

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

January 17, 2024

Regular Meeting

Via *ZOOM* and open to in-person attendance
Happy Day Services Building Board Room

MINUTES

Maureen Haska, President, called the regular meeting to order at 5:11 p.m.

The Pledge of Allegiance was led by the participants of the KOC Free Throw Contest

Board Members present by Roll Call:

Kelly Butler, Thomas Grist, Maureen Haska, Cheri Michael, Timothy Moran, Michelle Sahr, d,
William Tarver - via Zoom

A quorum is present.

Administrative Staff Present

J. Vennetti, Supt., T. Beatty, J. Derthick via Zoom, M. Dolensky, T. Lyons, G. Slapnicker, via
Zoom, G. Winsen

Excused: L. Leslie, A. Hall and Investigative Agent

Guests present: Becky Neal, Parent Advocate

Staff: Betsi Orth, SSA via Zoom

Please note: those noted *via zoom* were identified through streaming through *Zoom* as an attendee

Public Comment: Becky Neal, Parent Advocate informed the Board and those in attendance of her upcoming meetings.

Presentation/Recognition/Introductions:

Michelle Dolensky presented Sandra Slaughter, Independent Provider as the January DSP of the month.

Adopted a motion to approve minutes from the Regular Meeting held via 'Zoom' and in-person December 20, 2023.

Motion by T. Moran

Second by T. Grist

Motion carried by voice vote.

Motioned to approve the agenda for January 17, 2024 Regular Meeting.

Motion by M. Sahr
Second by K. Butler
Motion carried by voice vote.

Motion for the Ratification of the December 2023 Invoice Payments as authorized by the Superintendent.

Motion by C. Michael
Second by T. Grist
Motion carried by voice vote.

Motioned for the Acceptance of the December 31, 2023 Financial Reports.

Motion by T. Grist
Second by K. Butler
Motion carried by voice vote.

Board committee report: there were no committee meetings held.

Motion to approved Resolution 24-01-01 Approve the participation in the Ohio Department of Transportation Purchasing Program with no fee to participate.

RESOLUTION 24-01-01

PARTICIPATION IN THE OHIO DEPARTMENT OF TRANSPORTATION COOPERATIVE PURCHASING PROGRAM

WHEREAS, Section 5513.01(B) provides the opportunity for Counties, Townships, Municipal Corporations, Conservancy Districts, Township Park Districts, Park Districts created under Chapter 1545 of the Revised Code, Port Authorities, Regional Port Authorities, Regional Transit Authorities, Regional Airport Authorities, Regional Water and Sewer Districts, County Transit Boards, State Universities or Colleges to participate in contracts of the Ohio Department of Transportation (hereinafter referred to as the “Department”) for the purchase of machinery, material, supplies or other articles; and

THEREFORE, Be it ordained by the Portage County Board of Developmental Disabilities (hereinafter referred to as the “Board”):

SECTION 1

The Board Superintendent hereby requests authority in the name of the Board, to participate in the Department’s contracts for the purchase of machinery, materials, supplies or other articles which the Department has entered into pursuant to Ohio Revised Code Section 5513.01 (B).

SECTION 2

That the Board Superintendent is hereby authorized to agree in the name of the Board to be bound by all terms and conditions as the Director of Transportation prescribes.

SECTION 3

The Board Superintendent is hereby authorized to agree in the name of the Board to directly pay vendors, under each such contract of the Department in which the Board participates for items it receives pursuant to the contract.

SECTION 4

That the Board agrees to hold the Director of Transportation and the Department harmless for any claim or dispute arising out of participation in a contract pursuant to Ohio Revised Code Section 5513.01 (B).

Submitted by: John Vennetti, Superintendent; Thomas Byich, Director of Facilities and Transportation, and Tara Beatty, Director of Business Management,

The resolution was moved by **Thomas Grist** and seconded by **Michelle Sahr**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance will all legal requirements including Section 121.22 of the Ohio Revised Code.

