

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda  
December 21, 2016**

- I. Ethics Council: 5:55 P.M.**
  
- II. Call to Order and Roll Call**
  - a. Roll Call 2016 Board
  - b. Approval of December 21, 2016 Meeting Minutes
  - c. Approval of Donations
  - d. Confirmation of Personnel Actions
  - e. Resolution of Appreciation
  
- III. Financial**
  - a. Financial Statement Review (All Funds)
  - b. Ethics Council Recommendations
  - c. Financial Transactions and Voucher Approvals
  
- IV. Board Status Reports**
  
- V. Program Reports**
  
- VI. New Business**
  - a. Approvals:
    - i. 2017 Annual Plan
    - ii. 20/20 Vision
    - iii. Medicaid Match
    - iv. 2017 Calendar of Board Meetings
    - v. Then & Now – JFSA
    - vi. Health Insurance
    - vii. Position Description Changes
  
  - b. Issues
    - i. MEA Decertification Update
    - ii. What board reports are valuable
    - iii. Siffrin liability
  
- VII. Other Business – comments from the floor**
  
- VIII. Executive Session** pursuant to ORC 121.22(G)(1) To consider the appointment, employment, ... or compensation of a public employee or official
  
- IX. Adjournment**

***Next Board Meeting: December 21, 2016***

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**December 21, 2016 Bd. Meeting**

**Roll Call: 2016 Board**

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

---

BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-81(A)**

BE IT RESOLVED to approve the attached minutes for the November 16, 2016 Board Meeting.

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

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

---

BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**BOARD MINUTES**

**November 16, 2016**

**Board Members Present**

**Absent**

Dennis Schmidt  
Laura Janson  
Mark Jackson  
Thomas Metcalfe  
Nanette Warholic

**Administration**

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

**Board Members**

Martin Miller

***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 October 2016.

***II. WORKING SESSION***

Superintendent Rice presented the proposed 2017 Annual Plan and discussed the 2020 Vision.

***III. CALL TO ORDER: 7:00 P.M.***

a. Roll Call: 2016 Board

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

b. Approval of the Minutes:

Ms. Scanlon introduced Resolution 16-69(A) approving the minutes for the October 19, 2016 meeting. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting

d. Acceptance of Donations:

Ms. Scanlon introduced Resolution 16-11(D) accepting donations during the past month. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

e. Personnel Actions:

There were no personnel changes for the period.

***IV. 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 16-19(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 16-20(B) approving voucher schedules for the period was not acted upon due to lack of approval from the Ethics Committee.

***V. 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.

## **VI. 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.

## **VII. NEW BUSINESS:**

### **a. Approvals:**

- i. Contract Approvals  
Ms. Scanlon introduced Resolution 16-70(A) approving contracts for 2017. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ii. Vehicle Lease Approval  
Ms. Scanlon introduced Resolution 16-71(A) approving vehicle lease for some of the fleet of light transit vans. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iii. Salary Schedule Adjustments  
Ms. Scanlon introduced Resolution 16-72(A) approving changes for the Administrative Salary Schedule. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- iv. ICF Change  
Ms. Scanlon introduced Resolution 16-73(A) approving changes in enrollment at the ICF. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- v. Maple Leaf Community Residences Grant  
Ms. Scanlon introduced Resolution 16-74(A) approving a grant for Maple Leaf to assist with the remodeling for the new house (church). Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vi. insurance  
Ms. Scanlon introduced Resolution 16-75(A) conditionally approving health insurance for the Boards employees for 2017. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- vii. Disposal of Assets  
Ms. Scanlon introduced Resolution 16-76(A) approving the disposal of certain assets. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- viii. Our Lady of the Wayside Grant  
Ms. Scanlon introduced Resolution 16-77(A) approving a grant for Our Lady of the Wayside to cover additional transportation costs. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- ix. OACB Delegates  
Ms. Scanlon introduced Resolution 16-79(A) appointing Donald L. Rice, II as Delegate and Stephen Tucker as Alternate Delegate. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.
- x. Appropriation Change  
Ms. Scanlon introduced Resolution 16-80(A) approving an appropriation change. Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

### **b. Issues:**

- i. Residential Services – Locally Funded Agreement  
Mr. Tucker explained the change from Contracts for residential providers to Locally Funded Agreements. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.
- ii. December 21, 2016 Board Meeting

Mr. Rice inquired of the start of the next board meeting. A dinner will be provided as Nanette Warholic has completed 12 years of service as a Board Member. This information is contained in the Board Packet for this meeting and made part of the official minutes of this meeting.

