



## Regular Board Meeting Thursday, April 28, 2022

Virtual internet meeting via Zoom – 5:30 pm

### 1. Opening

#### A. Convene

The meeting was called to order by President, Cynthia Schulz at 5:30 pm.

#### B. Roll Call

Members present: Allison Frazier, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Steve Scheidt, Cynthia Schulz

Member absent: Lisa Hunt

### 2. Minutes

RESOLVED, that the minutes of the regular meeting of the Cuyahoga County Board of Developmental Disabilities held March 24, 2022, a copy of which is made a part of the permanent record of this meeting, be accepted as directed by the President, without objection, and approved as published.

Motion by Mozelle Jackson, second by Cynthia Schulz.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

### 3. Donations

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities gratefully accepts twelve monetary donations totaling \$950.00 and two donations of unspecified value.

Motion by Steven Licciardi, second by Steve Scheidt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

### 4. Financial Statements

RESOLVED, that the Operating Fund Statement and the Statements of Revenue and Expenditures - Planned and Actual for the year-to-date period ending March 31, 2022, be accepted and filed for audit; the payment of vouchers for the period March 1, 2022 to March 31, 2022 be ratified; and that all statements and voucher summaries are made a part of the permanent record of this meeting.

Motion by Cynthia Schulz, second by Alaina McCruel.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

## 5. Announcements

President, Cindy Schulz turned the meeting over to Superintendent and CEO, Kelly Petty who gave the following announcements:

- The Employment Collaborative held a hiring event at First Energy Stadium on April 7. Our Community Workforce Development staff did a great job organizing this. There were 27 employers and 61 job-seekers who attended. 10 individuals eligible for our services received offers and have already started their jobs. Multiple candidates received offers on the spot and one person even received five offers at the event. Employers were surveyed and 100% rated the event “excellent” or “good.”
- Update on the Try-Tech apartment in Lakewood – three of the four apartments are ready for use. One person was scheduled to move in to try the apartment, but this was postponed to next Tuesday. Several individuals have expressed interest and we are working with them. Some of them need a ramp entrance and this is still being finished. We would like to have an open house and Board members will be invited, but this will take place after the accessible unit with the ramp is complete.
- Funds that were approved to go to direct support professionals are being disbursed. The Board approved \$3 million in January, and it was immediately made available to providers. To date, there have been requests totaling \$2,025,000. Our intention is to make these funds available through June, so it is expected that most of the \$3 million will be spent. Most of the money has been requested by large providers, but there were 55 smaller providers who accessed these funds. The money was intended to go towards longevity and retention bonuses, shift differential pay, and training. We will be collecting documentation from providers to show that the money went to the direct support professionals in the four categories listed above. We have another \$3 million in the 2022 budget set aside for providers. There is a plan at the state level to provide a supplemental payment to providers giving funding similarly for the purposes we have been doing. This would go into effect around July 1, 2022 and on into 2023. We think this is a good idea, because going through the state waiver system, we can draw down additional federal matching funds. This will cost us about \$3 million so we need to decide if we want what was set aside to go towards this or approve an additional amount.
- A resolution of commendation was created for Terry Allen who is retiring as Health Commissioner at the Cuyahoga County Board of Health. He is being replaced by Dr. Roderick Harris.
- Reminder that there is new section in the Board agenda to include events, links and notes all in one place.

## 6. Discussion Topic

Superintendent and CEO, Kelly Petty reviewed and explained the status reports that are distributed to the Board every month. She reminded members that the data reflects a point in time as of the last day of the prior month. The exception is the MUI report which is a month behind due to timing of assignments and investigations. Amber Gibbs, Chief Administrative Services Officer gave an overview of the Enrollment Trends Report. The reports are attached to these minutes.

## 7. Status Reports

Reviewed above.

## 8. New Business

### A. Shield Healthcare Agreement

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and authorizes the Superintendent to enter into a renewal agreement with Lorraine Surgical Supply doing business as Shield Healthcare Medical Supplies of Middleburg Heights, Ohio for the purchase of diapers, adult briefs, and incontinence supplies for the period May 1, 2022 through April 30, 2023 for a sum not to exceed \$55,000; and,

BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Steve Scheidt, second by Steven Licciardi.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

**B. Family Transportation Agreement**

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities, acting also as Ethics Council, approves hereby and authorizes the Superintendent to enter into a family transportation contract as described in Boardocs, for the period April 29, 2022 through March 31, 2023; and, BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Cynthia Schulz, second by Mozelle Jackson.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

**C. Approval of Employees to Hold Secondary Employment as Private Providers**

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities, acting also as Ethics Council, approves hereby and authorizes the Superintendent to approve employees to hold secondary employment in various capacities as private providers; and, BE IT FURTHER RESOLVED, that the Superintendent is authorized to take any and all actions necessary to carry out this transaction.

Motion by Steven Licciardi, second by Steve Scheidt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

**D. Approval of Continued Employment**

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities, acting also as Ethics Council, approves hereby and authorizes the Superintendent to approve continued employment of several employees that have immediate family members that are employed with private providers; and, BE IT FURTHER RESOLVED, that the Superintendent is authorized to take any and all actions necessary to carry out this transaction.

