

# *Medina County*

## *Board of Developmental Disabilities*

*The Mission of the Medina County Board of Developmental Disabilities is to promote and empower individuals with developmental disabilities to live, learn, work, and socialize as citizens in the community.*



**October 28, 2024**

- **Regular Board Meeting: 5:00 p.m.**
- **Executive Session: 5:00 p.m.**  
(Approximately One Hour)
- **General Session: Immediately Following Executive Session**

*MCBDD Board Meetings will be held in Board Conference Rooms 1 & 2.*

*Attendees are requested to follow all posted safety guidelines.*

*Link to livestream available on [mcbdd.org/Events](https://mcbdd.org/Events) tab/Event Calendar*

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Agenda**  
**October 28, 2024**

**I. Call to Order (5:00 p.m.)**

**II. Executive Session (5:00 p.m.)**  
 (Approximately 1 Hour)

**III. General Session (Immediately Following Executive Session)**

**A. Pledge of Allegiance**

**B. Mission Statement Affirmation**

**C. Recognitions**

1. Retirement – Tobie Murat

**D. Approval of Minutes**

1. Approval of the Minutes from the Regular Board Meeting, September 23, 2024
2. Approval of the Minutes from the Special Board Meeting, October 7, 2024

**E. Presentation**

1. 2025-2027 Strategic Plan Draft

**F. Follow Up**

**G. Discussion Items**

1. 2025 Budget Changes

**H. Old Business - No Old Business**

**I. New Business**

1. 2025 Budget Allocation Resolution #32-24 (ACTION)
2. Non-Federal Share of Medicaid Expenditures Resolution #33-24 (ACTION)
3. 2024 Medina County Sheltered Industries, Inc. Contract Amendment Resolution #34-24 (ACTION)
4. Gym Bleacher Replacement Proposal Resolution #35-24 (ACTION)
5. Abolishment and Creation of Position Resolution #36-24 (ACTION)
6. Appropriation Transfer Resolution #37-24 (ACTION)
7. Appropriation Transfer Resolution #38-24 (ACTION)
8. Excess Property Resolution #39-24 (ACTION)
9. OACB Delegate Assembly Representative and Alternate Resolution #40-24 (ACTION)
9. Policy Review and Approval (ACTION)

**J. Reports Review**

- a. Superintendent's Report
- b. Financial Reports:
  - Revenue
  - Expenditures
  - Cash Balance
  - Cash Flow
  - Voucher Report
- c. Acceptance of Financial Reports Resolution #41-24 (ACTION)
- d. Enrollee Statistics Report
- e. Personnel Control Report
- f. Focus Area 3 Dashboard
- g. Quarterly Reports

**IV. Open Forum (Board Policy Ch. 2, Sec. 4 E)**

- The Board maintains discretion to hold an Open Forum
- Five (5) minutes allotted per speaker
- Forty-five (45) minutes, total of (9) speakers

**V. Adjournment**

**The next Regular Board Meeting is scheduled for November 18, 2024**

*The mission of the Medina County Board of Developmental Disabilities is to promote and empower individuals with developmental disabilities to live, learn, work and socialize as citizens in the community.*

# Recognition

## No Attachment

# Meeting Minutes

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**September 23, 2024**

**I. Call to Order**

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:06 p.m. Other Board Members present included the following: Mark Gryskiewicz, Sandra Thomas Fain, Ann Salek, and Wayne Carroll. Dave Hartman and Lisa Dreaden were absent (excused).

Staff present included the following: Stacey Maleckar, Shannon Lees, Diana Davis, Carey Bates, Tracey Lambdin, Patti Hetkey, Bobby Richards, Ed Dryer, Marie Friss, John Krebs, Molly Usner, and Nicole Richter.

Others present included the following: Josh Seeley, Troy Seeley, Pamela Wilson, Tom Wilson, Cheryl Wilson, Betty Olah, Patrick Olah, Christina Rouse, Autumn Ridler, Trish Walker (virtual), Keisha Thomas, Laurie VanGilder, Dalibor Dikic, and Brett Slanta.

**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. Direct Support Professionals**

Mr. Olah read the Direct Support Professionals Letter of Recognition and Support to recognize the over 800 DSPs in Medina County.

**2. Leadership Academy**

Nicole Richter, Training and Compliance Specialist, gave a brief history of the Leadership Academy, initiated in 2023: this is the second graduating class. Each candidate who was present (Josh Seeley and Pamela Wilson) received a plaque, presented by Board President, Andy Olah. Trish Walker was present virtually and Katie Blessing was not in attendance (they will receive their plaques at a later date). Ms. Richter stated that one of last year's Leadership Academy graduates, Adina Kolar, is in the process of applying for a MCBDD Board Member seat. Ms. Richter thanked the Board for their support of this program. Molly Usner, Community Resource Coordinator, was also introduced as she and Ms. Richter work together on this program. Superintendent, Ms. Maleckar, stated that Ms. Richter and Ms. Usner will be presenting at the 2024 OACB Annual Convention in December.

## **D. Approval of Minutes**

### **1. Approval of the Minutes from the Regular Board Meeting, July 22, 2024**

A Motion was made by Ms. Salek, seconded by Mr. Carroll, to approve the Minutes from the Regular Board Meeting on July 22, 2024. The Motion was approved with a unanimous “yes” vote.

## **E. Follow Up**

### **1. First Responder Training in Regard to Remote Supports**

Ms. Maleckar, stated that Ms. Richter, and Mr. Dryer have been working with the First Responders. We have a draft of an information form to use across the county. We will help get it out to families and then provide to dispatch. Ms. Maleckar stated that we have had great cooperation on this endeavor. Mr. Carroll requested that the information forms go to ICF agencies also. Mr. Olah talked about the ROTH ID tag for individuals with special needs; it can be used in the event of an accident or other emergency situation.

## **F. Old-Business**

There was no Old-Business.

## **G. New Business**

### **1. Excess Property Resolution #27-24 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Gryskiewicz, to approve Resolution #27-24 to declare the requested items as excess property and unusable by the Medina County Board of Developmental Disabilities. The Motion was approved with a unanimous “yes” vote.

### **2. Appropriation Transfer Resolution #28-24 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Carroll, to approve Resolution #28-24 to authorize the Medina County Auditor to make the following appropriation transfer: \$90,000.00 from Transportation Local Contract Services to Local Medicaid Match to cover expenses associated with Local Medicaid Match for the remainder of 2024. The Motion was approved with a unanimous “yes” vote.

