

ALLEN COUNTY BOARD OF MENTAL RETARDATION
AND DEVELOPMENTAL DISABILITIES

SUPPORTING THE CHOICES OF PEOPLE THROUGH COMMUNITY PARTNERSHIPS AND QUALITY SERVICES

MINUTES
February 23, 2005

4:45 p.m. Regular Meeting
Administration Building
Location - 2500 Ada Road
Lima, OH 45801

OATH OF OFFICE

Jon Rockhold has been appointed to the Board by the Commissioners, replacing Michael Mullins. Jon brings a wealth of experience to the Board, having served as the Superintendent of the Apollo Career Center for a number of years. Following his retirement from Apollo, he served as the President of the Lima Allen County Chamber of Commerce for five years. From there, he went to the Ohio State University and works in the capacity of Associate Director. He has also served on the Labor Management Citizens Committee for a number of years and continues to do so.

Dr. Rockhold took the oath of office.

I. Roll Call

The Allen County Board of Mental Retardation and Developmental Disabilities met in regular session on Wednesday, February 24, 2005. President Honigford called the meeting to order at 4:45 p.m. with the following roll call response:

Mr. Charles Fuller, present	Mrs. Gina Goodin, present	Mr. Edward Healey, present
Mr. Gregory Miller, present	Dr. Jon Rockhold, present	Mrs. Kathryn Williams, present
Mr. Robert Honigford, present		

II. Revision and Acceptance of the Agenda

<u>Item(s) Added</u>	<u>Requested By</u>
Children's Trust Fund Grant Application for Help Me Grow	Superintendent Baldrige
Resolutions for the Delegate Assembly	Superintendent Baldrige

RESOLUTION 26-05:

Mr. Fuller moved to approve the agenda.

Mr. Miller seconded the motion to approve the agenda.

Mrs. Goodin, yes
Dr. Rockhold, yes
Mr. Honigford, yes

Mr. Healey, yes
Mrs. Williams, yes

Mr. Miller, yes
Mr. Fuller, yes

III. Approval of the Minutes of the January 27, 2005 organizational meeting of the Allen County Board of MR/DD.

RESOLUTION 27-05:

Mr. Healey moved to approve the minutes of the January 27, 2005 organizational meeting of the Allen County Board of MR/DD.

Mr. Miller seconded the motion to approve the minutes.

Mr. Healey, yes
Mrs. Williams, yes
Mr. Honigford, yes

Mr. Miller, yes
Mr. Fuller, abstain

Dr. Rockhold, abstain
Mrs. Goodin, yes

Note- Dr. Rockhold was not yet sworn in at the January 27, 2005 organizational meeting.

IV. Concurrence with Bills Paid - None Paid in January

V. Correspondence

VI. Hearing of the Public

VII. Staff Report - None

VIII. Superintendent's Report

A. Fiscal

Fund 018, General Fund

1.	Fees for Service/Local	
a.	Transportation Fees - Enrollee	3,088.76
b.	Services - Supported Employment	4,331.25
c.	Services - Transportation	529.84
d.	Services - Tuition	2,152.52
e.	Sales - Cafeteria	1,568.05
f.	Other Operating Revenue (BCIs, phone lines, Marimor Ind. Reimbursement)	7,531.17

2.	State and Federal Revenue	
a.	Dept. of Ed. Funding-School Age	73,272.05
b.	Dept. of Ed. Funding-Preschool	10,635.78
c.	Dept. of Ed. Transportation	12,201.25
d.	HMG Grants	6,112.50
e.	Federal School Breakfast Program	2,765.93
f.	Federal School Lunch Program	5,060.87
g.	MR/DD Operating Subsidy	80,717.00
h.	MR/DD Case Management Subsidy	21,926.00
i.	MR/DD Tax Equity	111,456.00
j.	Other MR/DD (Waiver Adm., Consolidated Payment)	12,528.45
k.	Title XIX CAFS (January - August)	1,157,462.62
3.	Other	
a.	Transfers - Life Insurance	1,457.44
b.	Transfers - Hospital Insurance	22,614.61
c.	Refunds	30.80
d.	Other Non-Revenue (HMG)	683.29

Fund 075, Family Resource Services

1.	Grant	17,792.00
2.	Reimbursements	123.55

Fund 466-008, Early Childhood Education Sp. Ed. IDEA FY 05

1.	Grant	5,304.79
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Fund 466-208, Preschool, Sp. Ed. Part B IDEA FY 05

1.	Grant	15,124.57
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Fund 730, Unspecified

1.	Donations	1,718.85
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B. Personnel Report

1. Terminations
 - a. Al Allender retired from his position as Human Resource Director effective February 28, 2005.

SUPERINTENDENT'S RECOMMENDATION 28-05: Superintendent Baldrige recommended the Personnel Report be accepted as presented.

