

Wayne County Board of Developmental Disabilities

Minutes

January 23, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, January 23, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities and via ZOOM. Board members present were Mrs. Marianne Bricker via ZOOM, Mrs. Mary Ann Frantz, Dr. Kathy Helmuth, Ms. Elizabeth Krieder Wright and Mr. Paul McGhee. Also present were Mr. Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations via ZOOM, Angie Petelin, SSA Director via ZOOM, Mary Jo Starr, Director of Field Operations via ZOOM, Ken Kelly, Community Transitions Manager, Samira Weigl, Service Coordinator via ZOOM and Alyssa Bright, Service Coordinator via ZOOM. Absent as excused were Mrs. Leticia Fatzinger and Mrs. Melodie Stroud.

Mr. McGhee called the meeting to order at 7:10 p.m.

A motion was made by Dr. Helmuth and seconded by Mrs. Frantz to approve the minutes of the regular meeting held on November 28, 2023. The motion passed by unanimous vote.

The Board then conducted its 2024 Organizational business.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to elect Mrs. Bricker as President of the Board. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to elect Mr. McGhee as Vice President of the Board. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to elect Mrs. Frantz as Secretary of the Board. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to appoint the following committee members.

Committee appointments:

Personnel Committee:	Dr. Kathy Helmuth and Mr. Elizabeth Krieder Wright
Buildings and Grounds Committee:	Mr. Paul McGhee and Mrs. Leticia Fatzinger
Finance/Long Range Planning Committee	Mrs. Mary Ann Frantz and Mrs. Melodie Stroud

The motion passed by unanimous vote.

The Board decided that the monthly meeting of the Board would be held on the fourth Tuesday of each month at 7:00 p.m. at the Wayne County Board of Developmental Disabilities training room located at 266 Oldman Road, Wooster, Ohio, 44691.

The Wayne County Board of Developmental Disabilities shall conduct its business meetings in accordance with Roberts Rules of Order.

The Wayne County Board of Developmental Disabilities shall notify the public of its meetings as stated in Policy #2.15, Regular and Organizational Meetings.

A motion was made by Ms. Krieder Wright and seconded by Mrs. Frantz to adjourn from the organizational meeting. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial reports stating that expenditures for the month of November were in the amount of \$4,334,721.15 and \$911,570.35 for December from the S account. The year-to-date expenditures were \$17,784,857.87. Mrs. Meehan pointed out that the receipts for the month of November were \$2,694,561.94 and \$641,760.31 for December. Mrs. Meehan pointed out that the year to date receipts were \$21,125,990.96.

Financial Reports

Revenue Report – November – none to report

Revenue Report – December

1. Federal, titled Medicaid reflects TCM and MAC billing
2. Under Medicaid Reserve, the board received \$358K for a federal 2020 cost report settlement
3. Discussion was held about reserve funds and future forecasting.

A motion was made by Mrs. Frantz and seconded by Dr. Helmuth to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for November was \$3,879,413.90 and \$257,417.39 for December.

Voucher Report - November

1. Fund transfer for \$2.5 million to pay match out of the general fund
2. Match payment for the 2nd quarter.
3. Discussion of retention payment was led by Mr. Ashley along with a 38% increase in Medicaid match.
4. Capital improvements reflect \$26,000 in new servers that Tim Yoder, IT Manager, is replacing.

Voucher Report – December

1. Three pay period month, salary and benefits larger than usual
2. Paid annual workers compensation premium. Lower than recent years
3. Paid 3rd quarter retention payment
4. Carry over discussion and cash balance moving into 2024

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee – There was no Personnel Committee Report

Superintendent's Business

Mr. Ashley discussed that we will have two new commissioners this year and a conversation was held about creating relationships moving forward

Mr. Ashley talked about the increase in home valuations and the potential impact on tax revenue

Action Items:

A motion was made by Mrs. Frantz and seconded by Dr. Helmuth to recommend approving a resolution pursuant to R.C. 5126.0511 that states, "Each year, each county board shall adopt a resolution specifying the amount of funds it will use in the next year to pay the nonfederal share of the Medicaid expenditures that the county board is required by sections 5126.059 and 5126.0510 of the Revised Code to pay." The amount allocated for 2024 by the Wayne County Board of DD for this resolution is \$5,725,773. This amount includes DODD fees, MAC fees, and projected match obligations. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to recommend approval of OAC 5123-5-03, Superintendent's Professional Development Plan. Mr. Ashley shared with the Board the requirements for his Professional Development Plan. The motion passed by unanimous vote.

A motion was made by Mrs. Frantz and seconded by Dr. Helmuth to recommend renewal of the following management contracts effective January 1 to December 31, 2024.

Transportation Supervisor - Robert T. Dailey, III

~~Director of Service and Support Administration - Angie Petelin~~

Home Visitor Supervisor/Program Manager - Krista Fitzsimmons

Community Transitions Manager - Ken Kelly

Nurse Manager - Linda Schmidt

Director of Operations - Mary Jo Starr

The Angie Petelin contract was struck from the minutes due to her contract being approved previously and is a shared position. The motion passed by unanimous vote.

A motion was made by Ms. Krieder Wright and seconded by Dr. Helmuth to recommend approval of the 2024 Annual Strategic Plan. Mr. Ashley discussed several key points from the annual plan.

- Four hours training for the board
- Promotion of self-advocacy
- Enacting succession plan
- Waiver Use
- New N.E.X.T program
- Upgrades in our technology department including M365
- Individuals served and recognized Wayne as a large county according to the state

The motion passed by unanimous vote.

A motion was made by Mr. Krieder Wright and seconded by Mrs. Frantz to recommend approval to modify Policy 2.13 – Date, Time and Place of Regular Meetings. (Hybrid Board Meetings) Mr. Ashley went through how the Hybrid meetings are going to work including board members notifying the board if one is planning on attending virtually and Mr. Ashley will send to the president. The motion passed by unanimous vote.

Agenda item 6, Recommend approval to modify Policy 4.18 – Drug-Free Workplace, was tabled until the February meeting.

