HAMILTON 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, May 11, 2021

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 May 11, 2021 meeting to order at 5:02 p.m.

Mr. Melnyk asked for approval of the minutes of the April 13, 2021 meeting.
Dr. Magenheim moved approval of the minutes of the April 13, 2021 Board meeting as presented. Mr. Abes seconded the motion. The minutes were unanimously approved.

HEARING THE PUBLIC – By Email
None

SUPERINTENDENT’S REPORT

A. COVID-19 Hamilton County Data (as of 05/01/2021)
We continue to track COVID testing and positive results. After a year of tracking, we have had 421 positive cases reported for individuals served. Males continue to make up the majority of those that tested positive and the average age is 43. While we did experience a slight uptick in positive cases in April, only one resulted in a hospitalization, which unfortunately resulted in death.
At our upcoming board meeting, we plan to highlight the supports we have provided to individuals, families and providers throughout the course of the pandemic.

B. School Updates

<table>
<thead>
<tr>
<th>Enrollment</th>
<th>In-Person Learners</th>
<th>Remote Learners</th>
<th>March Average Attendance</th>
<th>Extended School Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rost</td>
<td>32 students</td>
<td>22 students (4 at satellite)</td>
<td>6 students</td>
<td>91% at Rost 90% at satellite</td>
</tr>
<tr>
<td>Fairfax</td>
<td>29 students</td>
<td>23 students</td>
<td>6 students</td>
<td>87%</td>
</tr>
</tbody>
</table>

There have been no positive COVID cases or exposures at our schools since 2/4/21.

C. My Life Magazine

We are in the early stages of developing a new quarterly magazine for people with disabilities in Hamilton County. This magazine, tentatively called My Life, aims to empower people with independent life skills, share success stories, and promote advocacy opportunities. We are planning our first issue for September.

Earlier this year, the Community Relations team held focus groups with the Zoom Connection Hour, Project CARE self-advocates, and Neighbors in Action. We received excellent feedback on initial design and content ideas. In addition to these focus groups, we created an online survey to learn what accessible formats may be needed, where people would like to receive the magazine and other insights.

We shared the survey in our newsletters and HCDDS social media pages, and we reached out to a variety of partner organizations and providers to gather additional feedback. So far, we have more than 60 responses. Finally, we've heard from several people our agency supports who are writers, photographers and graphic designers, and they're excited to help us produce this magazine.
D. Transition Services Updates
Lisa Grady was asked by OCALI to present on creating transition plans for students with ID/DD. Lisa's presentation was recorded and will be posted on the OCALI website.

The transition team also provided support and technical assistance to multiple school districts, worked with a provider who is beginning to provide career discovery, and participated in work with the State Support Team to write applications to add more industry recognized credential options to meet high school graduation requirements.

In addition, the four Transition Consultants actively supported 173 students from 45 schools. Consultants are currently supporting 354 students.

E. Employment Updates
The chart below shows where individuals we serve fall on the path to employment. These numbers include anyone who is of working age and has graduated high school.

![Path to Employment Chart]

71 people have Career Planning-Discovery authorized.
53 people are receiving locally funded follow along authorized by Employment Navigation.

F. Bramble and Alice's House Update
Renovations on both Bramble and Alice's House will be complete within the next month.

Bramble
The placement team selected roughly 13 candidates to live at Bramble so far. These individuals will move into the facility in phases to allow the provider to secure sufficient staff to support the people living there. The plan is for the first group of people to move in during the first week of June. The ribbon cutting for Bramble is June 21 at 10 a.m. See attached flyer.

Alice's House
The planning team continues to work with ViaQuest to develop referral procedures as well as the related forms. The team is also working with our IT Department to develop an online scheduling tool that will reflect real-time occupancy information. The goal is to have the facility ready for use in June. The ribbon cutting for Alice's House is June 7 at 10 a.m. See attached flyer.
The ribbon-cutting events will be in-person (by invitation only) and will also be shared virtually. Board members are invited to attend (see attached flyers). Please let Kim know if you plan to attend in person by Friday, May 14.

G. Accreditation
The Quality team began preparing documents and is completing a comprehensive review in preparation for this year’s DODD accreditation that will take place June 15-17. We are scheduling visits and meetings (completed virtually) for the accreditation review. The lead reviewer from DODD, Katie Willi, came to the HCDDS vaccine clinic on April 28 to view the work that we have done to ensure people have access to the vaccine.

H. Individuals Receiving Services/Seeking Eligibility
Three charts below outline data regarding people served. The first chart shows the number of people served in each of the past four years and this year. This accounts for anyone who received services during the course of the year, including people who enter and exit services. Our numbers for 2021 are year-to-date, so we can anticipate it will continue to rise through the end of the year.

The charts below show individuals seeking eligibility and active individuals by month. Although the number of active individuals has not yet returned to pre-pandemic levels, the numbers are now trending upward. This is an unduplicated count.