**VIII. OTHER BUSINESS:**

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

**IX. EXECUTIVE SESSION:**

Ms. Scanlon introduced Resolution 16-78(A) adjourning into Executive Session pursuant to ORC 121.22(G)(1) "To consider the appointment, employment, ..., or compensation of a public employee or official, ..." Accordingly, this Resolution was approved, is attached, and made part of the official minutes of this meeting.

**X. ADJOURMENT:**

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

***The Next Board meeting will be January 18, 2017.***

Submitted:

Approval:

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

\_\_\_\_\_  
Dennis Schmidt, Board President

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

*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**

**November 16, 2016**

**MEETING**

The minutes of the 10/19/16 meeting were approved; as were donations and personnel actions.

The financial transactions for September were \$2,070,563.57.

The Board approved the following:

- Contract Approvals for 2017
- Vehicle Lease
- Salary Schedule Adjustments
- ICF Change
- Maple Leaf CRI Grant
- Insurance
- Disposal of Assets
- Our Lake of the Wayside Grant
- OACB Delegates
- Appropriation Change

The following was discussed:

- Locally Funded Agreement vs Contract
- December 21, 2016 Board meeting

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.

The Board adjourned to executive session to discuss matters pursuant to ORC 121.22(G)(1) To consider the appointment, employment, ...or compensation of a public employee or official.

.

NEXT BOARD MEETING: 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-12(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>
Solid Rock on Which We Stand	\$200	Aktion Club Food Baskets
Chesterland Lions Club	\$250	Aktion Club Food Baskets
Kiwanis Club of West Geauga	\$500	ICF Christmas Party
Chagrin Valley Jaycees	\$750	ICF Christmas Party
Eric & Claudia Bacon	\$1,000	Rec/Leisure Activity Fund
Bruce & Susan Smalheer	\$1,000	Rec/Leisure Activity Fund

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

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

---

BOARD PRESIDENT, 12/21/16



**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-12(P)**

BE IT RESOLVED to confirm the following personnel actions:

**Appointments**

---

Heather	Rouse	Shift Aide Substitute	ICF	11/7/16
Gary	Bowman	LPN	ICF	11/8/16
Marisa	Palmisciano	Shift Aide Substitute	ICF	11/14/16
Omar	Hudson	Shift Aide	ICF	11/21/16
Anthony	Cilluffo	SSA	CSS	11/28/16

**Separations**

---

Debra	Wilson	Shift Aide Substitute	ICF	9/25/16
Kayla	Reedus	Shift Aide Substitute	ICF	11/7/16

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

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

---

BOARD PRESIDENT, 12/21/16

**RESOLUTION OF APPRECIATION  
PRESENTED TO  
BINGO AND MOVIE NIGHT VOLUNTEERS FROM  
THE MAYFIELD HIGH SCHOOL INTERACT CLUB**

*Resolution: 16-82(A)*

**WHEREAS,** *the Geauga County Board of Developmental Disabilities organizes free community events which include bingo games and movie nights, and,*

**WHEREAS,** *these events support the agency's goals of inclusion, community integration, and public awareness, and,*

**WHEREAS,** *the Mayfield High School Interact Club sends volunteers to assist with the operation of these community bingo games and movie nights, and,*

**WHEREAS,** *they have demonstrated extraordinary caring, dedication and compassion in their volunteerism to the community,*

**NOW, THEREFORE LET IT BE RESOLVED** *that the Geauga County Board of Developmental Disabilities commends the dedicated volunteers from Mayfield High School Interact Club for their outstanding contribution to our program.*