A motion was made by Dr. Helmuth and seconded by Mrs. Frantz to recommend approval of the January shared funding for six (6) diversion individuals for an estimated cost of \$26,696.28. The motion passed by unanimous vote.

A motion was made by Ms. Krieder Wright and seconded by Dr. Helmuth to recommend approval for the Letter of Intent and Contract with Hope Homes Foundation, Inc. Mr. Ashley shared that the LOI and Contract with Hope Homes was to purchase a new group home setting that will be filled with a local provider. The contract will be approved by our local prosecutor. The motion passed by unanimous vote.

Information Items

Mrs. Bricker shared information regarding the upcoming Night to Shine Event, which is scheduled for February 9, 2024.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to adjourn the meeting at 8:43 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

February 27, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, February 27, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker, Mrs. Leticia Fatzinger, Mrs. Mary Ann Frantz, Dr. Kathy Helmuth, Ms. Elizabeth Krieder Wright and Mrs. Melodie Stroud via ZOOM. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, Ken Kelly, Community Transitions Manager, and Angie Petelin via ZOOM. Absent as excused was Mr. Paul McGhee

Mrs. Bricker called the meeting to order at 7:03 p.m.

Ms. Krieder Wright made a motion seconded by Mrs. Frantz to approve the minutes of the regular meeting held on January 23, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of January were in the amount of \$689,404.02 from the S account. The year-to-date expenditures were \$689,404.02. Mrs. Meehan pointed out that the receipts for the month of January were \$168,568.04. Mrs. Meehan also pointed out that the year to date receipts were \$168,568.04.

Financial Reports

Revenue Report

1. Fund cash balance and funds report
2. Slow month. Highlight - \$82,000 TCM Billing for January for SSA case notes.

A motion was made by Ms. Krieder Wright and seconded by Dr. Helmuth to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for January was \$1,307,065.84.

Voucher Report

1. DODD Waiver administration fee of \$62,000
2. OACB 2024 Annual Dues of \$28,120
3. Supported Living first quarter of 2024 fee to NEON.
4. Medicaid Match of \$1.78 million

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee – There was no Personnel Committee Report.

Superintendent's Business

Mr. Ashley discussed the upcoming Pie Day celebration at the Oldman Road building. He also spoke about the proclamation with the County Commissioners and updated the Board about open agency positions.

Action Items:

A motion was made by Dr. Helmuth and seconded by Mrs. Frantz to recommend approval of a two-year contract with Avalanche Commercial Cleaning LLC effective 2/15/24 - 2/14/26 in the amount of \$3,706 per month for Ida Sue School and \$600 per month for the SSA Office. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to recommend approval of the 2024–2025 Ida Sue School Calendar. The motion passed by unanimous vote.

A motion was made by Mrs. Frantz and seconded by Mrs. Fatzinger to recommend approval of the 2024–2025 Wayne County Board of DD Program Calendar. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Mrs. Fatzinger to recommend approval to modify policy 4.15 – Medical Examinations. The motion passed by unanimous vote.

A motion was made by Dr. Helmuth and seconded by Mrs. Fatzinger to recommend approval of the February shared funding for eight (8) diversion individuals for an estimated cost of \$49,965.82.

1. Mrs. Bricker talked briefly about an individual at ASHA house. Mr. Ashley affirmed that it was a cost savings to the County Board.
2. Mrs. Bricker inquired about schooling for our diversion kids when they are sent outside of their home district. Mr. Ashley spoke about their home school districts being responsible for ensuring and funding their education and gave examples.
3. Mrs. Stroud inquired about multiple funding streams for one of the individuals in diversion. Ms. Petelin shared that this is how the provider requested the funds so that is why it was broken down the way it was.

The motion passed by unanimous vote.

Information Items

The Board conducted their annual MUI Training.

Public Comments

A motion was made by Ms. Krieder Wright and seconded by Dr. Helmuth to adjourn the meeting at 7:53 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

March 26, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, March 26, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker, Mrs. Leticia Fatzinger, Mrs. Mary Ann Frantz, Ms. Elizabeth Krieder Wright via non-voting ZOOM, and Mr. Paul McGhee. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, Ken Kelly, Community Transitions Manager, Service Coordinators Gina McConnell, Amy Yoder, Lyndsey Gertel, Morgan Butler and IA Matthew Petroc via ZOOM. Absent as excused were Dr. Kathy Helmuth and Mrs. Melodie Stroud.

Mrs. Bricker called the meeting to order at 7:10 p.m.

Mrs. Frantz made a motion seconded by Mrs. Fatzinger to approve the minutes of the regular meeting held on February 27, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of February were in the amount of \$1,651,124.62 from the S account. The year-to-date expenditures were \$3,483,239.73. Mrs. Meehan pointed out that the receipts for the month of February were \$1,216,491.24. Mrs. Meehan also pointed out that the year to date receipts were \$1,385,059.28.

Financial Reports

Revenue Report

1. Under other: \$55,890
 - a. \$23,000 is money we received for collaborative classroom
 - b. The other portion is for the Early Intervention/Help Me Grow grant
2. Million dollar transfer from Supported Living Fund into General Fund
 - a. This is done quarterly to help pay expenses brought in by grant money

A motion was made by Mr. McGhee and seconded by Mrs. Frantz to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for February was \$1,177,287.05.

Voucher Report

1. Mrs. Bricker asked a question about legal service expenses. Mr. Ashley shared that this is still related to a previously discussed and ongoing staff situation.
2. Mrs. Bricker inquired about Melymbrosia Associates and what they provide. Mrs. Meehan discussed that they do psych evaluations for our waiver assessment process.
3. Mrs. Bricker asked about the Friendsville Funds donations expense to Midwest Health Services. Mr. Ashley explained that this was a trust put together by the families who built the home and is designated for the residents.

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee – There was no Personnel Committee Report.

Superintendent's Business

1. Mr. Ashley talked about the addition to Matthew Petroc to the IA Department and the benefits it brings to the agency coming from his background in law enforcement and the DD field.
2. Mr. Ashley discussed the current state of the Mental Health and Recovery Board. The focus was on the impact it could have on our diversion kids and long-term community support. Mr. Ashley requested approval from the Board to send a letter to MHRB requesting that they continue to fund necessary programs.