Motion by Cynthia Schulz, second by Steven Licciardi.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

**E. Renewal of Contract for Print Management Services with Toshiba Business Solutions**

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and authorizes the Superintendent to enter into a contract with Toshiba America Business Solutions of Lake Forest, California to provide print management services consisting of leased multi-function print devices, fax and digital fax equipment, and device access control for a five-year term with annual costs not to exceed \$120,000; and, BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Alaina McCruel, second by Mozelle Jackson.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

**9. Comments from the Floor**

There were no comments from the floor.

**10. Adjournment**

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities hereby adjourns.

Motion by Cynthia Schulz, second by Steven Licciardi.

Final Resolution: Motion Approved

Aye: Allison Frazier, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt, Cynthia Schulz

The meeting was adjourned at 6:54pm.

**Next Meeting** - May 26, 2022 at 5:30 pm via virtual internet meeting. Zoom meeting link will be shared on the Cuyahoga DD website, [cuyahogabdd.org](http://cuyahogabdd.org), at least three days prior to the meeting date.

Certified by:

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Cynthia Schulz, President

\_\_\_\_\_  
Allison Frazier, Secretary

**CUYAHOGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**REVENUE & EXPENDITURES - PLANNED AND ACTUAL  
FOR THE MONTH OF MARCH AND FOR THE YTD PERIOD ENDING 3/31/22**

	Current Month Budget	Current Month Actual	Current Month Variance	YTD Budget	YTD Actual	YTD Variance
<b>Cash Balance-Opening:</b>		139,681,408			159,686,919	
<b>Revenue:</b>						
Property Tax/Levy	52,500,000	54,011,470	1,511,470	52,500,000	54,011,470	1,511,470
Federal Revenue	1,501,475	2,548,807	1,047,332	3,260,943	4,314,559	1,053,616
State Revenue	1,000,000	724,386	(275,614)	1,000,000	724,386	(275,614)
Other Revenue	3,333,176	6,639,408	3,306,232	4,274,970	7,564,357	3,289,387
<b>Total Revenue</b>	<b>58,334,651</b>	<b>63,924,072</b>	<b>5,589,421</b>	<b>61,035,913</b>	<b>66,614,773</b>	<b>5,578,860</b>
<b>Expenditures:</b>						
Salaries & Benefits	4,014,818	3,991,912	22,906	12,044,454	12,096,925	(52,471)
Contracts & Program Supports	1,055,900	922,431	133,469	14,201,700	13,495,375	706,325
Operations Contracts	1,214,840	1,383,077	(168,237)	2,081,113	2,006,009	75,104
Other Expenses	2,084,772	2,029,468	55,304	3,696,187	3,424,789	271,398
Transfer Out: Capital Reserve	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>8,370,330</b>	<b>8,326,888</b>	<b>43,443</b>	<b>32,023,454</b>	<b>31,023,098</b>	<b>1,000,355</b>
<b>Cash Balance-Ending</b>		<b>195,278,592</b>			<b>195,278,592</b>	



C U Y A H O G A C O U N T Y  
**Board of Developmental Disabilities**

# **Board Status Reports**

Kelly A. Petty

Superintendent & CEO

Supporting and empowering people with developmental disabilities  
to live, learn, work and play in the community

**2022 Cuyahoga DD Status Report**

As of March 31, 2022

**ENROLLMENT**

	12/31/19	12/31/20	12/31/21	YTD Incr	YTD Decr	3/31/22
IO Waiver	2352	2493	2489	36	27	2498
Level One	2110	2198	2230	47	59	2218
SELF	74	69	65	1	3	63
ICF/IID	260	73	73	14	20	67
Local Funding	5173	4960	5302	1354	1489	5167
<b>Total</b>	<b>9969</b>	<b>9793</b>	<b>10159</b>	<b>1452</b>	<b>1598</b>	<b>10013</b>

