

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
February 21, 2023
Northview Center

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Board President, Madeline Iseli, called the February 21, 2023 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:00 p.m.

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

There were no Special Presentations for the month of February.

III. REVIEW AND APPROVAL OF MINUTES

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

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the minutes of the January 17, 2023 Board Meeting. Dr. Fortson seconded the motion. The motion carried unanimously.

IV. SUPERINTENDENT'S REPORTS

A. Update by Superintendent included in the Board Packet

- As the adult changing tables project moves forward and we are using the ARPA funding, we are really excited about the leadership of Mitch Snyder and his team, and Jennifer Corcoran, the parent who has been advocating for the changing tables; and their ability to set up locations across the county for possible sites. Depending on how costly they are, we are hoping we will have funding for about 10-12 tables. We are providing portable tables to a

statewide self-advocacy event at the capitol in March for DD Awareness Month, along with literature about the changing tables.

- Regarding our Fiscal Emergency Plan, Pamela listed all the items we are working on in her written report. We are meeting the requirements of the Plan, keeping track of everything, and moving forward in all areas. Pamela recently met with the state regarding our projections and, Andrew Kinder, Director of Business and Operations, is preparing for another follow-up meeting with the state regarding funding.
- Things are moving forward with the HUD Voucher project.
- We are meeting with county leadership regarding positions and making sure there is funding for the positions that are business critical.
- Meetings are taking place with other Superintendents around fiscal projections to gain an understanding of where other counties are financially across the state and within our region.
- Regarding the sale or repurposing of Southview, Pamela has asked the county if we can focus first on evaluating our Northview Annex as a possible location for multi-system youth. We are putting the sale of Southview on hold for the time being.
- The state will be sending people to meet with us regarding the OhioISP project. Pamela will let the Board Members know when those meetings occur should they wish to attend. The state is taking feedback and making some revisions. We are still very much the pilot group in the process. Pamela appreciates Kamarr's leadership and his team for, not only going through all these steps, but also taking the time to provide critical feedback and information to the state.

B. Thank you note(s)

There were thank you notes included in the Board Packet for the Board Members to review at their leisure.

V. COMMITTEE REPORTS

A. Ethics Committee – Dr. Susan Komorowski, Chairperson

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

B. Finance Committee – Richard Schultze, Chairperson

1. Review of Program Vouchers for January 2023.

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.

2. Approval of February Resolutions Calendar

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the February Resolutions Calendar for item(s) 022123-02. Mr. Serr seconded the motion. The motion carried unanimously.

3. Financial Reports

The Financial Reports for January 2023 were in the Board Packet. In answer to Mr. Schultze asking “How are we doing financially?” Andrew said for our first month of the year our revenue is at 34% which is good and is due to receiving our first levy allocation of 50% which is a little over \$14 million. Expenses are at 12% which is a little high and due to paying our first quarter waiver match which is almost \$4 million. Our fund balance for January is at \$25 million which is 47% of our expenses. Andrew wanted to note that everything is looking ok considering our current fiscal emergency but the fiscal emergency increases as we head into 2024.

C. Human Resources Committee – Madeline Iseli, Chairperson

There were no Human Resources items for the month of February. Ms. Iseli said discussions took place in the Human Resources Committee Meeting and they got caught up on a few things in the works but there were no action items for this month.

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:

VII .21	Staff Reimbursement for Authorized Expenses
VII .54	Copyright
VII .73	Electronic Signature
IX .06	Enrollee Absenteeism - EI
IX .23	Medicaid Due Process
X .05	Records MH Supports and Services Program
X .06	Progress Notes MH Supports and Services Program
X .08	Consent for Treatment MH Supports and Services Program

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

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

III .04	Vehicle Usage by Outside Organizations
III .08	Superintendent Performance Evaluation
V.12	Pre-Admission Screening and Resident Review (PASRR)
VII.57	Technology Resource Use
VIII .02	Opening and Closing of Facilities (Hours of Operation)
IX .07	Immunizations - EI
IX .172	Home and Community Based Services - Waiting List

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

Mr. Schultze apologized for not raising this concern sooner. Regarding Policy III.04 Vehicle Usage by Outside Organizations, Mr. Schultze said he assumes there will be reasonable standards in place for the drivers from outside organizations when they use our vehicles; criteria such as drug and alcohol testing, safety training, insurance, etc. He said certainly it's a good community resource to allow others to use our vehicles but something to be thinking about.

In response to Ms. Iseli asking Mr. Schultze if he was suggesting these things be noted in the policy, he said no he just wants us to follow up to make sure we are covered.

Julie said she will check if we have another policy in place regarding these items.

Ms. Peasant asked if it's possible we may need procedures for this policy to cover some of these items but, after discussion, it was decided that it would be difficult to write procedures for people to follow during an emergency.

Pamela said the policy states it would be at the Superintendent's discretion and she made note of everything Mr. Schultze said.

Mr. Schultze said he understands if there is a natural disaster type emergency and everybody chips in and does a great job but after the fact we could find out something happened and somebody wants to sue for example.

Ms. Iseli said it may be addressed in our liability insurance. Andrew will check what that says.

3. Approval to Rescind

Policy X.04 DD.MH Emergency Transportation
This policy was put into place around the time the Board's Mental Health Supports and Services program was created. The program no longer makes its staff available to transport clients who are in need of psychiatric hospitalization to hospital or other inpatient psychiatric care facilities for admission. Rather, provider staff, natural supports, or law enforcement/emergency medical personnel would be contacted to transport the client. This change is made for the safety of clients and the Board's staff.

Policy X.14 DD.MH Pharmacological Management Services
The Board's Mental Health Supports and Services program no longer provides psychiatry services as of April 2022.

X.04	DD.MH Emergency Transportation
X.14	DD.MH Pharmacological Management Services

Motion: Ms. Peasant moved that the Montgomery County Board of DD Services rescind policies X.04 and X.14 as listed above. Dr. Fortson seconded the motion. The motion carried unanimously.

VI. SPECIAL REPORTS

The following updates/reports were included in the Board Packet for the Board Members to review at their convenience and leisure.

A. Monthly Updates for DDS Departments

B. The next Quarterly Update for Inclusive Neighborhoods Housing Corporation (INHC) will be included in March.

VII. ANNOUNCEMENTS-EVENTS-STORIES

A. Link was included in the Board Packet to newsletters and events calendar.

B. There was an article included in the Board Packet regarding a URS Spotlight.

VIII. OTHER BUSINESS

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

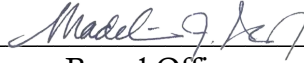
IX. VISITORS' TIME

There were no visitors.

X. ADJOURNMENT

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

Time: 7:19 p.m.



Board Officer

March 21, 2023

Date

**The next meeting of the Montgomery County Board of DDS
will be held on TUESDAY, March 21, 2023 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: February 27, 2023