Action Items:

A motion was made by Mr. McGhee and seconded by Mrs. Fatzinger to recommend approval of the Emergency Response Plan. The motion passed by unanimous vote.

A motion was made by Mr. McGhee and seconded by Mrs. Frantz to recommend approval to modify Policy 4.18 – Drug-Free Workplace.

- a. Mr. Ashley highlighted the key points of the new policy
- b. Mr. Ashley discussed new staff and supervisor training related to the policy that will be completed annually.
- c. Mr. McGhee proposed questions related to the Drug Testing Technology. Ms. Krieder Wright talked about the different aspects of the testing chart and how to interpret what is in the policy. A general discussion was held about the complexity of Marijuana testing and future impact.

The motion passed by unanimous vote.

A motion was made by Mrs. Frantz and seconded by Mrs. Fatzinger to recommend approving a Transitions Summer Camp at Ida Sue School. The program will run from June 3 - July 18, 2024. The hours will be from 8:15 am to 1:00 pm four days per week (Mon – Thurs). The motion passed by unanimous vote.

A motion was made by Mr. McGhee and seconded by Mrs. Fatzinger to recommend approval to appoint MedPro to conduct annual physicals per 3301-83-07: School transportation driver qualification rules. A person who meets the physical qualifications set forth in this as certified by proper medical authority may be authorized to operate a school bus, as defined by division (F) of section 4511.01 of the Revised Code, or a school van as defined in paragraph (C) of rule 3301-83-19 of the Administrative Code, for the purpose of transporting pupils. The motion passed by unanimous vote.

A motion was made by Mrs. Frantz and seconded by Mrs. Fatzinger to recommend approval of the March shared funding for seven (7) individuals for an estimated cost of \$38,559.15. The motion passed by unanimous vote.

Information Items

Mrs. Bricker shared information about a community event for JADE families.

Public Comments

A motion was made by Mr. McGhee and seconded by Mrs. Fatzinger to adjourn to Executive Session at 7:48 pm to discuss personnel.

Roll Call Vote

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> </u>	No <u> X </u>
Ms. Krieder-Wright	Yes <u> </u>	No <u> X </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> </u>	No <u> X </u>

A motion was made by Mrs. Fatzinger and seconded by Mrs. Frantz to adjourn from executive session at 7:59 pm. The motion passed by unanimous vote.

A motion was made by Mrs. Frantz and seconded by Mrs. Fatzinger to adjourn the meeting at 8:00 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

April 23, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, April 23, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker, Mrs. Leticia Fatzinger via ZOOM (voting), Mrs. Mary Ann Frantz, Dr. Kathy Helmuth, Ms. Elizabeth Krieder Wright, Mr. Paul McGhee and Mrs. Melodie Stroud. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, Ken Kelly, Community Transitions Manager, Angie Petelin, SSA Director, Mary Jo Starr, Operations Manager via ZOOM and Jennifer Chong, Director of Educational Services via ZOOM.

Mrs. Bricker called the meeting to order at 7:06 p.m.

Mrs. Frantz made a motion seconded by Mrs. Stroud to approve the minutes of the regular meeting held on March 26, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of March were in the amount of \$755,958.62 from the S account. The year-to-date expenditures were \$4,239,198.35. Mrs. Meehan pointed out that the receipts for the month of March were \$7,272,046.81. Mrs. Meehan also pointed out that the year to date receipts were \$8,657,106.09.

Financial Reports

Revenue Report

1. Received tax levy dollars: \$6.3 million
 - a. Mr. McGhee inquired about how many times a year we receive payments and if this amount was reflective of the increase in home valuations. Ms. Meehan shared that we receive two payments per year and this one did not reflect the increase.
2. Received waiver reconciliation to Medicaid Reserve of \$606,000
3. Other - \$168,000 was capital housing dollars through Hope Homes
 - a. Discussion was held around pass through money and how it works.

A motion was made by Ms. Krieder Wright and seconded by Dr. Helmuth to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for March was \$281,049.87.

Voucher Report

1. Pretty typical for month of March outside of housing dollars as discussed previously.

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee – There was no Personnel Committee Report.

Superintendent's Business

1. Mr. Ashley discussed moving the EI department to the new wing area, formerly known as Area 5. Board approved without need for committee sit down.
2. Mr. Ashley talked about the Ida Sue School graduation.
3. Mr. Ashley shared information about an event that will take place on May 7, 2024. The event is a coordinated effort between the WCBDD and the Autism Society of Akron. It will be a one-hour meeting that will discuss a variety of topics related to DD services and will be open to the public.
4. Mr. Ashley held a conversation around the current state of the Mental Health and Recovery Board and Diversion funding.

Action Items:

A motion was made by Mrs. Frantz and seconded by Dr. Helmuth to recommend the following students for graduation from the Ida Sue School having fulfilled all of the requirements as required by the State of Ohio and the student's Individual Education Plan.

Katie Fransen
Mason Johnson
Kyan Jacobs
Sarah Holt
Joshua Pinkley

The motion passed by unanimous vote.

A motion was made by Mrs. Stroud and seconded by Dr. Helmuth to recommend approval of the 2023 Annual Report.

1. Dr. Helmuth inquired about the County Board reserve numbers. Mr. Ashley discussed where some of the carryover has come from and projections that may have a significant impact moving forward.
2. Ms. Petelin and Mr. Ashley talked about waiver dollars for young children related to this issue and the current status with potential costs moving forward.

The motion passed by unanimous vote.

A motion was made by Ms. Krieder Wright and seconded by Mrs. Stroud to recommend approval of a shared services agreement between the Wayne County Board of Developmental Disabilities and the Ashland County Board of Developmental Disabilities for the position of EI Supervisor.

1. Mr. Ashley shared the financial aspect of how the contract will work with Ashland.

The motion passed by unanimous vote.

A motion was made by Mrs. Stroud and seconded by Ms. Krieder Wright to recommend approval to modify Policy 13 – Behavior Supports.

