

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**July 22, 2024**

**I. Call to Order**

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:03 p.m. Other Board Members present included the following: Dave Hartman, Mark Gryskiewicz, Sandra Thomas Fain, Ann Salek, Lisa Dreaden, and Wayne Carroll (arrived at 5:07 p.m.).

Staff present included the following: Stacey Maleckar, Annie Finnerty, Shannon Lees, Diana Davis, Sabrina Johnson, Carey Bates, Tracey Lambdin, Patti Hetkey, Bobby Richards, Ed Dryer, and John Krebs.

Others present included the following: Keisha Thomas.

**II. General Session**

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Mission Statement Affirmation**

The Mission Statement was recited.

**C. Recognitions**

**1. Retirement – Sharon Horn**

Stacey Maleckar, Superintendent, read the Retirement Proclamation for Sharon Horn. Ms. Horn was not in attendance. Ms. Horn has been with the MCBDD for 39 years and was instrumental in developing the Safety Town Plus+ program, as well as the preschool program. She will be greatly missed. The Board wished Ms. Horn the very best in her upcoming retirement.

**D. Approval of Minutes**

**1. Approval of the Minutes from the Regular Board Meeting, June 24, 2024**

A Motion was made by Mr. Hartman, seconded by Mr. Gryskiewicz, to approve the Minutes from the Regular Board Meeting on June 24, 2024. Ms. Thomas Fain abstained. All others voted “yes.” The Motion was approved.

**E. Presentation**

Sabrina Johnson, Director of SSA, and Ed Dryer, Director of Community Supports, presented to the Board. Information regarding the following was shared:

- Definition of Assistive Technology vs. Remote Supports
- What has been done to increase the use of Remote Supports
- Where we are now in regard to increasing Remote Supports
- The MCBDD Lending Library: options and process
- The MCBDD Smart Home: items and visitors

- The Medina/Summit Tech Expo (9/26/24)
- Visible results regarding use of Assistive Tech and Remote Supports

Questions from the Board included the following topics:

Q: Who is reviewing this, legally?

A: The provider is responsible for implementation and training. Remote Supports are based on assessed need. SSAs are responsible for conducting Continuous Reviews, and if there was any kind of incident, the MUI process would be used to investigate and remedy.

Q: In light of the recent computer system failure, is there something in place for a backup to a remote monitoring system?

A: The Team for each individual will have backups in place.

Q: Have the schools been contacted about this option?

A: Yes; and a “Save the Date” has been sent to the schools for the Tech Expo.

Q: Is there first responder training for this?

A: Not currently; however, Ms. Maleckar is going to be meeting with representatives of local law enforcement to discuss first responder training. Most departments have a form that can be filled out when there is a person with a disability living in a home, but we would like to see a uniform form used across all law enforcement agencies.

Q: Are remote support communications between the individual and the provider encrypted?

A: Safeguards are in place by the manufacturer, as with any other system. In addition, because this is a waiver service, there are some other standards that must be met, by rule.

At this time, Mr. Olah stated that there will be an Executive Session at the end of the meeting for Personnel Matters.

Mr. Hartman requested a discussion regarding the article in the Gazette about grant money being used for the building that used to be the MCBDD bus garage. Mr. Olah called Point of Order and asked if the discussion could be moved to end of the Reports section of the Agenda. Mr. Hartman agreed.

#### **F. Old-Business**

There was no Old-Business.

#### **G. New Business**

##### **1. ProDoor & Security Door Replacements Resolution #24-24 (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Hartman, to approve Resolution #24-24 to authorize the Superintendent to accept the quotes with ProDoor & Security for door replacements – C11-C12-C13. The quotes for the scope of work shall not exceed: \$26,494.55. The main purpose of this project is to replace (3) exterior building doors (C11-C12-C13). This project is included in the Capital Improvements budget. The Motion was approved with a unanimous “yes” vote.

#### **H. Reports Review**

- Superintendent’s Report
  - Ms. Maleckar reviewed the Superintendent’s Report. Additional topics discussed included the following:
    - The Cost Projection Tool dashboard is now on the DODD website.

