

MINUTES OF THE  
MONTGOMERY COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES SERVICES  
April 20, 2021  
Via Remote Technology

**I. CALL TO ORDER/BOARD MEMBER ATTENDANCE**

Board President, Madeline Iseli, called the April 20, 2021 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:02 p.m.

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

Members Absent: Vice President, James Zahora

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**

There were no Special Presentations for the month of April.

**III. REVIEW AND APPROVAL OF MINUTES**

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

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

**IV. SUPERINTENDENT'S REPORTS**

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

Pamela said everything is going well. On a financial note the county let us know late yesterday that they are reinstating the funds they pulled from the general fund agencies last year during the pandemic. Early on in the pandemic the Commissioners cut their budget; cut the monies that were going to different agencies to be cautious as we entered the pandemic. They have now decided they are fiscally strong enough to reinstate those general funds and encouraged those boards and agencies to give a cost of living increase. That doesn't include us as we are not a general fund agency but it does demonstrate, thankfully, the fiscal health and wellbeing of our overall county.

Pamela shared that she, along with Kamarr and Dr. Kidd, will be testifying tomorrow for the International Code Council (ICC). She said we are the experts in the field of developmental disabilities who will be testifying at a world council to support adult changing tables for public spaces/entities. The reason we are involved is that a parent in our county has been pushing for this for a few years through the state of Ohio. There are 19 other parents from other states who have also been pushing for this for years. Someone on the world council heard the Montgomery County mother's statements and they offered her a seat at the table at this International Code Council to help make this happen. That parent reached out to us about a year ago and we offered our support and now we get to testify. This will have an international impact. It will be the code for adult changing stations in any new structure of a certain size; places like rest areas. It's very, very exciting that we can be part of this.

Kamarr took a few minutes to talk about a couple of projects we are working on. Back in September we started looking at ourselves and how we can do a better job of being respectful of individuals based on their sexual orientation and identification. We are doing some outreach to try and figure out how we can fit into that space. For a long time we have worked with individuals in our program to meet them where they are, help them advocate for themselves, have relationships they see fit, and have friends and relationships with those that are in that circle. As the world is shifting its focus on social justice, we want to do more and have a bigger part in that. We have reached out to the Dayton Lesbian, Gay, Bisexual, Transgender, and Queer/Questioning (LGBTQ) Center and Dr. Randy Phillips has prepared a presentation for our staff to get the conversation started so we can help our staff understand all the nuances of how we can support this community. We plan to start with agency-wide training and then have the conversation with our providers and other stakeholders and figure out the best way to move forward.

As of April 1, we have wrapped up our official role in phases A and B of the COVID vaccination clinics. The clinics continue because of the seed we have planted but the 5,000 individuals we have helped vaccinate have really benefited from our efforts. We conducted 23 clinics at two different sites. It was a pretty exciting adventure. We were all a bit nervous about it but it was an opportunity for us to get out there and do something to support people and we made a difference. Kamarr said it felt to him like a once in a lifetime event and we were at the forefront of doing some things.

Dr. Komorowski asked if we were going to have a Board presentation on the LGBTQ subject stating that a lot of this information is more complex than most of us think and it would be a good idea to educate the Board also. Kamarr said he has already suggested this to Pamela and they will do that. He stated that he included the link in the Board packet to the presentation we are going to give to our staff and Julie will resend that link via-e-mail to the Board.

B. Department of Safety and Protection-COVID-19 Analysis Report

This report, submitted by Director of Safety and Protection, Bill Angel, was included in the Board Packet.

Pamela pointed out that we will be working on the comparison rates shown in the first paragraph of this report as there is a little issue with some of our percentages. Please disregard this paragraph and we will have it correct the next time.

At the request of Pamela, Bill shared that, since the beginning of the pandemic, we are currently at 193 individuals that tested positive, 57 of those required hospitalization, and 13 individuals have passed away. In 2020 there were 168 that tested positive and in 2021 there have been 25 so far. Bill said we hoped to stay at zero cases for April but two were just recently reported. Dr. Komorowski asked where the new cases were from and Bill said he will check but he believes one from the community and one from a provider. The numbers have been decreasing since December which is a positive sign and Bill believes it's because of the number of individuals and the general public who have received vaccinations.

Pamela mentioned in her written report that we are holding off on in-person camp activities while we are still in the red zone. We will move forward with Zoom or parking lot/drive through activities.

Ms. Quarles-Burnley said she really enjoyed the video of all of the vaccination sites and all the pictures. She said it was very well done and expressed kudos and thanks to all the staff that participated.

C. 2020 MUI Annual Executive Report

This report, submitted by Director of Safety and Protection, Bill Angel, was included in the Board Packet.

Regarding the table in this report showing the number of incidents by provider, Ms. Iseli suggested that it would be interesting to know if there is a way to calculate and display a magnitude or percentage because some of our providers serve a larger group so naturally they have a greater number of MUI's versus others. This way we can see if they are out of whack or if it's just because of the larger numbers served. Bill understood and said we can break it down.