### **3. Legacy Roofing Resolution #29-24 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Gryskiewicz, to approve Resolution #29-24 to authorize the Superintendent to accept the scope of work for a proposal with Legacy Roofing Services for the following services: Remove and replace gutters on the south end of building and extend downspouts with slope of roof to gutters to control water drainage. The cost for the scope of work and any elected options shall not exceed \$60,840.00. Mr. Carroll asked if this was due to there being damage to the roof. Mr. Richards stated it is not. Mr. Gryskiewicz asked if we have used this company before. Mr. Richards stated we have and were very impressed with their work. 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:
    - Two contract renewals: MCH/MCL IV and the County Bus Garage.

- Jennie Petrarca is the new Director of SSA. She is from Summit County DD and will be stopping in soon for informal meet and greet sessions.
- Amy Smith, Special Olympics Coordinator, was nominated for Special Olympics Coordinator of the State. While she did not win, it is quite an honor and we are very proud of her accomplishment!
- The Windfall Industries Halloween Dance is scheduled on Friday, 10/25, in the gym.
- Financial Reports – Ms. Bates stated that the 2025 Budget Draft information has been disseminated to the Board. The 2025 Budget Draft Review Meeting is scheduled for 10/7, at 4:30 p.m. Ms. Bates reviewed the following:

#### July

- Revenue
  - \$6,731.92 – 2<sup>nd</sup> quarter 2024 Sales Tax.
  - \$1,495.00 – Shred Day donations, for Donor Scholarship Fund.
- Expenditures
  - Insurance Renewals - Pollution and Cyber (no increase for Cyber Insurance).
  - Special Projects – Provider Support Program & DODD ARPA Expense.
  - Equipment – Computer/iPad replacement and network switches.
  - Medicaid Match – Five individuals in a developmental center.
- Cash Balance
  - \$39.5M – fund balance.
- Cash Flow
  - \$1,075,874.00 use of fund balance.
- Voucher Report
  - Board Member questions were addressed.

#### August

- Revenue
  - \$10,778.00 – Keeping Families Together (KFT) Grant reimbursement (Summit DD) MSY respite.
  - \$21,750.00 – FY25 KFT Grant.
  - ODE Subsidy – August #1 received (usually get two).
  - No concerns.
- Expenditures
  - \$90,832.00 – Q4FY24 Admin. fee.
  - Special Projects – Provider Support programs including DODD ARPA Grant expense.
  - Capital – Concrete sidewalk replacement, classroom flooring, south cooling tower, school classroom restroom partition improvement, school lockers.
  - Medicaid Match – Five individuals in a developmental center; \$1.3M – FY24 Supplemental Waiver; \$1.8M – FY25Q1 match.
- Cash Balance
  - \$35M – fund balance.
- Cash Flow
  - \$4.3M used of fund balance. \$3M YTD use of fund balance.



- Voucher Report
  - Board Member questions were addressed.

### **Approval of Financial Reports Resolution #30-24 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Gryskiewicz, to approve Resolution #30-24 to approve the Financial Reports for July and August, 2024. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
  - Ms. Maleckar stated there are no concerns.
- Personnel Control Report
  - Ms. Maleckar stated there is one vacancy in the Education Department (Intervention Specialist) and there will be a new teacher starting in October.
- Action Plan Dashboard
  - Highlights noted. We are on target.

### **III. Open Forum**

Betty Olah: Ms. Olah asked what the four sites are that are listed in the dashboard report in regard to the DSP U and how they were chosen. Ms. Maleckar did not have information on what all the sites are, but stated that it was opened up to providers.

### **IV. Executive Session**

No Executive Session was held.

### **V. Adjournment**

A Motion was made by Ms. Salek, seconded by Mr. Gryskiewicz, to adjourn the meeting at 5:48 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

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
SPECIAL BOARD MEETING/2025 BUDGET DRAFT REVIEW  
MEETING MINUTES  
October 7, 2024**

**I. Call to Order**

The Special Board Meeting/2025 Budget Draft Review was called to order by Board Vice President, Mark Gryskiewicz, at 4:58 p.m. Other Board Members present included Dave Hartman, Wayne Carroll, and Andy Olah. Sandra Thomas Fain, Ann Salek, and Lisa Dreaden were excused.

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

**II. General Session**

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Mission Statement Affirmation**

The Mission Statement was recited.

**C. New Business**

**1. Appropriation Transfer Resolution #31-24**

A Motion was made by Mr. Olah, seconded by Mr. Carroll, to approve Resolution #31-24 to authorize the Medina County Auditor to make the following appropriation transfers: \$28,000.00 from Community Supports Special Projects to Local Medicaid Match. The purpose of this transfer is to cover expenses associated with Local Medicaid Match for the remainder of 2024. The transfer from September included the wrong projected numbers related to DC match costs, therefore this additional amount is needed. The Motion was approved with a unanimous “yes” vote.

**D. 2025 Budget Draft Presentation**

Ms. Bates gave a PowerPoint presentation for the 2025 Budget Draft to the Board. (see Attachment) The following are notes/questions/comments/discussion from the Board.

**Additional Notes (N), Questions (Q), Comments (C), and Discussion (D):**

- N: The Strategic Plan is taken into consideration during the budgeting process.
- N: Upcoming retirements are included in the budget.
- N: Preschool need will be evaluated each year.
- D: Discussed the one position in Transportation in relation to the county bus garage.

**Transfer/Reserve**

- Q: Why don't we retain the full amount in the CI Reserve account?
- A: The amount maintained in CI Reserve was from a one-time transfer back in 2020. It was decided at that time that the CI reserve would be spent down based on each year's CI budget based on the 10-year CI plan. We do not need to maintain the max in the Capital Fund as the cost of our 10-year CI plan does not support this amount.
- Q: Why haven't there been any CAP Housing projects over the past couple years?
- A: In order for CAP funds to be used, there must be a need and there must be individuals ready to move into the property. There is the possibility of a CAP project in 2025 for a multi-system youth respite home.

Administration

C: Recommendation made to lease more of our equipment rather than purchasing. It may be more cost effective and allow us to always have updated equipment. Ms. Bates stated we will look into this with the rising cost of some equipment such as copiers.

School

C: Request was made for a listing of how many students are in each grade. This will be provided to the Board at the October Board Meeting.

Q: Are preschool-age children assigned an SSA?

A: Yes, if on a waiver. If not, they are assigned to Information & Referral and are able to reach out at any time should a need arise.

Community Supports

C: Recommendation made to provide counseling for individuals and families or contract with an agency that can provide this service. This is an identified need.

A: Ms. Maleckar stated this is on our radar and we are looking into how to meet this need.

SSA

Q: Why is training money given to certain staff? What are the criteria? Is it a conversation held with the staff member or how is the need identified?

A: The need or desire for additional training is identified through succession planning, performance evaluations, and/or conversations.

Operations

Q: Did someone look into solar power for the agency?

A: Yes, it was not cost effective at this time.

Capital Improvements

Q: Do the gym bleachers really need to be replaced?

A: Yes. It was identified in a risk assessment that was completed. The bleachers are very old and are manually controlled. We would like to get new, electronic bleachers that are also ADA compliant.

