

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
August 16, 2022
Northview Center

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Board President, Madeline Iseli, called the August 16, 2022 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:01 p.m.

Members Present: President, Madeline Iseli; Vice-President, Dr. Stephen Fortson; Secretary, Richard Schultze; Janet Peasant; Dr. Susan Komorowski; John Serr.
Superintendent, Dr. Pamela Combs

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. Oath of Office

Board President Madeline Iseli welcomed Mr. Serr to the Board and invited Executive Assistant and Notary Julie Nelson to administer the Oath.

Mr. Serr was appointed by Probate Judge on August 3, 2022 to fill an unexpired term ending December 31, 2023.

Ms. Iseli shared that Mr. Serr brings a wealth of experience and interest in helping us serve this population even better and she thanked Mr. Serr very much for being willing to serve.

III. REVIEW AND APPROVAL OF MINUTES

The Board reviewed the June minutes and took action as follows:

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the minutes of the June 28, 2022 Board Meeting. Dr. Fortson seconded the motion. The motion carried unanimously.

IV. SUPERINTENDENT'S REPORTS

A. Update by Superintendent

Pamela said it's good to see everyone and she welcomed Mr. Serr to our Board. Highlighted below are items Pamela briefly talked about:

- We continue to have our challenges with the providers and the workforce shortage. We are working to strengthen and support them as they look for workers to serve in adult day services, transportation, and residential.
- In July we celebrated the 32nd anniversary of the Americans with Disabilities Act (ADA). Pamela thanked Janice and the team for pulling together a wonderful celebration and Dr. Fortson for speaking and helping to lead the event. This was our first event like this and we look forward to having more in the future.
- Everything is going well within our teams. We continue to telework and evaluate COVID and Monkey Pox to determine how we do work; if we have in-person team meetings or remain virtual.
- Thank you to our IT team for keeping us up and running as we continue to work virtual as much as possible.
- Our Recreation team just completed Summer Camp. They did very small groups and are now offering respite for one or two children with one adult; again, very small groups. It's such a critical need for many families.
- We have been working hard on our budget and have a draft ready. To support that, we have been meeting with the levy committee downtown and collaborating with other human services agencies to secure funding and supports for our ongoing programs.

B. MCBDDS Workforce Shortage Collaboration - Oakmont Education - Liberty High School

Included in the packet was a link to a video that shows our collaboration with Oakmont Education (Liberty High School) to address the workforce shortage. Nancy Banks, former DDS Superintendent, is an instructor at Liberty High School. DDS funds the program to train future Direct Support Professionals (DSPs) to work in group homes or other health care settings. Oakmont is making a major impact in the community by focusing on job training for at risk youth.

C. Parent thank you and encouraging others to use their voices

D. Thank you note(s)

V. COMMITTEE REPORTS

A. Ethics Committee – Dr. Susan Komorowski, Chairperson

There were no individuals to review for the month of August.

B. Finance Committee – Richard Schultze, Chairperson

1. 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.

2. Review of Program Vouchers for June and July 2022

These Program Vouchers were provided in the Board packet and included expenditures that are over \$1,000.00. No action was required and there were no questions.

3. Approval of August Resolutions Calendar

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the August Resolutions Calendar for item(s) 081622-12. Ms. Peasant seconded the motion. The motion carried unanimously.

4. Financial Reports

The Financial Reports for June and July 2022 were in the Board packet. In answer to Mr. Schultze asking "how are we doing financially?" Director of Business and Operations, Andrew Kinder said we are 58% of the way through the year. Revenue is at 56% which should be 65%. When we asked for our second levy allocation, the full amount wasn't fully transferred. It has since been fixed so revenue is really at 65%. Expenses are at 60% which is a bit high as we just paid the third quarter waiver match. By the end of this quarter everything will equal out and we are expecting both revenues and expenses to be at 100% on both sides to finish 2022.

C. Human Resources Committee – Madeline Iseli, Chairperson

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

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the extension of the vaccination incentive plan through the remainder of 2022, 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 – Janet Peasant, Chairperson

1. First Reading of Selected Policies and Procedures

Ms. Peasant gave a first reading of the following policies, No action was required:

| | |
|--------|--|
| IV .21 | Annual Inventory and Disposition of Property |
| VII.02 | Non-Discrimination |

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

Ms. Peasant gave a second reading of the following policies:

| | |
|---------|--|
| IV.13 | Ethics Committee |
| IV.22 | MCBDDS Agency Credit Card Usage – New Policy |
| VIII.06 | Technology First – New Policy |

In answer to a question from Mr. Schultze, Pamela explained that the state has gone through a process to allow county boards to have a credit card so that staff don't have to use their own money and then request reimbursement. Usage will be very limited. The card will be locked and kept secure and only used for very specific purchases that have already been approved.

Motion: Ms. Peasant moved that the Montgomery County Board of DD Services approve the policies listed above. Mr. Serr seconded the motion. The motion carried unanimously.

3. Request to Rescind

The contents of this policy is covered in other HR policies.

| | |
|---------|-------------------|
| VII.101 | Reporting to work |
|---------|-------------------|

Motion: Ms. Peasant moved that the Montgomery County Board of DD Services rescind policy VII.101. Dr. Fortson seconded the motion. The motion carried unanimously.

VI. SPECIAL REPORTS

- A. Monthly Updates for DDS Departments – included in packet.
- B. Update for Inclusive Neighborhoods Housing Corporation (INHC)
 No report was included for August. The next report will be provided in September.

VII. ANNOUNCEMENTS

- A. A link was included in the Board packet to the Upcoming Events Calendar and Newsletters.

VIII. OTHER BUSINESS

Dr. Komorowski raised an issue she is seeing from parents having a difficult time with the new Access Ohio program. Pamela requested a meeting be set up with her to include Dr. Kidd and Dr. Komorowski to find a solution for each family. After discussions took place, Ms. Iseli added that first we address the issues of these families and then ascertain if there is a systematic issue.

IX. VISITORS' TIME

Mr. Serr's parents were in attendance at the beginning of the meeting to witness Mr. Serr being sworn in by taking the Oath of Office.
Also in attendance: Dr. Komorowski's son Arte Komorowski.

X. ADJOURNMENT

There being no further business to present to the Board, the meeting was adjourned.
Time: 7:34 p.m.



Board Officer

Septemer 20, 2022

Date

**The next meeting of the Montgomery County Board of DDS
will be held on TUESDAY, September 20 at 7:00 P.M.
at the Northview Center, 8114 N. Main Street, Dayton, OH. 45415**

Board Secretary/jn
Reviewed and approved by Superintendent
Date approved by Board Secretary: September 5, 2022