



**MAHONING COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MEETING

DATE: June 21, 2022
TIME: 6:00 p.m.
PLACE: Leonard Kirtz School

Minutes

CALL TO ORDER: President Pecchia
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>Present</u>	_____
Mr. Peter Noll	<u>Present</u>	_____
Mrs. Andrea Patton	<u>Present</u>	_____
Mr. Joseph Pecchia	<u>Present</u>	_____
Mr. Anthony Sertick	_____	<u>Absent</u>

Adopt a motion to excuse absent Board members.

Motion: Mr. Noll Second: Mrs. Kale

Discussion: Mr. Sertick will be excused.

Roll Call: Mrs. Hutchison Aye
Mrs. Kale Aye

Mr. Noll	<u>Aye</u>
Mrs. Patton	<u>Aye</u>
Mr. Pecchia	<u>Aye</u>
Mr. Sertick	_____
Mr. O'Nesti	<u>Aye</u>

The President declares the motion Approved

II. APPROVAL OF MINUTES

Adopt a motion to approve the minutes of the May 16, 2022 Board Meeting with any additions or deletions.

Motion: Mr. O'Nesti Second: Mrs. Patton

Discussion: None

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

The President declares the motion Approved

III. APPROVAL OF AGENDA

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

Motion: Mrs. Kale Second: Mrs. Patton

Discussion:

Roll Call:	Mr. Noll	<u>Aye</u>
	Mrs. Patton	<u>Aye</u>
	Mr. Pecchia	<u>Aye</u>

Mr. Sertick _____
Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale Aye

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 May 2022.

Motion: Mr. O'Nesti Second: Mrs. Kale

Discussion: None

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

The President declares the motion Approved

Monthly Reconciliation: Mr. Kern, Director of Finance, reported that the activity accounts were reconciled and submitted to the County Auditor. We received \$2,188.00 in donations for the LKS playground in May.

- V. **ETHICS COMMITTEE REPORT:** Mrs. Patton, Chairperson, reported The Ethics Committee met prior to tonight's Board meeting and reviewed agreements with Mahoning County Developmental Disabilities Special Olympics for services and Turning Point Residential for adult day services. In addition, a direct services agreement for individual id #9039016 was reviewed and found to have no conflict of interest. The Committee is recommending full Board approval and those items can be found on tonight's agenda under New Business items 8, 10 and 12,

Adopt a motion to approve the Ethics Committee Report as presented by Chairperson, Andrea Patton.

Motion: Mr. Noll Second: Mr. O’Nesti

Discussion: None

Roll Call:

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

The President declares the motion Approved

VI. ROUTINE BUSINESS BEFORE THE BOARD

1. Adopt a motion to acknowledge the May 2022 Personnel Report of Superintendent Whitacre.

Motion: Mrs. Patton Second: Mrs. Kale

Discussion: None

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

The President declares the motion Approved

VII. CORRESPONDENCE/SPECIAL MENTIONS BEFORE THE BOARD

None

VIII. REPORT OF THE SUPERINTENDENT

- **Administrative Report**

- Accreditation: We received our 3 year award letter. The cite for behavior support was repealed which left us with only one cite.
- Renovation Update: The renovation is nearing completion, the cubicles have been set up, just waiting on additional furniture to arrive.
- Provider Payments: It is very likely that the provision for additional payments of 6.5% to providers will be enacted. However, very few providers have responded to the wage survey. At this time there is no exact start date.

Human Resources Report

- **Welcome New Staff**

- Marlana Rafoth-Pinciario, E.I. Service Coordinator, eff. 05/16/2022
- Hallie Holzhauser, Service & Support Administrator, eff. 05/23/2022

- **Promotions**

- Kimberlee Jeswald, Waiver Supports Specialist, eff. 05/23/2022
- Stephanie Williams, Executive Assistant – Payroll, eff. 05/23/2022

- **Employees Achieving Employment-Anniversary Milestones:**

- Shane Kuberry, SSA – 5 years

- Board Finance Committee Report – No meeting was held
- Board Capital Facilities and Grounds Committee – No meeting was held
- Board Programs, Service Initiatives & Personnel Committee Report – The Programs, Service Initiatives and Personnel Committee met on June 8th and discussed a new position at Leonard Kirtz School for an Executive Assistant to the Director of Education and a long term Developmental Specialist substitute in the Early Intervention department. The committee is recommending full Board support to create, post and fill the two positions, which can be found on tonight's agenda under New Business items 2 and 3. We also met tonight before the Board meeting and discussed the revision of three Board policies, the committee is recommending a first reading of these policy revisions and this motion can be found on tonight's agenda as new business item 4.

IX. PUBLIC COMMENTS

NONE

X. OLD BUSINESS BEFORE THE BOARD

NONE

XI. NEW BUSINESS BEFORE THE BOARD

1. Adopt a motion approving the contractor's application for payment in the amount of \$196,205.00 to B & B Contractors & Developers, Inc. for the MCBDD Office Renovation project, as certified by the Architect, GPD Group.

Motion: Mrs. Kale Second: Mr. O'Nesti

Discussion:

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

The President declares the motion Approved

2. Adopt a motion to create, post and fill one Executive Assistant position at Leonard Kirtz School. The salary range for this position is \$26,100-\$52,200 per year. This position was reviewed in the Board Programs, Service Initiatives and Personnel Committee.

Motion: Mrs. Patton Second: Mr. O'Nesti

Discussion: There is a need to have a confidential assistant position.