Community Residential/Local Funding

Q: How much is FSS utilized?

A: Ms. Bates was not able to provide specifics on this; however, she stated that the amount varies from family to family. There is an established co-pay for the families.

Waiver Services & Match by Fiscal Year Graph

Q: Is there a plan for when the match costs exceed what county boards can afford to pay?

A: The state is looking at a “stop gap.” This involves a complicated formula.

10-Year Projections

N: Reviewed levy cycle and timeline for deficit spending.

**III. Adjournment**

Motion was made by Mr. Olah, seconded by Mr. Hartman, to adjourn the meeting at 6:09 p.m. The Motion passed with a unanimous “yes” vote.

**FOR APPROVAL**

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Board Chair  
Medina County Board of DD



## What We Will Learn

- *Strategic Plan and Budgeting*
- *Levy Info*
- *Budget Narrative*
- *Transfers/Reserve*
- *Department Budgets*
- *Waivers/Match*
- *Projections*
- *Next Steps*

*Board Member Role per ORC 5126.05: Adopt a budget and authorize expenditures.*



## Strategic Plan and Budgeting

*Focus Area One – Thriving Workforce*

- *OADSP Curriculum*
- *DSP-U Internship grants*
- *DSP Retention & Recruitment grants*
- *Red Cross certification/Med Pass classes*
- *Success Coach program*
- *DSP appreciation events*
- *Internal culture initiatives*
- *Internal Leadership training opportunities*

*Focus Area One – Thriving Workforce*

*Focus Area Two – Community Partnerships*

*Focus Area Three – Wellbeing*

Total budget costs for all Strategic Plan focus areas: \$368,150



## Strategic Plan and Budgeting

*Focus Area Two – Community Partnerships*

- *People Together Partnership with Society*
- *Employment Collaborative*
- *Community Inclusion & Accessibility Projects*

*Focus Area Three – Wellbeing*

- *We Thrive Together*
- *Advocacy opportunities & collaboration*
- *Technology utilization expansion*
- *Toddler Playgroup*

*2025 Strategic Plan budget totals: \$368,150*

*Focus Area One – Thriving Workforce*

*Focus Area Two – Community Partnerships*

*Focus Area Three – Wellbeing*

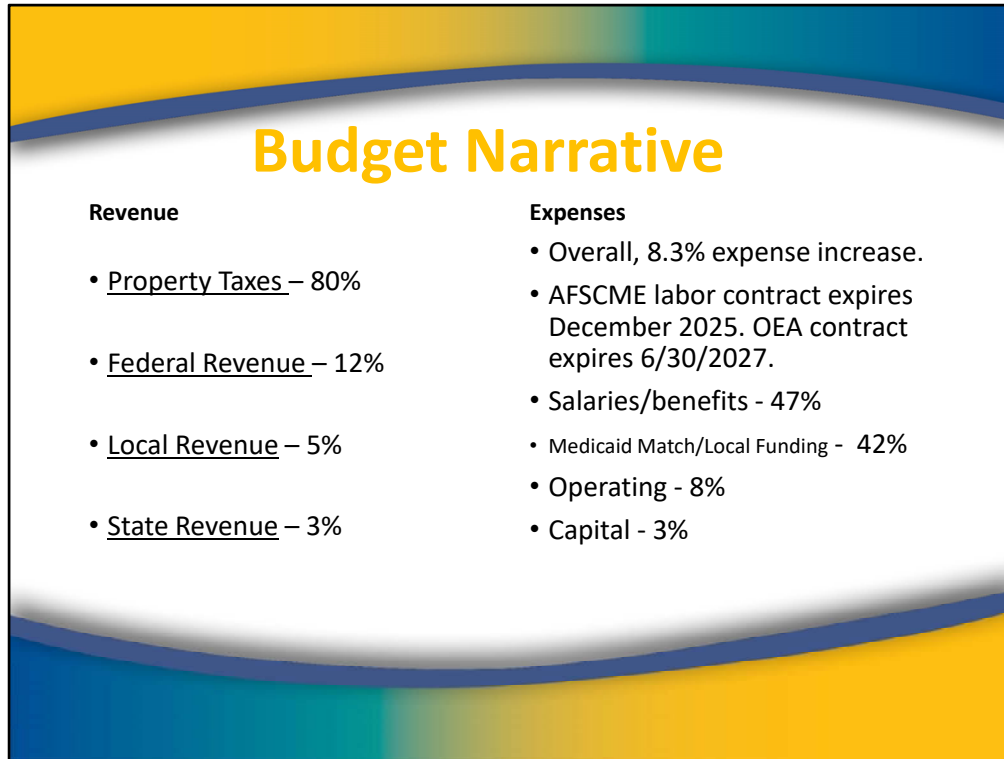
Total budget costs for all Strategic Plan focus areas: \$368,150



## Levy

MCBDD Levies							
Last Voted	Type of Levy	Number of Years	First Tax Year First/Last	Collected Year First/ Last	Full Millage	Effective Millage	Appealed Values Tax Year 2023 Collected 2024
2012	Replacement	Continuing	2012	2013	1.90	1.40	\$ 9,807,500
2000	Replacement	Continuing	2000	2001	1.00	0.58	\$ 4,208,900
2010, 2019	Replacement/ Renewal	10 Years	2010/2020	2021/2030	1.12	0.82	\$ 5,781,300
							\$ 19,797,700

- This information comes from the County Auditor – Schedule B – and is for 2024 data.
- Using appealed values per recommendation from Auditor’s office
- 2025 Medicaid Match and State Admin Fee expenses = \$10.451M (**51%** of our levy dollars collected)
- 2025 Levy revenue is **80%** of all revenue received



Key/Important points of narrative.

**REVENUE:**

- Property Taxes – Based on Auditor’s Schedule B.
- Federal:
  - 1 match reconciliation (FY23), 1 cost report settlement (CY22) – timing depends on DODD audits
  - TCM
  - Waiver reimbursement – DODD has allowed CB’s to continue to be a provider of service and bill for Transit contracts.
  - MAC – billed for 18 staff. 35% of staff salaries/benefits reimbursed for Medicaid Administrative activities. Was previously averaging 31%.
  - Title XX – billed for EI services
- Local:
  - General Reimbursements – School tuition (now at 100% of direct care costs), EI contract, county garage management
  - Other – auction (asset disposal), scrap, school lunch accounts.
  - Rent – Midwest lease of workshop floor
- State:
  - Grants – State – RAP, Governor’s Safety grant – not including capital housing pass-thru money so as not to overinflate revenue
  - ODE Subsidy – fluctuates with attendees.