1. Dr. Helmuth questioned verbiage used in the policy relating to medications related to modifying behavior. Ms. Petelin shared perspective and history related to how it is interpreted and this was taken directly from Ohio Revised Code.
2. Ms. Krieder Wright and Mrs. Bricker asked for clarification on members of the Human Rights Committee. Mr. Ashley and Ms. Petelin talked about the aspects of the group including members and times that they meet.

The motion passed by unanimous vote.

A motion was made by Mr. McGhee and seconded by Dr. Helmuth to recommend approval of the April shared funding for three (3) diversion individuals for an estimated cost of \$16,317.67. The motion passed by unanimous vote.

A motion was made by Mrs. Frantz and seconded by Mrs. Stroud to recommend approval of the following residential contract and/or addendums:

Provider	Description	Contract Status	Term	Contract Amount	Addendum Amount	Total Contract Amount
1. Midwest (D. Tucker)	Supported Living	Renewal	4/1/24 – 3/31/25	\$7,628.72		\$7,628.72
2. OCLS (D. Boyes)	Supported Living	Renewal	5/1/24 – 4/30/25	\$4,104.20		\$4,104.20
TOTAL				\$11,732.92		\$11,732.92

The motion passed by unanimous vote.

Information Items

Mrs. Bricker shared information about the 2023 Stakeholder MUI Annual Review with Darlene Pido, IA, and how positive the event was.

A motion was made by Mr. McGhee and seconded by Ms. Krieder Wright to adjourn the meeting at 8:08 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

June 25, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, June 25, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Leticia Fatzinger, Mrs. Mary Ann Frantz (arrived at 7:20 p.m.), Dr. Kathy Helmuth via ZOOM (voting), Ms. Elizabeth Krieder Wright via ZOOM (voting), Mr. Paul McGhee and Mrs. Melodie Stroud. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, Ken Kelly, Community Transitions Manager, Mary Jo Starr, Operations Manager via ZOOM, Jennifer Chong, Director of Educational Services via ZOOM and Patty Baumgartner, EI Supervisor via ZOOM. Absent as excused was Mrs. Marianne Bricker

Mr. McGhee called the meeting to order at 7:02 p.m.

A motion was made by Mrs. Stroud and seconded by Mrs. Fatzinger to approve the minutes of the regular meeting held on April 23, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of April were in the amount of \$603,751.62 and \$1,953,321.27 for May from the S account. The year-to-date expenditures were \$6,796,271.24. Mrs. Meehan pointed out that the receipts for the month of April were \$645,971.70 and \$249,176.97 for May. Mrs. Meehan also pointed out that the year to date receipts were \$9,552,254.76.

Financial Reports

Revenue Report

1. State Reimbursement Taxes: Rollback Homestead Tax - \$422,290
2. Grant Reimbursement: \$2,500 from Attorney General for School Safety Grant. The money will be used for radios for the school.

A motion was made by Mrs. Stroud and seconded by Mrs. Fatzinger to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for April was \$116,197.64 and \$1,268,855.46 for May.

Voucher Report

1. Normal Expenditures

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee – There was no Personnel Committee Report.

Superintendent's Business

1. EI Department has moved to their new area
2. M365 Conversion took place and completed
3. Transition Summer Program is in full swing
4. School grant that will be used for two-way radios for the agency
5. Wooster City Schools will be providing breakfast in addition to lunch for the upcoming school year

Action Items:

A motion was made by Mrs. Fatzinger and seconded by Mrs. Stroud to recommend approval to continue one collaborative classroom with the Chippewa Local School District for the 2024-2025 school year.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Ms. Krieder Wright and seconded by Mrs. Stroud to recommend approval of Personnel Policy 4.102 - Sick and Vacation Leave Conversion per yearly approval from OPERS.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Mrs. Stroud and seconded by Ms. Krieder Wright to recommend approval of a management contract to Jennifer Chong for the position of Director of Educational Services effective June 1, 2024 to July 31, 2025.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Mrs. Fatzinger and seconded by Ms. Krieder Wright to recommend approval for the use of federal funds to include IDEA – B Funds in the amount of \$16,916.61

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Mrs. Fatzinger and seconded by Dr. Helmuth to recommend approval to enter into an Alternate School Food Authority (SFA) agreement with Wooster City School who contracts with Sodexo to provide all school age lunches for the 2024-2025 school year.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Mrs. Stroud and seconded by Ms. Krieder Wright to recommend approval of an agreement between Chippewa Local Schools and the Wayne County Board of DD for shared speech services of 25 hours per month at a rate of \$60 per hour for the 2024-25 school year.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Mrs. Fatzinger and seconded by Ms. Krieder Wright to recommend renewing the contract with Whitaker-Myers Insurance (agent) for Hylant Insurance for the implementation of the Ohio School Plan for fleet, liability, cyber, and violence insurance at a cost not to exceed \$20,626 from July 1, 2024 to June 30, 2025.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes _____	No <u>A</u> _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____

Mr. McGhee Yes X No
Mrs. Stroud Yes X No

A motion was made by Mrs. Stroud and seconded by Dr. Helmuth to recommend approval of the May shared funding for five (5) diversion individuals for an estimated cost of \$26,027.38.

Roll Call Vote

Mrs. Bricker Yes No A
Mrs. Fatzinger Yes X No
Mrs. Frantz Yes No A
Dr. Helmuth Yes X No
Ms. Krieder-Wright Yes X No
Mr. McGhee Yes X No
Mrs. Stroud Yes X No

A motion was made by Ms. Krieder Wright and seconded by Dr. Helmuth to recommend approval of the June shared funding for four (4) diversion individuals for an estimated cost of \$49,082.60.

