



**MAHONING COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MEETING

DATE: November 15, 2021

TIME: 6:00 p.m.

PLACE: Leonard Kirtz School

Minutes

CALL TO ORDER: President Pecchia

I. ROLL CALL

	<u>PRESENT</u>	<u>ABSENT</u>
Mr. Gary G. O'Nesti	_____	<u>Absent</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: Mrs. Patton Second: Mrs. Kale

Discussion: Mr. O'Nesti and Mr. Sertick are excused.

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

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

The President declares the motion Approved

II. APPROVAL OF MINUTES

Adopt a motion to approve the minutes of the October 18, 2021 Board Meeting with any additions or deletions.

Motion: Mrs. Kale Second: Mrs. Hutchison

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	_____
	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.

*****Please note the addition of item #11 and #12 under New Business.**

Motion: Mrs. Patton Second: Mrs. Kale

Discussion: None

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

Mr. Pecchia	<u>Aye</u>
Mr. Sertick	_____
Mr. O'Nesti	_____
Mrs. Hutchison	<u>Aye</u>
Mrs. Kale	<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 October 2021.

Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: None

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

The President declares the motion Approved

Monthly Reconciliation: Sean Kern, Finance Director, reported that the activity accounts were reconciled and sent to the County Auditor for review.

- V. ETHICS COMMITTEE REPORT:** Mrs. Patton, Chairperson, reported that the Ethics Committee met prior to the Board meeting and reviewed the contracts that are being presented to the full Board tonight under New Business, items 2, 6, and 7. The Committee is recommending full Board approval.

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

Motion: Mrs. Kale Second: Mrs. Hutchison

Discussion: None

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

The President declares the motion Approved

VI. ROUTINE BUSINESS BEFORE THE BOARD

1. Adopt a motion to acknowledge the October 2021 Personnel Report of Superintendent Whitacre.

Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: None

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

The President declares the motion Approved

VII. CORRESPONDENCE/SPECIAL MENTIONS BEFORE THE BOARD

NONE

VIII. REPORT OF THE SUPERINTENDENT

- **Special Recognitions**

- Janine Wlodarsky, SSA
- SSA Supervisors
 - Linda Reigelman
 - Lynn Seekford
 - George Gabriel
 - Jennifer Tilley
 - Casey Annico

- **Administrative Report**

- LKS Renovation – The tear down phase is advancing quickly, still estimating a July project end.
- Centre at Javit – The PERS carryover has been approved. Still planning for a December 31 end of service.
- OACB Annual Convention – The convention will be held in person this year, we have 7 staff attending. There will also be limited virtual tracks. Mr. Sertick is running for OACB Trustee and Emily will be presented with an award for “Five Star Customer Experience”.

Human Resources Report

- **Anniversary Milestone**

- Susan Shea – 25 Years
- Janet Slater – 25 Years
- Kerry Heitzenrater – 5 Years
- Tara Eipert – 5 Years
- Diana Opritza – 5 Years

- **Welcome New Staff**

- Melissa Ludban, Early Intervention Service Coordinator, eff. 10/11/2021
- Ashley Reese, Speech Language Pathologist – E.I., eff. 10/25/2021

- **Promotions/Transfers**

- Alexandria Simkins, promoted to Instructor Assistant, eff. 10/11/2021

- Board Finance Committee Report – Mr. Noll reported that no meeting was held.

- Board Capital Facilities and Grounds Committee – Mrs. Kale reported that no meeting was held.
- Board Programs, Service Initiatives & Personnel Committee Report – the Committee met and reviewed the policy revision on the agenda, as well as the QARN position.

IX. PUBLIC COMMENTS

Attorney Chris Sammarone congratulated the Community Services staff whom were recognized.

X. OLD BUSINESS BEFORE THE BOARD

NONE

XI. NEW BUSINESS BEFORE THE BOARD

1. Adopt a motion to authorize a budget amendment to increase appropriations in the following account for the purpose of paying Medicaid Waiver Match contingencies:

74507470-600508 \$1,682,000 Contractual Agreements

Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: This budget amendment is for the second quarter of non-federal share waiver match and allows the MCBDD to draw down approximately 65 million in match.

Roll Call:	Mr. O’Nesti	_____
	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

2. Adopt a motion to enter into an agreement with the following vendors A - N for the term of January 1, 2022 through December 31, 2022. These contracts have been reviewed by the Ethics Committee and approved as to form by the Mahoning County Prosecutor's Office.

- A. Potential Development Program, Inc. dba The ARC of Ohio Northeast Branch for The Next Chapter Book Club, not to exceed \$12,000.00.
- B. Potential Development Program, Inc. dba The ARC of Ohio Northeast Branch for Recreation Services, not to exceed \$10,000.00.
- C. Potential Development Program, Inc. dba The ARC of Ohio Northeast Branch for the 2022 Family Conference Services, not to exceed \$12,000.00.
- D. Consumer Support Services, Inc. for Emergency Respite Services, not to exceed \$10,000.00.
- E. Consumer Support Services, Inc. for Transportation Services, not to exceed \$15,500.00.
- F. Consumer Support Services, Inc. for Room & Boarding Services, not to exceed \$180,000.00.
- G. HelpHotline Crisis Center, Inc. for Guardianship Services, not to exceed \$108,000.00 for Guardianship Services and not to exceed \$18,000.00 for legal fees.
- H. MASCO, Inc. for Transportation Services, not to exceed \$61,000.00.
- I. MASCO, Inc. for Aide Program Services, not to exceed \$60,000.00.
- J. Oakwood Counseling Services, Inc. for Psychological Services, not to exceed \$30,000.00.
- K. Penny's Behavioral Healthcare LLC for Emergency Respite Services, not to exceed \$10,000.00.
- L. REM Ohio, Inc. for Emergency Respite Services, not to exceed \$10,000.00.
- M. Siffrin, Inc. for Transportation Services, not to exceed \$12,000.00.
- N. Turning Point Residential, Inc. for Transportation Services, not to exceed \$21,000.00.