**EXPENSES:**

- **Increase is attributed to increase in match (\$8M to \$10M)**
- The AFSCME labor contract expires December 2025. Negotiations will start mid-year. The OEA labor contract expires in 6/30/2027
- Salary/benefit increases for 2025 are estimated to average approximately 2%. There is one new position budgeted for an SSA.
- **Beginning of prior levy cycle 2011 – salary/benefits made up 86% of entire budget, Medicaid match was 12%**
- **Beginning of last levy cycle 2019 – salary/benefits made up 63% of the entire budget, Medicaid match was 24%**

## Transfers/Reserve

- **Capital Improvement Account** – The maximum allowed by law is 25% of the replacement value of all capital facilities and equipment.
  - For CY2025, the capital reserve amount is \$1,467,357.
  - Projected 2024 CI cash balance: \$4,455,761.
  - Max CI cash allowed: \$6,362,263.
- **General Fund Reserve** – The maximum allowed by law is 40% of the prior year expenses.
  - For CY2025, the general fund reserve amount is \$9,528,651.
- **Transfers** – There are no cash transfers budgeted in 2025.

Capital Fund Account/reserve –The replacement value, which is based on the property insurance replacement cost for all buildings and contents, is \$25,449,052. 25% of this value is \$6,362,263 (total CI fund cannot exceed this, Projected CY24 total CI balance \$4,455,761). **This value was re-assessed in 2023.**

General Fund Reserve – 2024 PROJECTED General Fund YTD expenses for MCBDD is estimated at \$23,821,628. 40% of this amount is \$9,528,651. Per the 10-year projection report the amount appropriated to the general fund reserve in 2031 will need to be reduced. **Once the 2024 books are closed, this appropriated amount will be revised as needed.**

- No transfers needed in 2025.

## Administration

<p><b>Expenses for these divisions:</b></p> <ul style="list-style-type: none"> <li>• Superintendent/General Administration</li> <li>• Human Resources</li> <li>• Community Relations</li> <li>• Business Office</li> <li>• Records</li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 5.5% increase.</li> <li>• Advertising</li> <li>• Travel/Training</li> <li>• Contract Services</li> <li>• Special Projects</li> <li>• Equipment</li> </ul>
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OPERS pickup for Superintendent (approved in late 2023, not in 2024 budget).

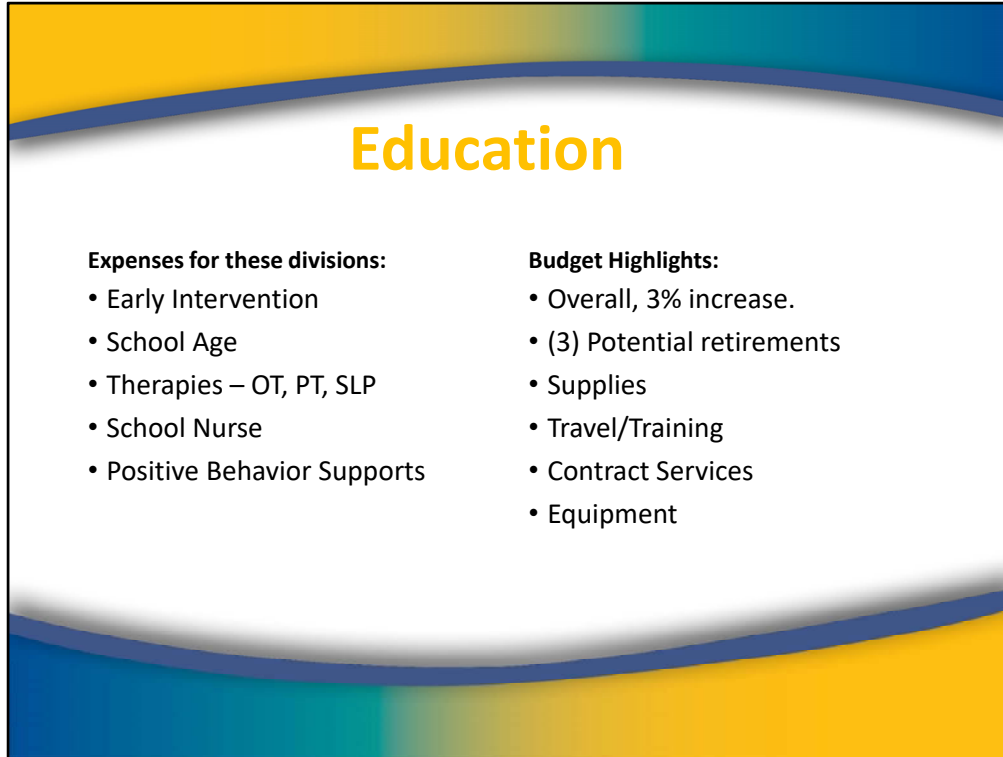
Advertising increased 4% due to two new advertising opportunities for 2025.

Travel/Training increased (18%) which includes additional staff and management training, Leadership Medina program costs.

Contract services decreased (4.8%) due to removal of Strategic plan renewal money (not used in 2024)

Special Projects – Moved money to Community Supports for community inclusion and partnership projects. Expenses are not “administrative” in nature so just aligning cost with appropriate dept.

Equipment – increased due to commercial shredder needing to be replaced (\$2k). The rest is computer replacements.



**Education**

<p><b>Expenses for these divisions:</b></p> <ul style="list-style-type: none"> <li>• Early Intervention</li> <li>• School Age</li> <li>• Therapies – OT, PT, SLP</li> <li>• School Nurse</li> <li>• Positive Behavior Supports</li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 3% increase.</li> <li>• (3) Potential retirements</li> <li>• Supplies</li> <li>• Travel/Training</li> <li>• Contract Services</li> <li>• Equipment</li> </ul>
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Overall increase is due to the cost of school age supplies and equipment needed with transition from preschool services to all SA.

(3) Potential retirements included: EI Coordinator (being filled 2024), Teacher, Teacher asst

Supplies increased by 55% - needs and inflation. Items <\$500 in cost.

Travel/Training increased by 17%. Does include professional development training for Director and Assistant Director.

Contract Services decreased by 2% due to the removal of LLA PTA services (no longer needed with SA only students). \*May be revised again to adjust SLP hours.

Equipment increased by 47% which includes for tech plan replacement equipment costs (staff equipment as well as iPads for the classrooms). Also includes (2) interactive projection screens or (1) Tap-It device which were previously covered by grant dollars.

## Transportation

<p><b>Expenses for these divisions:</b></p> <ul style="list-style-type: none"> <li>• Transportation</li> <li>• Agency vehicles maintained by the end of 2024: 12             <ul style="list-style-type: none"> <li>• 7 passenger/school</li> <li>• 2 maintenance trucks with snowplows</li> <li>• 3 tractor/zero turn/UTV</li> </ul> </li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 1% increase.</li> <li>• Vehicle Insurance</li> <li>• Gasoline</li> <li>• Contract Services</li> </ul>
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1 staff in Transportation

Main reason for increase is insurance increased by 11% - overall vehicle insurance has increased. Plus standard increase to benefits.