Roll Call Vote

Mrs. Bricker Yes No A
Mrs. Fatzinger Yes X No
Mrs. Frantz Yes X No
Dr. Helmuth Yes X No
Ms. Krieder-Wright Yes X No
Mr. McGhee Yes X No
Mrs. Stroud Yes X No

A motion was made by Mrs. Stroud and seconded by Mrs. Fatzinger to recommend approval of the following residential contracts and/or addendums:

Provider	Description	Contract Status	Term	Contract Amount	Addendum Amount	Total Contract Amount
1. OCLS (D. Anderson)	Supported Living	Renewal	7/1/2024 –6/30/2025	\$1,212.48		\$1,212.48
2. OCLS (V. King)	Supported Living	Renewal	7/1/2024 –6/30/2025	\$1,212.48		\$1,212.48
TOTAL				\$2,424.96		\$2,424.96

Roll Call Vote

Mrs. Bricker Yes No A
Mrs. Fatzinger Yes X No
Mrs. Frantz Yes X No
Dr. Helmuth Yes X No
Ms. Krieder-Wright Yes X No
Mr. McGhee Yes X No
Mrs. Stroud Yes X No

Information Items

1. Mr. Ashley spoke about County Transportation and SARTA. Information was shared about upcoming public forum to discuss upcoming changes.

A motion was made by Mrs. Frantz and seconded by Ms. Krieder Wright to adjourn to Executive Session at 7:38pm to discuss personnel.

Roll Call Vote

Mrs. Bricker	Yes _____	No <u>A</u> _____
Mrs. Fatzinger	Yes <u>X</u> _____	No _____
Mrs. Frantz	Yes <u>X</u> _____	No _____
Dr. Helmuth	Yes <u>X</u> _____	No _____
Ms. Krieder-Wright	Yes <u>X</u> _____	No _____
Mr. McGhee	Yes <u>X</u> _____	No _____
Mrs. Stroud	Yes <u>X</u> _____	No _____

A motion was made by Mrs. Fatzinger and seconded by Ms. Krieder Wright to adjourn from executive session at 8:33pm. The motion passed by unanimous vote.

A motion was made by Mrs. Stroud and seconded by Mrs. Fatzinger to adjourn the meeting at 8:34 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

August 27, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, August 27, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker via ZOOM (voting), Mrs. Leticia Fatzinger, Mrs. Mary Ann Frantz, Dr. Kathy Helmuth, Ms. Elizabeth Krieder Wright, and Mrs. Melodie Stroud via ZOOM (non - voting). Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, Ken Kelly, Community Transitions Manager, Mary Jo Starr, Operations Manager via ZOOM, Jennifer Chong, Director of Educational Services via ZOOM, Patty Baumgartner, EI Supervisor via ZOOM and Sarah Carter, SSA Director. Absent as excused was Mr. Paul McGhee.

Ms. Krieder Wright called the meeting to order at 7:06 p.m.

A motion was made by Dr. Helmuth and seconded by Mrs. Fatzinger to approve the minutes of the regular meeting held on June 25, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of June were in the amount of \$2,161,974.20 and \$3,439,530.66 for July from the S account. The year-to-date expenditures were \$12,397,776.10. Mrs. Meehan pointed out that the receipts for the month of June were \$1,716,262.28 and \$2,953,167.47 for July. Mrs. Meehan also pointed out that the year to date receipts were \$14,221,684.51.

Financial Reports – June

Funds – Cash Balance \$23,165,000

Revenue Report

1. \$1.7 million received

Expenditure Report – June

1. \$2.1 million spent in June
2. Other - EI outreach money that is earmarked in the grant for outreach items
3. Travel – Payment to Ashland for Wayne’s portion of the Relias software

Financial Reports – July

Funds – Cash Balance \$22,600,000

Revenue Report

1. \$2.9 million received

Expenditure Report – July

1. \$3.4 million was spent in July
2. Other – More EI outreach expenditures
3. Residential – Catch up payments to Wayne County for diversion individuals

4. Reimbursed General Fund – Grant money into a separate fund. We then internally reimburse the general fund for Early Intervention and Help Me Grow
5. Donation money was used for renovation of Area 5 for Early Intervention

Discussion – Ms. Kreider-Wright questioned why there were payments made for previous months in July. Ms. Meehan spoke to prioritizing financial obligations when the Senior Finance Analyst was out for maternity leave as well as concerns with the Mental Health and Recovery Board for diversion payments and the County Board being held responsible for covering the loss of revenue.

A motion was made by Mrs. Frantz and seconded by Mrs. Bricker to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for June was \$1,656,723.05 and \$2,909,482.56 for July.

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee – Personnel issues were discussed during executive session.

Superintendent's Business

Mr. Ashley spoke about the newly finished EI area and play groups that will be offered in-house for EI families.

Mr. Ashley discussed the start of school, including new staff initiatives, a new open house for parents and how the start of the year has been successful.

Mr. Ashley moved on to talk about items from a recent state Superintendent conference including budgets, carryovers, current needs and upcoming changes. Sarah Carter, SSA Director, shared the current number of waivers and Mr. Ashley spoke to the long-term impact to the County Board.

Mr. Ashley went on to briefly discuss the Ida Sue Car show that will be held on Friday, July 30.

Mr. Ashley finished with sharing that our current Nursing Supervisor will be retiring in the middle of September and the County Board has moved to add a new staff hire for the position while also transitioning Quality Assurance to our regional Council of Governments, NEON.

Action Items:

A motion was made by Mrs. Frantz and seconded by Dr. Helmuth to recommend approval of school bus routes and stops per OAC 3301-83-13.

Roll Call Vote

Mrs. Bricker	Yes <u>X-Z</u>	No <u> </u>
Mrs. Fatzinger	Yes <u>X</u>	No <u> </u>
Mrs. Frantz	Yes <u>X</u>	No <u> </u>
Dr. Helmuth	Yes <u>X</u>	No <u> </u>
Ms. Krieder-Wright	Yes <u>X</u>	No <u> </u>
Mr. McGhee	Yes <u> </u>	No <u>A</u>
Mrs. Stroud	Yes <u> </u>	No <u>NVZ</u>

A motion was made by Dr. Helmuth and seconded by Mrs. Fatzinger to recommend approval for a contract with Cardinal Rehabilitation for Speech and OT services for EI and School Age students effective 9/1/24. This will be a shared contract with Ashland County Board of DD.

