HAMPTON COUNTY DEVELOPMENTAL DISABILITIES SERVICES

Our Mission: Promote and support opportunities for people with developmental disabilities to live, work, learn and fully participate in their communities

VIRTUAL BOARD MEETING

(per provisions within House Bill 404 enacted 11/22/2020)

Tuesday, December 8, 2020

BOARD MEMBERS PRESENT: Mr. Nestor Melnyk, President
Dr. Andy Magenheim, Vice President
Mr. Stephen J. Jones, Secretary
Mr. Alan Abes
Ms. Rene Eisele
Dr. Tasha Faruqui
Ms. Deana Taylor

Mr. Melnyk called the December 8, 2020 meeting to order at 5:01 p.m.

Mr. Melnyk asked for approval of the minutes of November 10, 2020 meeting.

Dr. Magenheim moved approval of the minutes of the November 10, 2020 Board meeting as presented. Ms. Taylor seconded the motion. The minutes were unanimously approved.

HEARING THE PUBLIC – By email

None

SUPERINTENDENT’S REPORT – Reported by Ms. Snyder

A. Robert Shuemak-Technology Ambassador
Leila recognized and congratulated Robert Shuemak. Robert was selected as one of five technology ambassadors for Ohio. This was made possible with a grant from DODD. Robert plans to share with us all of the information he receives from serving in this role.

B. New Director of Budget and Administrative Operations Hired
Neil Townsend has been hired as the next Director of Budget and Administrative Operations and will start his position on Jan. 4, 2021. Neil joins HCDDS from the Ohio Department of Developmental Disabilities, where he has spent the past five years focusing on the work of local boards of developmental disabilities. He worked with business managers from all 88 counties in Ohio on finances, funding and reporting; he
helped DODD develop and implement its nearly $7 billion biennial budget; and he worked as a Budget Analyst for the Ohio Legislative Services Commission.

Neil obtained a Bachelor of Arts in Political Science from Hanover College and a Master of Public Administration from The Ohio State University's John Glenn College of Public Affairs. He is also a native Cincinnatian who graduated from The Summit Country Day School. We look forward to welcoming him to HCDDS in January.

C. Statewide Developments in COVID Support Efforts
Throughout the COVID-19 pandemic, county boards across the state have been vital to ensuring supports for individuals and families and partnering with providers including picking up the state portion of the DSP wage increase, collecting and distributing PPE, paying higher rates to day program providers serving limited numbers of people, and many other measures. Recently, there has been a more targeted focus on efforts to financially support HPC providers. Over the course of the pandemic, county boards, including HCDDS, have experienced a reduction in expenses for day services and non-medical transportation because people have stayed home due to restrictions on group numbers and safety concerns. County boards also received enhanced federal Medicaid dollars to support COVID-19 relief efforts.

HCDDS allocated funds to purchase PPE and supplies for individuals, families and providers, as well as technology grants for providers, increased family support services, and increased respite supports. County boards across the state have proposed providing additional funding for providers during the recent surge in COVID-19 cases. An outline describing the proposal, as well as past actions, was compiled by the Ohio Association of County Boards of DD and is attached for your review. As we await decisions about whether the proposals submitted can be approved and implemented, we are working locally to evaluate additional needs and identify actions to support individuals, families and providers.

There also has been some disagreement within the field about how the additional funds county boards have received for COVID-19 relief should be allocated. Recently, DODD received a public records request from a healthcare association seeking information about county board finances. We are aware there could be further inquiries and potentially some scrutiny regarding how we allocate funds. We will clearly and transparently communicate with HCDDS stakeholders about how we are assessing needs in our community and using funds to meet the highest priority assessed needs.

D. COVID-19 Numbers
As of 12/08/20, data regarding people served by HCDDS:

- Over 1,000 tests completed
- 272 positive (28% of all tests reported/results received)
- 711 negative
- 30 pending

Data for Positive Cases:

- Average age: 44
- Hospitalized: 54
- Confirmed deaths: 5
As of 11/27/20, data regarding people served across Ohio:

- Total Tests for Reportable MUIs: 1100
- Positive: 453
- Negative: 636
- Pending: 11
- Hospitalized: 453
- Confirmed Deaths: 66
- Average Age for Positive Cases: 53

E. Transportation Change
We recently learned that transportation provider Petermann is reducing operations to Active Day sites and providing a 30-day notice to approximately 30 people. Active Day has purchased vehicles and is recruiting, hiring and training drivers to be able to provide transportation to those who choose them as their new transportation provider. They plan to start services in January 2021. SSAs are reaching out to individuals and families to identify a plan for replacement transportation. Despite the need to implement this change quickly, there is a plan to make this transition as smooth as possible for impacted individuals and families. A letter sent by Active Day to the impacted individuals was included in the packet.

F. School Updates
Rost enrollment is at 33 (21 in person, 8 remote learners, 4 in person at satellite)
Fairfax enrollment is at 29 (20 in person, 9 remote learners).

So far, we have had three positive staff members and one positive student. School employees continue to work hard to ensure students and staff are as safe as possible while providing needed services.

