

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
March 16, 2021
Via Remote Technology

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Board President, Madeline Iseli, called the March 16, 2021 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:02 p.m.

Members Present: President Madeline Iseli; Vice President, James Zahora; Secretary, Naima Quarles-Burnley; Richard Schultze; Dr. Stephen Fortson; Dr. Susan Komorowski, Superintendent, Dr. Pamela Combs.

Members Absent: Janet Peasant

Ms. Iseli opened the meeting by reading the Board's Vision and Mission.

~ **Moment of Silence**

Ms. Iseli asked the Board to observe a moment of silence in memory of those who have passed away since our last Board Meeting, whether they be individuals served or their family members, staff or their family members, or friends of the Board.

II. SPECIAL PRESENTATIONS

A. Recognition of Retiree

Intake and Transition Specialist, Kathleen Yohn, retired after almost 23 years of service. Kathleen was hired by the Board on August 27, 1998, and retired on February 26, 2021. Director of Early Intervention, Esther Borders, shared highlights of Kathleen's career with the Board.

Kathleen said it's been an honor and a privilege to work for so long with so many amazing people stating that the Early Intervention team is an amazing team that has stuck together through lots of challenges and state-level changes. She said they just "take a licking and keep on ticking" and they really have the interest of families and their children at heart.

Kathleen added that she commends all of the DDS Leadership staff and especially during the last year, for getting us through an incredibly difficult year. She said "all of you just did an amazing job."

Pamela thanked Kathleen for her many years of service and introduced Kathleen's husband, Tom Weaver, who was also in attendance. Tom is retiring from Director of Choices in Community Living at the end of June and Pamela said this is quite the power couple for serving people with developmental disabilities in Montgomery County for many years.

Ms. Iseli thanked Kathleen and Tom for everything they have done.

III. REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the February 16, 2021 Montgomery County Board of DD Services Board Meeting.

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the minutes of the February 16, 2021 Board Meeting. Ms. Quarles-Burnley seconded the motion. The motion carried unanimously.

IV. SUPERINTENDENT'S REPORTS

A. Update by Superintendent
This update was included in the Board Packet.

Pamela wanted to highlight the last large clinic which took place on Saturday, March 13th. She said the team is working this Wednesday with a smaller clinic with Ziks Pharmacy to train and get them ready to start doing the community clinics on their own. At the end of Wednesday we will be over 5,000 vaccinations given which is really amazing. Pamela is very grateful that we were able to partner with Ziks, the local Health Department, Mount Enon Missionary Baptist Church, and St. Benedict The Moor Catholic Church. During the last few clinics other Human Services agencies were involved and Assistant County Administrator Tom Kelley helped Pamela work the parking lot on Saturday.

Pamela said our team has done such an amazing job and she thanked Mitch for leading the coordination of these clinics.

Pamela shared that, during the last state Superintendent call, Ohio Department of DD's Director Davis gave our agency a shout-out. He also shared that he was on a national call where other state Directors of DD were sharing vaccination stories of what was happening in their state for those with developmental disabilities. He chose our clinics as the example to share for the state of Ohio.

Pamela said she listed quotes in her written report from our Accreditation reviewers because they were so amazing, adding that we are still reeling in the joy of how well Accreditation went. Consistency and compliance was talked about across the board.

Pamela said we have been asked to share at the OACB conference about Accreditation and to tell our story on how we got to this point. We have also been asked to talk about transformational leadership. In addition, the Ohio Providers Resources Association (OPRA) has asked us to lead in a conference this spring related to provider leadership.

A lot of exciting things and recognition from across the state.

Ms. Iseli shared that she spoke with a member of the Board of Trustees at Sinclair who was so pleased with her vaccination experience and it turns out that it was at one of our clinics.

Mitch said the clinics really have been a great experience with a lot of great energy.

Mr. Zahora congratulated Pamela and the team on both the clinics and the Accreditation. He said “Congratulations on all your hard work. Not an easy feat and great job.”

B. Department of Safety and Protection-COVID-19 Analysis Report
This report was submitted by Director of Safety and Protection, Bill Angel.

C. Thank you notes
These notes were included in the Board Packet.

V. COMMITTEE REPORTS

A. Ethics Committee – Jim Zahora, Chairperson

Mr. Zahora stated that the Ethics Council reviewed the following individual and found no conflict of interest to exist: Andrew Pasquale. No action was required.