Roll Call Vote

Mrs. Bricker	Yes <u>X-Z</u>	No <u> </u>
Mrs. Fatzinger	Yes <u>X</u>	No <u> </u>
Mrs. Frantz	Yes <u>X</u>	No <u> </u>
Dr. Helmuth	Yes <u>X</u>	No <u> </u>
Ms. Krieder-Wright	Yes <u>X</u>	No <u> </u>
Mr. McGhee	Yes <u> </u>	No <u>A</u>
Mrs. Stroud	Yes <u> </u>	No <u>NVZ</u>

A motion was made by Ms. Kreider Wright and seconded by Mrs. Fatzinger to recommend approval of the July shared funding for four (4) diversion individuals for an estimated cost of \$27,053.18.

Roll Call Vote

Mrs. Bricker	Yes <u>X-Z</u>	No <u> </u>
Mrs. Fatzinger	Yes <u>X</u>	No <u> </u>
Mrs. Frantz	Yes <u>X</u>	No <u> </u>
Dr. Helmuth	Yes <u>X</u>	No <u> </u>
Ms. Krieder-Wright	Yes <u>X</u>	No <u> </u>
Mr. McGhee	Yes <u> </u>	No <u>A</u>
Mrs. Stroud	Yes <u> </u>	No <u>NVZ</u>

A motion was made by Ms. Kreider Wright and seconded by Dr. Helmuth to recommend approval of the August shared funding for one (1) diversion individuals for an estimated cost of \$1,772.10.

Roll Call Vote

Mrs. Bricker	Yes <u>X-Z</u>	No <u> </u>
Mrs. Fatzinger	Yes <u>X</u>	No <u> </u>
Mrs. Frantz	Yes <u>X</u>	No <u> </u>
Dr. Helmuth	Yes <u>X</u>	No <u> </u>
Ms. Krieder-Wright	Yes <u>X</u>	No <u> </u>
Mr. McGhee	Yes <u> </u>	No <u>A</u>
Mrs. Stroud	Yes <u> </u>	No <u>NVZ</u>

A motion was made by Dr. Helmuth and seconded by Mrs. Frantz to adjourn to Executive Session at 7:51pm to discuss personnel.

Roll Call Vote

Mrs. Bricker	Yes <u>X-Z</u>	No _____
Mrs. Fatzinger	Yes <u>X</u>	No _____
Mrs. Frantz	Yes <u>X</u>	No _____
Dr. Helmuth	Yes <u>X</u>	No _____
Ms. Krieder-Wright	Yes <u>X</u>	No _____
Mr. McGhee	Yes _____	No <u>A</u>
Mrs. Stroud	Yes _____	No <u>NVZ</u>

A motion was made by Ms. Kreider Wright and seconded by Mrs. Bricker to adjourn from executive session at 8:24pm. The motion passed by unanimous vote.

Following the Executive Session, Dr. Helmuth asked to introduce another action items for this month's meeting.

A motion was made by Mrs. Bricker and seconded by Mrs. Fatzinger to recommend approval to collaborate with the Ashland County Board of DD to share the Superintendent/Assistant Superintendent positions.

Roll Call Vote

Mrs. Bricker	Yes <u>X-Z</u>	No _____
Mrs. Fatzinger	Yes <u>X</u>	No _____
Mrs. Frantz	Yes <u>X</u>	No _____
Dr. Helmuth	Yes <u>X</u>	No _____
Ms. Krieder-Wright	Yes <u>X</u>	No _____
Mr. McGhee	Yes _____	No <u>A</u>
Mrs. Stroud	Yes _____	No <u>NVZ</u>

A motion was made by Dr. Helmuth and seconded by Mrs. Fatzinger to adjourn the meeting at 8:35pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

September 24, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, September 24, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker, Mrs. Mary Ann Frantz, Ms. Elizabeth Krieder Wright and Mr. Paul McGhee. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, Ken Kelly, Community Transitions Manager, Mary Jo Starr, Operations Manager via ZOOM, and Patty Baumgartner, EI Supervisor via ZOOM. Absent as excused were Mrs. Leticia Fatzinger, Dr. Kathy Helmuth and Mrs. Melodie Stroud.

Mrs. Bricker called the meeting to order at 7:01 p.m.

A motion was made by Ms. Krieder Wright and seconded by Mrs. Frantz to approve the minutes of the regular meeting held on August 27, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of August were in the amount of \$2,643,754.33 from the S account. The year-to-date expenditures were \$15,041,530.43. Mrs. Meehan pointed out that the receipts for the month of August were \$4,608,348.53. Mrs. Meehan also pointed out that the year-to-date receipts were \$18,830,033.04.

Financial Reports – August

Funds – Cash Balance \$24.6 Million in all funds.

\$22 Million in General Fund

Revenue Report

1. Received second half levy dollars totaling \$4.4 million
2. Mr. Ashley shared an update regarding new tax valuations and the effect on County Board funds
3. To date, 91% of what was budgeted through eight months has been received

Expenditure Report – August

1. \$2.6 million spent in August
 - Under services, there was a reimbursement for Indeed based on open positions.
 - DODD Waiver Admin Fees
 - Hylant Insurance of \$24,211 for the year.
 - Match payment for first quarter fiscal year 2025 of \$1.8 million. \$1.2 million of that is new waiver match for '25. \$606,000 was a supplemental invoice that was billed in '24 for any new waivers added since '23 and new waiver increase.
 - Mr. Ashley led a discussion regarding the waiver increase and the impact on boards around the state.
 - Mrs. Bricker inquired about open positions to which Mrs. Meehan shared that the program is fully staffed at the current time.

A motion was made by Mrs. Frantz and seconded by Ms. Krieder Wright to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for August was \$2,143,877.52.

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee

- Mrs. Meehan shared that surveys regarding the Superintendent's position were sent out and received back. They were sent to an OACB representative who will compile and create an executive summary
- The process is following the board requested timeline and more updates will come in October.

