



**MAHONING COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MEETING

DATE: February 24, 2020

TIME: 6:00 p.m.

PLACE: Leonard Kirtz School

Minutes

CALL TO ORDER: President O’Nesti

PLEDGE OF ALLEGIANCE

I. ROLL CALL

	<u>PRESENT</u>	<u>ABSENT</u>
Mr. Gary G. O’Nesti	<u>PRESENT</u>	_____
Mrs. Terri Hutchison	<u>PRESENT</u>	_____
Mrs. Jodi Kale	_____	<u>ABSENT</u>
Mr. Peter Noll	<u>PRESENT</u>	_____
Mrs. Andrea Patton	<u>PRESENT</u>	_____
Mr. Joseph Pecchia	<u>PRESENT</u>	_____
Mr. Anthony Sertick	<u>PRESENT</u>	_____

Adopt a motion to excuse absent Board members.

Motion: Mrs. Patton Second: Mr. Pecchia

Discussion: Mrs. Kale was excused as she was absent.

Roll Call: Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O’Nesti Aye

The President declares the motion Approved

II. APPROVAL OF MINUTES

Adopt a motion to approve the minutes of the January 27, 2020 Organizational Board Meeting with any additions or deletions.

Motion: Mr. Pecchia Second: Mr. Sertick

Discussion: None

Roll Call: Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O’Nesti Aye
Mrs. Hutchison Aye

The President declares the motion Approved

Adopt a motion to approve the minutes of the January 27, 2020 Board Meeting with any additions or deletions.

Motion: Mrs. Patton Second: Mr. Noll

Discussion: None

Roll Call: Mr. Noll Aye
Mrs. Patton Aye

Mr. Pecchia	<u>Aye</u>
Mr. Sertick	<u>Aye</u>
Mr. O'Nesti	<u>Aye</u>
Mrs. Hutchison	<u>Aye</u>
Mrs. Kale	_____

The President declares the motion Approved

III. APPROVAL OF AGENDA

Adopt a motion to approve the agenda with any additions or deletions.

Motion: Mrs. Hutchison Second: Mr. Pecchia

Discussion: None

Roll Call:	Mrs. Patton	<u>Aye</u>
	Mr. Pecchia	<u>Aye</u>
	Mr. Sertick	<u>Aye</u>
	Mr. O'Nesti	<u>Aye</u>
	Mrs. Hutchison	<u>Aye</u>
	Mrs. Kale	_____
	Mr. Noll	<u>Aye</u>

The President declares the motion Approved

IV. FINANCIAL BUSINESS BEFORE THE BOARD

Adopt a motion to acknowledge the payment of bills for the month of January 2020.

Motion: Mr. Sertick Second: Mrs. Patton

Discussion: None

Roll Call:	Mr. Pecchia	<u>Aye</u>
	Mr. Sertick	<u>Aye</u>

Roll Call:	Mr. O’Nesti	<u>Aye</u>
	Mrs. Hutchison	<u>Aye</u>
	Mrs. Kale	_____
	Mr. Noll	<u>Aye</u>
	Mrs. Patton	<u>Aye</u>
	Mr. Pecchia	<u>Aye</u>
	Mr. Sertick	<u>Aye</u>

The President declares the motion Approved

VII. CORRESPONDENCE BEFORE THE BOARD

NONE

VIII. REPORT OF THE SUPERINTENDENT

- Special Recognition
 - Centre at Javit – Patty Hooks
 - Leonard Kirtz School – Louie Bayo

Human Resources Report

- **Retirees to be Honored**
 - Charles Cornelius, Bus Driver – 10 years
- **Anniversary Milestone**
 - Kim Melia, Dispatch Secretary – 20 years
 - Andrea Romack, SSA – 5 years
 - Jim Critell, Director of Adult Service – 5 years
- **Welcome New Staff**
 - Shannon Mulichak, Occupational Therapist-Early Intervention
- **Promotions/Transfers**
 - Casey Annico, promoted to SSA Supervisor
 - Rebecca Macklen, Waiver Supports Specialist
 - James Huncik, Lead Mechanic
 - Jill Marsh, Executive Assistant

- **Administrative Report**
 - **Director Davis visit:** The Director of DODD, Jeff Davis, visited the MCBDD on Friday, February 21. Director Davis had the opportunity to meet with the Administrative team, he toured LKS and the Centre, and had a round table discussion with many staff from the Community Services Dept. Overall, Director Davis was very impressed with several of the programs occurring at the MCBDD.
 - **ARC Family Conference:** Will be held Friday, April 24. There will be several speakers providing a variety of information.
 - **Future Changes to Adult Day Services:** In the Vocational Habilitation portion of Adult Day services, Medicaid will be enforcing not paying for employment services.

