



Defiance County Board of DD Meeting Minutes

September 26, 2023

5:15 pm

- The September regular board meeting of the Defiance County Board of Developmental Disabilities was held September 26, 2023 at the Defiance County Board of DD.
- The meeting was called to order by Ms. Jami Cameron, at 5:15 p.m. Board members present were Ms. Beth Headley, Ms. Stephanie Meyer, Ms. Roberta Phlipot, Ms. Ruby Schindler, Mr. Clayton Crates, and Ms. Erika Steece. Approximately 23 others consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Phlipot and seconded by Ms. Headley to approve the August 22, 2023 Board Meeting minutes.
Motion approved unanimously.
- Motion was made by Ms. Meyer and seconded by Ms. Schindler to approve the August 2023 Expenditures.
Motion approved unanimously.

Agency/Department Reports:

Personnel

We are still looking for a Preschool Teacher - Intervention Specialist. Since the school year has already started, we will be reaching out to colleges to see if they have any students graduating this December who would be interested in applying.

We have Mental Health First Aid training scheduled for all staff on October 13th (Youth - SSA, EI, Office employees) and December 21st (Adult - School employees). After attending the training, participants will be certified in Mental Health First Aid, which is a nationally recognized, evidenced based, course designed to help recognize early signs of distress.

We continue to review policies and are currently working on the Transportation Chapter and Vacation policy.

Early Intervention

Defiance County is in seventh place in the State for returned Family Questionnaires. Questionnaires were due by Friday, September 22nd, 2023.

We began using our TV and Owl camera during our team meetings. These devices were purchased with ARPA dollars.

We are working on an accreditation self-review. We will use the Accreditation Checklist to review 3 - 4 files. We will also be looking at the Title XX requirements and reviewing the EI Policy to ensure it meets Accreditation requirements. We will bring any necessary policy revisions to next month's board meeting. Referrals have slowed down over the past few weeks. However, we are still serving 60 children in our EI Program.

Community Contributions

The Direct Support Professional Provider Appreciation Luncheon was held on Wednesday September 20th at Eastside Park in Defiance. The event was very well attended and we received nice feedback from those who were in attendance and who received meals delivered to their place of employment.

The annual Fall Dance will be held at the Defiance County Board of DD on Friday, October 6th.

We are reaching out to videographers for National Disability Employment Awareness month. We would love to feature the individuals we serve who are community employed, along with their employers.

We are finishing up scheduling Mystery Readers for the Preschool program for this school year.

We have organized library trips for the vocational and transition class with programming.

Grants

We applied for the Keeping Family Together Grant. If awarded, it will allow more flexibility in meeting needs that will help families thrive. We should hear if we receive it by the end of October.

Special Olympics

Toby Bostater is meeting with local schools to open lines of communication and promote volunteerism for our Special Olympics Program.

We will officially be offering Basketball and Cheerleading Special Olympics Sports.

Strategic Plan Initiative

We are excited to talk about the launch of a new project. Through a partnership with Defiance County Soil and Water (and hopefully more partners to come) we are going to launch a "Grow With Us" project. The kick off was held on Thursday, September 21st at 5:00 pm when Wendy Baker from Soil and Water presented to our Self-Advocacy group on composting. Each participant will have the opportunity to start their own personal compost kit. Wendy will then travel to interested Day Programs and Good Samaritan School to offer the same presentation and compost kits to participants. On April 18th, 2024, we will host an all-day event where adults, EI Families, Good Samaritan School students, Wendy and her group of volunteers, local providers, and DCB/DD staff will come together to build 3 raised beds at our agency. Each individual is invited to bring the compost they have collected to add to our raised beds. We will invite EI families to contribute the seeds/plants for a group planting event on May 9th, 2024. One bed will contain flowers, one will contain the 3 sisters (beans, corn, and squash), and one will contain ingredients for chili. Throughout the year, Wendy will provide presentations to adults and students about "The 3 Sisters," pollinators, and other related topics to go along with our raised bed projects. The grand finale event will take place on September 5, 2024. We will host a community soup cookoff utilizing vegetables we have grown together.