Superintendent's Business

- Mr. Ashley talked about a pilot program, DSP-University, that the Board is working in conjunction with the Wayne County Schools Career Center and Ohio Means Jobs to get up and running. It will be a training program for adults and students to gain necessary skills to enter the DD workforce.
- Mr. Ashley discussed the Board's annual training that will be completed in October.
- Mr. Ashley shared multiple updates from Ida Sue School such as the artwork at the fair, Fair Day, Bluebird Café, the positive behavior program through Blue Bucks, and NEXT Steps community inclusion opportunities.
- Mr. Ashley spoke about Early Intervention's recent playgroup that was very well attended and the benefits it has for the families in the program.
- Mrs. Bricker inquired about donations to a local program. Mrs. Bricker will touch base with the program and set up an opportunity for Mr. Ashley to speak to the individual in charge to work out the details.

Action Items:

A motion was made by Mr. McGhee and seconded by Mrs. Frantz to recommend approval for Kent State University to enter into a student affiliation agreement with the Wayne County Board of DD effective August 28, 2024, with a one-year automatic renewal for five (5) years with an effective expiration date of August 28, 2029.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> </u>	No <u> A </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> </u>	No <u> A </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> </u>	No <u> A </u>

A motion was made by Mrs. Frantz and seconded by Ms. Krieder Wright to recommend approval to update Policy 4.82 – Retirement.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> </u>	No <u> A </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> </u>	No <u> A </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> </u>	No <u> A </u>

A motion was made by Mr. McGhee and seconded by Ms. Krieder Wright to recommend approval of the September shared funding for three (3) diversion individuals for an estimated cost of \$56,413.90.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> </u>	No <u> A </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> </u>	No <u> A </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> </u>	No <u> A </u>

Information Items

Mr. Ashley spoke about big upcoming items

- Board training and in-service
- Budget meeting with the Wayne County Commissioners in mid-October
- Annual Plan completed and discussed in December
- Accreditation from DODD in April of 2025

A motion was made by Mr. McGhee and seconded by Ms. Krieder Wright to adjourn the meeting at 7:36 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

October 22, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, October 22, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker, Mrs. Leticia Fatzinger, Mrs. Mary Ann Frantz, Dr. Kathy Helmuth via ZOOM, Ms. Elizabeth Krieder Wright, Mr. Paul McGhee and Mrs. Melodie Stroud via ZOOM. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR via ZOOM, and Ken Kelly, Community Transitions Manager

Mrs. Bricker called the meeting to order at 7:02 p.m.

A motion was made by Mr. McGhee and seconded by Ms. Krieder Wright to approve the minutes of the regular meeting held on September 24, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of September were in the amount of \$645,509.17 from the S account. The year-to-date expenditures were \$15,687,039.60. Mrs. Meehan pointed out that the receipts for the month of September were \$613,160.78. Mrs. Meehan also pointed out that the year-to-date receipts were \$19,443,193.82.

Financial Reports – September

Funds – Cash Balance \$24.6 Million in all funds.

Revenue Report

1. State Reimbursement Taxes, also known as the Homestead Rollback Act, of \$388,975

Expenditure Report – September

1. Under budget
2. Salary and benefits are within the theoretical budget

Vouchers

1. Typical expenses

Mrs. Bricker inquired about donation funds and use within the community. Ms. Meehan broke down where to find and how it could be classified in the future.

A motion was made by Ms. Krieder Wright and seconded by Mrs. Fatzinger to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for September was \$154,959.34.

A motion was made by Mrs. Frantz and seconded by Mrs. Fatzinger to adjourn to executive session to discuss personnel at 7:10 pm.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X-Z </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X-Z </u>	No <u> </u>

A motion was made by Mr. McGhee and seconded by Mrs. Fatzinger to adjourn from Executive Session at 7:50 pm. The motion passed by unanimous vote.

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee

Superintendent's Business

- Mr. Ashley shared updates about Ida Sue School including a Scarecrow contest, the upcoming More Than a Game event and other fall activities.
- Mr. Ashley spoke about the EI program and serving more kids than ever in history as well as their upcoming Trunk or Treat event.
- Mr. Ashley talked to the Board about a recent legal matter that is being handled by Council.
- Mr. Ashley spoke about a visit from the OACB Executive Director and discussions based around many of the important topics facing the County Boards.

Action Items:

A motion was made by Mr. McGhee and seconded by Ms. Krieder Wright to recommend approval of the September shared funding for six (6) diversion individuals for an estimated cost of \$97,646.50.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X-Z </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X-Z </u>	No <u> </u>

The Personnel Committee previously met and recommended establishing an 18-month Assistant Superintendent position to be filled by an internal candidate and to be shared with the Ashland County Board of DD beginning January 1, 2025. A salary and compensation contract will be negotiated based on recommendations, research and assistance from the Ohio Association of County Boards. The Assistant Superintendent will succeed the current Superintendent upon his retirement and the Assistant Superintendent position will be abolished upon this transaction.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X-Z </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> </u>	No <u> A </u>

Information Items

James K. Buckwalter Grant - \$988

Following the action items, Board Member In-Service Training was completed.

A motion was made by Ms. Krieder-Wright and seconded by Mrs. Fatzinger to adjourn the meeting at 9:08 pm. The motion passed by unanimous vote.

Attest: Board President

Date

Wayne County Board of Developmental Disabilities

Minutes

December 10, 2024

The Wayne County Board of Developmental Disabilities met on Tuesday, December 10, 2024, at 7:00 p.m. at the Wayne County Board of Developmental Disabilities. Board members present were Mrs. Marianne Bricker, Mrs. Leticia Fatzinger, Mrs. Mary Ann Frantz, Dr. Kathy Helmuth, Ms. Elizabeth Krieder Wright, Mr. Paul McGhee and Mrs. Melodie Stroud. Also present were Dave Ashley, Superintendent, Kim Meehan, Director of Business Operations/HR, Ken Kelly, Community Transitions Manager, Jennifer Chong, Director of Educational Services and Sarah Carter, SSA Director.

Mrs. Bricker called the meeting to order at 7:04 p.m.

A motion was made by Ms. Krieder Wright and seconded by Mrs. Frantz to approve the minutes of the regular meeting held on October 22, 2024. The motion passed by unanimous vote.

Mrs. Meehan gave the monthly financial report stating that the expenditures for the month of October were in the amount of \$2,023,742.69 and \$2,2331,139.74 for November from the S account. The year-to-date expenditures were \$20,041,922.03. Mrs. Meehan pointed out that the receipts for the month of October were \$162,974.33 and \$1,644,627.42 for November. Mrs. Meehan also pointed out that the year-to-date receipts were \$21,250,795.57.