- Board Finance Committee Report – Mr. Noll reported that the Finance Committee met prior to the Board meeting and reviewed Fund Balance Reports for the year ending 2019. A draft copy of the 5 year forecast for the period 2020-2024 was also reviewed. Next committee meeting is scheduled for April 20, 2020.
- Board Programs, Service Initiatives & Personnel Committee Report –
- Board Capital Facilities and Grounds Committee –

IX. PUBLIC COMMENTS

NONE

X. OLD BUSINESS BEFORE THE BOARD

NONE

XI. NEW BUSINESS BEFORE THE BOARD

1. **Adopt a motion to accept a second and final reading of the following**

Board Policies:

Policy 4020 – Human Resources Philosophy and Objectives
Policy 4050– Fitness for Duty
Policy 4070 – Interns/Job Shadowing

Motion: Mr. Noll Second: Mr. Pecchia

Discussion: None

Roll Call: Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O’Nesti Aye

The President declares the motion Approved

2. Adopt a motion to approve the following vendor and service contracts with a term of January 1, 2020 through December 31, 2020. These contracts were placed on a form that was previously approved as to form by the Mahoning County Prosecutor’s office.

- A. Jeswald Auto Truck Service to provide towing services for all MCBDD vehicles.**
- B. SSECO Solutions to provide emergency repair service for MCBDD.**

Motion: Mrs. Patton Second: Mr. Noll

Discussion: None

Roll Call: Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O’Nesti Aye
Mrs. Hutchison Aye

The President declares the motion Approved

3. Adopt a motion to approve a vendor and service agreement with 2nd Home, Inc. for respite services with a term of January 1, 2020 through December 31, 2020, amount not to exceed \$10,000.00. This agreement was reviewed in the Ethics Committee and was approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mrs. Hutchison Second: Mrs. Patton

Discussion: Having this agreement in place will allow for individuals to use 2nd Home for emergency respite services and avoid have to pass a moral obligation for emergency payment because there is already an agreement in place.

Roll Call: Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale _____

The President declares the motion Approved

4. Adopt a motion to enter into an agreement with LOVE & FAITH L.L.C., DBA ON DEMAND DRUG TESTING & WORK SOLUTIONS, LLC for staff training services, with a term of January 1, 2020 through December 31, 2020 amount of agreement not to exceed \$5,000. This agreement has been approved as to form by the Mahoning County Prosecutor's office.

Motion: Mr. Pecchia Second: Mrs. Patton

Discussion: This agreement will allow the MCBDD to use ON Demand for trainings for staff.

Roll Call: Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale _____

Mr. Noll Aye

The President declares the motion Approved

5. Adopt a motion to enter into an agreement with LOVE & FAITH L.L.C., DBA ON DEMAND DRUG TESTING & WORK SOLUTIONS, LLC for DOT Drug & Alcohol Clearinghouse services, with a term of January 1, 2020 through December 31, 2020. This agreement has been approved as to form by the Mahoning County Prosecutor’s office.

Motion: Mr. Noll Second: Mrs. Patton

Discussion: This service will streamline a mandated reporting for CDL drivers, this allows a database for the records of these drivers.

Roll Call: Mr. Pecchia	<u>Aye</u>
Mr. Sertick	<u>Aye</u>
Mr. O’Nesti	<u>Aye</u>
Mrs. Hutchison	<u>Aye</u>
Mrs. Kale	_____
Mr. Noll	<u>Aye</u>
Mrs. Patton	<u>Aye</u>

The President declares the motion Approved

6. Adopt a motion to approve the First Addendum to the Webpage Design, Hosting, Maintenance and Support with Internet Data Management, Inc. with the effective date of March 1, 2020. The original Web Page Agreement was entered into on June 17, 2019. This addendum is to add a Lifetime Navigator Section and an Event Registration Portal to the Web Page for the amount of \$4,500.00. This addendum has been approved by the Mahoning County Technology Data Board and has been approved as to form by the Mahoning County Prosecutor’s Office.