Gasoline decreased due to reduction in fleet and usage of vehicles. Starting in CY24, gasoline will now be split between Transportation (fleet vehicles) and Operations (vehicles/equipment).

Contract Services decreased by 20% which less needs (towing, physicals, driver testing)

## Community Supports

<p><b>Expenses for these divisions:</b></p> <ul style="list-style-type: none"> <li>• Community Supports             <ul style="list-style-type: none"> <li>• Self-Advocacy</li> <li>• Provider/Family Relations</li> <li>• Quality Assurance</li> <li>• Training/Compliance</li> <li>• Health Services</li> <li>• Assistive Technology</li> </ul> </li> <li>• Community Employment             <ul style="list-style-type: none"> <li>• Employment Navigation</li> <li>• Economic Development</li> </ul> </li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 6% <u>decrease</u>.</li> <li>• (1) Potential retirement</li> <li>• Unemployment</li> <li>• Contract Services</li> <li>• Special Projects</li> <li>• Other Expenses</li> <li>• Equipment</li> </ul>
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### (1) Potential retirement

Unemployment – In 2024, there were additional dollars budgeted for Community Employment services due to transition of service to private providers (additional \$54.4k). This was reduced 97% to typical cost.

Contract services (decreased by 21%) includes:

- Med-pass certification classes through Nursing Navigators (increased 8% due to need-additional classes).
- People Together Partnership with the Society – increased program costs.
- Background checks for providers have increased.
- Continued support of \$33k for Success Coach program (reduced from \$60k ERN program) and We Thrive Together

Special Projects (decreased by 40%)–

- Provider support programs at \$97k – previously \$154k (plus ARPA grant funds of \$200k – DSP retention bonus, DSP-U internships, OADSP license, Frontline supv training, Community Inclusion projects (moved from CR), Transition programs, NMT project, and Advocate events (improvaneers)
- Added Community Accessibility projects this year - \$116,350 – universal changing table projects, Momentum refresh contract, contingency accessibility projects.

Other Expenses –increased cost for FA/CPR classes.

Equipment - (3) replacement desks and tech plan replacement equipment



**SSA**

<p><b>Expenses for these divisions:</b></p> <ul style="list-style-type: none"> <li>• Eligibility</li> <li>• SSA</li> <li>• Investigative Agent/MUI</li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 1% increase.</li> <li>• Positions</li> <li>• (4) Potential retirements</li> <li>• Supplies</li> <li>• Travel/Training</li> <li>• Contract Services</li> <li>• Equipment</li> </ul>
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One new SSA position budgeted for 2025.

(4) Potential Retirements

**The SSA budget is mostly made up of salaries and benefits (96%).**

Supplies – increased by 20% for office supplies/postage and catering for meetings/trainings.

Travel/Training – increased by 16% for training that is occurring for managers to create a mentor program, as well as leadership training for various staff.

Contract Services – NEON – QARN, Provider Compliance reviews, back-up MUI services (added in 2023) and ASD/ORD health insurance navigation consultant services - \$41,002 (5% incr included – rates not changed in a couple of years.). Received contract after budget draft and rates were not increased for 2025.

- Home Modification Assessments (OT/PT) with LLA

- Provider will complete assessment and consultation services to individuals, ISP Teams, and the Board in the area of home modification processes upon request.

- Home Modification Consultations (for large projects)

Equipment – tech plan replacement equipment and equipment for new SSA plus **\$15k for new copier** that is needed.



Supplies – Increased 24% for increased need in computer supplies (laptop battery replacements) and increase cost of cleaning supplies, salt, general equipment/tools/furniture replacement agency-wide (inflation costs).

Materials – Increased due to increased need of materials and cost of goods sold. Performing repairs and updates in-house.

**Utilities:**

- Electric – current OSC rate plan expires 6/30/25. Looking to renew with OSC again.
- Gas - current rate contract (Constellation) goes through 3/31/2025. Looking to enroll with OSC plan.
- Water/sewer – rates do increase annually – no control over rates set by the county
- Trash - Current OSC agreement was renewed 7/1/2024 at the same rates as was in the prior 3-year agreement.
- Telephone - The current agreement with FirstComm for our VOIP telephone services ends 4/30/2025. We are looking to review our options moving forward but may just continue month-to-month. We are not looking to change the telephone system.

Equipment – decreased by 35% - mostly IT equipment and some operations contingency.

## Dietary

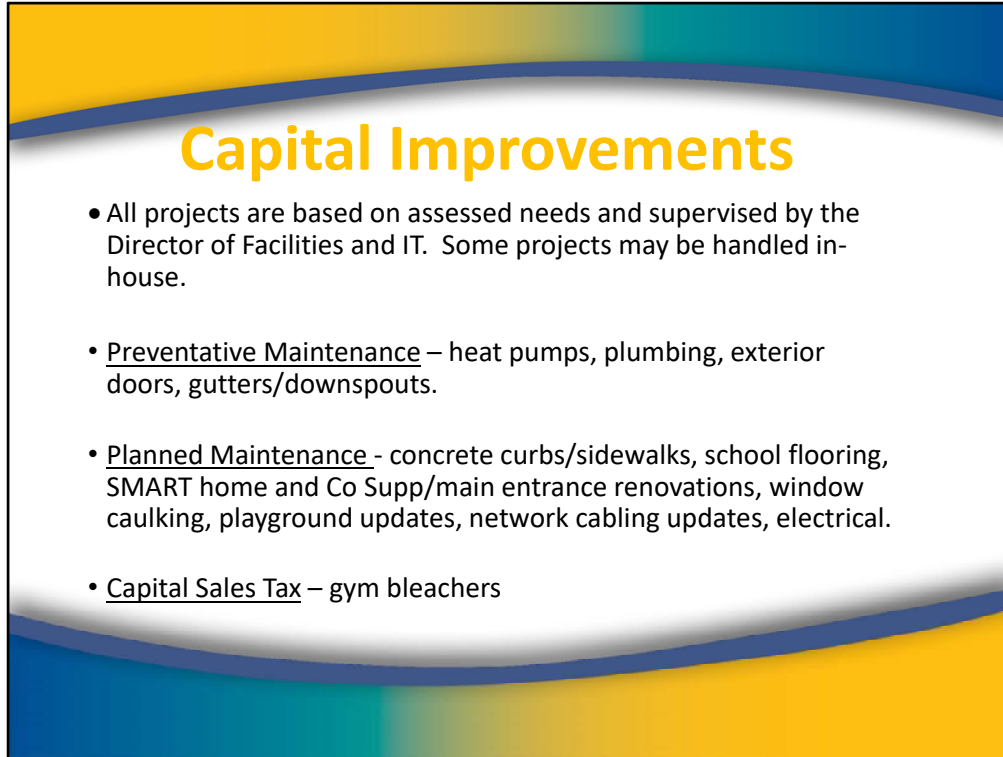
<p><b>Expenses for these divisions:</b></p> <ul style="list-style-type: none"> <li>• Dietary             <ul style="list-style-type: none"> <li>• National School Lunch program</li> <li>• General agency catering (meetings and presentations)</li> </ul> </li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 5% increase. 2% <u>decrease</u> without equipment.</li> <li>• Supplies</li> <li>• Contract Services</li> <li>• Equipment</li> </ul>
--	--

Supplies decreased by 2% now that we are using contract food for school lunch program.

