

**GEOUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**BOARD MINUTES  
April 21, 2021**

**Board Members Present**

Dennis Schmidt  
Uschy Keiper  
Richard Suttell  
Mark Jackson  
Dave Lair  
Laura Janson  
Martin Miller

**Administration**

Donald Rice  
Dave Carlson  
Meredith Myers  
Tami Setlock  
Megan Thirion  
Janice Chesnes  
Richelle Mills

**Board Members Absent**

**Call to Order and Roll Call:**

- a. Roll Call 2021 Board:  
A call of the roll indicated that all Board Members were present by live video conference or phone. There being a quorum present, Mark Jackson, President of the Board, called the meeting to order.
- b. Approval of Minutes:  
Mr. Carlson introduced Resolution 21-39(A) to approve the minutes for March 17, 2021 meeting. This resolution was approved.
- c. Approval of Donations:  
Mr. Carlson introduced Resolution 21-04(D) approving donations to the program. This resolution was accepted and approved.
- d. Confirmation of Personnel Actions:  
Mr. Carlson introduced Resolution 21-03(P) approving personnel actions. This resolution was confirmed and approved.

**II. Financial:**

- a. Financial Statement Review (All Funds):  
Mr. Carlson provided a review of financial statements of all funds for the time period processed.
- b. Ethics Recommendations:  
Mr. Carlson introduced Resolutions 21-40(A) 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:  
Mr. Carlson introduced Resolutions 21-05(B) detailing financial transactions and Resolution 21-06(B) 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, Waiver & Wait List, Population Served, Employment and Habilitation Services, Recreation, and Human Resources.

**IV. Program Reports:**

Mr. Rice reviewed reports from the agencies' programs.

**V. New Business:**

- a. Approvals:

- i. Appropriation:  
Mr. Carlson introduced Resolution 21-41(A) approving a Supplemental Appropriation Transfer due to county tax and state tax fees. This resolution was approved.
  - ii. Agreement Approval:  
Mr. Carlson introduced Resolution 21-42(A) approving an agreement with Dise & Company to provide outplacement services and career transition needs for staff leaving the agency. This resolution was approved.
  - iii. Public Bid Approval:  
Mr. Carlson introduced Resolution 21-43(A) approving to conduct a public bid process for GCBDD to outsource the Information Technology services. This resolution was approved.
  - iv. Rainbow Of Hope Grant:  
Mr. Carlson introduced Resolution 21-44(A) approving a grant to Rainbow Of Hope supporting the build of a modified wheelchair accessible building. This resolution was approved.
  - v. The Metzenbaum Foundation Grant:  
Mr. Carlson introduced Resolution 21-45(A) approving a grant to The Metzenbaum Foundation Maple Leaf Community Residences to provide Recreation and Socialization Programs as outlined in the agreement. This resolution was approved.
  - vi. Empower Sports Grant:  
Mr. Carlson introduced Resolution 21-46(A) approving a grant to Empower Sports to provide Integrated Recreation as outlined in the agreement. This resolution was approved.
  - vii. Maple Leaf Community Residences Grant:  
Mr. Carlson introduced Resolution 21-47(A) approving a project-specific grant to Maple Leaf Community Residences to purchase a house to be used for adult community living benefitting GCBDD clients. This resolution was approved.
  - viii. Job Description Change:  
Mr. Carlson introduced Resolution 21-48(A) approving job description changes for positions: Coordinator HR, Provider Compliance Specialist 1, and Provider Compliance Specialist 2. This resolution was approved.
  - ix. New Board Position:  
Mr. Carlson introduced Resolution 21-49(A) approving SSA/Assistant as a new Board position. This resolution was approved.
  - x. Calendar of Operations Approval:  
Mr. Carlson introduced Resolution 21-50(A) approving the 2021 – 2022 agency Calendar of Operations. This resolution was approved.
- b. Issues
- i. 2022 Tax Budget:  
Mr. Carlson updated the Board on the proposed estimates for the upcoming 2022 tax budget and anticipated spending.
  - ii. Federal Legislation:  
Mr. Rice informed the Board about conversations had by Sherrod Brown and other Senators discussing a lack of DSP's, the Waiting List Waivers, Medicaid Match, and other types of funding.
  - iii. 2021 Annual Goals:  
Mr. Rice discussed with the Board the goals for the year and the progress of completion of goals.
  - iv. County Budget Commission Meeting:  
Mr. Rice informed the Board of the conversations had at the County Budget Commission meeting. Mr. Rice was asked to come back on May 3<sup>rd</sup> and provide documentation of past carryovers.

- v. County Payroll Report Comparison:  
Mrs. Chesnes reported to the Board of her findings of comparing the salaries of head County department officials and directors.
- vi. Grant Requests From Providers:  
Mr. Rice and Mrs. Setlock informed the Board of grant request made by four different provider agencies. The provider agencies have been asked to fill out grant request forms, which will be presented and voted on at the next Board meeting.
- vii. Privatize Recreation Program:  
Mr. Rice informed the Board about the future of the Recreation Department being privatized and the letter that will be sent out with the notification of the Metzenbaum Foundation taking over the role.
- viii. Scavenger Hunt:  
Mrs. Thirion reported to the Board about the upcoming Scavenger Hunt, the organization of the event, and the participating stops along the way.
- ix. Fair:  
Mr. Rice discussed with the Board participating at the County Fair this year and the concerns of estimated COVID cases, restrictions, attendance being down, and not enough volunteers to staff the tent. The decision made was to not participate but return in 2022.

**VI. General Announcements:**

- Mr. Jackson called for any other general announcements from the Board or public:
- a. Sara Clemson from Maple Leaf Community Residences asked for help in locating ranch houses that come on the market to purchase for community living.
  - b. Mr. Rice asked to consider for the future, as a possibility to work with Habitat for Humanity, building affordable housing that fits the needs of our clients.

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

Mr. Jackson called for any other business from the Board or public:

**VIII. Adjournment:**

There being no further business, Mr. Jackson adjourned the meeting.

***The Next Board meeting will be May 19, 2021.***

Submitted:

Approval:

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Donald L. Rice II, Superintendent

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Mark Jackson, Board President

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