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

The President declares the motion Approved

3. Adopt a motion to create, post and fill one long-term Developmental Specialist substitute position in the Early Intervention Department. The hourly wage for this position will be \$24.00. This position has been reviewed by the Board Programs, Service Initiatives and Personnel Committee.

Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: This position will assist with coverage for upcoming staff leave.

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

The President declares the motion Approved

4. Adopt a motion to accept a first reading of the following revised policies:

**Policy 3280 – Person Centered Plans with Restrictive Measures
Policy 3291 – SSA Training and Supervision
Policy 3284 – Developing & Writing the Individual Service Plan (ISP)**

These policy revisions were reviewed by the Board Programs, Service Initiatives and Personnel Committee.

Motion: Mrs. Patton Second: Mrs. Kale

Discussion: These are minor revisions to be compliant.

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

The President declares the motion Approved

5. Adopt a motion to accept a second and final reading of draft Board policy 3800 – Technology First. This policy was reviewed in the Board Programs, Service Initiatives and Personnel Committee.

Motion: Mrs. Kale Second: Mrs. Hutchison

Discussion: This policy will require assistive technology to be offered as a service option for individuals

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

The President declares the motion Approved

6. Adopt a motion to enter into an agreement with Seal Pro Insul Pro LLC, dba SealPro Asphalt Sealcoating Company, for parking lot repair, sealing and striping, to be completed by August 1, 2022, not to exceed \$26,600.00. This agreement has been approved as to form by the Mahoning County Prosecutor’s Office.

Motion: Mrs. Kale Second: Mrs. Patton

Discussion: For parking lot sealing at MCBDD facilities.

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

Mr. Noll	<u>Aye</u>
Mrs. Patton	<u>Aye</u>
Mr. Pecchia	<u>Aye</u>

The President declares the motion Approved

7. Adopt a motion to enter into an agreement with the Educational Service Center of Eastern Ohio for substitute personnel and management, for the term of July 1, 2022 through June 30, 2023, for a fee of \$139.70 per day for each placement made. This agreement has been approved as to form by the Mahoning County Prosecutor’s Office.

Motion: Mrs. Hutchison Second: Mr. O’Nesti

Discussion: None

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

The President declares the motion Approved

8. Adopt a motion to enter into an agreement with the Special Olympics Ohio, Inc., dba Mahoning County Developmental Disabilities Special Olympics, for Special Olympics services, for the term of January 1, 2022 through December 31, 2022, not to exceed \$5,000.00. This agreement has been reviewed by the Ethics Committee and approved as to form by the Mahoning County Prosecutor’s Office.

Motion: Mrs. Kale Second: Mrs. Patton

Discussion: None

Roll Call:	Mrs. Hutchison	<u>Aye</u>
	Mrs. Kale	<u>Aye</u>
	Mr. Noll	<u>Aye</u>

Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick _____
Mr. O'Nesti Aye

The President declares the motion Approved

9. Adopt a motion to approve a contract renewal with Nutrition Inc., dba The Nutrition Group, for the school lunch program at LKS to allow for an increase of 0.34 cents per meal for the program year July 1, 2022 through June 30, 2023.

Motion: Mrs. Kale Second: Mrs. Hutchison

Discussion: None

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

The President declares the motion Approved

10. Adopt a motion to enter into an agreement with Turning Point Residential, Inc., for adult day services, for the term of May 1, 2022 through December 31, 2022, not to exceed \$10,000.00. This agreement has been reviewed by the Ethics Committee and approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mrs. Patton Second: Mr. O'Nesti

Discussion: This agreement will provide services to an individual not served by a waiver.

Roll Call: Mr. Noll Aye
Mrs. Patton Aye
Mr. Pecchia Aye
Mr. Sertick _____

Mr. O'Nesti Aye
Mrs. Hutchison Aye
Mrs. Kale Aye

The President declares the motion Approved

11. Adopt a motion authorizing Mahoning County Board of Developmental Disabilities (MCBDD) to enter into a Sub-award Agreement with the Mahoning County Board of County Commissioners, to provide a sum not to exceed \$50,000.00 from the American Rescue Plan Act, for the Leonard Kirtz School Playground Project. In addition, authorize the Superintendent to sign said Agreement, and the Administration to act as authorized representatives of the Board in connection with this Agreement. Moreover, by signing the Agreement, the MCBDD acknowledges that it understands and agrees to abide by the assurances attached to the Agreement.

Motion: Mrs. Patton Second: Mrs. Kale

Discussion: None

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

The President declares the motion Approved

12. Adopt Board Resolution 2022-008, as if fully written herein, for Approval of Direct Services contracts with the following individuals as recommended by the Ethics Committee per approved Ethics Committee Resolution EC2022-004 with no conflict of interest for: Individual ID #9039016.

Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: None

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

Mrs. Kale Aye
Mr. Noll Aye
Mrs. Patton Aye

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;
- To consider the employment of a public employee or official;
- 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
- To consider the investigation of charges or complaints against a public employee or official.

- 2. Purchase or Sale of property
- 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. Kale Second: Mr. O'Nesti

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

The President declares the motion Approved

Time: 6:40 p.m.

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

Motion: Mrs. Kale Second: Mrs. Patton

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

The President declares the motion Approved

Time: 7:39 p.m.

XII. ADJOURNMENT

Adopt a motion to adjourn the meeting.

Motion: Mrs. Kale Second: Mrs. Patton

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

The President declares the motion Approved

Time: 7:39 p.m.