Financial Reports – October

October Highlights – Nothing abnormal to report. 67% utilization year to date in relation to projected budget.

Financial Reports – November

November Highlights – Nothing abnormal to report. 76% utilization year to date in relation to projected budget.

A motion was made by Mrs. Stroud and seconded by Dr. Helmuth to approve the vouchers. Mrs. Meehan pointed out the major expenses. She stated that the cost of vouchers for October was \$1,536,230.62 and \$1,663,272.38 for November.

Committee Reports:

Buildings and Grounds – There was no Buildings and Grounds Committee Report.

Finance/Long Term Planning – There was no Finance/Long Term Planning Committee Report.

Personnel Committee

Mrs. Bricker spoke about the contract process and aspects of the new contract and agreement for the shared Assistant Superintendent position. She also spoke to surveys from staff about the current state of the agencies and the positive responses shared.

Superintendent's Business

Action Items:

A motion was made by Ms. Krieder Wright and seconded by Mrs. Stroud to recommend approval of the 2025 Budget.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Frantz and seconded by Mrs. Stroud to recommend approval of the 2025 Annual Strategic Plan.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mr. McGhee and seconded by Ms. Krieder Wright to recommend approval of a renewal contract with Dave Ashley for the position of Superintendent for the Wayne County Board of Developmental Disabilities from 1/1/25 through 12/31/26.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mr. McGhee and seconded by Dr. Helmuth to recommend approval of a new contract with Kenneth Kelly for the position of Assistant Superintendent/Superintendent for the Wayne County Board of Developmental Disabilities from 1/1/25 through 6/30/27.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>

Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to recommend approval of the agreement for the Superintendent shared services between the Wayne County Board of Developmental Disabilities and the Ashland County Board of Developmental Disabilities for 2025.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Ms. Krieder Wright and seconded by Mrs. Stroud to recommend approval of the agreement for the Assistant Superintendent shared services between the Wayne County Board of Developmental Disabilities and the Ashland County Board of Developmental Disabilities for 2025.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Ms. Krieder Wright and seconded by Mrs. Stroud to recommend approval of the agreement for the Business Manager shared services between the Wayne County Board of Developmental Disabilities and the Ashland County Board of Developmental Disabilities for 2025.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Stroud and seconded by Dr. Helmuth to recommend approval of the agreement for the EI Supervisor shared services between the Wayne County Board of Developmental Disabilities and the Ashland County Board of Developmental Disabilities for 2025.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Frantz and seconded by Mrs. Stroud to recommend approval for a services agreement with Sacred Grounds for one year.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Stroud and seconded by Mrs. Fatzinger to recommend approval to appoint Jennifer Chong and Kim Meehan as Title IX Coordinators.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Stroud and seconded by Mr. McGhee to recommend approval of a 4% increase for staff as included in the 2025 budget.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mr. McGhee and seconded by Mrs. Frantz to recommend paying the 2025 Ohio Association of County Board of Developmental Disabilities dues in the amount of \$28,960.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Ms. Krieder Wright and seconded by Mr. McGhee to recommend approval of Policy 4.102, Sick and Vacation Leave Conversion.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Frantz and seconded by Dr. Helmuth to recommend approval of the Service Agreement and Memorandum of Understanding between the Wayne County Board of DD and Melymbrosia Associates for Psychological Evaluations, Record Review and Verification of HCBS Waiver requirements, and Behavioral Observations effective January 1, 2025 through December 31, 2025 in an amount not to exceed \$9,000.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Dr. Helmuth and seconded by Ms. Krieder Wright to recommend approval of the renewal of the contract between the Wayne County Board of Developmental Disabilities and the North East Ohio Council of Governments effective January 1, 2025 to December 31, 2025: \$9,750 for Room and Board Administration, \$2,250 for Fiscal Supports/Funds Management, \$8,000 Membership Fee, \$600 per site location plus mileage for QA Registered Nurse Reviews and \$55.50 per hour plus mileage for Nursing Task Inventory.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>

Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Fatzinger and seconded by Dr. Helmuth to recommend approving a contract between Dynamic Pathways and the Wayne County Board of DD for Behavior Support Services from January 1, 2025 to December 31, 2025 for a sum not to exceed \$12,000.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Stroud and seconded by Mrs. Fatzinger to recommend approval of the renewal of the contract between the Wayne County Board of Developmental Disabilities and Primary Solutions/Finex effective January 1, 2025 to December 31, 2025 in the amount of \$3,900.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mr. McGhee and seconded by Mrs. Stroud to recommend approval of November shared funding for two (2) diversion individuals for a total cost of \$22,022.10.

Mrs. Bricker	Yes <u> X </u>	No <u> </u>
Mrs. Fatzinger	Yes <u> X </u>	No <u> </u>
Mrs. Frantz	Yes <u> X </u>	No <u> </u>
Dr. Helmuth	Yes <u> X </u>	No <u> </u>
Ms. Krieder-Wright	Yes <u> X </u>	No <u> </u>
Mr. McGhee	Yes <u> X </u>	No <u> </u>
Mrs. Stroud	Yes <u> X </u>	No <u> </u>

A motion was made by Mrs. Frantz and seconded by Mrs. Fatzinger to recommend approval of December shared funding for four (4) diversion individuals for a total cost of \$85,200.50.

Mrs. Bricker	Yes <u>X</u>	No _____
Mrs. Fatzinger	Yes <u>X</u>	No _____
Mrs. Frantz	Yes <u>X</u>	No _____
Dr. Helmuth	Yes <u>X</u>	No _____
Ms. Krieder-Wright	Yes <u>X</u>	No _____
Mr. McGhee	Yes <u>X</u>	No _____
Mrs. Stroud	Yes <u>X</u>	No _____

Information Items

A motion was made by Mr. McGhee and seconded by Mrs. Fatzinger to adjourn the meeting at 8:36 pm. The motion passed by unanimous vote.

Attest: Board President

Date