Contract Services – 12% increase mainly for budgeted increase to contracted school lunch meals through SNAP Gourmet (\$21k).

Dietary – Equipment –Included \$10k for refrigerator pass-thru replacement that is needed. If grants are available they will be pursued.

**The equipment is the main reason for the increase to the Dietary budget. Without it, it is a 2% decrease.**



## Capital Improvements

- All projects are based on assessed needs and supervised by the Director of Facilities and IT. Some projects may be handled in-house.
- Preventative Maintenance – heat pumps, plumbing, exterior doors, gutters/downspouts.
- Planned Maintenance - concrete curbs/sidewalks, school flooring, SMART home and Co Supp/main entrance renovations, window caulking, playground updates, network cabling updates, electrical.
- Capital Sales Tax – gym bleachers

NOTES:

- Gym bleachers– replace and upgrade gym bleachers – for safety and ADA standards (cut-outs for wheelchairs) – Split between Sales Tax and Capital funds.

## Technology

<p><b>Expenses include:</b></p> <ul style="list-style-type: none"> <li>• Hardware</li> <li>• Software</li> <li>• Subscriptions &amp; Maintenance plans (licensing, etc.)</li> <li>• Equipment Replacement Schedule includes iPads, scanners, printers, and copiers.</li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• Overall, 11% increase.</li> <li>• Replacement Schedule</li> <li>• Software</li> <li>• Equipment</li> </ul>
--	--

The overall technology budget increased by 11% from 2024. **This is mainly due to the large scale of replacement computers/lpads that is needed as well as \$15k copier for SSA.**

**Replacement Schedule:**

- The replacement schedule has been and will continue to be mapped out for the next two years to help the department with budgeting and device assessments.

**Software:**

- A majority of agency-wide software falls under Technology in the Operations budget. In some cases, software in other departmental budgets is also managed by the IT Department. This helps with tracking renewals and tracking who has the software license.
- Software and licensing prices are reviewed upon renewal time. The IT Department has found it to be advantageous to sometimes do a multi-year (typically 3 year) renewals for a cost savings.

**Equipment – Overall, increase by 63% from 2024 due to replacement cycle and copier. Will look into possibility of leasing computers and/or copiers.**

## Community Residential/Local Funding

<p><b>Expenses include:</b></p> <ul style="list-style-type: none"> <li>• Medicaid Waiver Match/Fees</li> <li>• Locally funded day services, employment, NMT</li> <li>• Supported Living</li> <li>• Family Support Services</li> <li>• Summer Supports (Camperships)</li> <li>• ICAT</li> <li>• Rental Assistance Program (RAP)</li> <li>• Capital Housing Project</li> </ul>	<p><b>Budget Highlights:</b></p> <ul style="list-style-type: none"> <li>• This budget makes up <b>42%</b> of the entire agency budget.</li> <li>• Medicaid Match – 84% of this budget, increased 23% from 2024.</li> <li>• Locally funded ADS, NMT, IES services – 7% of this budget.</li> <li>• Summer Supports</li> <li>• MSY – services &amp; housing</li> </ul>
--	---

**The most recently past State budget made for the largest investment in the history of Ohio's DD community.**

**Medicaid Waiver Match** - is based on services authorized in individual service plans for individuals currently on an IO, Level One, or SELF Waiver, in addition to any new waivers we expect to enroll in the upcoming year.

- **CY2025 Projected New Waivers**

IO – 24

Level One – 20

**Locally Funded Services** – includes facility based, NMT and Community Employment. 7% of this budget.

**Summer Supports –**

2023 Spent – Adult - \$600, Child- \$13,113

2024 YTD Spent – Adult - \$3,375, Child - \$15,585 – Happy to see the increase in usage for both adults and children (post-COVID)

**MSY Youth respite** - for BCBA/RBT services – utilizing KFT grant funds where appropriate.

**Capital Housing projects - 2025 is for the potential development of a MSY respite home.**

Budgeted to support the development of housing with DODD Capital Housing funds. This is pass-thru money.

**Supported Living** – budget adjusted for waiver rate increases – this is 100% local funds.

**Family First ICAT**

**Administrative Fee** During the Ohio State budget process for FY24-FY25, there were

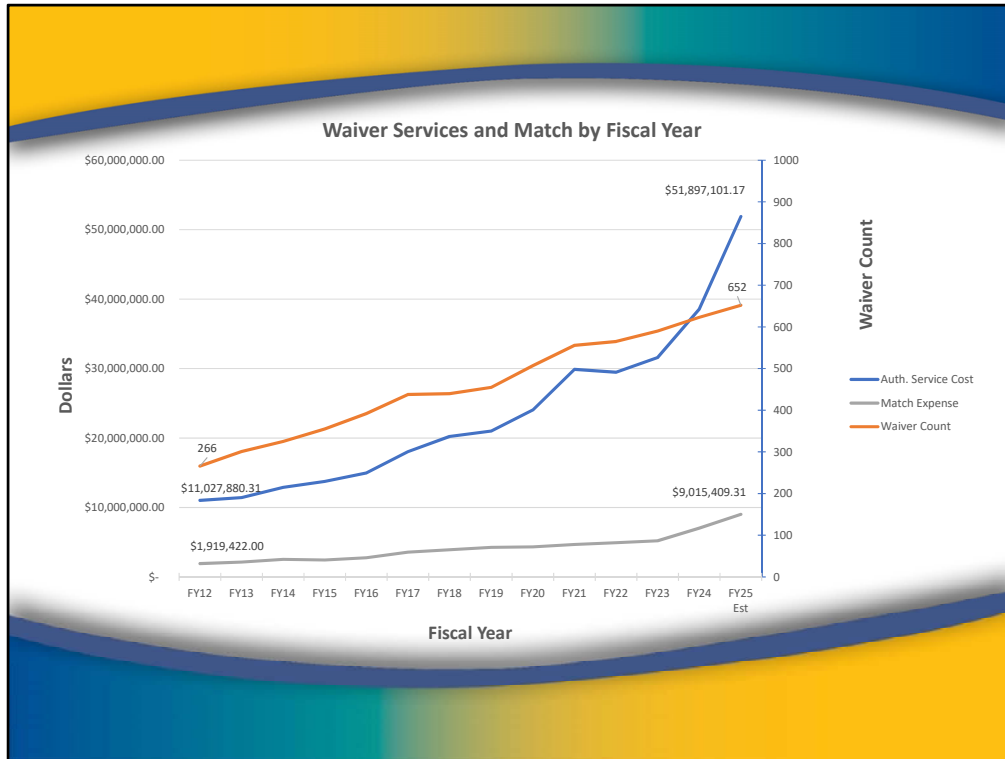
changes to rule that permits (rather than require) DODD the flexibility to charge up to 1.25% administrative fee. DODD has agreed to maintain the current value of this fee collected from County Board's so that the new waiver rate increases don't arbitrarily increase this pot of money beyond what DODD uses these funds for. 3% of this budget.