The foregoing motion having been put to a roll call vote, the results of which is as follows:

Kelly Butler, aye
Maureen Haska, aye
Timothy Moran, aye

Thomas Grist, aye
Cheri Michael, aye
Michelle Sahr, aye

William Tarver, aye

CERTIFICATION

I, Jennifer Derthick, Executive Assistant to the Superintendent, for the Portage County Board of Developmental Disabilities do hereby certify that the aforesaid motion was duly adopted at a regular meeting held **January 17, 2024**, and an accurate copy of said resolution may be located in the official minutes of the Board.



Jennifer Derthick, Executive Assistant to the Superintendent

Motion to approved Resolution 24-01-02 acceptance of DODD's Home and Community Based Services (HCBS) ARPA Grant to support County and COG Administered Projects 2024.

RESOLUTION 24-01-02

ACCEPTANCE OF DODD’S HOME AND COMMUNITY BASED SERVICES (HCBS) ARPA GRANT TO SUPPORT COUNTY BOARD AND COG ADMINISTERED PROJECTS 2024

WHEREAS, the Portage County Board of Developmental Disabilities (Board) is eligible to receive federal flow-through dollars in the amount of three hundred and eighty thousand dollars (\$380,000) by DODD’s Home and Community Based Services (HCBS) ARPA American Rescue Plan Act grant to support county board and COG administered projects and

WHEREAS, these funds will be used for accessible communities and community experience as required from the grant application and acceptance; now therefore be it

RESOLVED, that the Board authorizes acceptance of DODD’s Home and Community Based Services (HCBS) ARPA American Rescue Plan Act grant to support county board and COG administered projects; and be it further

RESOLVED, that the Board authorizes the Superintendent or his/her designee to accept any increase or decrease from the original grant dollar allocation issued by DODD; and be it further

RESOLVED, that the Superintendent or his/her designee is hereby authorized to take any and all actions to carry out this resolution.

Submitted by: John Vennetti, Superintendent; and Tara Beatty, Director of Business Management

The resolution was moved by: **Michelle Sahr** and seconded by **Kelly Butler**

It is found and determined that all formal actions of the Portage County Board of Developmental Disabilities concerning and relative to the adoption of this resolution were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

The aforesaid resolution having been put to a roll call vote, the result of which is as follows:

Kelly Butler, aye	Tom Grist, aye
Maureen Haska, aye	Cheri Michael, aye
Michelle Sahr, aye	William Tarver, aye
	Timothy Moran, aye

CERTIFICATION

I, Jennifer Derthick, Executive Assistant to the Superintendent, Portage County Board of Developmental Disabilities, do hereby certify that the aforesaid motion was duly adopted at a regular meeting held **January 17, 2024** and an accurate copy of said resolution will be located in the official minutes of the Board.



Jennifer Derthick, Executive Assistant to the Superintendent

Motioned to approve Policy 4.70 Accessibility and Inclusion Grant.

Motion by C. Michael

Second by M. Sahr

Motion carried by voice vote.

The following Management Reports were sent via e-mail to Board; no verbal reports were given at meeting. The reports are included herein:

Community and Provider Relations: Michelle Dolensky, Director

1. Provider Relations/Support:

- a. Next Provider January 25th with meeting to discuss DSP-U internships immediately following
- b. Planning Events for DD Awareness Month-To date: Art Nights at 4 local libraries and Happy Day, 3/6 Special Olympics at KSU Women's basketball game, 3/10 Family Fun Day (Bowling, arcade games and karaoke) at Spins Bowl Kent, 3/26 Limitless Art Show Sale and reception at North Water Brewery and 3/29 RockAbility Concert at Happy Day, doors open at 6pm, starts at 7pm.
- c. DSP-U: Kent Roosevelt finished first 10 modules, working on securing internship sites for next year, Ravenna HS working to implement in 2024-25 school year. Crestwood CTE program pending. 1/23 Field Career Day, 2/1 Transitions night at Ravenna, 2/15 Windham Career and Senior presentations