Motion: Mrs. Patton Second: Mr. Sertick

Discussion: None

Roll Call: Mr. Sertick	<u>Aye</u>
Mr. O’Nesti	<u>Aye</u>
Mrs. Hutchison	<u>Aye</u>
Mrs. Kale	_____

Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye

The President declares the motion Approved

7. Adopt a motion to accept the First Amendment to the 2019 Early Intervention Program Agreement for Occupational Therapy Services with The Mahoning County Educational Service Center, increasing the not to exceed amount for Early Intervention Occupational Services for 2019 to \$82,400.00. The original agreement was entered into on November 20, 2018. This amendment was previously reviewed in the Ethics Committee and was approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mr. Pecchia

Second: Mr. Sertick

Discussion: The original contract was \$80,000.00, the amendment was needed due to an additional 36.5 hours of service being provided.

Roll Call: Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye

The President declares the motion Approved

8. Adopt a motion to enter into an agreement with MASCO, Inc. for the purpose of transportation services for the period of January 1, 2020 through December 31, 2020, amount of agreement not to exceed \$30,600.00. This agreement was previously reviewed in the Ethics Committee and has been approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mrs. Hutchison

Second: Mr. Noll

Discussion: This contract allows for non-waiver individuals to receive transportation services.

Roll Call: Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye

Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O’Nesti Aye

The President declares the motion Approved

9. Adopt Board Resolution 2020-003, as if fully written herein, Approval of current Board employees to perform services provided under Section 5126.11 (Family Support Services Program) or Sections 5126.40 through 5126.46 (Supported Living) through outside employment with an individual, agency, or other entity that has a direct services contract with the Board, as recommended by the Ethics Committee per approved Ethics Committee Resolution EC2020-001.

MCBDD Employees with Outside Employment

Employee Name	MCBDD Title	Other Employer	Job Title
SHANNON MULICHAK	EI Occupational Therapist	Beyond Expectations	Occupational Therapy

Motion: Mrs. Patton

Second: Mr. Noll

Discussion: The purpose of reporting this is to show no conflict of interest in an MCBDD staff having outside employment.

Roll Call: Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O’Nesti Aye
Mrs. Hutchison Aye

The President declares the motion Approved

10. Adopt a motion to approve the following vendor and service agreements which have been approved as to form by the Mahoning County Prosecutor’s Office:

- A. WFMJ-TV for advertising services between March 2 – March 29, 2020 for \$1,410.00, and between September 28 – October 18, 2020 for \$1,490.00**
- B. The Lamar Companies for billboard advertising between March 2 –**

March 29, 2020 for \$2,622.00

Motion: Mr. Pecchia

Second: Mr. Sertick

Discussion: These agreements will secure advertising space during DD Awareness month in March and then again in October for DD employment awareness.

Roll Call:	Mrs. Patton	<u>Aye</u>
	Mr. Pecchia	<u>Aye</u>
	Mr. Sertick	<u>Aye</u>
	Mr. O'Nesti	<u>Aye</u>
	Mrs. Hutchison	<u>Aye</u>
	Mrs. Kale	_____
	Mr. Noll	<u>Aye</u>

The President declares the motion Approved

XII.

EXECUTIVE SESSION

Adopt a motion to go into Executive Session to discuss:

 X **1. Personnel Matters**

_____ To consider the appointment of a public employee or official;

 X To consider the employment of a public employee or official;

_____ To consider the dismissal of a public employee or official;

 X To consider the discipline of a public employee or official;

_____ To consider the promotion of a public employee or official;

_____ To consider the demotion of a public employee or official;

 X To consider the compensation of a public employee or official; or

 X To consider the investigation of charges or complaints against a public employee or official.

_____ **2. Purchase or Sale of property**

 X **3. Pending or imminent court action**

 X **4. Collective Bargaining Matters**

_____ **5. Matters required to be kept confidential**

_____ **6. Security matters**

_____ **7. Hospital trade secrets**

_____ **8. Veterans Service Commission Applications**

Motion: Mrs. Patton

Second: Mr. Sertick

Roll Call: Mr. Pecchia Aye
Mr. Sertick Aye
Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye

The President declares the motion Approved

Time: 6:37 p.m.

Adopt a motion to reconvene the Board meeting from executive session.

Motion: Mr. Noll

Second: Mr. Pecchia

Roll Call: Mr. Sertick Aye
Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye

The President declares the motion Approved

Time: 7:17 p.m.

XIII. ADJOURNMENT

Adopt a motion to adjourn the meeting.

Motion: Mr. Sertick

Second: Mr. Pecchia

Roll Call: Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale _____
Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick Aye

The President declares the motion Approved

Time: 7:18 p.m.

**The next Board Meeting will be March 16, 2020 at
Leonard Kirtz School at 6:00 p.m.**