- The Momentum Refresh vehicle was used at the Taste of Wadsworth event and was very successful. It will also be used at the fair. We must book 6-8 weeks in advance.
- Since the ESC is not using the school side for ESY (extended school year) this year, we were able to make needed updates to the classrooms and restrooms.
- Financial Reports – Ms. Bates reviewed the following:
  - Revenue
    - \$50K – State Capital Grant.
    - \$11,115.20 – State Grant FY24 (law tech safety): used to purchase five phase 2 radios that go directly to dispatch and replace the old MARCS radios.
    - Donations: \$673.93 – from Ice Cream Social toward Special Events fund.
  - Expenditures
    - June was a two-pay month.
    - Travel includes the OACB Spring Conference & trainings: Operating - \$4,486.92 and Training - \$8,539.32.
    - Special Projects – provider support programs and DODD ARPA grant expenses.
    - Utilities – no electric paid in June (was paid July 1).
    - \$3,454.80 – blinds for school office (decreased payment due to grant money).
    - Match for five individuals in a developmental center.
    - No concerns.
  - Cash Balance
    - \$40.7M – fund balance.
  - Cash Flow
    - \$940,711.21 used of fund balance.
  - Voucher Report
    - Board Member questions were addressed.

**Voucher Report(s) & Resolution #25-24 (ACTION)**

A Motion was made by Mr. Carroll, seconded by Ms. Salek, to approve Resolution #25-24 to approve the Financial Reports for June, 2024. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
  - Ms. Maleckar stated there is nothing of significance to report.
- Personnel Control Report
  - Ms. Maleckar stated there is one vacancy in the Community Engagement Department.
- Quarterly Reports-The following quarterly reports were presented and questions addressed.
  - Contract Monitoring
  - Community Provider
  - Ombudsman
  - Fiscal Indicators – question raised regarding increase in percentage for MCBDD’s local match responsibility. Increase is due to the rate increase. Another increase occurred at the beginning of July.
  - Performance Outcomes – question raised regarding whether this report has led to anything that needs to be addressed in 2025. Ms. Maleckar stated it has not.

In regard to Mr. Hartman’s earlier question about the grant funds being used to renovate the building that used to be the MCBDD bus garage, Ms. Maleckar stated that that project is with MCA and we have nothing to do with it. Mr. Hartman’s concern stems from the way the article is worded and that it appears that the MCBDD is the one obtaining the grant funds. Ms. Bates stated that sometimes it’s the terminology used by the agency awarding the grant. Should the grant funds come to MCBDD by mistake, they would be returned to the sender. Ms. Bates assured Mr. Hartman that while the article may have been confusing, the grant documents will have the correct name. Mr. Carroll stated we need to keep our eye on the situation.

Mr. Carroll shared a disability pride flag used in his yard and stated it is a positive way to share info and start conversations about disability awareness.

Mr. Hartman gave kudos to Patti Hetkey for all the great articles in the Community Engagement section.

**III. Open Forum**

No speakers.

**IV. Executive Session**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Gryskiewicz, to enter into Executive Session for: Personal Matters. Business may be conducted after the Executive Session. The Board entered into Executive Session at 6:08 p.m. Ms. Davis was invited to attend the Executive Session. The Board exited the Executive Session at 6:40 p.m.

**V. General Session**

**A. New Business**

1. Superintendent Salary Increase Resolution #26-24 (ACTION)

A Motion was made by Ms. Salek, seconded by Ms. Thomas Fain, to approve Resolution #26-24 in regard to Ms. Maleckar’s salary increase, effective July 8, 2024. This increase is based on data obtained through a wage analysis conducted by HR Works and the 2024 OACB salary survey. The Motion was approved with a unanimous “yes” vote.

**VI. Adjournment**

A Motion was made by Mr. Hartman, seconded by Ms. Salek, to adjourn the meeting at 6:43 p.m. The Motion was approved with a unanimous “yes” vote.

**FOR APPROVAL**

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Board Chair  
Medina County Board of DD

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Board Secretary  
Medina County Board of DD