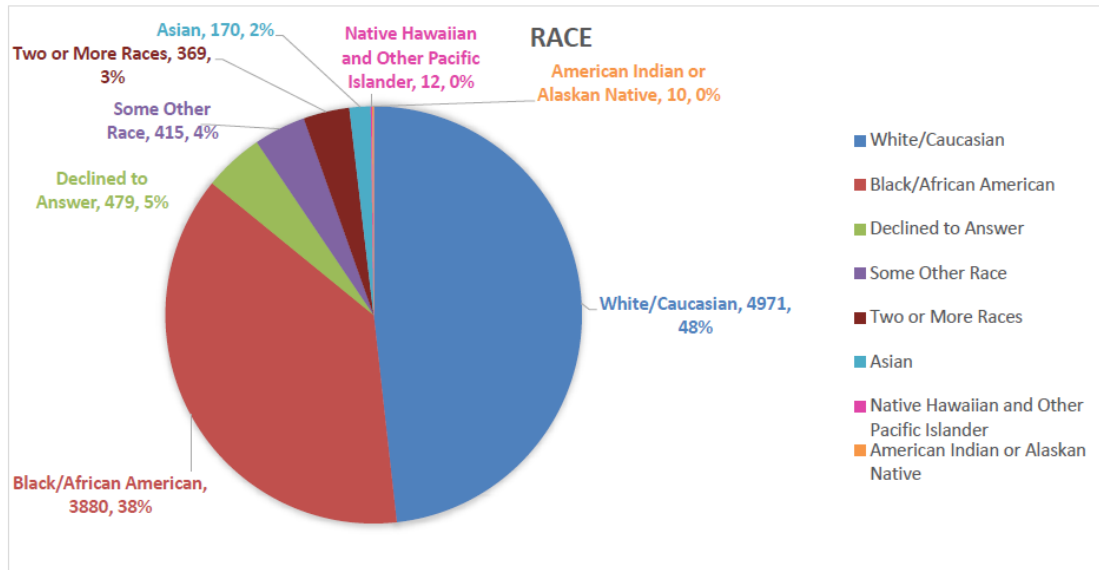
**WAIT LIST**

	12/31/19	12/31/20	12/31/21	3/31/22
# New Assessments	46	25	34	120
- Immediate needs	13	10	10	23
- Current needs	23	4	15	85
- Needs met through community resources	10	8	7	8
- No current needs	0	3	2	4

<b>Total Wait List</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>2</b>
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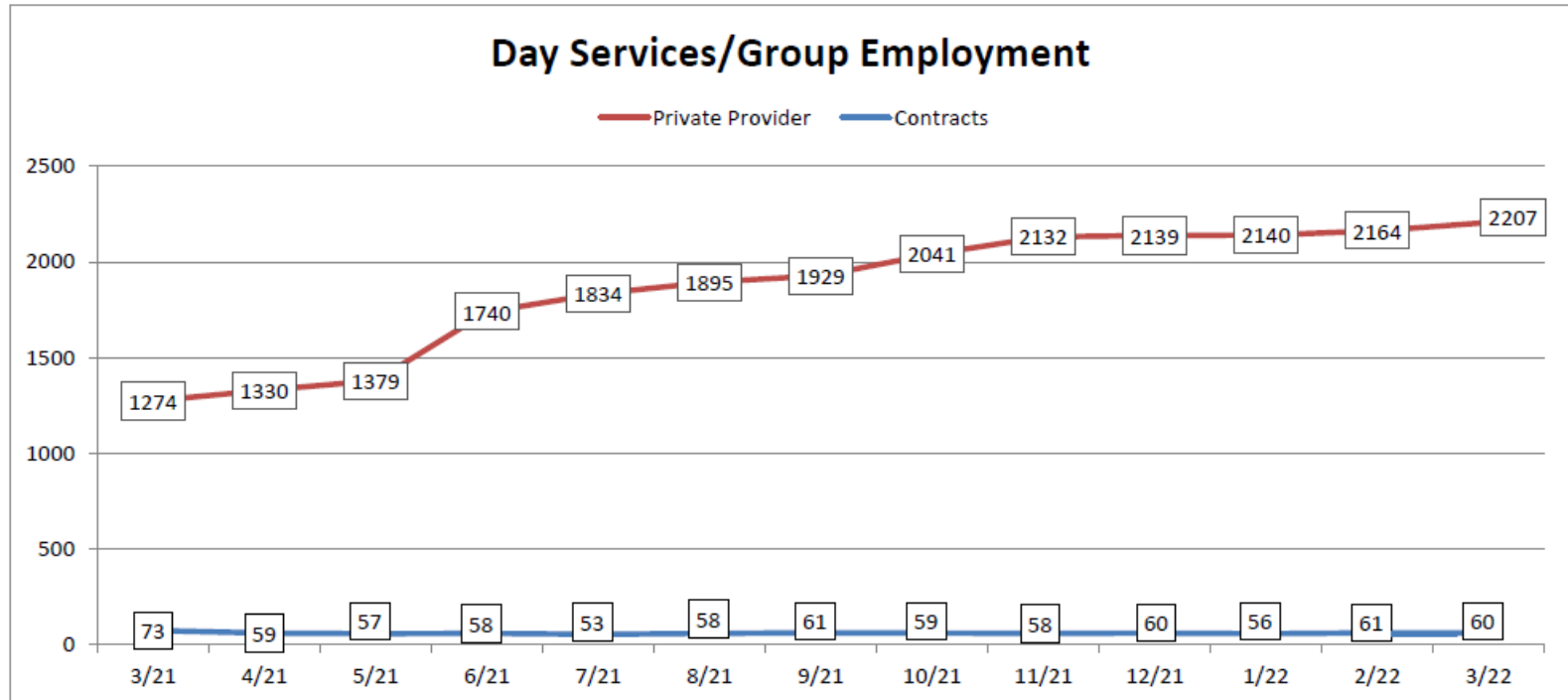
**DEMOGRAPHICS**