Now that things are getting back to pre-pandemic activities, we do believe we are seeing an increase as people are coming back to get services.
I. State Budget

The budget bill is still being developed. We are watching closely to see what happens with rates. A group has lobbied for a 5% rate increase each year of the biennium. This request did not make it into the House Budget. The same group is now trying to get it included in the Senate Budget.

There has been some discussion about how much county boards could contribute if asked to help with an increase. The current rate structure is based on the average DPS making $13.23 an hour. Increasing the rate to $15 an hour would result in a 13.4% increase. A 5% increase alone would equate to $40 million in total costs statewide.

We will continue to follow this discussion closely. Our projections do have some rate increases factored in to help us be better prepared.

The State received an influx of federal dollars ($200 million) that must be used to supplement Home and Community Based Waivers. We are waiting for CMS to issue guidance on how to use those funds can be used.

J. Future Events

05/21/21 – Rost Graduation, 7 p.m.
05/31/21 – Memorial Day Observed-Agency Closed
06/02/21 – Fairfax Graduation, 6:30 p.m.
06/03/21 – Last Day for Students
06/07/21 – Alice’s House Ribbon Cutting Ceremony, 10 a.m.
06/08/21 – HCDDS Board Meeting, 5 p.m.
K. Board In-Service
The in-service is a presentation on COVID Support for the DD Community.

COMMITTEE REPORTS

HR Policy Committee met today before this meeting. The following General Policy Sections were reviewed and revisions were approved by the committee. Most of the changes are just clean-up with no substantive revisions.

- **Section G.3.02.1** Waiting List Policy. Revisions were made to reflect updates to the applicable rule and current practice. Section C was further revised to incorporate board member input. Section C will read as follows:

  When resources are not sufficient to provide Home and Community Based Service Waivers, individuals will be placed on the waiting list in accordance with OAC 5123-9-04. When resources are not sufficient to enroll new students into school age services, a waiting list may be maintained.

- **Sections G.3.03.2, 3.11.1, 4.13** Adult Services Policies. All three sections relate to adult services. Initially, they were not removed from the General Policy Manual because they include references to other adult service providers. Upon further review, the agency found these sections are not required because they are governed by Ohio statute and our locally funded services refer to statute. The agency would like to remove all three as obsolete.

- **Section G.3.15.1** Behavior Support Policy. Revisions made to this section reflect updates to the applicable rule and current practice. References to ORC were replaced with ODODD rule 5123-2-06.

- **Section G.5.02.1** Early Intervention Program Policy. A revision was made to this section to reflect the addition of a provision of services during a pandemic.

- **Section G.5.06** Service and Support Administration Policy. The proposed revisions reflect current practice. All references to “Service Facilitation” and “Facilitators” will change to “Service & Support Administration” and “Administrators” both in this policy and throughout the General Policy Manual.

- **Section G.5.11.1** Review Employment First Policy. The committee members reviewed, discussed, and are aware of the agency’s Employment First Policy. No revisions to this section were requested.

Mr. Melnyk made a motion to adopt the proposed revisions as presented to policies G.3.02.1, G.3.03.2, G.3.11.1, G.4.13, G.3.15.1, G.5.02.1 and G.5.06.1. All board members were in favor and motion unanimously passed.
FINANCIAL REPORT

Mr. Townsend reviewed the financial statement analysis for April 2021.

Approval was requested for actual operating expenses of $4,670,361.18 for the month of April 2021 with cumulative totals amounting to $36,983,331.68 as confirmed by the Hamilton County Cash Disbursement Journal.

Mr. Jones moved that the Board approve the actual operating expenses for the month of April 2021. Mr. Abes seconded the motion and it passed unanimously.

Approval was requested for estimated operating expenses of $3,476,834 for the month of June 2021, subject to final approval by the Board upon confirmation by the Hamilton County Cash Disbursement Journal.

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

UNFINISHED BUSINESS

none

NEW BUSINESS

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

   Kim Martindell, Principal

   Ms. Taylor moved approval of the request to enter into a multi-year contract as presented. Mr. Jones seconded the motion and it was unanimously approved.

   2. Announcements

      None

INSERVICE

COVID Support for the DD Community

Carin Sherman and Jennie Flowers gave a presentation on the many ways the agency provided support to the community during COVID. In addition to running a vaccine clinic, the agency supported providers in a multitude of ways such as hosting virtual provider forums, distributing PPE, funding DSP training, DSP background, facilitated sustainability grants and much more.
Finding no further business, Mr. Melnyk asked for a motion to adjourn the meeting. Dr. Magenheim so moved. Ms. Taylor seconded the motion. Mr. Melnyk declared the meeting adjourned at 5:43 p.m.

Respectfully,

Mr. Nestor Melnyk
President

Mr. Stephen J. Jones
Secretary