

MINUTES OF THE  
MONTGOMERY COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES SERVICES  
August 15, 2023  
NORTHVIEW

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

Board President, Madeline Iseli, called the August 15, 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; Janet Peasant; Dr. Susan Komorowski; John Serr; Elizabeth Redmon  
Superintendent Dr. Pamela Combs

Members Absent: Secretary, Richard Schultze. Mr. Schultze notified the Superintendent of his absence prior to the meeting.

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.

Ms. Iseli mentioned the recent passing of former President of Sinclair Community College, Ned Stifferlen. She had just attended a lovely memorial service right before coming to the Board Meeting. Ms. Iseli shared that Mr. Stifferlen served at the college for 38 years and he was the most compassionate and empathetic leader. She said he was an advocate for everyone at all abilities for all opportunities.

**II. SPECIAL PRESENTATIONS**

There were no Special Presentations for the month of August

**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 20, 2023 Board Meeting. Dr. Fortson seconded the motion. The motion carried unanimously.**

#### **IV. SUPERINTENDENT'S REPORTS**

##### **A. Update by Superintendent:**

Pamela talked about the item covered in her written report. Director of Clinical and Behavior Support Services, Dr. Kidd, contributed to Pamela's report by writing an Executive Summary of The Clinical and Behavior Support Services Department which consists of the Mental Health Supports and Services and Behavior Support Services programs. Pamela added that we are one of maybe two or three county boards in Ohio that offer Mental Health Services specifically for people with developmental disabilities, and we are one of very few, if not the only one, that bills the Ohio Department of Mental Health for those services. In addition, we have received grant funding from ADAMHS. She said it's very exciting to find those additional dollars in funding streams.

##### **B. Provider MUI counts for 2022 – as requested by Board Members**

Discussion took place about the document provided and Interim Director of our Department of Safety and Protection, Melissa Hatton, is going to work on a document that is closer to what the Board Members wanted to see. Pamela said some Board Members could attend the upcoming MUI Stakeholders meeting when patterns and trends are discussed. Melissa will share the link but only less than four Board Members can attend due to creating a quorum.

Dr. Komorowski asked if the information in the report is available to the parents. In response to Melissa saying "yes" Dr. Komorowski said it would be very hard as parent to look at the report if they were looking at different facilities to make some sort of comparison; it would be really hard to make any sense out of what the report includes and it doesn't seem to provide any valid information. Pamela said it's hard to look at different facilities and compare them based on their MUI count because MUIs can be caused by many ways other than something the provider did. MUI counts are not quality assessments of providers. They are just counts where people are being served when incidents happen.

Dr. Komorowski said, to make any sense of the report for people who aren't in the know, it seems like the report needs more information. Pamela said it takes so much information to where you'd have to sit down with someone because you'd need to know if it was the person themselves creating the MUI or the provider. If the provider themselves are creating an issue, we are already involved with them related to quality and those instances are addressed as they happen.

Ms. Iseli said some categorization on the report would be helpful instead of just alphabetical; which are day programs, which are medical programs, which are residential programs. Pamela said it would be helpful but it's something we would have to hire a contractor to create.

C. Adult Changing Tables news stories and articles

We have generated a lot of coverage around Adult Changing Tables and Director of Communications, Janice Rice, provided an extensive list of articles and links to news stories. Pamela said this initiative is through a grant with parent Jennifer Corcoran. Mitch Snyder is the Director for that project and he oversees all of it and is doing a fantastic job. Pamela thanked the Board Members for their broad level of services and supports that they allow us to put into place.

The project took a relatively small amount of funding to get it going. Earlier this year the Governor announced that 28 rest areas will have Adult Changing Tables and it's because of this mother. He also put \$1m dollars in the budget for Adult Changing Tables. We asked for some of those funds to cover Jennifer's costs and for a mobile unit to use throughout the state.

We are the ones who gave an Adult Changing Table to the Ohio State Fair to use and have encouraged other county boards to purchase portable tables, if not permanent ones, to start providing them in their area. Currently half of the county boards have already begun the project. Ohio is ranked the fastest moving state in the country on this issue and it's very exciting to see other grants and resources coming in. Pamela hopes that, through the grant funding from the Governor's office, Jennifer Corcoran will be able to work throughout the state.

Pamela said the project just took some emphasis and team support. Mitch meets with Jennifer often and we have team meetings. Commissioner Dodge was at a planning meeting where Janice and Jennifer provided a presentation. They showed a video of Jennifer lifting her son to change him and Commissioner Dodge was very moved by it and said it really brought it home.

D. Individual attending Future Soldier Preparatory Course

This article was provided in the Board Packet with a picture of the individual swearing in for the course.

E. Individual's dream comes true

We provided an article in the April 2023 Board Packet about an individual raising funds to make her dream come true to see Johnny Depp in concert overseas. Her dream came true and we included some pictures in the Board Packet of her with Johnny Depp and his band.