G. Superintendent Transition Update
Over the first two weeks at HCDDS, Leia met regularly with Alice to discuss ongoing projects and future plans. She also attended several introductory Zoom meetings with employees, leadership team meetings, and one-on-one meetings with all directors. Leia also had introductory meetings with advocates, families and providers. Leia plans to physically visit the schools this Friday (Rost) and next Thursday (Fairfax).

In the coming weeks, contacts with community partners and additional meetings and visits with employees, individuals, families and providers will be a priority for Leia. Her draft superintendent goals for 2021 will be provided prior to the January board meeting for review and input.

H. End of Year Accomplishments
We have accomplished a great deal in 2021. A list was included with the board packet. Every department played a role in not only responding to the pandemic, but also in getting a great deal accomplished. The end of the year is also a good time to review progress towards strategic plan goals over the past year. Although 2020 contained many unexpected events and new challenges, HCDDS was able to achieve important accomplishments and complete many goals.
I. Future Events

12/07/20 – Coping During the Pandemic Online Group Counseling, 6 p.m.
12/10/20 – Virtual Family Q&A: Special Education, School & COVID, 6:30 p.m.
12/16/20 – HCDDS Annual Plan Public Virtual Hearing, 3-4 p.m.
12/17/20 – Neighbors in Action, 4-5 p.m.
12/21-1/1 – Winter Recess for both schools
12/25/20 – Christmas Day - All HCDDS Offices are closed
01/01/20 – New Year’s Day - All HCDDS Offices and schools are closed
01/12/21 – HCDDS Organizational Board Meeting, 5 p.m.
01/18/21 – Martin Luther King Jr. Day - All HCDDS Offices and schools are closed

J. Board in-service

2021 Annual Plan draft presented by Dawn Freudenberg

COMMITTEE REPORTS

None

FINANCIAL REPORT – Reported by Mr. Hartfiel

Mr. Hartfiel reviewed the financial report for November 2020.

Approval is requested for actual operating expenses of $3,456,456 for the month of November 2020 with cumulative totals amounting to $78,645,705 as confirmed by the Hamilton County Cash Disbursement Journal.

Ms. Taylor moved that the Board approve the actual operating expenses for the month of November 2020. Mr. Abes seconded the motion and it passed unanimously.

Approval was requested for estimated operating expenses of $26,053,972 for the month of January 2021, subject to final approval by the Board upon confirmation by the Hamilton County Cash Disbursement Journal.

Ms. Taylor moved that the Board approve the tentative operating expenses for the month of January 2021. Mr. Jones seconded the motion and it passed unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Ms. Snyder requested approval to enter into multi-year contracts with the following staff:

   Eric Metzger, Director of Advocacy
   2-year Contract: 1/1/21 - 12/31/22
Jennifer Meadows, Director, Medicaid, Contracts & SSA  
2-year Contract: 1/1/21 - 12/31/22

Matt Briner, Director of Integrated Services  
2-year Contract: 1/1/21 - 12/31/22

Jennie Flowers, MUIP Director  
2-year Contract: 1/1/21 - 12/31/22

Dawn Freudenberg, Director, Plans, Innovation & QA  
2-year Contract: 1/1/21 - 12/31/22

Kristee Griffith, Director of Inclusion & Collaboration  
2-year Contract: 1/1/21 - 12/31/22

Melissa Haas, Director of SSA  
2-year Contract: 1/1/21 - 12/31/22

Brian Knight, Director of Information Technology  
2-year Contract: 1/1/21 - 12/31/22

Holly Mott, MUIP Lead Investigative  
2-year Contract: 1/1/21 - 12/31/22

Carin Sherman, Quality Assurance Manager  
2-year Contract: 1/5/21 - 1/4/23

**Mr. Jones moved approval of the request to enter into the multi-year contracts as presented. Ms. Eisele seconded the motion and all were unanimously approved.**

2. Announcements

None

**INSERVICE**

Dawn Freudenberg gave a PowerPoint presentation on the 2021 Annual Plan. The plan incorporates feedback received from the Leadership Team, the Board and the people we serve. Our goals also incorporate many other factors such as local and state trends. COVID has certainly renewed our focus on outward facing engagement. It has also led to the invention of new ways to support individuals and families and the forging of new partnerships.

The annual plan public hearing is scheduled for 3 p.m. Wednesday, Dec. 16.

The final plan will be presented at the January board meeting. Please contact Dawn Freudenberg if you have any feedback you would like to share.
At 5:41 p.m., Mr. Melnyk announced that the committee had no public business at this time and requested a motion to adjourn into Executive Session per Section 121.22 (G) (4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

**Ms. Taylor made the motion to move into Executive Session. Mr. Jones seconded the motion. A roll call vote was taken and the motion passed unanimously.**

At 6:04 p.m., Mr. Melnyk asked for a motion to adjourn the Executive Session and return to the public record.

**Mr. Abes made a motion to adjourn the Executive Session and go back on the public record. Ms. Eisele seconded the motion. A roll call vote was taken and the motion passed unanimously.**

At 6:05 p.m., the committee went back on the public record. No further business was discussed.

Finding no further business, Mr. Jones made a motion to adjourn the meeting and Ms. Taylor seconded the motion. The meeting was adjourned at 6:05 p.m.

Respectfully,

Mr. Nestor Melnyk
President

Mr. Stephen J. Jones
Secretary