**RAP** – Increased from \$11k to \$13k for the rental assistance program (RAP) offered through the State for those moving out of institutions into a community setting. This expense is based on historical information. RAP expenses are reimbursable through a State program.

**MCH MCL IV subsidy** – Renewed agreement for another 3 years (2025-2027)

**Local Residential Options** –

- Utilized when SL or waivers are not an option
- ASL services contract
- Continues to include a respite agreement with GoldCare



**Service costs** – total cost of individual waiver service plans (includes FY24 & FY25 rate increases).

**Medicaid Match** – MCBDD’s local mandate. **Our \$9M investment is bringing \$51.2M worth of services directly to the individuals needing service in Medina County.**

**Waiver Count** – total waivers funded.

Beginning of last levy cycle – **5 years ago**:

FY20 plan costs - \$24.5M – 111% increase in services to FY25

FY20 waiver count – 497 – 31% increase to FY25

FY20 match cost - \$4.7M – 92% increase to FY25

652 total waivers expected to be enrolled in 2025



**Waivers are a LIFETIME Commitment!**

\*Plan costs noted below are for FY24 and include ½ of the 30% waiver rate increase from 1/1/2024.

Continued increase in need for children to enroll on waivers – the younger the age, the longer the support is needed.

- 2019 - 43 children have waivers for a total ANNUAL cost of \$1,933,672
- 2024 - 140 children have waivers for a total ANNUAL cost of \$5,863,372
- In 5 years, this is a 203% increase of costs!

As of 2024, the average Individual Options (I.O.) waiver (no cost cap) plan cost is \$93,392.

There are currently 345 individuals on I.O. waivers:

- 132 individuals (38%) have annual service plan costs that exceed the average.
- 69 individuals (20%) have annual service plan costs that exceeds \$150,000.
- 39 individuals (11%) have annual plan costs that exceeds \$200,000.

In 2025, 51% of levy dollars collected by MCBDD will go toward Medicaid match. By 2029, 65% of levy dollars collected by MCBDD will go toward Medicaid match.

Medicaid match will continue to increase – new waivers, more service needs, rate changes (waiver redesign project) and provider support efforts.

**Only half of the rate increase is included in these costs because of availability of FY24 information (ended 6/30/24). 7/1/24 was the next time frame for rate increases.**

The trend across the state is increased needs with children.

## 10-Year Projections

	2023 Actual	2024 Projected	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Revenue</b>												
Property Tax	19,825,273	19,809,601	20,432,695	20,743,236	21,058,434	21,378,361	21,703,086	22,032,683	22,367,223	22,706,781	23,051,433	23,397,204
Federal	4,257,008	3,498,531	3,190,580	3,553,160	3,183,160	3,216,717	3,366,717	3,366,717	3,366,717	3,366,717	3,366,717	3,366,717
State	846,459	770,794	653,500	653,500	653,500	653,500	653,500	653,500	653,500	653,500	653,500	653,500
Other Local	963,069	1,157,184	1,397,564	1,397,564	1,397,564	1,397,564	1,397,564	1,397,564	1,397,564	1,397,564	1,397,564	1,397,564
<b>Total Revenue</b>	<b>\$25,891,809</b>	<b>\$25,236,110</b>	<b>\$25,674,339</b>	<b>\$26,347,460</b>	<b>\$26,292,638</b>	<b>\$26,646,142</b>	<b>\$27,120,867</b>	<b>\$27,450,464</b>	<b>\$27,785,004</b>	<b>\$28,124,562</b>	<b>\$28,469,214</b>	<b>\$28,814,985</b>
<i>*General &amp; Capital Funds Only (no Donated or Sales Tax)</i>												
<b>Expenses</b>												
Salaries/Benefits	11,760,203	12,175,594	13,097,263	13,549,215	13,950,052	14,434,416	14,866,267	15,271,904	15,577,342	16,001,576	16,321,607	16,765,279
Operating	2,892,661	2,959,034	3,902,094	3,238,738	3,238,738	3,238,738	3,238,738	3,238,738	3,238,738	3,238,738	3,238,738	3,238,738
Medicaid Match/Admin Fees	6,707,839	8,687,000	10,451,000	11,272,626	12,151,651	13,110,543	14,124,882	14,407,380	14,695,527	14,989,438	15,289,227	15,595,011
Capital Improvements	748,231	719,228	716,000	650,000	280,000	475,000	350,000	220,000	165,000	165,000	165,000	165,000
<b>Total Expenses</b>	<b>\$22,108,934</b>	<b>\$24,540,856</b>	<b>\$28,166,357</b>	<b>\$28,710,579</b>	<b>\$29,620,441</b>	<b>\$31,258,697</b>	<b>\$32,579,887</b>	<b>\$33,138,021</b>	<b>\$33,676,607</b>	<b>\$34,394,752</b>	<b>\$35,014,572</b>	<b>\$35,764,028</b>
<i>*General &amp; Capital Funds Only (no Donated or Sales Tax)</i>												
<b>Difference between Revenue &amp; Expenses (Usage of Fund Balance)</b>	<b>\$ 3,782,875</b>	<b>\$ 695,254</b>	<b>\$ (2,492,018)</b>	<b>\$ (2,363,119)</b>	<b>\$ (3,327,783)</b>	<b>\$ (4,612,555)</b>	<b>\$ (5,459,020)</b>	<b>\$ (5,687,557)</b>	<b>\$ (5,891,603)</b>	<b>\$ (6,270,190)</b>	<b>\$ (6,545,358)</b>	<b>\$ (6,949,043)</b>
<b>Ending Cash Balance (incl. reserves)</b>	<b>\$37,908,820</b>	<b>\$ 38,604,074</b>	<b>\$36,112,056</b>	<b>\$33,748,937</b>	<b>\$30,421,154</b>	<b>\$25,808,600</b>	<b>\$20,349,580</b>	<b>\$14,662,022</b>	<b>\$ 8,770,419</b>	<b>\$ 2,500,229</b>	<b>\$ (4,045,129)</b>	<b>\$ (10,994,171)</b>
<b>% of Cash Balance projected against next year's expenses</b>		126%	114%	97%	79%	61%	44%	25%	7%	-11%		
<b>Reserve Account Balance</b>												
General Fund Reserves	8,665,888	8,544,280	9,526,651	9,882,129	10,101,808	10,562,559	11,082,131	11,602,759	5,711,156			
Capital Fund Reserves	2,801,357	2,183,357	1,467,357	817,357	537,357	62,357						
<b>Total Reserves</b>	<b>\$11,467,245</b>	<b>\$10,727,637</b>	<b>\$10,994,008</b>	<b>\$10,699,486</b>	<b>\$10,639,165</b>	<b>\$10,624,916</b>	<b>\$11,082,131</b>	<b>\$11,602,759</b>	<b>\$ 5,711,156</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Need to reduce amount that is appropriated to the general reserve account to have cash for expenses</b>												
<ul style="list-style-type: none"> <li>- \$6M is one quarter worth of expenses</li> <li>- Capital Reserves - starting in 2022 the capital reserve balance will be reduced by each year's capital expense budget. Evaluated every year.</li> <li>- 2030 is last collection year of 10-year levy renewal</li> <li>- General reserve amount is based on 90% of prior year expenses (general fund only) times 40% allowed by ORC 5705</li> <li>- Property Tax Revenue assumes levy renewal passes for 2031 and beyond</li> <li>- Minimum cash balance policy - 42% at end of levy cycle</li> </ul>												