\_\_\_\_\_  
*Dennis J. Schmidt, President*

\_\_\_\_\_  
*Nanette D. Warholic, Member*

\_\_\_\_\_  
*Laura H. Janson, Secretary*

\_\_\_\_\_  
*Mark S. Jackson, Member*

\_\_\_\_\_  
*J. Thomas Metcalfe, Member*

\_\_\_\_\_  
*Martin A. Miller, Member*

**BY OFFICIAL ACTION OF THE BOARD, DECEMBER 21, 2016**

**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: December 21, 2016

---

---

The Geauga County Board of Developmental Disabilities 2016 Ethics Committee has reviewed the November 2016 financial transactions as contained in the December 21, 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: November 30, 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
<b>2016</b>	12	14	10	17	10	10	18	2	10	11	8	

#### Major Unusual Incidents: Category Breakdown

	<i>Hospital ization</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	2		1			3	6	<b>96</b>
Day Services						1	1	<b>14</b>
Comm. Employ								
Family Homes						1	1	<b>8</b>
Transportation								
Other								<b>4</b>
Monthly Total	2		1			5	8	<b>122</b>

<b>Yearly Total</b>	<b>48</b>	<b>8</b>	<b>9</b>	<b>2</b>	<b>3</b>	<b>52</b>	<b>122</b>
---------------------	-----------	----------	----------	----------	----------	-----------	------------

\*\*Other MUI: One medical emergency in county board residential services; one physical abuse in non-county board residential services; one physical abuse in a family home; one law enforcement incident in non-county board residential services; one neglect in non-county board residential services.

## Geauga County Board of Developmental Disabilities

### CSS Population Served As of: November 30, 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>
<b>Early Intervention</b>												
Early Intervention	82	80	85	91	80	83	86	80	81	92	82	
Assessed for EI	22	14	11	11	17	16	10	18	23	15	19	
<b>Children Services</b>												
ECS preschool	20	20	20	20	20	20	n/a	18	18	18	18	
Supported Educ. ESC	?	103	103	103	103	103	103	103	103	103	103	
Supported Educ Amish schools	52	52	52	52	52	52	52	57*	57*	57*	57*	
<b>subtotal</b>												
<i>EI Inclusion**</i>	23	24	24	17	15	16	16	14	15	11	12	
<b>Support Svcs.</b>												
Children	111	112	113	122	120	121	122	123	126	109	111	
Adult	354	365	366	363	365	367	364	365	366	384	386	
Help Me Grow	118	121	120	117	104	104	105	108	117	127	117	
<b>subtotal</b>	583	598	599	602	589	592	591	596	609	620	614	
<b>Family Support</b>												
Children	108	108	111	111	114	120	121	122	125	125	126	
Adult	41	41	42	42	42	42	43	44	45	45	45	
<b>subtotal</b>	149	149	153	153	156	162	164	166	170	170	171	
<b>Total Eligible in IDS (Unduplicated)</b>	<b>767</b>	<b>773</b>	<b>772</b>	<b>763</b>	<b>751</b>	<b>730</b>	<b>722</b>	<b>715</b>	<b>716</b>	<b>724</b>	<b>714</b>	