2. Advocacy:

- a. Meetings held 2nd Tuesdays of each month from 10am-11am in the Jenkins Room at Reed Memorial Library, Ravenna
- b. Advocacy Talks – Ravenna HS-2 Classes, 21 students total, 12/6 at Waterloo

3. Special Olympics:

- a. Cardio Drumming: next date 1/24
 - b. Hike Club: Winter hikes planned. 1 in January (23rd at Shaw Woods), 2 each in February and March
 - c. Winter Season: Basketball – 15 athletes participating on Team, 13 on game roster, Record 3-2, Skills-8 Athletes, Cheer – 17 Athletes, 2/11 Tuscarawas Cheer Invite, Swim-12 Athletes, 1/21 NE Regional Meet
 - d. Knights of Columbus Free Throw Contest on 1/13/24, 37 Participants registered
- e. Fundraiser Drumfit at Ravenna Nutrition 1/23 at 6pm, Acme Community Cashback through 2/15/24, 2024 Polar Plunge Event in February. Donate at: <https://give.soo.org/team/539775>

4. Community Employment- 2023 Year in Review:

- a. 134 people currently employed
- b. 70 jobseekers attended First Inclusive Job Fair
- c. 15 persons received clothing from Interview Boutique
- d. 30 hours of Volunteer work completed by Building Independence at Explorers programs
- e. 25 Explorers enrolled in one of 5 Explorers programs
- f. 14 tours taken at businesses or community partners by Building Independence at Explorers programs
- g. 2 persons retired after long fulfilling careers in Portage County

5. Nursing

- a. Project Dawn – Train the Trainer for Portage DD staff

Service and Support Administration: George Winsen, Director

-We are already preparing for Accreditation which is in July this year and we are having MEORC coming in February to complete a mock Accreditation and review our files. We feel this will best prepare

us for this review and give us time to make any recommended changes.

- We are in the process of reviewing our Intake Process and putting in new procedures for this area.
- We are continuing to see improvement and activity with our Provider Portal system. We continue to update this system as we gather data and input from our providers and staff. We also recently have a new option inside of our Brittco software program as well now so we are evaluating this as well. We will be meeting on this to discuss the Brittco options.

-SSA Trainings – The SSA department training this month on Department Updates and Computer Training. We will have upcoming training in the New Accreditation Tool and New Parents as Providers Extraordinary Care Assessment coming up and Trusts and Medicaid in February

-The Youth Respite House on First Ave. is going well. We have had several overnight respites at the home and look forward to many more coming. We continue to work with JFS to better serve Youth in Crisis in Portage County. We potentially have some possible new placements to consider for the First Ave. home.

-The Youth Respite Facility program is running, and it is a very successful program. Many children are attending now and having wonderful experiences in the facility based program.

-PCBDD continues to be a leader in the State for Remote Support and Assistive technology. We have contracted with TechVrse which is a technology consultant that assisted Summit and Medina Counties. We now have possession of our demo apartment, and we begun work to set up equipment and technology with TechVrse. They will also be assisting us with setting up the lending library set up to increase Remote Supports and Assistive Technology. The State continues to express the importance of these services moving forward and they are establishing benchmarks for other counties to meet.

-Continue to provide Provider Support for Billing issues and training. Training is being scheduled for 2024.

-Continue to schedule ongoing meetings with Portage County JFS and MHRB leadership to improve joint services we provide to Individuals and families. We met this month and discussed several complex cases and the opening of a new home by JFS for Youth.

-Continuing Docuware active file scanning. We now have 8 complete caseloads scanned in they system. SSA Training is taking place to ensure the SSAs are able to access all their files. We eventually will be working toward a fully paperless operation in the future and moving toward drop in stations at the offices. This will allow for department growth without the need for office space in the future.

-Portage DD Resource List is current and being updated regularly.

