. Then and Now
Ms. Scanlon introduced Resolution 16-65(A) approving a Then and Now for Omnicare. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- v. Contract Approval
Ms. Scanlon introduced Resolution 16-66(A) approving a contract for N.B. Naugles Inc. for generator maintenance. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vi. Contract Approval
Ms. Scanlon introduced Resolution 16-67(A) approving a contract for H&M Snow Pros for plowing, salting, and shoveling. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vii. Appropriation Change
Ms. Scanlon introduced Resolution 16-68(A) approving appropriation changes. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

b. Issues:

- i. Annual Goals
Mr. Rice reviews the 2016 annual goals. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- ii. MEA Decertification Election
Mr. Rice explained the progress of the union decertification. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- iii. Health Insurance
Mr. Rice updated the board on the 2017 health insurance rates. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- iv. Board terms
Mr. Rice updated the board on their terms. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- v. ICF Futures
Mr. Rice discussed the latest on the ICF futures. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

VII. OTHER BUSINESS:

Dr. Schmidt called for any other business or comments from the Board or the public.

VIII. ADJOURMENT:

There being no further business, Dr. Schmidt adjourned the meeting.

The Next Board meeting will be November 16, 2016.

Submitted:

Approval:

Donald L. Rice II, Superintendent

Dennis Schmidt, Board President

*cc: Bd. of Geauga Co. Commissioners
Gauga Co. Probate Court
Gauga Co. Prosecutor
MEA President*

In compliance with O.R.C. 121.22; an audio copy of these minutes are kept on file at the Geauga County Board of Developmental Disabilities Administrative Offices. Further information contact the Superintendent.

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTE HIGHLIGHTS

October 19, 2016

MEETING

The minutes of the 9/21/16 meeting were approved; as were donations and personnel actions.

The financial transactions for September were \$4,625,586.23.

The Board approved the following:

- Amish Workshop Grant
- Amish Transportation
- Contract Increase – Brace & Brace Consulting
- Then and Now – Omnicare
- Contract Approval – L.B. Naugles Inc.
- Contract Approval – H&M Snow Pros
- Appropriation Changes

The following was discussed:

- Annual Goals
- MEA Decertification Effort
- Health Insurance
- Board Terms
- ICF Futures

Correspondence was reviewed.

Status Reports were shared and Departmental Reports were introduced.

Dr. Schmidt called for any other business from the Board or the public.

.

NEXT BOARD MEETING: 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-11(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.

<u>Donor</u>	<u>Gift</u>	<u>Use</u>
Susan R. Myers	\$36 in memory of Gail Goodman	ICF

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-11(P)

BE IT RESOLVED to confirm the following personnel actions:

There were no personnel changes for the month of October.

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

MEMORANDUM

To: Geauga County Board of Developmental Disabilities
From: 2016 Ethics Committee
Subject: Ethics Council Review of Financial Transactions/October 2016
Date: November 16, 2016

The Geauga County Board of Developmental Disabilities 2016 Ethics Committee has reviewed the October 2016 financial transactions as contained in the November 16, 2016 Board packet.

It is found that payments to affected persons do not present a conflict of interest nor result from any preferential treatment or unfair advantage over other affected persons.

Ms. Warholic

Date

Mr. Metcalfe

Date

To be filled

Date

Geauga County Board of Developmental Disabilities

Major Unusual Incidents

As of: October 31, 2016

Major Unusual Incidents: Year-to-Date

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
2015	16	14	14	8	14	7	10	14	12	14	8	6
2016	12	14	10	17	10	10	18	2	10	11		

Major Unusual Incidents: Category Breakdown

	<i>Hospita lization</i>	<i>Injury</i>	<i>Unappr BehSup</i>	<i>Peer to Peer</i>	<i>Death</i>	<i>Other MUI**</i>	<i>Monthl y Total</i>	<i>Yearly Total</i>
Residential Svcs	3		2		1	1	7	90
Day Services		1		1		1	3	13
Comm. Employ								
Family Homes					1		1	7
Transportation								
Other								4
Monthly Total	3	1	2	1	2	2	11	114

Yearly Total	46	8	8	2	3	47	114
---------------------	-----------	----------	----------	----------	----------	-----------	------------

**Other MUI: One medical emergency in non-county board residential services; one medical emergency in non-county board day services.