\*\*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: November 30, 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>
<b>MSI</b>	<b>172</b>	<b>172</b>	<b>174</b>	<b>174</b>	<b>174</b>	<b>173</b>	<b>173</b>	<b>174</b>	<b>175</b>	<b>173</b>	<b>173</b>	
<i>Hab</i>	29	32	31	31	31	30	30	31	31	28	28	
<i>Workshop</i>	112	109	107	107	111	111	111	110	111	111	110	
<i>CE</i>	31	31	36	36	32	32	32	33	33	34	35	
<b>CLW</b>	<b>30</b>	<b>30</b>	<b>29</b>	<b>29</b>	<b>30</b>	<b>29</b>	<b>29</b>	<b>30</b>	<b>30</b>	<b>32</b>	<b>41</b>	
<i>Workshop</i>	30	30	29	29	29	28	28	28	28	28	28	
<i>CE</i>	0	0	0	0	1	1	1	2	2	5	9	
<i>Job seeking</i>										2	4	
<b>Siffrin</b>	<b>31</b>	<b>34</b>	<b>29</b>	<b>29</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>29</b>	<b>29</b>	<b>27</b>	<b>29</b>	
<i>CE</i>	22	24	23	22	24	22	22	21	21	20	18	
<i>Job seeking</i>	9	10	6	8	6	8	8	8	8	7	11	
<b>two foundation</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>9</b>	<b>6</b>	<b>9</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>6</b>	
<i>Two Café/job train</i>	3	3	2	3	2	4	4	5	5	4	1	
<i>CE</i>	3	3	4	6	4	5	5	3	3	3	5	
<b>Kiononia</b>	<b>5</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>11</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>8</b>	
<i>CE</i>	2	2	2	3	5	4	4	4	4	5	4	
<i>Job seeking</i>	5	6	6	5	6	5	5	5	5	4	4	
<b>CE/No Provider</b>	<b>19</b>	<b>25</b>	<b>22</b>	<b>21</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>26</b>	
<b>Other Hab Prov</b>	<b>55</b>	<b>54</b>	<b>34</b>	<b>56</b>	<b>57</b>	<b>58</b>	<b>58</b>	<b>61</b>	<b>61</b>	<b>63</b>	<b>63</b>	
<b>Volunteer</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>5</b>	
<b>College</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	
<b>GCBDD/ICF</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>24</b>	<b>24</b>	
<b>None</b>	<b>45</b>	<b>45</b>	<b>53</b>	<b>55</b>	<b>58</b>	<b>57</b>	<b>59</b>	<b>58</b>	<b>58</b>	<b>58</b>	<b>58</b>	
<b>OOD</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>12</b>	<b>12</b>	

  

	<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>CE</i>	74	73	76	75	83	82	81	80	83	83	88	
<i>CE &amp; Workshop</i>	10	8	9	11	10	10	10	10	9	10	12	
<i>Enclave</i>	8	10	11	11	11	9	9	10	10	10	10	
<i>Job Seeking</i>	12	14	13	13	11	12	12	12	11	12	13	
<i>Job Training</i>	3	3	2	3	2	2	2	3	2	2	0	
<i>Job Training &amp; CE</i>						2	2	2	2	2	1	
<i>Workshop</i>	119	119	116	115	116	117	117	118	118	118	116	
<i>Amish School</i>	25	25	27	27	27	27	27	27	28	28	28	
<i>Unknown/None</i>	10	10	53	55	58	57	59	58	58	57	57	
<i>Other</i>	4	4	12	10	10	9	9	10	10	10	10	
<i>Habilitation</i>	127	126	89	87	89	89	90	90	91	91	91	
<b>Unduplicated</b>	<b>390</b>	<b>392</b>	<b>408*</b>	<b>407</b>	<b>417</b>	<b>416</b>	<b>418</b>	<b>420</b>	<b>422</b>	<b>423</b>	<b>426</b>	

**Geauga County Board of Developmental Disabilities**

**Residential, Waiver and Wait List**

As of: November 30, 2016

<b>Residential Services</b>												
	<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	68/3	
Non-MLSL Homes	13	13	16	15	15	17	17	17	17	17	17	
Therapeutic Placement	3	3	3	3	3	3	3	5	5	5	5	
Foster/Adult Fam Liv	15	15	14	14	14	14	14	14	14	14	14	
Assisted Living	2	2	2	2	2	2	2	2	2	2	2	
Apartments	50	50	50	50	50	53	53	52	52	52	54	
ICFDD	24	24	24	24	24	24	25	25	25	24	24	
<b>Total Residential</b>	<b>178</b>	<b>178</b>	<b>178</b>	<b>178</b>	<b>178</b>	<b>183</b>	<b>186</b>	<b>187</b>	<b>187</b>	<b>186</b>	<b>188</b>	

<b>Funding Sources</b>												
	<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	161	
Level One	79	78	81	79	80	80	83	84	83	85	85	
Support Living	18	18	17	17	18	18	18	18	17	17	17	
TDD Waiver	7	7	7	7	7	7	6	6	4	4	4	
SELF Waiver	1	1	1	1	1	1	1	1	1	1	1	
<b>Total</b>	<b>255</b>	<b>253</b>	<b>255</b>	<b>254</b>	<b>257</b>	<b>258</b>	<b>264</b>	<b>266</b>	<b>264</b>	<b>268</b>	<b>268</b>	

