

FAYETTE COUNTY BOARD OF DD
OCTOBER 14, 2015
5:30 PM BOARD MEETING
LOCATION: Fayette County Board of DD

The Fayette County Board of Developmental Disabilities met in regular session at 5:30 pm Wednesday, October 14, 2015 at Fayette County Board of Developmental Disabilities. Board Members present: Suzi McCracken, Caryl Bookman, Larry Mayer, Mark Heiny, Mitchell Kirby, and Janelle Mead. Absent: Cody Kirkpatrick

Others present were Debra Buccilla, Superintendent, Sherry Burns, Ex. Administrative Assistant, Lori Moore, Business Director, Liz Brennfleck, HR Director, Mark Schwartz, Adult Director, Suzie Janasov, EI Coordinator, Jan Cobb, Nurse, Sandy Kelley, Operations Manager and Renee Guess, SSA Director

ROLL CALL: Suzi McCracken, present; Carly Bookman, present; Larry Mayer, present ; Mark Heiny, present; Mitchell Kirby, , present: Janelle Mead, present.

ADDITIONS TO AGENDA: None

Reports:

The minutes of the September 9, 2015 Regular Board Meeting were reviewed and approved in a motion by Larry Mayer, seconded by Caryl Bookman. Roll Call. All yea, motion carried

New Vendors: Washington City School and Parrish Trucking

Larry Mayer made a motion to approve the new vendors, seconded by Caryl Bookman. Roll Call. All yea, motion carried

Transfers: None

Monthly expenditures for October were reviewed and approved in a motion by Caryl Bookman, seconded Mark Heiny. Roll Call. All yea, motion carried.

Superintendent Updates:

- Since our last meeting the following meetings have been attended: Superintendent Meeting in Columbus and the last session of the Labor Training Series sponsored by the OACB attorney group.
- Two candidates from Shelby and Miami Counties that are a part of the Superintendent Development Program shadowed on October 29.
- Thank you to Norma Kirby for asking me to do a presentation for the Fayette Retired Teachers Association.
- Attended two banquets (Life Pregnancy Annual Banquet and My Sister's House Banquet)

OLD BUSINESS:

Sandy Kelley, Operations Manager informed the board of project updates.

- Marquee has bathroom framing complete. Waiting on material to complete the roof.
- Phones/Computers- The installation timetable is on schedule. Network infrastructure is almost complete. Licensing has been approved and phone replacement will begin within next two weeks.

Lori Moore, Business Director – Final 2016 Budget was passed out for review and comments.

- The budget includes a 3% base increase for all staff and a merit at end of year to be divided between all staff.
- Reduced revenue for Adult Services by 5%
- Continue to provide assistance to the Help Me Grow Program in the amount of \$45,000
- Revamping Adult Services due to Retirements/Privatization
- Finishing upgrades to both the phone and IT systems
- Health Insurance is currently waiting on insurance agent to get back with rates

The FBCDD will approve the 2016 budget in the November 4th Board meeting.

A motion was made by Larry Mayer, seconded by Mark Heiny to keep the \$600.00 stipend for Sick leave and the One year Opt-out for staff who choose to remain on another policy outside the county board. Roll call. All yea, motion carried

Debra Buccilla, Superintendent, reminded the FCBDD of the training for the Person Centered Planning and Conflict Free Case Management that is required for County Boards. DODD Director John Martin, Lori Horvath, Deputy Director of Medicaid Development and Administration, and Beth Chambers, Division of Policy and Oversight, discuss the key principles of person-centered planning, as well as the department's plan to come into compliance with the CMS rule regarding conflict-free case management.

NEW BUSINESS:

Liz Brennfleck, Human Resource Director gave an update on insurance for 2016. Rob Herron Financial is the current medical insurance broker for FCBDD. United Health Care has not provided a quote for our renewal rate for 2016 due to our group size being under 100 enrollees, UHC is not required to collect or provide data to us about claims and usage that we could utilize to price other insurance carriers. In order to shop other insurance companies, the renewal rate is the only benchmark the underwriters have to quote the rates for our group. Herron Financial has been asked to escalate the issue with UHC so we can price out the other carriers for our group.