Mr. Healey moved to accept the recommendation of the Superintendent.

Mrs. Williams seconded the motion to accept the recommendation of the Superintendent.

Mr. Miller, yes
Mr. Fuller, yes
Mr. Honigford, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Mr. Healey, yes

C. Administrative

1. School Report
2. Adult Services Report
3. Community Support Services Report and LODDI, Inc. Report from 2/3/05
4. Help Me Grow Report
5. Human Resource Report

IX. Committee Reports

A. Ethics Council - Met - February 23, 2005

1. Approve Direct Service Contracts

ETHICS COUNCIL RECOMMENDATION 29-05: The Ethics Council recommended and so moved that the Board approve the following direct service contracts:

<u>Agency</u>	<u>Duration</u>	<u>Rate</u>
Ottawa Valley Center	28 Days	\$110.27/day/resident for HPC \$15.24/day/resident for R & B
Ottawa Valley Center	31 Days	\$110.27/day/resident for HPC \$15.24/day/resident for R & B
RMS of Ohio	1 Year	\$16.56 per hour

Mr. Fuller moved.

Mr. Healey seconded the motion of the Ethics Council.

Dr. Rockhold, yes
Mrs. Goodin, yes
Mr. Honigford, yes

Mrs. Williams, yes
Mr. Healey, yes

Mr. Fuller, yes
Mr. Miller, yes

B. Finance Committee - Met - February 18, 2005

C. Personnel Committee

D. Planning Committee

- E. Building Committee
- F. Policy Committee - Met February 18, 2005
 - 1. Accept Policies for Second Reading
 - 1.55 Information Services - Computer Usage/Electronic Data
 - 8.1.3 Adult Services
 - 8.1.9 Early Intervention (Renumbered from 8.1.1.1)
 - 8.5 Waiting Lists, Service Substitution Lists and Long-Term Service Planning Registries (Renumbered from 1.42)

No comments have been received during the last month.

POLICY COMMITTEE'S RECOMMENDATION 30-05: The Policy Committee recommended and so moved that the Board accept the following policies for second reading:

- 1.55 Information Services - Computer Usage/Electronic Data
- 8.1.3 Adult Services
- 8.1.9 Early Intervention (Renumbered from 8.1.1.1)
- 8.5 Waiting Lists, Service Substitution Lists and Long-Term Service Planning Registries (Renumbered from 1.42)

Mrs. Goodin moved.

Mr. Healey seconded the motion of the Policy Committee.

Mrs. Williams, yes
 Mr. Healey, yes
 Mr. Honigford, yes

Mr. Fuller, yes
 Mr. Miller, yes

Mrs. Goodin, yes
 Dr. Rockhold, yes

- 2. Accept Policy for First Reading
 - 8.4.4 Medication/Medical Policy

This policy has been reviewed and minor revisions have been made to bring it into compliance with current rule.

POLICY COMMITTEE'S RECOMMENDATION 31-05: The Policy Committee recommended and so moved that the Board accept the following policy for first reading:

- 8.4.4 Medication/Medical Policy

Mrs. Goodin moved.

Mr. Fuller seconded the motion of the Policy Committee.

Mr. Fuller, yes
Mr. Miller, yes
Mr. Honigford, yes

Mrs. Goodin, yes
Dr. Rockhold, yes

Mr. Healey, yes
Mrs. Williams, yes

X. New Business

A. Appoint Supported Living Committee

In accordance with Policy 8.1.4, the Board appoints members to the Supported Living Committee on an annual basis. Due to staffing shortages as a result of budget cuts, we are not recommending anyone from the school staff participate this year.

SUPERINTENDENT'S RECOMMENDATION 32-05: Superintendent Baldrige recommended the Board appoint the following people to serve on the Supported Living Committee for a one year period:

Jeannie Stahl	Community Support Services
Phyllis Steele	Service and Support Administration
Carrie Kruse	Adult Services
Jessica Cooper	Residential Provider, Champaign Residential Services, Inc.
Linda Music	Advocate
Jackie Haight	Consumer

Mrs. Goodin moved to accept the recommendation of the Superintendent.

Dr. Rockhold seconded the motion to accept the recommendation of the Superintendent.

Mrs. Goodin, yes
Dr. Rockhold, yes
Mr. Honigford, yes

Mr. Healey, yes
Mrs. Williams, yes

Mr. Miller, yes
Mr. Fuller, yes

B. Accept Inspection Reports and Corrective Action Plans

On December 7, 2004, Dean Bidlack from the Bureau of Workers Compensation conducted an inspection of our facility. He found 30 items to be addressed. Each item has now been addressed. On January 18, 2005, the Ohio Department of Health inspected the kitchen. There were no findings of noncompliance. On February 2, 2005, Mike Fitzgerald conducted the 6-month surveillance of asbestos. The overall rating was good with very low risk.