Geauga County Board of Developmental Disabilities

CSS Population Served
As of: October 31, 2016

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Early Intervention												
Early Interv.	82	80	85	91	80	83	86	80	81	92		
Assessed for EI	22	14	11	11	17	16	10	18	23	15		
Children Services												
ECS preschool	20	20	20	20	20	20	n/a	18	18	18		
Supported Educ. ESC	?	103	103	103	103	103	103	103	103	103		
Supported Educ Amish schools	52	52	52	52	52	52	52	57*	57*	57*		
subtotal												
<i>EI Inclusion**</i>	23	24	24	17	15	16	16	14	15	11		
Support Svcs.												
Children	111	112	113	122	120	121	122	123	126	109		
Adult	354	365	366	363	365	367	364	365	366	384		
Help Me Grow	118	121	120	117	104	104	105	108	117	127		
subtotal	583	598	599	602	589	592	591	596	609	620		
Family Support												
Children	108	108	111	111	114	120	121	122	125	125		
Adult	41	41	42	42	42	42	43	44	45	45		
subtotal	149	149	153	153	156	162	164	166	170	170		
Total Eligible in IDS (Unduplicated)	767	773	772	763	751	730	722	715	716	724		

**NOTE: Inclusion children are not in enrollment totals. "Total eligible" does not include all of ESC's children due to eligibility not completed or children not being eligible.

- Includes only those children eligible for DD services. Total # of students is 65

Geauga County Board of Developmental Disabilities

Employment and Habilitation Services

As of: October 31, 2016

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
MSI	172	172	174	174	174	173	173	174	175	173		
<i>Hab</i>	29	32	31	31	31	30	30	31	31	28		
<i>Workshop</i>	112	109	107	107	111	111	111	110	111	111		
<i>CE</i>	31	31	36	36	32	32	32	33	33	34		
CLW	30	30	29	29	30	29	29	30	30	32		
<i>Workshop</i>	30	30	29	29	29	28	28	28	28	28		
<i>CE</i>	0	0	0	0	1	1	1	2	2	5		
<i>Job seeking</i>										2		
Siffrin	31	34	29	29	30	30	30	29	29	27		
<i>CE</i>	22	24	23	22	24	22	22	21	21	20		
<i>Job seeking</i>	9	10	6	8	6	8	8	8	8	7		
two foundation	6	6	6	9	6	9	9	8	8	7		
<i>Two Café/job train</i>	3	3	2	3	2	4	4	5	5	4		
<i>CE</i>	3	3	4	6	4	5	5	3	3	3		
Kiononia	5	8	8	8	11	9	9	9	9	9		
<i>CE</i>	2	2	2	3	5	4	4	4	4	5		
<i>Job seeking</i>	5	6	6	5	6	5	5	5	5	4		
CE/No Provider	19	25	22	21	24	24	24	24	25	26		
Other Hab Prov	55	54	34	56	57	58	58	61	61	63		
Volunteer	1	1	3	3	3	3	3	3	3	3		
College	2	2	3	3	3	3	3	3	3	3		
GCBDD/ICF	24	24	24	24	24	24	25	25	25	24		
None	45	45	53	55	58	57	59	58	58	58		
OOD	11	11	11	11	11	11	10	11	11	12		

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
CE	74	73	76	75	83	82	81	80	83	83		
CE & Workshop	10	8	9	11	10	10	10	10	9	10		
Enclave	8	10	11	11	11	9	9	10	10	10		
Job Seeking	12	14	13	13	11	12	12	12	11	12		
Job Training	3	3	2	3	2	2	2	3	2	2		
Job Training & CE						2	2	2	2	2		
Workshop	119	119	116	115	116	117	117	118	118	118		
Amish School	25	25	27	27	27	27	27	27	28	28		
Unknown/None	10	10	53	55	58	57	59	58	58	57		
Other	4	4	12	10	10	9	9	10	10	10		
Habilitation	127	126	89	87	89	89	90	90	91	91		
Unduplicated	390	392	408*	407	417	416	418	420	422	423		

Geauga County Board of Developmental Disabilities

Residential, Waiver and Wait List

As of: October 31, 2016

Residential Services												
	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
MLCRI Homes	68/3	68/3	66/3	67/3	67/3	67/3	69/3	69/3	69/3	69/3		
Non-MLSL Homes	13	13	16	15	15	17	17	17	17	17		
Therapeutic Placement	3	3	3	3	3	3	3	5	5	5		
Foster/Adult Fam Liv	15	15	14	14	14	14	14	14	14	14		
Assisted Living	2	2	2	2	2	2	2	2	2	2		
Apartments	50	50	50	50	50	53	53	52	52	52		
ICFDD	24	24	24	24	24	24	25	25	25	24		
Total Residential	178	178	178	178	178	183	186	187	187	186		