B. Finance Committee – Richard Schultze, Chairperson

1. In-House Custodial Service

Mr. Schultze said the committee reviewed this item and had a long discussion. He invited Ms. Quarles-Burnley to address her concerns after Andrew provided an overview as to the reason for this change in custodial services.

After a brief conversation with Pamela about her concerns, and upon hearing the overview by Andrew, Ms. Quarles-Burnley said she is feeling good about the decision to move forward.

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services authorize the Superintendent to hire two full-time custodians and four part-time custodians for direct hire at a cost savings of \$38,219.56 annually. Mr. Zahora seconded the motion. The motion carried unanimously.

2. MCBDDS Financial Commitment to Inclusive Neighborhoods Housing Corporation (INHC) – previously MVIO

Andrew provided a brief overview. He said INHC is making progress towards privatization and will become separate from the County Board beginning January 2022. This motion is MCBDDS making a financial commitment publically to support INHC in the continuing years ahead. It's the same level of support that we are currently providing. Andrew added that, as the housing vouchers come about, the County Board support will lessen which will be good for MCBDDS and INHC.

Andrew agreed with Mr. Schultze when he said that the overall impact on our budget is very positive and will reduce our costs over the years.

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services make the recommended financial commitment for 2022-2024 at the amount of \$919,116.00 annually to Inclusive Neighborhoods Housing Corporation. This commitment will be incorporated into the renewed Master Contract effective January 1, 2022. Mr. Zahora seconded the motion. The motion carried unanimously.

General Manager of INHC, Carri Paschal, took this opportunity to thank the Board “tremendously” for their support. Carri introduced INHC Board Chair Anita Schultze who was in attendance. Carri said thank you again and she looks forward to continuing to provide safe, affordable housing for folks for a very long time.

Ms. Iseli added that we look forward to working with Carri during the transition and to learning more about INHC (which was suggested by Board Member Janet Peasant during our last Board meeting). Ms. Iseli suggested we set up a work session with the two Boards in the future.

Mr. Schultze asked if Pamela, during the future work session, could tell the Board more about the Section 8 Housing initiative which adds a whole new dimension to this. Pamela responded that during this process we are realizing fair market rent. Right now INHC charges far less than fair market. We are transferring it so that each person pays fair market and we will be subsidizing them until they are able to do that. The way they will be able to do that at some point is through the utilization of a housing voucher provided through the local housing authority. This is a process that Nineteen Services is going to help us with in filling out about 300 applications to get the people we serve who live in our housing onto these HUD housing vouchers. Right now the waiting list is closed but we will gradually start the process when it's

open again. Once a person gets a voucher they will have it for their lifetime. This will mean that we will be able to pull from federal dollars for housing costs instead of using local dollars and state funds which is what we are doing now. Housing will be paid for with the intended housing dollars from the federal government. This is very exciting for our system. It will take a long time because the federal government is very slow with housing vouchers. Pamela said we have promised that, while this slow process is taking place, we will be there for INHC in making up that difference until the vouchers come to fruition.

Pamela added that Carri's experience in the field and the fiscal plan that has been put together by Carri and Andrew is very exciting and a very strong step forward for our Board and INHC.

Ms. Iseli said we will have a more in-depth session at the right time in the future and she thanked Carri and Anita for attending the meeting.

3. Contracts previously approved by the Superintendent

These contracts were listed in the Board Packet and were within the Superintendent's budget authority granted by the Board. No action was required. Mr. Schultze asked if there were any questions and there were none.

4. Review of Program Vouchers for February, 2021

These Program Vouchers were provided in the Board packet and included expenditures that are over \$1,000.00. No action was required. Mr. Schultze asked if there were any questions and there were none.

5. Approval of March Resolutions Calendar

At the request of Mr. Schultze, Andrew provided a brief overview of the items on the Resolutions Calendar.

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the March Resolutions Calendar for item(s) 031621-04 to 031621-06. Mr. Zahora seconded the motion. The motion carried unanimously.

6. Financial Reports

The Financial Reports for February, 2021 were in the Board packet.

In response to Mr. Schultze's monthly question "how are we doing financially?" Andrew said we are doing great. He shared that we are 16.7% of the way through our budget and revenue is at 34.5% and our expenses at 16% so we are under on our expenses and over on our revenue. Our fund balance was at \$26.35 million at the end of February, 2021 and, when comparing where we were at the end of February 2020, before the pandemic, we are only off by \$1,200. He said this is a great position to be in and a real positive financially for the Board to have went through all this and be financially sound.