<b>Waiting List</b>												
	<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>
<b>Residential</b>												
WAIVER	234	234	238	238	237	237	244	234	234	230	230	
ICF/DD	29	29	28	28	28	28	27	25	25	25	25	
Supported Living	69	69	66	66	65	65	63	59	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>	<i>?</i>	
<b>Total Individuals</b>	<b>257</b>	<b>257</b>	<b>269</b>	<b>269</b>	<b>267</b>	<b>267</b>	<b>264</b>	<b>254</b>	<b>254</b>	<b>250</b>	<b>250</b>	

**Geauga County Board of Developmental Disabilities**

**Human Resource  
As of: November 30, 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>
<b><u>Appointments</u></b>												
Hourly	1	3	2	5	1	5	2	2	3	0	4	
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>	<u>1</u>	
<b>Total</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>5</b>	
Full Time	0	4	1	2	1	2	2	1	1	0	2	
Part Time	0	0	0	0	0	0	0	0	0	0	0	
Substitutes	1	1	1	4	0	2	1	2	2	0	3	
Seasonal	0	0	0	0	0	3	0	0	0	0	0	
<b><u>Changes</u></b>												
Promotion	0	0	0	0	0	1	0	1	0	0	0	
Transfers	0	1	0	1	0	0	0	1	0	0	0	
Layoff **	0	0	0	0	0	0	0	0	0	0	0	
Recalls	0	0	0	0	0	0	0	0	0	0	0	
<b><u>Demographics</u></b>												
Hourly	61	62	65	68	68	68	70	67	65	65	67	
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>	<u>60</u>	
<b>Total 2016</b>	<b>144</b>	<b>143</b>	<b>141</b>	<b>143</b>	<b>139</b>	<b>129</b>	<b>131</b>	<b>129</b>	<b>124</b>	<b>124</b>	<b>127</b>	
<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	93	
Part Time	9	9	9	9	9	8	8	8	7	7	7	
Substitutes	20	21	21	22	22	22	23	20	20	20	21	
Seasonal	5	3	3	3	3	6	6	6	6	6	6	
<b>Leave of Absence</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>4</b>	

*\*\* 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: December 21, 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: **ICF**  
Board Meeting Date: December 21 2016  
Director: Michelle Hawthorne

Every 2 years, all residential staff need to be recertified in the Crisis Prevention Interventions (CPI) we use when working with individuals who are upset or angry. This course also teaches personal safety techniques if individuals become physically aggressive. For this refresher course, the focus was on a section for Setting Effective Limits. This is a section of the course that is most applicable to staff in the residences. In order to accommodate the 24/7 schedules of staff, 4 training sessions were held over 3 days, allowing staff from all 3 shifts to attend.

A number of residents were able to spend Thanksgiving with their families. For those who remained on grounds, a traditional thanksgiving meal was prepared by staff—Turkey, stuffing, sweet potato casserole, green bean casserole, and assorted pies for dessert. We also had 6 residents and 2 staff attend a Thanksgiving dinner at the Mayfield Church.

We had 4 residents participate in the Art class held at the administration building and 2 residents participate in Bingo.

Outings continue to occur on a regular basis. In November, 15 of 24 residents were able to access the community a total of 41 times. In addition to the regular shopping trips (7) that occur frequently, other trips included: Drug Mart, Walmart, Giant Eagle, out for Pizza,

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**PROGRAM REPORT**

Program: Adult Services  
Board Meeting Date: December 21, 2016  
Director: Megan Thirion

We participated in the Annual Geauga Student Career Fair for People with Disabilities on November 18, 2016.

The GCBDD received notice that as of December 23, 2016 Siffrin will no longer be providing employment supports in Geauga County.

.

**Geauga County Board of  
Developmental Disabilities**

**Program Report**

Program: Transportation  
Board Meeting: December 2016  
Program Director: Richelle Mills

Currently SIL is transporting 9 individuals. Our Lady of the Wayside is transporting 31 individuals.

We are looking for more transportation providers who are currently providing services to our individuals to build up our provider pool.