Funding Sources												
	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
I/O Waiver	150	149	149	150	151	152	156	157	159	161		
Level One	79	78	81	79	80	80	83	84	83	85		
Support Living	18	18	17	17	18	18	18	18	17	17		
TDD Waiver	7	7	7	7	7	7	6	6	4	4		
SELF Waiver	1	1	1	1	1	1	1	1	1	1		
Total	255	253	255	254	257	258	264	266	264	268		

Waiting List												
	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Residential												
WAIVER	234	234	238	238	237	237	244	234	234	230		
ICF/DD	29	29	28	28	28	28	27	25	25	25		
Supported Living	69	69	66	66	65	65	63	59	59	59		
<i>Those on Multiple Lists</i>	<i>74</i>	<i>74</i>	<i>63</i>	<i>63</i>	<i>62</i>	<i>62</i>	<i>63</i>	<i>?</i>	<i>?</i>	<i>?</i>		
Total Individuals	257	257	269	269	267	267	264	254	254	250		

Geauga County Board of Developmental Disabilities

**Human Resource
As of: October 31, 2016**

	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
<u>Appointments</u>												
Hourly	1	3	2	5	1	5	2	2	3	0		
Salary	<u>0</u>	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>		
Total	1	5	2	6	1	7	3	3	3	0		
Full Time	0	4	1	2	1	2	2	1	1	0		
Part Time	0	0	0	0	0	0	0	0	0	0		
Substitutes	1	1	1	4	0	2	1	2	2	0		
Seasonal	0	0	0	0	0	3	0	0	0	0		
<u>Changes</u>												
Promotion	0	0	0	0	0	1	0	1	0	0		
Transfers	0	1	0	1	0	0	0	1	0	0		
Layoff **	0	0	0	0	0	0	0	0	0	0		
Recalls	0	0	0	0	0	0	0	0	0	0		
<u>Demographics</u>												
Hourly	61	62	65	68	68	68	70	67	65	65		
Salary	<u>83</u>	<u>81</u>	<u>78</u>	<u>75</u>	<u>71</u>	<u>61</u>	<u>61</u>	<u>62</u>	<u>59</u>	<u>59</u>		
Total 2016	144	143	141	143	139	129	131	129	124	124		
<i>Total 2015</i>	<i>156</i>	<i>158</i>	<i>159</i>	<i>154</i>	<i>152</i>	<i>154</i>	<i>152</i>	<i>150</i>	<i>147</i>	<i>145</i>	<i>147</i>	<i>143</i>
<i>Total 2014</i>	<i>176</i>	<i>176</i>	<i>178</i>	<i>175</i>	<i>169</i>	<i>171</i>	<i>171</i>	<i>171</i>	<i>170</i>	<i>167</i>	<i>159</i>	<i>159</i>
<i>Total 2013</i>	<i>227</i>	<i>202</i>	<i>200</i>	<i>199</i>	<i>198</i>	<i>197</i>	<i>190</i>	<i>185</i>	<i>184</i>	<i>179</i>	<i>178</i>	<i>174</i>
Full Time	110	110	108	109	105	93	94	95	91	91		
Part Time	9	9	9	9	9	8	8	8	7	7		
Substitutes	20	21	21	22	22	22	23	20	20	20		
Seasonal	5	3	3	3	3	6	6	6	6	6		
Leave of Absence	4	3	3	6	7	6	2	2	2	4		

*** Note: Laid off employees do not come off demographics unless they resign or recall time has passed (2 yrs MEA, 1 yr other.)*

1-16 reconciled report

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Business/Human Resource Operations
Board Meeting: November 16, 2016
Program Director: Steve Tucker

Training:

Please contact Anne Anderson (440)729-9406 (ext.1105) for information or to answer any questions regarding training requirements for Board members.

New providers receiving training in October: update at meeting

Labor Relations:

No activity to report.

Workers' Compensation:

Category	Current Year	Prior Year (Total)
Accidents – Vehicle	0	2
Accidents - Other	2	0
Client interaction	0	11
Equipment usage	0	0
Lifting/Strain	4	1
Slips/Falls	1	2
Total	7	16

Unemployment:

No activity.

Capital Projects:

HVAC Three (3) proposals received. Total Comfort Heating and Air Conditioning determined to be lowest and best proposal (\$45,000). Project to commence as soon as possible contingent on production schedule of HVAC unit.