Dr. Forton asked Andrew where we generate our revenue from. Andrew said the combined Human Services Levy is our biggest revenue source and after that Targeted Case Management that the SSA's bill for, as well as state dollars and numerous other areas. Andrew suggested we could go over our finances in a future work session since we have some new Board Members. Ms. Iseli agreed that is a good idea.

C. Human Resources Committee – Madeline Iseli, Chairperson

The following item was added to the agenda after the Board Packet went out:

1. Staff Incentive Plan – COVID-19 Vaccination Effort - REVISION

In January the Board approved this motion and it was re-submitted this month with two minor changes which were clearly shown in the memo. One to revise the mileage reimbursement to a flat rate, and the second to change the language from “vaccination (both injections)” to “vaccination process” since there is now the single-dose Johnson and Johnson option as well.

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the above noted revisions to the COVID-19 Vaccination Incentive Plan and authorize the Superintendent to take all actions necessary to implement the Plan. Dr. Komorowski seconded the motion. The motion carried unanimously.

D. Policy Committee – Naima Quarles-Burnley, Chairperson

1. First Reading of Selected Policies and Procedures

There were no First Reading Policies for the month of March

2. Second Reading and Approval of Selected Policies and Acknowledgement of Selected Procedures

Ms. Quarles-Burnley gave a second reading of the following policies **VI.02** Accessibility – to include change in policy number to VIII.05; **VII.26** Grievances - to include policy name change to Internal Employee Complaints; **VII.31** Visitors to Facilities; **VII.64** Litigation and Legal Actions.

Ms. Quarles-Burnley stated that the Policy Committee reviewed these policies and noted the comments/suggestions from other Board Members and, as a result, approval is contingent upon some minor amendments being made.

Motion: Ms. Quarles-Burnley moved that the Montgomery County Board of DD Services approve the policies listed above. Dr. Fortson seconded the motion. The motion carried unanimously.

VI. SPECIAL REPORTS

- A. Monthly Updates for DDS Departments – included in packet.
- B. Update for Miami Valley In-Ovations, Inc. (MVIO) – New Name: Inclusive Neighborhoods Housing Corporation (INHC) -included in packet.

VII. ANNOUNCEMENTS

- A. Selected announcements' link was included in the Board packet, including links to newsletters and updates sent to individuals/families/guardians, providers, and staff.

Ms. Iseli thanked Janice for always providing great communications. Ms. Quarles-Burnley wanted to add a note of thanks to Janice for the outstanding work she always does to uplift our self-advocates and to promote our program. Ms. Quarles-Burnley said she particularly liked the piece Janice did about the essential workers, stating that she knows some of them and they felt so special, and they really are doing great jobs so why not let everybody know.

Janice said we have worked up an agreement with WRGT TV to have one feature a month about developmental disabilities. She said this is exciting news and we have mapped out a plan for it. Janice said she will let the Board know when something will be broadcast. This month's feature will be based on essential workers and the 17 billboards we have around the community.

Ms. Iseli added that this is a great way to continue to include people we serve in mainstream media but also a wonderful way to recognize those who employ them.

Janice said we have been working to line up a whole group of folks to recognize on Facebook who are essential workers but it's a little slow going and will stretch into April. The people being recognized are really excited and their employers are so happy to be part of the recognition.

Ms. Quarles-Burnley asked if Janice would share with the Board where the billboards are located throughout the county. Janice said she will send an e-mail with all the locations listed.

VIII. OTHER BUSINESS

There were no Other Business items for the month of March.

IX. VISITORS' TIME

Even though we had visitors earlier in the meeting: Retiree Kathleen Yohn, husband Tom Weaver, and INHC Board Chair Anita Schultze. They had left the meeting at this point.

X. ADJOURNMENT

There being no further business to present to the Board, the meeting was adjourned.
Time: 7:48 p.m.



Board Officer

Board Officer

April 20, 2021

Date

**The next meeting of the Montgomery County Board of DDS
will be held on TUESDAY, April 20, 2021 at 7:00 P.M.**

Board Secretary/jn
Reviewed and approved by Superintendent
Date approved by Board Secretary: March 22, 2021