SUPERINTENDENT'S RECOMMENDATION 33-05: Superintendent Baldrige recommended the Board accept the Corrective Action Report of 2/10/05 relating to BWC Survey of 12/7/04 conducted by Dean Bidlack, the Standard Inspection of the kitchen by the Ohio Department of Health on 1/18/05, and the Six Month Surveillance Report conducted by Mike Fitzgerald on 2/1/05.

Dr. Rockhold moved to accept the recommendation of the Superintendent.

Mr. Miller seconded the motion to accept the recommendation of the Superintendent.

Mr. Healey, yes
Mrs. Williams, yes
Mr. Honigford, yes

Mr. Miller, yes
Mr. Fuller, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

C. Approve Payment of the 2005 Assessment for the Research and Development Fund of the Ohio Association of County Boards of MR/DD

At least twice in recent years, the Association has requested funding for the research, development and representation fund. This payment also requires the authorization of our Prosecuting Attorney since that office is to provide our legal counsel. Superintendent Baldrige contacted our Prosecutor and secured his permission. With all the issues surrounding Medicaid, it is essential for the Association to have funds available for this purpose. It should be noted that through all the allegations of mismanagement of funds at the Association, the accounting of this fund was impeccable. Also, it should be noted that through all the audits that have occurred by outside agencies since the allegations were made, there have been no findings. There may have been some poor judgment calls, however, there was nothing illegal. The assessment is based on \$10 per client in our Average Daily Membership. This was not included in the budget for 2005, however, given the events that are occurring in Columbus and at the national level, Superintendent Baldrige strongly recommended our Board contribute.

SUPERINTENDENT'S RECOMMENDATION 34-05: Superintendent Baldrige recommended the Board authorize the payment of \$7,870.00 to the Ohio Association of County Boards of Mental Retardation and Developmental Disabilities for the 2005 Assessment for the Research and Development Fund.

Mr. Healey moved to accept the recommendation of the Superintendent.

Mrs. Williams seconded the motion to accept the recommendation of the Superintendent.

Mr. Miller, yes
Mr. Fuller, yes
Mr. Honigford, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Mr. Healey, yes

D. Amend Program Calendar for 2004 - 2005

We have had six calamity days so far during this school year. We are permitted five without make-ups. We have scheduled make-up days for June 6 - 10. With adult services moving into the school by July 1, we really would like the last day of school to be June 3. Therefore, we are considering making up one day the Monday after Easter which is currently scheduled as spring break.

SUPERINTENDENT'S RECOMMENDATION 35-05: Superintendent Baldrige recommended the Board modify the Program Calendar for 2004 - 2005 by having the school in session on March 28 instead of on spring break in order to make-up one calamity day.

Mrs. Goodin moved to accept the recommendation of the Superintendent.

Mr. Fuller seconded the motion to accept the recommendation of the Superintendent.

Dr. Rockhold, yes
Mrs. Goodin, yes
Mr. Honigford, yes

Mrs. Williams, yes
Mr. Healey, yes

Mr. Fuller, yes
Mr. Miller, yes

E. Authorize Administration to Apply for Grants

There are four opportunities for grants that have come to the attention of our school staff. The first two are through the Children’s Trust Fund. It requires 20% matching funds. The Early Intervention program would like to apply for \$6,000 to assist families in participating in PLAYTIME. The money would be used to provide transportation for families to attend and for incentives. Transportation is a significant barrier for some of the families. The match money could come from a \$1,000 donation from the Lima Bean Choir. Help Me Grow would like to apply for the same grant in the amount of \$25,000. Help Me Grow would provide parenting classes. Help Me Grow will do a fundraiser and seek private donations to cover the matching funds. This grant is for two years.

The next two are through the Ohio Department of Education. The first is a Fruits and Veggies Galore mini grant. It would be used to provide teachers with nutrition education materials/curriculum and nutrition information for parents. The amount that can be received is unknown. The second is another ACCESS grant. This is the grant money we have had for the last three years which was used for curriculum development. While we cannot apply for a continuation grant because we already have had three years, we can apply for a new ACCESS grant in the amount of \$30,000. This would primarily be used for professional development. The purpose of this grant is to assure that special needs children have access to the general curriculum. This might also assist us in helping our teachers achieve the “highly qualified” status now required in public schools by the No Child Left Behind Act. No match money is required for either of these two grants.