Masonry Sealcoating **Completed**

Other Issues:

Auditor of State's review of the Board's 2013 and 2014 Medicaid Cost Reports not yet finalized.

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

PROGRAM REPORT

Program: Adult Services
Board Meeting Date: November 16, 2016
Director: Megan Thirion

We will be participating in the Annual Geauga Student Career Fair for People with Disabilities in mid-November.

We received a phone call from Sajar Plastics located in Middlefield, OH wanting to know if we had any individuals who would be interested in working there. We set up a meeting with the President/CEO and Human Resources Director. We received a tour of the facility and discussed the open positions and the skills needed to perform them. Four individuals were interested and have applied.

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

PROGRAM REPORT

Program: **ICF**
Board Meeting Date: November 16, 2016
Director: Michelle Hawthorne

Staff had planned a trip to Boo at the Zoo in Cleveland, taking 6 residents and 3 staff. Sadly, because it was cold and rainy, the trip was cancelled. The staff and residents decided instead to go out to dinner and went to Bob Evans in Bainbridge. While there, a customer approached staff and said he was going through a hard time in life and wanted to do something kind for someone. With that, he paid for everyone's dinner!

Election Day was an important one for 2 of our residents. They had made it clear that they needed to vote this year, so we made sure the change of address forms were submitted. The 2 residents were able to vote, and they and some other residents went out to eat afterwards.

Outings continue to occur on a regular basis. In October, 23 of 25 residents were able to access the community a total of 79 times. In addition to the regular shopping trips that occur frequently, other trips included: Mulberry corner festival, Dollar General, Punderson, WalMart, Bingo, Apple butter festival, West G football game, Target, Movie Night, Ballet, Middlefield donut shop, Halloween dance, Circle K, Drug Mart, Giant Eagle, Zeppe's Pizza.

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Community Support Services
Board Meeting: November 2016
Program Director: Tami Setlock

Activity Highlights:

I will be completing our planning PICT, doing the Waiver projections we feel we need for 2017. For 2017, I am requesting 19 IO Waiver (4 for TDD conversions, 3 that are state funded, 9 for residential openings and 3 for emergencies) 16 Level One Waivers (for refinancing purposes) and 3 SELF Waivers that are state funded.

Current residential openings include Swine Creek House (ML) 1, Benner House (ML) 1, Oak Tree House (ML) 1, Sperry House (ML) 2, Whiting (1FM), and Klatka (ML) 1.

EI/HMG

The Fall Festival held at Jobs and Family Services had by far the largest turn out yet! The children trick or treat through the building at JFS. The Holiday party will be Dec 2.

**Geauga County Board of
Developmental Disabilities**

Program Report

Program: Transportation
Board Meeting: November
Program Director: Richelle Mills

Activity Highlights:

GCBDD is currently leasing 7 vehicles. 6 to MSI and 1 to Keldric adult day services.

Currently SIL is transporting 13 individuals. Our Lady of the Wayside is transporting 32 individuals.

We are looking for providers to expand into weekend transporting. A new provider Face 2 Resources will begin providing services in early December

Maple Leaf Community Residences, Inc.

November 8, 2016

Maple Leaf Community Residences, Inc.

Maple Leaf, November 14, 2016, GCBDD November 16, 2016

Keith Werbeach, MLCRI Executive Director

Financial

The 990 Report for 2015 is in your board packet, sent to you on 11/9/2016 by email. This, of course, required a \$200 fee to the State of Ohio Attorney General. The Third Quarter financial records are at the accountants to be reviewed for the third quarter compilation report.

Grant Seeking/Fundraising:

Paperwork for the Capital Housing Grant is in progress for the reimbursement from the state. I have also submitted a grant for \$100,000 for the renovation of the church Phase 1. If you have been reading the emails you know that we have changed the design of Phase 1 to save money, I am hoping to have for you the redesign along with the cost on Monday as the preliminary drawing and cost estimate are to be forwarded to me on Friday. More information on the church in the Miscellaneous Report.

Property Management:

We are still working on gutters and heat cables for the houses and should soon be finished; some of our houses in heavily wooded lots will need second and possibly third visits to get their gutters cleaned. Reduction of gutter clogging will help stop ice damming and roof leaking.

All of the furnaces have been checked over, tuned up and filters changed looking forward to the winter. There were no major problems with the furnaces this year, last year we had to replace two furnaces due to cracked heat exchangers and carbon monoxide.