**Geauga County Board of  
Developmental Disabilities**

**Program Report**

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

**Activity Highlights:**

The Mental Health Board received a pot of money to provide “services” for children who are at risk or have a mental health diagnosis. The MH Board gave that money to the Family First Council to use it on various programs. One of the programs that was discussed was a respite night for families. We are in the process of working out the details, but we are hoping to provide a night of respite for children up to 17 y/o at Metzenbaum 1 Friday night a month. The event will be staffed by a variety of providers from Ravenwood, Catholic Charities, and GCBDD/private providers. We are hoping for the first one to start on Jan 20, 2017. More info to come!

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 Family Holiday Party was held on Friday, December 2nd at the Metzenbaum Center from 11 am to 1 pm. Not including staff, there were 20 adults and 26 children in attendance. This year featured a children’s Ugly Sweater Contest. Multiple activities including decorating with stickers, coloring, stamping with holiday stampers, reading holiday books, playdoh table and sensory tables were a huge hit. Everyone participated in the fun sing along with Carol Colombo, our music therapist. Then Santa arrived and each child received a stocking.

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-83(A)**

BE IT RESOLVED to approve the 2017 Annual Plan.

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-84(A)**

BE IT RESOLVED to approve the 20/20 Vision Plan.

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-85(A)**

BE IT RESOLVED to approve the use of up to \$?????????? of the CY 2017 budget and funds appropriated to pay the non-federal share of the services required by section 5126.0511 of the Ohio Revised Code for Medicaid expenditures to assure the services will be available in a manner that conforms to all applicable state and federal laws. It is fully understood the payment of the non-federal share represents an ongoing financial commitment of the Geauga County Board of DD.

BE IT FURTHER RESOLVED that this resolution is contingent upon factors beyond the Board's control, such as the State of Ohio Budget, number of new waivers requested, and federal Medicaid meeting projections.

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16



**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-86(A)**

BE IT RESOLVED to approve the following Board Meeting Calendar for 2017:

January 18, 2017	July 19, 2017
February 15, 2017	August 16, 2017
March 15, 2017	September 20, 2017
April 19, 2017	October 18, 2017
May 17, 2017	November 15, 2017
June 21, 2017	December 20, 2017

***Please Note:***

The Board meetings are the third Wednesday of every month at 6pm. They will take place in the Administrative Board Room, 8200 Cedar Rd., Chesterland, Ohio.

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-87(A)**

BE IT RESOLVED to approve a Then and Now for Jewish Family Services Association for correction of billing in December 2015. Total cost not to exceed: \$1,038.06.

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-88(A)**

BE IT RESOLVED to rescind Resolution 16-75(A) approving health insurance coverage for the employees that was approved at the November 16, 2016 Board Meeting.

BE IT RESOLVED to approve the following health insurance renewals for December 2016 – November 30, 2017:

	<i>Single</i>	<i>Family</i>
Medical Mutual Plan 113 (traditional)	\$727.02	\$1,817.51
Medical Mutual Plan 114 (traditional)	755.81	1,889.48
Medical Mutual Plan 115 (high deductible)	644.90	1,604.92
Medical Mutual Plan 118 (high deductible)	482.83	1,199.77
Delta Dental	28.01	80.30
Vision Service Plan	11.75	26.58
Consumer Life Insurance	8.10	

BE IT FURTHER RESOLVED that the Board will fund \$690 for a single plan and \$1,725 for a family plan. The employee contribution for the traditional plans will be the balance of the cost.

BE IT FURTHER RESOLVED to contribute to a healthcare savings account (HSA) for any employee who is enrolled in a high deductible healthcare plan (HDHP). The annual payments will be based on the difference of the Board funding and the cost of the plan. For 2017: Plan 115 - \$541.20 single/\$1,440.96 family and Plan 118 - \$2,486.04 single /\$6,302.76 family.

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-89(A)**

BE IT RESOLVED to approve changes to the following position descriptions:

Superintendent  
Director of Business Operations  
Receptionist

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 21, 2016

**Resolution: 16-90(A)**

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

MOTION:

SECOND:

DISCUSSION:

ROLL CALL:

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

\_\_\_\_\_  
BOARD PRESIDENT, 12/21/16