SUPERINTENDENT'S RECOMMENDATION 36-05: Superintendent Baldrige recommended the Board authorize administration to apply for the following grants:

<u>Grant</u>	<u>Amount</u>
Children’s Trust Fund (Early Intervention)	\$ 6,000
Children’s Trust Fund (Help Me Grow)	\$25,000
Fruits and Veggies Galore	Undetermined
ACCESS	\$30,000

Dr. Rockhold moved to accept the recommendation of the Superintendent.

Mr. Fuller seconded the motion to accept the recommendation of the Superintendent.

Mrs. Williams, yes
Mr. Healey, yes
Mr. Honigford, yes

Mr. Fuller, yes
Mr. Miller, yes

Mrs. Goodin, yes
Dr. Rockhold, yes

F. Provide Direction for the Delegate at the Delegate's Assembly of the Association of County Boards of MR/DD

Gina Goodin is the Board's delegate at the Delegate's Assembly which will be held on March 2. There are three resolutions which have been presented for that meeting. Our Board should provide direction for our delegate on these three resolutions.

The first one is regarding delegates at the Delegate Assembly. There are a number of Boards which automatically use their superintendent as the delegate. The resolution retains the option of using the Superintendent, however, it assures that the Board knows what is being voted on. The problem is that there are decisions made during the Delegate Assembly that are not anticipated. This resolution needs to be modified to give the Delegate authority to act on such items.

The second is about the composition of the Board. Superintendent Baldrige is not as favorable about this proposed change. It reduces the number of Superintendent's who serve on the Board of Trustees from six to two. County Board responsibilities are very complex. A volunteer Board member probably is not going to have the breadth of knowledge that a Superintendent has. Additionally, if you have a Board that is less knowledgeable simply because they normally have competing responsibilities, it is easier for the Executive Director to have too much power as recently happened.

The third resolution is developing an exit strategy from being the Medicaid Local Administrative Authority because as it now stands, we have all of the responsibility and absolutely no authority. The first bullet point will be reworded because it is confusing to read. This resolution has been carefully drafted by a sub-committee of the Medicaid Strategic Planning Group of which Superintendent Baldrige is a member. There were representatives on the sub-committee from both extremes in their thought process. Superintendent Baldrige is very comfortable with the resolution as it stands and would recommend we vote yes on it.

SUPERINTENDENT'S RECOMMENDATION 37-05: Superintendent Baldrige recommended the Board direct the delegate at the Delegates Assembly of the Ohio Association of County Boards of MR/DD to vote as follows on the resolutions:

No Resolution 2005-01: To revise Article IV of the OACBMRDD Constitution. The proposed change modifies the authority under which a delegate may be appointed and cast votes at a Delegate Assembly.

No Resolution 2005-02: To revise Article V of the OACBMRDD Constitution. The proposed change modifies the membership of the OACBMRDD Board of Trustees by changing the number of superintendents from six to two.

Yes Resolution 2005-03: To approve and implement a strategy in accordance with Amended Resolution 2004-17, passed at the October 26, 2004 Delegate Assembly, relative to local County Boards' roles and responsibilities in the current Medicaid environment.

Mr. Miller moved to accept the recommendation of the Superintendent.

Mr. Healey seconded the motion to accept the recommendation of the Superintendent.

Mr. Fuller, yes
Mr. Miller, yes
Mr. Honigford, yes

Mrs. Goodin, yes
Dr. Rockhold, yes

Mr. Healey, yes
Mrs. Williams, yes

XI. Old Business

XII. Other Items to Come Before the Board

ADJOURN INTO EXECUTIVE SESSION

Mr. Miller moved to adjourn into executive session to discuss negotiations with public employees at 5:20 p.m..

Mrs. Goodin seconded the motion.

Mrs. Goodin, yes
Dr. Rockhold, yes
Mr. Honigford, yes

Mr. Healey, yes
Mrs. Williams, yes

Mr. Miller, yes
Mr. Fuller, yes

RECONVENE INTO REGULAR SESSION

Mr. Healey moved to reconvene into regular session at 5:43.

Mr. Fuller seconded the motion.

Mr. Healey, yes
Mrs. Williams, yes
Mr. Honigford, yes

Mr. Miller, yes
Mr. Fuller, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

XIII. Adjournment

Mr. Miller moved to adjourn the meeting at 5:44 p.m.

Mrs. Goodin seconded the motion to adjourn.

Mr. Miller, yes
Mr. Fuller, yes
Mr. Honigford, yes

Dr. Rockhold, yes
Mrs. Goodin, yes

Mrs. Williams, yes
Mr. Healey, yes

Regular Board Meeting
March 23, 2005 at 4:45 p.m.
Allen County Board of MR/DD
Administration Building
2500 Ada Road, Lima, OH

Chris Calvelage, Clerk

Greg Miller, Recording Secretary