Children's Services: Alicia Hall, Director

HAPPY DAY SCHOOL

EARLY INTERVENTION

- **Accountability:** Each year in January, we receive an Annual Performance Report (APR). This report assesses how each county in the state is rated on compliance indicators and performance indicators on their Early Intervention Program. Early Intervention Programs (Part C Federal) must meet requirements or face plans of correction, loss of funding, state guidance, the state is also reviewed by

the Federal Office of Special Education Programs (OSEP) each year to assess if they met their state target data for both compliance and performance indicators per their counties averaged EI data

- Our results are in and indicated that Portage County **MET REQUIREMENTS**

100%-45-day timeline

- Trainings completed with Nicole Thomas Reed. The last training completed took place on December 8, 2023. All 4 trainings dealt with various aspects of trauma including: family/child intervention; staff self-care; and teambuilding. Certificates distributed in January.

DISTRICT OUTREACH

- New **Building Independence** groups start at the end of the month
- **Social Emotional Learning (SEL)** classes resumed the week of January 8
- Swimming continues- ongoing and growing

SECONDARY TRANSITION

- **Explorers'** classroom sessions resumed the week of January 8
- All **Explorers** transportation tour at the end of the month
- The URR Christmas Spectacular collaboration went great! Connected with 3 new families for **Explorers** next year.

Recap of Personnel Actions for December 2023:

As of December there were 87 employees including seven (7) intermittent positions and no vacancies

Positions Added/Abolished:

Job Postings/Vacancies:

Substitute Lifeguard (Happy Day Services)

Substitute Vehicle Operator (Transportation), November 18, 2020 until filled, Vacant

Supplemental Positions:

All supplemental Special Olympics coaching positions for 2023-2025

New Hires:

Promotions/Transfers:

Reclassifications:

Additional Assignments:

Supplemental Agreements:

Separations:

Retirements:

December 2023 Enrollment Report with enrollment of 1,168 people served, an increase of 26 and decrease of 11.

Superintendent report was sent via e-mail to Board. The report is included herein:

1. HCBS (Home and Community Based Services) ARPA (American Rescue Plan Act) Funds- We met with Franklin Township trustees. We also met with Taylor from DWA recreation. We are making plans for the ½ mile accessible walking path and the new adaptive playground equipment in Brady Lake Park. The trustees are extremely excited as are we. It looks like we will start having Islerscaping start the work possibly as early as the end of February. The playground equipment will not be installed until sometime in the fall most likely September/October. DODD gave out 14.9 million dollars to 59 applicants. The average amount is 252,000 dollars. All applicants received funding. Most received all they requested. We received 380,000 of the 580,000 we requested.
2. Accessibility and Inclusion Grant- We will be able to do this next year. We spoke to the prosecutor's office, and they forgot to send something to the attorney general's office to get an opinion but have given me a letter now saying we can do this grant. This is the grant in which we just did a new policy for.
3. Board In Service for 2024- Board training topics for next year. We need a total of 4. In April we are going to do MUI training. May will be the 5-year projections. June will be School Age Services and September will be the SSA Department. We can discuss further at the organizational meeting.

4. People for Portage DD- now has an IRS number. Hoping that the Citizens Committee will officially be closed out by the end of the month. Looking for new members to join the group. They want to be more active with the levy golf outing.
5. Mock accreditation- Set for Feb 14th-Feb 16th MEORC (Mid-East Ohio Regional Council) will be doing the mock accreditation with us.
6. House Bill 321- This would develop a statewide developmental disability data base. This would be voluntary and utilized by 911 dispatchers to tell first responders if someone has special accommodations such as the person is nonverbal, had a visual impairment, hearing issue, trouble ambulating, behavioral issues, etc. They think this bill may have some movement.
7. House Bill 344- This would eliminate replacement levies. We have talked about this before. Unfortunately, there is some movement here. In the last 19 years replacement levies have been approved in all Ohio DD counties by around 85%. Additional levies have been approved at about a 33% clip.