F. Pictures from Adaptive Trail Race

Pictures of this event were included in the Board Packet. They include several of our staff and Board Member Janet Peasant with her daughter.

G. Lauren Fritz recognized by OACB

Medicaid Compliance Manager, Lauren Fritz, was recently recognized in OACB's SSA Today - volume 4, issue 11, August 8, for her hard work and contribution to the new Case Note Guide recently released by the SSA Workgroup of Ohio.

H. Thank you notes

These thank you notes were included in the Board Packet for Board Members to enjoy reading at their convenience and leisure.

**V. COMMITTEE REPORTS**

**A. Ethics Committee – Dr. Susan Komorowski, Chairperson**

There were no Ethics items for the month of August

**B. Finance Committee – Richard Schultze, Chairperson - absent**

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 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.

3. Approval of August Resolutions Calendar

**Motion: Dr. Fortson moved that the Montgomery County Board of DD Services approve the August Resolutions Calendar for item(s) 081523-13 to 081523-14. Ms. Peasant seconded the motion. The motion carried unanimously.**

4. Financial Reports

The Financial Reports for June and July 2023 were in the Board Packet. In answer to Dr. Fortson asking "How are we doing financially?" Andrew said our revenue is at almost 80% and our expenses are at 64%. Revenue is a little higher because we received our second levy allocation. Expenses is a little higher than where they should be this time of year due to waiver match and that will balance out through the end of the year. Our overall fund balance looks good at almost \$17m which is 32%. We are looking to have a good ending to 2023 but will be heading into the fiscal emergency in 2024.

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

\*1. Reclassification and pay band change

Ms. Iseli said it was discussed in the HR Committee Meeting how we are seeing this throughout all sectors of the economy; that evermore, jobs are requiring higher level skills, more integration, understanding of systems and functions, and it seems like this is another great example of that. Ms. Iseli said she is predicting that the HR Committee will continue to bring these kinds of proposals forth as these jobs become

more complex and require more systems analysis as well as understanding people and how they function.

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the above recommendation and authorize the Superintendent to take all steps necessary to implement the changes. Dr. Fortson 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:

VII.13	Overtime/Compensatory Time/Clocking in and out
VII.14	Holidays
VIII.03	Use of Board Facilities
X.13	DD-MH Performance Improvement Plan
XI.13	Business Associates Agreement

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

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

VII .15	Sick Leave and Other Types of Leave
VII .152b	Leave Donation Program
VII .16	Leave of Absence
VII .40	Attendance and Absenteeism
VII .41	Vacation
VII .85	Medication Administration and Emergency Treatment
IX .13	Addressing MUIs and UIs to ensure Health, Welfare, and Continuous Quality Improvement

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

### **3. Request to Rescind**

Contents of policy VII.141 has been combined with Policy VII.14 Holidays.

VII .141	Religious Holidays
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**Motion: Ms. Peasant moved that the Montgomery County Board of DD Services approve to rescind the Policy VII.141 Religious Holidays. Mr. Serr 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. Quarterly Update for Inclusive Neighborhoods Housing Corporation (INHC)  
Not included. The next update will be included in September.

## **VII. ANNOUNCEMENTS-EVENTS-STORIES**

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

## **VIII. OTHER BUSINESS**

There were no Other Business items for the month of August

## **IX. VISITORS' TIME**

There were no visitors.

Ms. Iseli ended the meeting by saying she has the privilege of serving on the Combined Human Services Levy Council and she recently attended a meeting where there was a review of every single agency in the county, so it was a very comprehensive meeting, and they do understand the financial challenges that we face and the reasons why. The Chair of the group had a conversation with Ms. Iseli after the meeting. He thinks he has been Chairing for about six or seven years and he is becoming emerged as a volunteer leader in all of the work of all of the agencies in the Combined Levy. He made a comment in the public meeting acknowledging how innovative MCBDDS is and how well thought of it is in the state and elsewhere. He mentioned the creativity and responsiveness that the leadership of MCBDDS has

consistently exhibited.

Ms. Iseli felt so gratified on behalf of all of us; “of you who live and work it every single day and those of us who have the honor of sitting at this table once a month.” She said it takes a team that is driven by commitment and she thanked everyone very much.

**X. ADJOURNMENT**

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

**Time: 7:33 p.m.**

*Dr. Stephen Fortson*

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Board Officer

September 19, 2023

Date

E-mail approval on file from Dr. Fortson to add generic signature.

**The next meeting of the Montgomery County Board of DDS  
will be held on TUESDAY, September 19, 2023 at 7:00 P.M.  
at Southview, 25 Thorpe Drive, Dayton, OH. 45420**

Board Secretary/jn  
Reviewed and approved by Superintendent  
Date approved by Board Secretary: August 18, 2023