	0 to 2	3 to 5	6 to 13	14 to 21	22 to 40	41 to 60	Over 60	Total
Female	509	169	315	556	1147	579	349	3624
Male	987	448	760	1099	1945	790	360	6389
<b>Totals</b>	<b>1496</b>	<b>617</b>	<b>1075</b>	<b>1655</b>	<b>3092</b>	<b>1369</b>	<b>709</b>	<b>10013</b>



\* In addition to identifying as one of the races above, 9% of individuals identify as being of Hispanic or Latino heritage

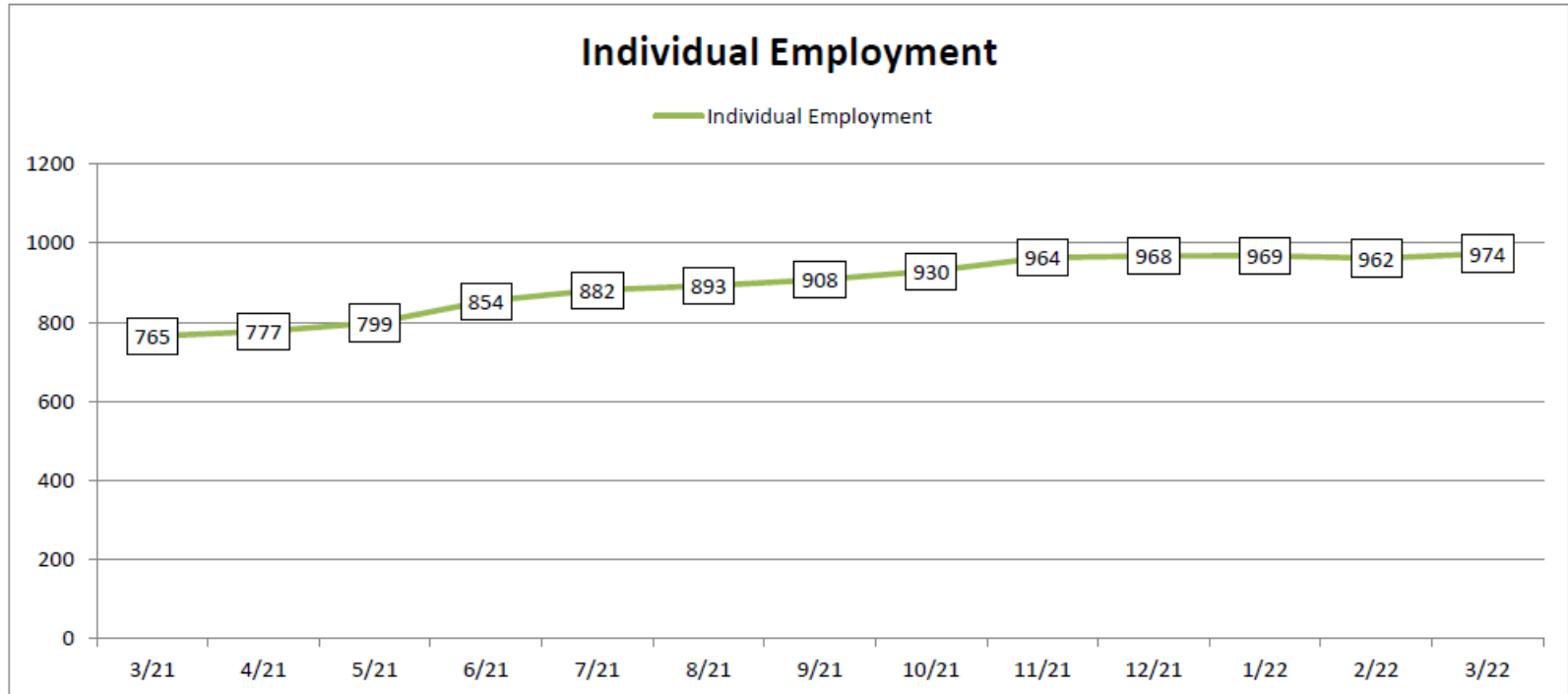
Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
Private Provider Day / Employment Services	1274	2207	+933	Upward trend reflects what is currently happening in day programs. Increases are expected as programs reopen.
Contract Services (safety net)	73	60	-13	The count is expected to remain fairly stable over time showing use of safety net services.