Liz Brennfleck, Human Resource Director gave an update on Personnel updates and new hires.

- Melanie Cockerill (Horvath) SSA replacing Heather Hoppes
- Trish Thibert will now be an EI Specialist (10/12/15) and is no longer teaching at the Starting Gate
- Esto Haithcock is a new Substitute Drive

- Christal Best has been hired as a new PreK Teacher/Intervention Specialist replacing Trish Thibert
- Stacey Kelly (Bauser), Habilitation Specialist resigned and will start working as an FPI substitution staff member
- Christie Parker shared services occupational therapist
- Veronica Cartmell is a new Educational Aide replacing Kristen Whitmer
- Lisa Langley is a new substitute Educational Aide
- Stacy Coy is a new substitute Educational Aide
- Hollie Terhune is a new substitute Educational Aide
- Cherie Mesker resigned her position as substitute teacher

Debra Buccilla, Superintendent, informed the FCBDD that a meeting was scheduled with the Commissioners on Monday, October 19 to discuss the replacement of our upcoming board vacancy (Commissioner Appointed) and other items which need to be discussed.

Mark Schwartz, Adult Service Director, updated the FCBDD of FPI Work Contracts.

- With the help of some networking from Lori we have one new contract with WCR on Delaware Avenue.
- WCR makes gaskets for heat exchangers
- We are currently cutting sheets of rubber into small squares to be used during the manufacturing of the gaskets
- WCR's Production Manager has previous experience working with sheltered workshops. We may have more work opportunities in the future.
- McKesson has provided a few new job responsibilities at their site. We have several new responsibilities including sorting ice packs into different containers.
- McKesson also has provided 2 new jobs at FPI.
- Box making on a daily basis. FPI has to complete at least 5 skids of boxes that have been taped shut on one end.
- Placing T-Bars which have bar codes on the totes.
- With these 2 new jobs at FPI, we unfortunately lack space to store skids for completion. We are making do in the short term

Mark Schwartz, Adult Service Director, updated the FCBDD on Grants for the Vans.

- FPI will be applying for a grant for 2 vans through the Ohio Department of Transportation similar to what we did around 2010.
- FPI will be adding these to the fleet to help with non-medical transportation and other transportation needs.
- The current vans are a 2005, 2006, and two 2010 vans.
- Vans are starting to have mechanical issues and issues with the lifts.
- 2 new vans will be used in place of the 2005 and 2006 vans on a daily basis
- The 2005 and 2006 vans will be used as backups and for local trips
- There will be a public notice placed in the newspaper in November
- Grant application is due November 20th
- We not have final word on approval until after the 1st of the year.

Renee Guess, SSA Director informed the FCBDD of the Imagine Project.

- Watched Video “Imagine-the Time is Now”
- Provided Imagine IS Brochure
- Brief history/Origin of Imagine
- The ability to complete PCP work with the entire team, electronic record keeping, financial records keeping and management tools.
- The system is a web based DODD system, free and will provide updates for compliance and revisions
- People served, families and providers have needed information at all times- can access by computer, tablet and smart phone.
- Creates efficiencies like having information easily accessible, i.e. people receiving services like having information easily accessible, i.e. people receiving services, team members, DODD, county transfers
- Implementation of the system in our county

Debra Buccilla, Superintendent, gave a power point presentation on DODD Benchmarks. The presentation included regulatory background, regulatory expectations, County Board background reduction of service provision, recruitment of providers and a project tracker of events.

At approximately 6:34 pm Janelle Mead moved that the FCBDD go into an Executive Session to discuss Superintendent Evaluation. Larry Mayer seconded the motion.

ROLL CALL: Suzi McCracken, present; Carly Bookman, present; Larry Mayer, present ; Mark Heiny, present; Mitchell Kirby, present; and Janelle Mead, present.

The FCBDD re-enter into a public session.

Mitchel Kirby, FCBDD President adjourned the Fayette County Board of DD Board Meeting at 7:00 pm.

Prepared by: Sherry Burns, Ex. Administrative Assistant

Mitchell Kirby, President

Janelle Mead, Secretary