Ms. Peasant asked if we can break down "neglect" more because there are different kinds of neglect and maybe it can be addressed if we have a clearer understanding of

where people are falling short. Bill said we can look at that as well. He said he believes there are five areas of neglect that we generally file cases with the state department on and we can certainly look at breaking those numbers down. We have all the information on hand but just don't want to make the report too long.

Pamela mentioned something here relating to item B above and Ms. Quarles-Burnley added a note of kudos and thanks. Those comments were added under item B above.

D. Letter from DODD regarding Early Intervention 100% Compliance  
This letter was included in the Board Packet.

E. Thank you note  
This note was included in the Board Packet.

## **V. COMMITTEE REPORTS**

### **A. Ethics Committee – Jim Zahora, Chairperson**

There were no individuals to review for the month of April

### **B. Finance Committee – Richard Schultze, Chairperson**

#### 1. Review of Program Vouchers for March, 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.

#### 2. Approval of April Resolutions Calendar

**Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the April Resolutions Calendar for item(s) 042021-07. Dr. Fortson seconded the motion. The motion carried unanimously.**

#### 3. Financial Reports

The Financial Reports for March, 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 financially. We are 25% of the way through the year and revenue and collections are at 42%. Everything is going phenomenal and revenues keep coming in and we are thankful for that. We are under budget on the expense side at 20% and doing well on that side of the fence also. Our fund balance is at 27.5 million which is almost 57% of our operating budget. We started the year well, we continue to do great, and we have an exceptional year-end in sight and he is very excited to see how the rest of the year goes.

**C. Human Resources Committee – Madeline Iseli, Chairperson**

**1. 2021 Salary Structure and Compensation**

The Human Resources Committee requested that we hold on this item so that we can schedule a Board Work Session to revisit the current state of the many different staff/salary classifications and how antiquated that system is. When we began looking at this last year, it launched a very thorough analysis and the documents the Board received for this item are the result of that analysis. The HR Committee would like the whole Board to walk through, at a high level, how we got to the recommendation that is being proposed so that the whole Board can understand where we were out of whack on the high end, on the low end, and where certain job classifications were about in the right place. There was a lot of comparison done with other county boards and their classification systems and salary levels. Not to walk us through every painstaking detail but at least to give us a good overview. It will serve as a great orientation for our three new board members and will be good for the rest of the Board to revisit that system which had grown stale and has been in place for a very long time and needs to be cleaned up. Jill will be working with Kristi on a presentation and there will be plenty of time for questions and answers during the session.

Ms. Iseli thanked the Board for submitting their performance reviews for the Superintendent. She has everything compiled and the HR Committee will be presenting a full recommendation to the full Board during an Executive Session to take place at the end of the Board Meeting in May. There will be a full discussion before coming out of Executive Session to vote on a resolution.

**D. Policy Committee – Naima Quarles-Burnley, Chairperson**

**1. First Reading of Selected Policies and Procedures**

Ms. Quarles-Burnley gave a first reading of the following policies: **XI.01** Privacy, Safeguards and Privacy Officer; **XI.02** Uses, Disclosures, Right to Restrictions and Sanctions; **XI.03** Access, Amendments, and Grievances. No action was required.

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

There were no Second Reading Policies for the month of April.

**3. Request to Rescind**

We no longer need Policies XI.04 through XI.12. Content still needed from these policies has been added to Policies XI.01, XI.02, and XI.03.

Even though Ms. Quarles-Burnley made the motion to approve these policies to be rescinded, Mr. Schultze suggested we hold off until the first readings above (XI.01, XI.02, and XI.03) are approved in May considering they have language added from these policies to be rescinded.

Ms. Quarles-Burnley withdrew the motion and they will be resubmitted for approval in May.

## **VI. SPECIAL REPORTS**

A. Monthly Updates for DDS Departments – included in packet.

B. Update for Inclusive Neighborhoods Housing Corporation (INHC) – formerly MVIO - included in packet.

Ms. Iseli reminded the Board that we will have a work session in the future with INHC specifically to cover the transition and how we can support them moving forward.

## **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.

Also included this month were News Coverage items.

## **VIII. OTHER BUSINESS**

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

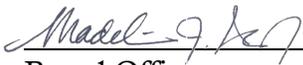
## **IX. VISITORS' TIME**

There were no visitors.

## **X. ADJOURNMENT**

There being no further business to present to the Board, the meeting was adjourned.

**Time: 7:36 p.m.**

  
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Board Officer

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Board Officer

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Board of DDS Minutes  
April 20, 2021

May 18, 2021  
Date

**The next meeting of the Montgomery County Board of DDS  
will be held on TUESDAY, May 18, 2021 at 7:00 P.M.**

Board Secretary/jn  
Reviewed and approved by Superintendent  
Date approved by Board Secretary: April 23, 2021