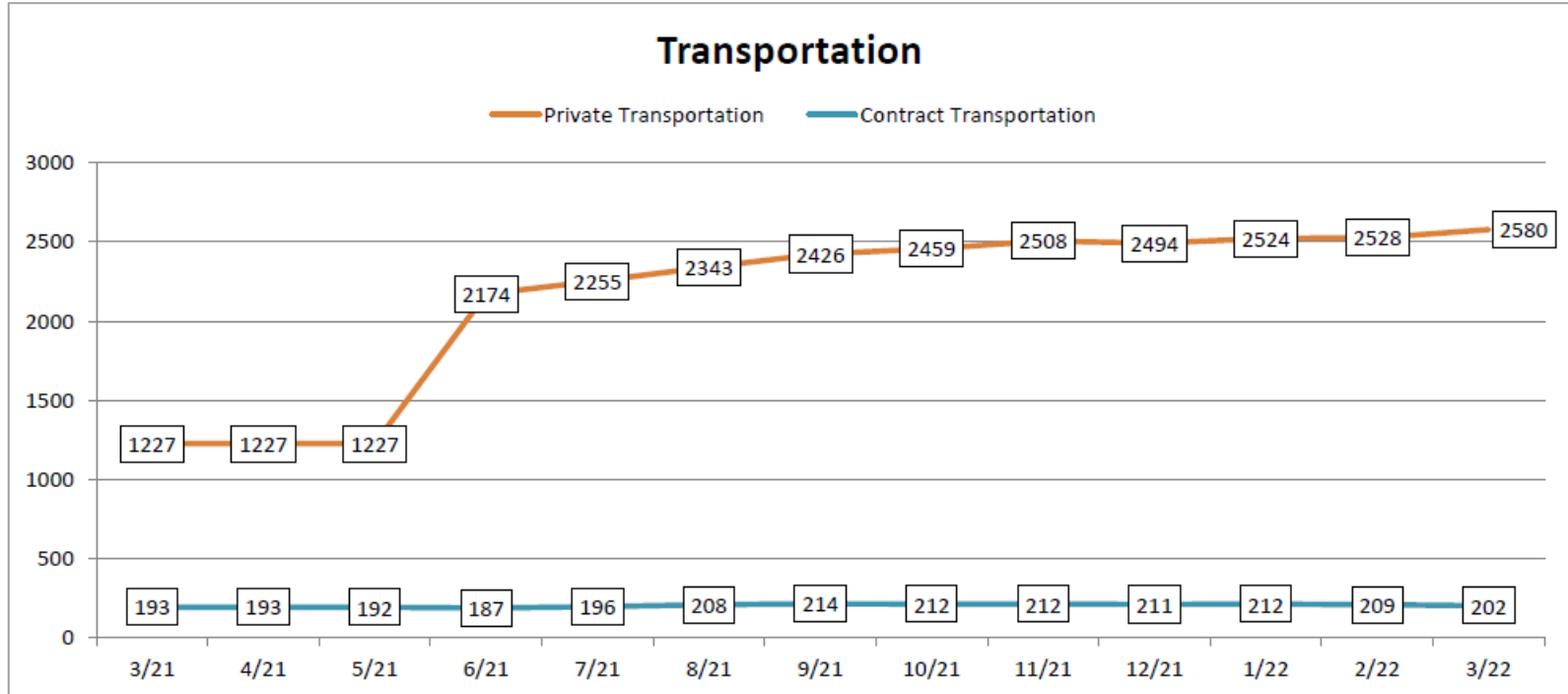


Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



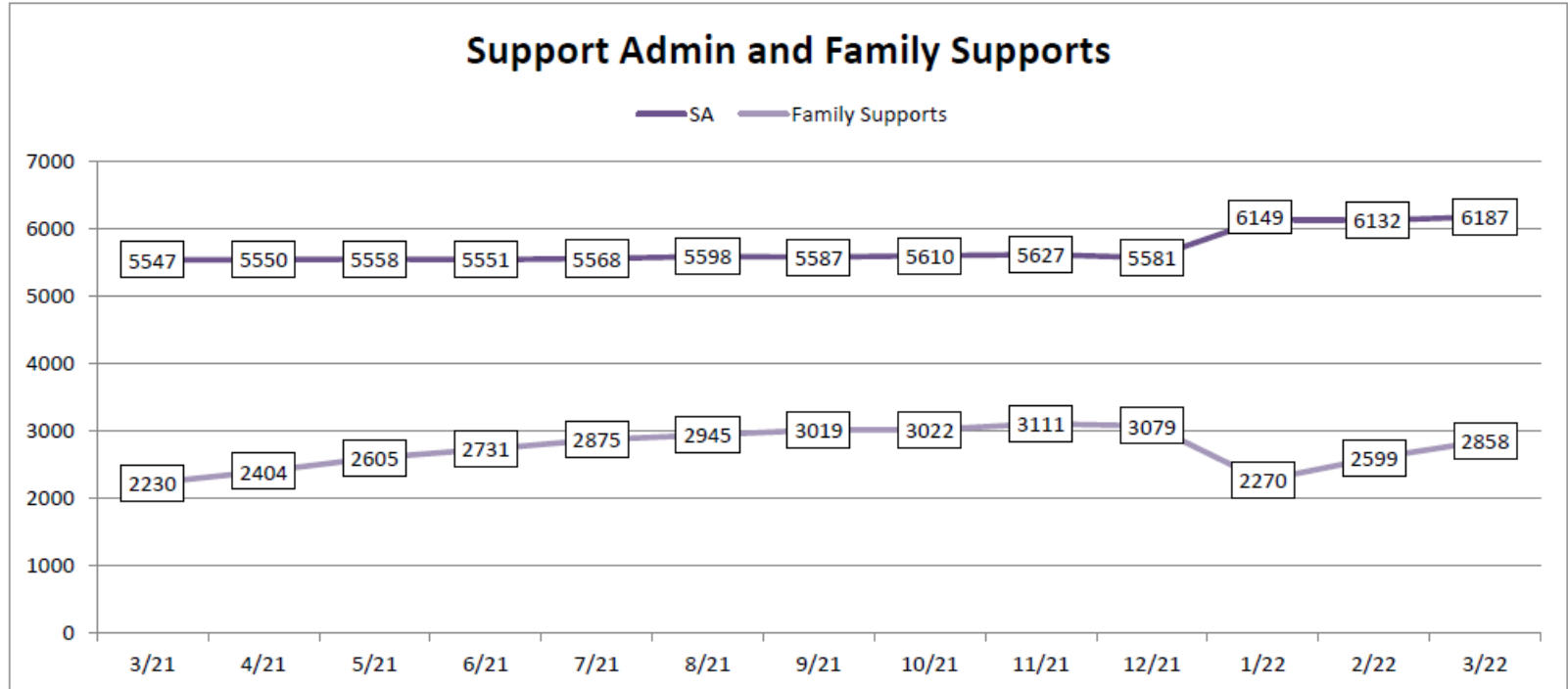
Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
Individual Employment (with or without support)	765	974	+209	We are working to increase this number by encouraging people to explore employment and collaborating with providers for more options. The 2022 goal is an increase to 1175 people.

Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



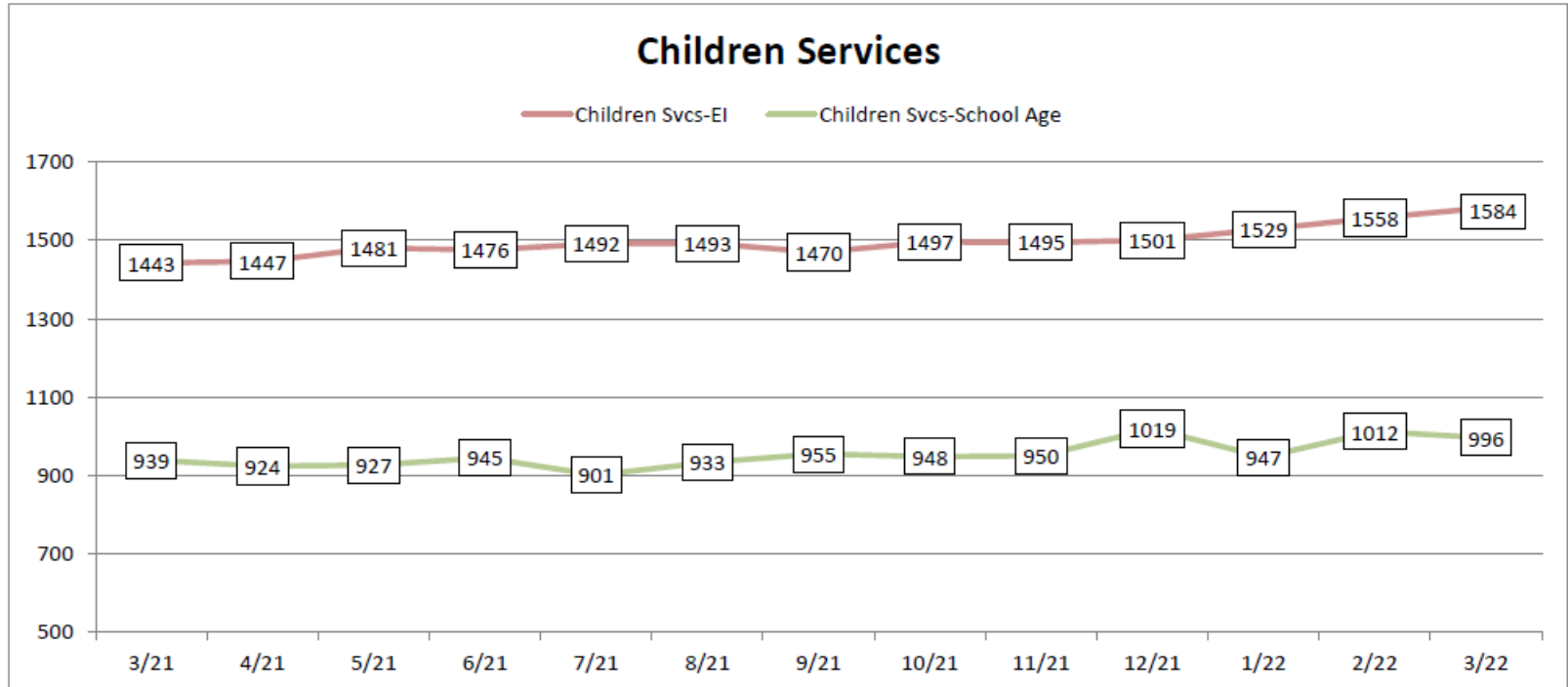
Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
Private Provider Transportation	1227	2580	+1353	Upward trend reflects what is currently happening in day programs. Increases are expected to continue as people return to day services and employment.
Contract Transportation (safety net)	193	202	+9	This count is expected to remain fairly stable. Use of safety net services will be variable and may be time-limited; these services are for individuals with high needs, without waiver funding or lack of a provider.

Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



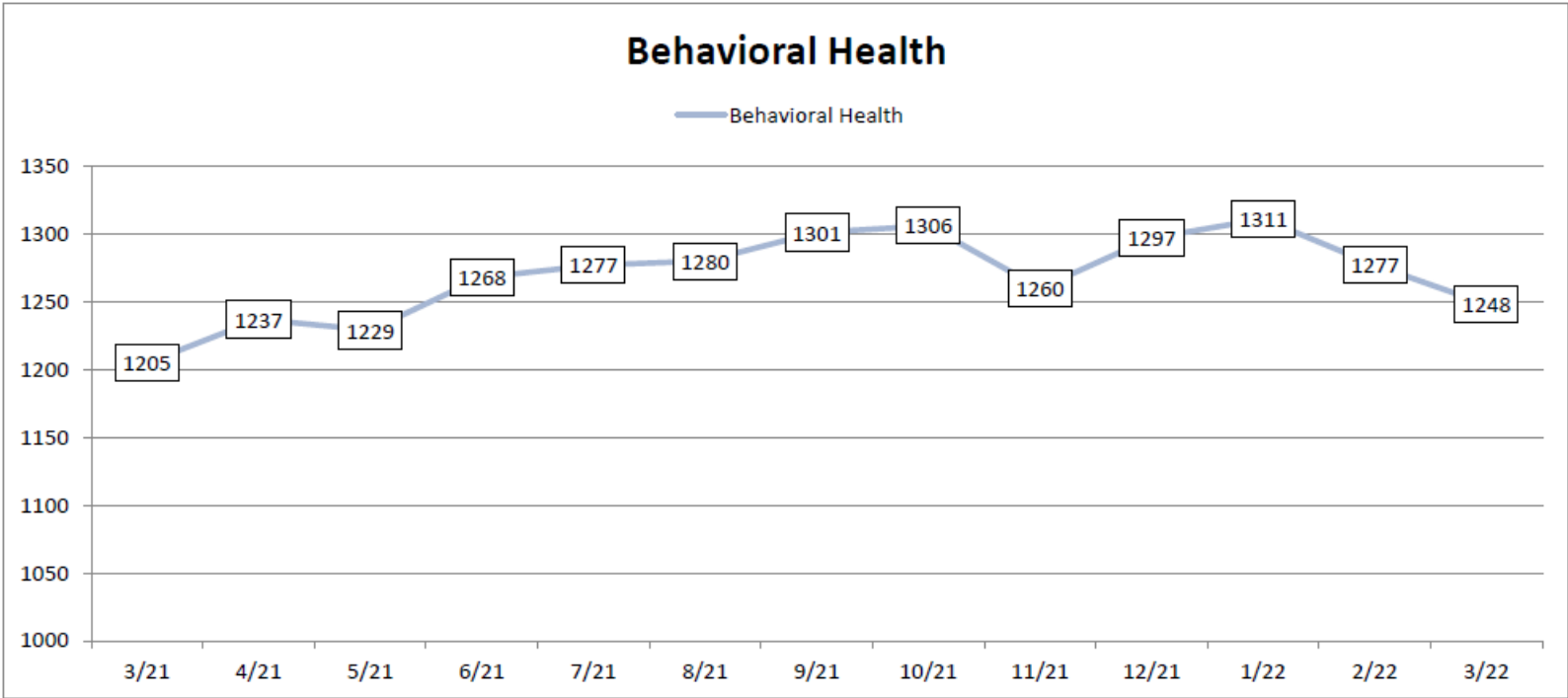
Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
Support Administration	5547	6187	+640	Increase reflects the addition of a new specialty team, Transition Support Administrators.
Family Supports	2230	2858	+628	This number is expected to continue to increase as people enroll in the 2022 program year.

Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



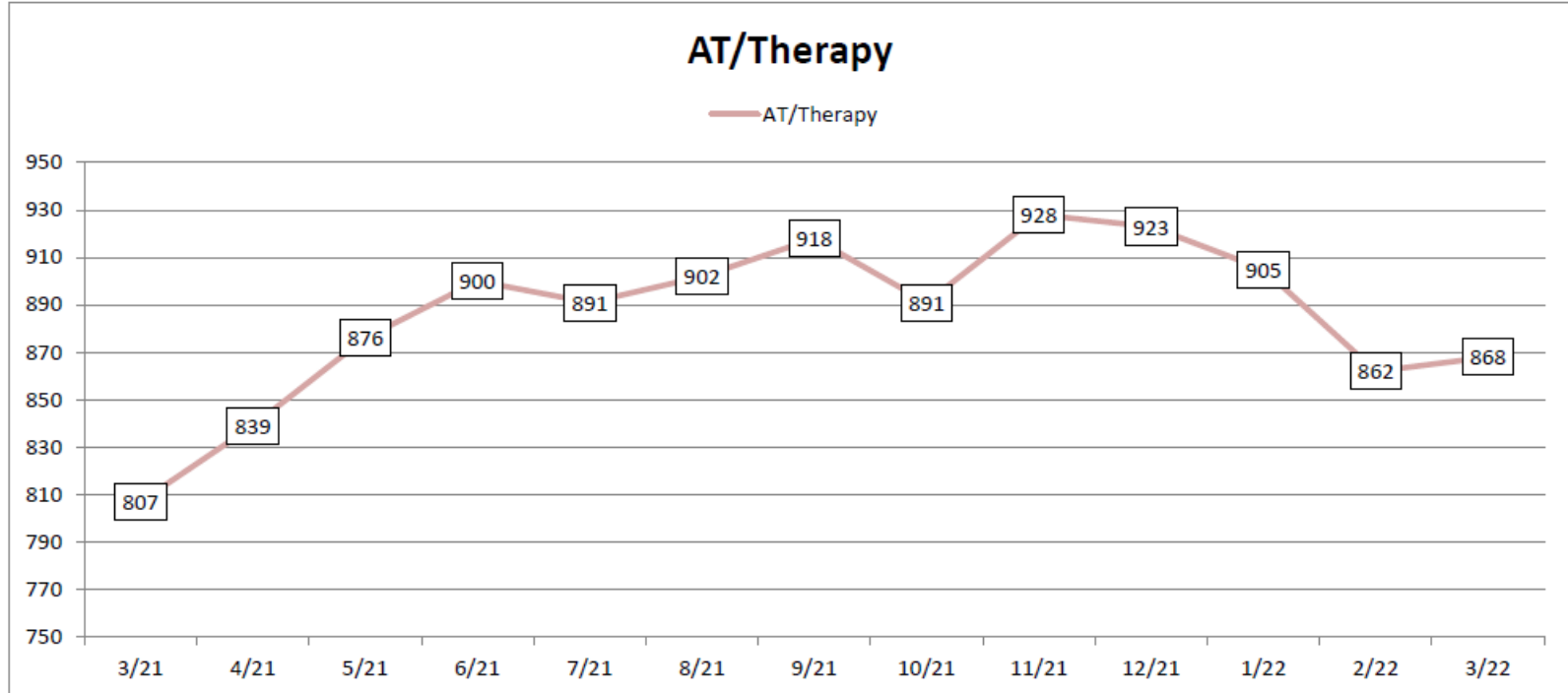
Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
Children’s Services (Early Intervention)	1443	1584	+141	Slight upward trend appears to be attributed to statewide outreach efforts for EI.
Children’s Services (School Age Supports)	939	996	+57	The past few months reflect normal fluctuations in activity.

Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
Behavioral Health (Psych, Nursing, Forensics, Behavioral Health)	1205	1248	+43	This trend reflects normal variations.

Status Report enrollment trends – variance from prior year  
(Individuals are counted in each area of service received)



Category	March 31, 2021	March 31, 2022	Variance vs prior year	Comments
AT/Therapy Services (OT/PT/SLP, Assist Tech)	807	868	+61	The overall annual upward trend is due to the resumption of activities related to home modifications and increased referrals from providers as COVID restrictions relaxed. Variations reflect normal fluctuation.

MAJOR UNUSUAL INCIDENTS - ABUSE, NEGLECT, AND MISAPPROPRIATION

March 31, 2022

Incidents Investigated 2022 (assigned 1/1/22 through 2/28/22)

Location		Abuse (physical, verbal, sexual)	Neglect	Misappropri- ation	Totals
		Residential Services	Investigated	14	17
	Substantiated	4	15	3	22
Community Employment	Investigated	0	0	0	0
	Substantiated	0	0	0	0
Family Setting	Investigated	5	0	3	8
	Substantiated	1	0	2	3
Community	Investigated	6	0	2	8
	Substantiated	3	0	1	4
Transportation (CCBDD, Private NMT, Contract Vendor)	Investigated	0	1	0	1
	Substantiated	0	1	0	1
Other (Individual's home not receiving HPC; incident at hospital/nursing home)	Investigated	4	0	8	12
	Substantiated	3	0	5	8
Private Day Programs	Investigated	3	2	0	5
	Substantiated	0	2	0	2
<b>Total Investigated</b>		<b>32</b>	<b>20</b>	<b>20</b>	<b>72</b>
<b>Total Substantiated</b>		<b>11</b>	<b>18</b>	<b>11</b>	<b>40</b>
<b>Percent Substantiated</b>		<b>34%</b>	<b>90%</b>	<b>55%</b>	<b>56%</b>

Substantiated Cases of Physical Abuse YTD: 5 Non-DD staff: 4  
DD staff: 1

Substantiated Cases of Physical Abuse Involving DD Staff (assigned through 2/28/22)	
Location	Resulting Action
1. Agency Provider (IO) 2022-018-0176	PPI suspended, later terminated as a result of the investigation. All remaining house staff retrained in client rights and specific behavioral interventions with individual. Corresponding Failure to Report MUI also substantiated with additional retraining for PPI in MUI reporting responsibilities.