Motion: Mrs. Patton Second: Mrs. Kale

Discussion: Superintendent Whitacre presented an overview of any changes to these agreements from previous years.

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	_____
	Mrs. Hutchison	<u>Aye</u>

The President declares the motion Approved

3. Adopt a motion to enter into an agreement with the Educational Service Center of Eastern Ohio for Substitute Personnel and Management from the effective date of mutual execution through June 30, 2022. This agreement has been previously approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mrs. Kale Second: Mrs. Patton

Discussion: This agreement will allow LKS to access the local ESC for substitutes.

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

The President declares the motion Approved

4. Adopt a motion to enter into an agreement with the Youngstown State University Nursing Program for Clinical Education of Nursing Program Students at the Leonard Kirtz School from the date of mutual execution through October 17, 2022. This agreement was previously approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mr. Noll Second: Mrs. Kale

Discussion: None

Roll Call:	Mrs. Patton	<u>Aye</u>
	Mr. Pecchia	<u>Aye</u>
	Mr. Sertick	_____
	Mr. O'Nesti	_____
	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 enter into a Memorandum of Understanding with the Trumbull County Board of Developmental Disabilities for services with COMPASS Family and Community Services, effective from the date of mutual execution through November 30, 2022, not to exceed \$12,000.00. This agreement was previously approved as to form by the Mahoning County Prosecutor's Office

Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: In collaboration with TCBDD to provide support to employees of providers in the two counties.

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

The President declares the motion Approved

6. Adopt a motion to enter into an agreement with Mid-East Ohio Regional Council for accreditation mastery services effective November 1, 2021 through October 31, 2022, not to exceed \$5,700.00. This agreement has been reviewed by the Ethics Committee and has been approved as to form by the Mahoning County Prosecutor's Office.

Motion: Mrs. Kale Second: Mrs. Patton

Discussion: This group will assist with accreditation preparation ahead of the agencies 2022 review.

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

Mr. Noll Aye
Mrs. Patton Aye

The President declares the motion Approved

7. Adopt a motion to enter into an agreement with Affordable Language Services for translation and interpretation services effective from the date of mutual execution through December 31, 2022, with an annual automatic renewal. 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: This agreement will provide services for the agency for language interpretation.

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

The President declares the motion Approved

8. Adopt a motion to select a Delegate for the 2021 OACBDD Annual Convention, December 1-3 for the Delegate Assembly on December 1, 2021.

Delegate: Sean Kern
Alternate: Emily Martinez

Motion: Mrs. Patton Second: Mrs. Kale

Discussion: None

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

The President declares the motion Approved

9. Adopt a motion to create, post and fill one (1) QARN position in the Provider Relations, Quality Assurance Department, the salary range for this position is \$18.05 - \$33.84 per hour.

Motion: Mrs. Kale Second: Mrs. Hutchison

Discussion: The QARN will work with the current Nursing Supervisor to complete reviews and also will assist with Medication Certification classes.

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	_____
	Mr. O'Nesti	_____

The President declares the motion Approved

10. Adopt a motion to accept a first and final reading of the revisions to Policy 4510 – Sick Leave, Personal Leave & Separation Pay.

Motion: Mrs. Kale Second: Mrs. Hutchison

Discussion: Minor revision to reflect recognition of years of services within the PERS system in addition to years with MCBDD.

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	_____
	Mrs. Hutchison	<u>Aye</u>

The President declares the motion Approved

11. Adopt a motion to authorize a budget amendment to increase appropriations in the following account for heating, ventilation, and air conditioning units:

3200950-600602-95001	\$48,000	HVAC
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Motion: Mrs. Patton Second: Mrs. Hutchison

Discussion: Repair at the Gateways to Better Living building on Rayen Ave.

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

The President declares the motion Approved

12. Adopt Board Resolution 2021-015, as if fully written herein, requesting the Mahoning County Board of County Commissioners to authorize the procurement of professional engineering services from Intertek PSI for the Mahoning County Board of Developmental Disabilities' office renovation project.

Motion: Mrs. Hutchison Second: Mrs. Patton

Discussion: None

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

The President declares the motion Approved

XII. ADJOURNMENT

Adopt a motion to adjourn the meeting.

Motion: Mrs. Patton Second: Mrs. Hutchison

Roll Call:	Mr. Pecchia	<u>Aye</u>
	Mr. Sertick	_____
	Mr. O'Nesti	_____

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

Time: 6:36 p.m.

The next Board Meeting will be December 20, 2021 at Leonard Kirtz School at 6:00 p.m.