Defiance County Soil and Water is also interested in partnering with us on offering some camp options at Penney Nature Center and we have those dates on our calendars.

Good Samaritan School

School and staff pictures were taken on Thursday, September 21st by some amazing students from Antwerp Local schools. They did a great job of working with our students to capture photos.

Staff have been attending various trainings in the areas of IEP development and Resident Educator mentorship. They will also be attending dyslexia training during October 2023 through January 2024.

We have kicked off our Positive Behavior Intervention Supports (PBIS), and you will notice the Lego bricks in the hallway. Students receive bricks when staff notice them being Safe, Respectful, and Responsible. This is a great way to reinforce the positive behaviors we see on a regular basis. We are excited that this program includes all staff. Students have earned bricks from their bus drivers who are acknowledging the positive behavior on the bus. They are also earning bricks in the cafeteria.

The team worked together to re-locate parent parking so that parents and children are not walking by bus lifts as they are operating as this can be very dangerous. Parent parking is now on the west side of the building and around the corner. This has been a very positive change.

Service and Support Administration

An accreditation pre-review of SSA files was conducted by NOWAC in preparation for the upcoming review in June. Although a formal report hasn't been issued yet, some verbal recommendations have already been implemented, such as verification in the ISP of on-call information, more complete indication of when the ISP was given to the provider, and clarification of frequencies in the plan. In addition, we have requested our DODD regional resource to review random plans for quality assurance.

The SSA department is into the second year of using the new Ohio ISP. This second year is giving us an opportunity to fine tune our plans, focusing on quality, more targeted personalization, and ways technology (including remote support) can be useful to the individual. This will include reaching out to families and providers to educate them on how utilizing remote support in place of in-person staffing can increase independence and self-confidence for individuals who receive these supports.

Self-Directed transportation is a new option for individuals receiving waiver services. This option allows for individuals to use their Medicaid waiver to pay for transportation from community providers who are not direct waiver providers. Kramer's transportation has agreed to provide this service for us, allowing the individual to contact them directly to schedule transportation whenever they wish, for whatever they wish, according to their budget. Kramer then sends the bill to a financial management agency to pay. This allows individuals who have no provider or personal transportation the ability to travel where they need, for work, personal needs, or recreation. And because our current waiver provider used for work related travel does not provide services outside of the city of Defiance (or after hours or on weekends), it allows individuals greater flexibility in choosing employment out of the area. Currently, we have 6 individuals using this service, three for employment and three for recreation/personal needs.

- **Recognition of September Staff Anniversaries:**

Amy Westrick, Early Intervention Developmental Specialist, (9/24/2001), 22 years; Helen Bowden, Nurse/Family Support Services, (9/30/1998), 25 years.

- Motion was made by Ms. Meyer and seconded by Ms. Schindler to acknowledge the hiring of Andrea Copsey, Bus Aide, effective September 12, 2023.

Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Ms. Meyer to approve the Agreement between Defiance County Board of Developmental Disabilities and The Williams County Board of Developmental Disabilities for Director of Community Services, effective November 1, 2023 – April 30, 2024.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the Director of Business Operations Contract Addendum, effective October 19, 2023 – December 31, 2023.

Motion approved unanimously.

- Discussion on Board Training.

- Motion to go into Executive Session at 5:34 p.m. for the purpose of discussing Collective Bargaining.

The roll was called and the vote resulted as follows:

Ms. Cameron-yes, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Philipot-yes,
Ms. Schindler-yes, Ms. Steece-yes.

- The Board exited Executive Session at 6:28 p.m. and declared no action was taken while in Executive Session.

The roll was called and the vote resulted as follows:

Ms. Cameron-yes, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Philipot-yes,
Ms. Schindler-yes, Ms. Steece-yes.

- Motion was made by Ms. Schindler and seconded by Ms. Philipot to adjourn at 6:28 p.m.

Motion approved unanimously.

Stephanie Meyer, Board Secretary

Date