The President announced the next regular Board Meeting on Wednesday, February 21, 2024, 5:00 p.m., at Beverly J. Puleo Board Room at Happy Day Services Building.

At 5:37pm, the Board entered Executive Session in the Board Room.

Motion by M. Sahr
 Second by T. Moran

For the following identified reason:

- (x) To consider the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; indicate reason: employment of public employee
- () To consider the purchase of public property or the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest;
- () Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or intimate court action;
- () Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- () Matters required to be kept confidential by federal law or rules or state statutes.
- () Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public boy of public office.

The aforesaid motion having been put to a roll call vote, the results of which were as follows:

NOT VOTING	PRESENT		BOARD MEMBERS
	YES	NO	
()	(x)	()	KELLY BUTLER
()	(x)	()	TOM GRIST
()	(x)	()	MAUREEN HASKA
()	(x)	()	CHERI MICHAEL
()	(x)	()	TIMOTHY MORAN
()	(x)	()	MICHELLE SAHR
()	(x)	()	WILLIAM TARVER

Motion to adjourn executive session at 6:11 p.m.

Motion by T. Grist
 Second by K. Butler

Motion carried by roll call vote as follows: Kelly Butler, aye, Maureen Haska, aye, Tom Grist, aye, Timothy Moran, aye, Cheri Michael, aye, Michelle Sahr, aye, William Tarver, aye.

Motion to return to open session 6:14 p.m.

Motion by T. Grist
 Second by K. Butler
 Motion carried.

The President asked if any other business needed to come before the Board. There being none, he called for a motion for adjournment at 6:15 pm.

Motion by T. Grist
 Second by T. Moran
 Motion carried by voice vote.

INFORMATION

L.E.A.P Self-Advocacy Group

2nd Tuesday of the Month 10:00am – 11:00am

Location: Reed Memorial Library (Jenkins Room) – 167 East Main Street Ravenna, 44266

Special Olympics

Swim

Sunday, January 21, 2024 – NE Regional Swim Meet Time: TBD

Location: C.T. Branin Natatorium 1715 Harrison Ave NW, Canton, 44708

Basketball

Friday, Saturday, Sunday, January 26 – 28, 2024 - NE Regional Basketball Tournament Time: TBD

Location: Spire Institute - 5201 Spire Cir, Geneva, 44041

Cheer

Sunday, February 11, 2024 — Tuscarawas Cheer Invite Time: 12:30pm

Location: Strasburg High School – 140 N. Bodmer Ave, Strasburg, 44680

Winter State Games - Friday, Saturday, Sunday, February 23 – 25, 2024 Location: Bowling Green University

Cardio Drumming

Wednesday, January 24 & Tuesday, February 13, 2024 Happy Day Services – register by emailing events@portagedd.org

Hike Club

Tuesday, January 23 - Shaw Woods Time: 4:30pm Location: 7075 Berry Rd. Ravenna, 44266

Special Olympics Fundraisers

Tuesday, January 23 Drum Fit at Ravenna Nutrition Time: 6:00pm

Location: 133 E. Main St. Ravenna, 44266

Email colleenb@portagedd.org if interested. Class is \$18 includes a Ravenna Nutrition shake and tea and a 40 minute Drumfit exercise class.

Acme Community Cash Back Fundraiser – Portage DD Special Olympics is collecting Acme receipts dated Aug. 1, 2023 – Feb. 15, 2024.

2024 Polar Plunge - Join our team and/or donate <https://give.soo.org/team/539775>

Save the Date!

Saturday, April 13, 2024 11:30am – 2:00pm 33rd Annual Special Olympics Bowling Invitational

Location: Spins Bowl Kent – 2245 OH-59 Kent, 44240

Check out the Portage DD Facebook page access for above events and for updates and other events!

<https://www.facebook.com/PortageSpecialOlympics>



Respectfully Submitted,

Jennifer Derthick

Jennifer Derthick, Executive Assistant to the Superintendent

Maureen Haska

Maureen Haska, President

WJ

William Tarver, Secretary