Miscellaneous:

We have run into a stumbling block with Newbury Zoning and are trying to peacefully resolve the conflict which involves illegal zoning language in their zoning regulations. If this does not get resolved I will ask you for permission to employ Mr. Glenn Billington to represent us. Mr. Billington has represented us in the past, versus Newbury Zoning, and also represents North Coast Homes in zoning disputes. Basically their zoning regulation states that two group homes may not be within a mile of each other for the purpose of reducing clustering. Federal Housing laws state that you cannot discriminate against a person due to race, color, creed, nation of origin, handicapping condition, or sexual orientation. Since people who live in group homes generally have a handicapping condition, discrimination is being practiced by Newbury Zoning. I should point out that our homes are not Group Homes and we are considered by the state to be a single family home. What we have here is clearly a NIMBY law or rule. It is necessary that we clear this up in order to be able to acquire a building permit.

Executive Director Search:

Mr. Rice has volunteered to give the committee the resumes of the applicants he had for the Business Manager position he just filled. Other things that need to be decided include rate of compensation, and fringe benefits including health care insurance for our full time employees.

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-70(A)

BE IT RESOLVED to approve the attached listing of contracts for 2017.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-71(A)

BE IT RESOLVED to approve leasing of Board of vehicles to providers.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-72(A)

BE IT RESOLVED to approve range adjustments to the attached Administrative Board Salary Schedule.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

ADMINISTRATIVE SCHEDULE

Level	Position	Range	
		Beg	Top
1	Director of Business Operations	\$ 65,000	\$ 95,000
	Director of Community & Residential Services	\$ 31.25	\$ 45.67
	Director of ICF/Behavior Support		
2	EI-HMG Manager	\$ 50,000	\$ 75,000
	Employment First Manager	\$ 24.04	\$ 36.06
	Investigative Agent		
	IT Manager		
	RN Supervisor		
	SSA Manager		
3	Certification & Training Coordinator	\$ 37,000	\$ 62,000
	HMG Service Coordinators	\$ 17.79	\$ 29.81
	Human Resource Coordinator		
	ICF House Managers		
	IT Specialist		
	Manager of Bldg & Grounds		
	Recreation/Leisure Supervisor		
	Service & Support Administrators		
Transportation Supervisor			
4	Administrative Assistants	\$ 29,000	\$ 45,000
	Account Clerks	\$ 13.94	\$ 21.63
	Custodial Supervisor		
	SSA Assistants		

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-73(A)

BE IT RESOLVED to approve the following changes to the ICF:
Closing the front door and not accepting new admissions unless they are emergencies

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-74(A)

BE IT RESOLVED to approve conditional grant of up to \$100,000 to Maple Leaf Community Residences Inc. for remodeling of the residential (church) home on Ravenna Rd. in Newbury Twp.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-75(A)

BE IT RESOLVED to approve the following insurance changes:

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-76(A)

BE IT RESOLVED to approve disposal of the following assets:

Bizhub 500 Copier unusable

This item has outlived its usable life; parts are not available for repair.

Tow motor	05/01/1987
Bagger	02/28/1985
Mobile lifter	05/24/1994
Label maker	05/01/1997

These items were purchased for the use of the Metzenbaum Sheltered Industries (MSI) and are being transferred to MSI.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

November 16, 2016

Resolution: 16-77(A)

BE IT RESOLVED to approve conditional grant of up to \$33,000 to Our Lady of the Wayside for transportation costs above the reimbursement rate.

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

Dr. Schmidt:	Yes	No	Abstain	Mr. Metcalfe:	Yes	No	Abstain
Vacant	Yes	No	Abstain	Mr. Miller:	Yes	No	Abstain
Ms. Janson:	Yes	No	Abstain	Ms. Warholic:	Yes	No	Abstain
Mr. Jackson:	Yes	No	Abstain				

BOARD PRESIDENT, 11/16/16

OUR LADY OF THE WAYSIDE

Gross Wages

June - \$4,683.75

July - \$5,791.25

August - \$8,057.50

September - \$12,832.50

October - \$ 13,942.50

November (estimate) - \$ 15,500

December (estimate) - \$ 15,500

Total - \$76,307.50

Fuel \$14,892.85

Vehicles \$21,495.60

Total cost's- \$36,388.45

Employee cost--- \$76,307.50

Vehicle Cost--- \$36,388.45

Expenses-- \$112,695.95

TRIPS:

June 285

July 390

August 482

September 641

October 811

November 825 estimate

December 750 estimate

4184 @\$19.70

Revenue-- \$82,424.80

Total revenue -\$30,271.15