**Sustainability - Make10 year levy last 10 years.**

2030 is last collection year of 10-year renewal levy.

**Deficit spending begins in 2025. This was projected with the first submitted CBCP tool in 2020. This is appropriate for the period of the levy cycle that we are in. 2025 is the 5<sup>th</sup> year of the 10 year levy cycle.**

Expenses natural increases – 2023 started using 2% increase for salaries because a portion of the personnel budget includes retirements/buyouts that aren't always utilized), 5% benefits, operating (adjusted for inflation and needs), 8% Medicaid match starting in 2026 (FY25 still has one more part of the rate increase)

General Fund reserve – reduce amount appropriated in 2031 due to cash needed for operating and match. This will change as we are able to reduce expenses and pass the next levy.

**Includes % of cash balance against next year's expenses – to monitor minimum cash balance policy of 42% at end of levy cycle- 2030 we will be at 44%. We will need to pass renewal levy with additional money request by 2030.**

## CBCP Projections

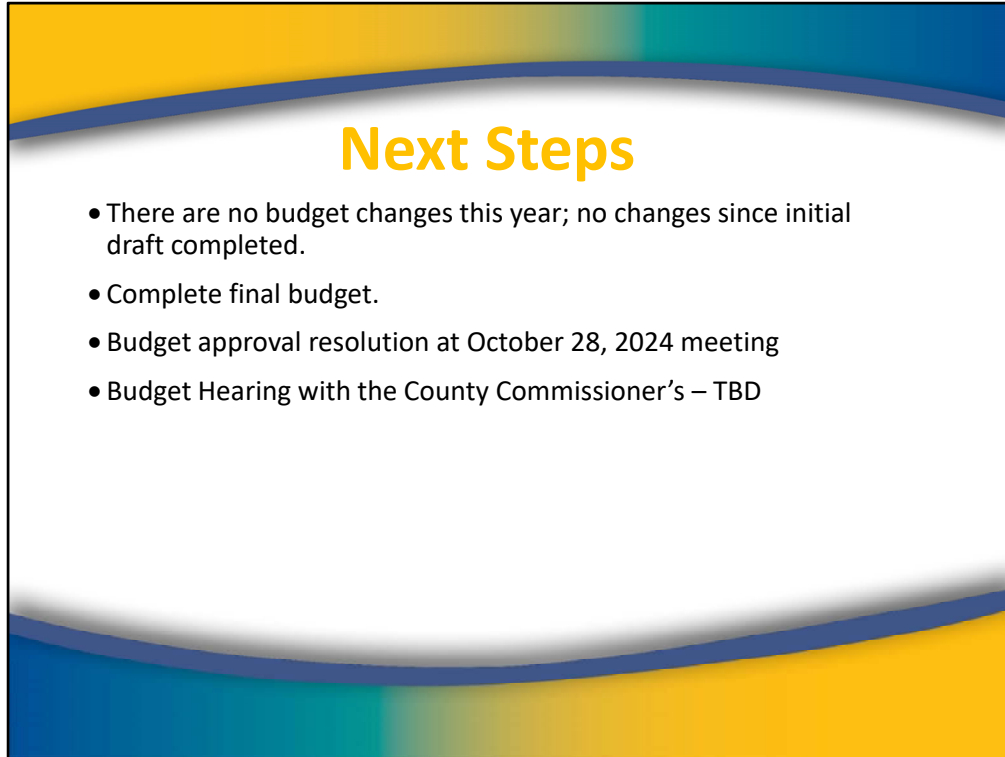
County Cash Flow Projections Through The Year 2033								
Year	Actual 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
In-Year Variance	\$4,631,107	\$1,172,005	(\$1,243,006)	(\$1,239,941)	(\$2,551,879)	(\$3,807,775)	(\$4,562,199)	(\$5,829,465)
In-Year Variance in Mills (if Negative)			0.16	0.16	0.33	0.47	0.59	0.76
Net Transfers	\$201,518	\$121,608	(\$1,185,051)	(\$1,016,826)	(\$266,090)	(\$500,894)	\$6,513,141	\$5,000,000
Ending Operating Cash Balance	\$24,117,941	\$25,411,554	\$22,983,496	\$20,726,729	\$17,908,760	\$13,800,091	\$15,751,045	\$14,921,580
Percent of Ending Cash Balance Projected Against Next Year Expenses	99.2%	94.6%	83.5%	72.0%	59.3%	43.7%	47.4%	42.8%
<b>NON-OPERATING CASH BALANCE, DECEMBER 31:</b>								
Reserve Balance Account	\$8,665,888	\$8,544,280	\$9,729,331	\$10,746,157	\$11,012,248	\$11,513,141	\$5,000,000	\$0
Capital Improvements Account	\$5,124,989	\$4,560,259	\$4,061,989	\$3,566,989	\$3,291,989	\$3,023,989	\$2,751,989	\$2,561,989
Council of Government (COG) Cash Balance	\$77,201	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Other Cash Balances	\$83,142	\$78,675	\$40,841	\$24,341	\$7,342	\$5,000	\$5,000	\$5,000
<b>TOTAL NON-OPERATING CASH BALANCE</b>	<b>\$13,951,219</b>	<b>\$13,283,214</b>	<b>\$13,932,161</b>	<b>\$14,457,487</b>	<b>\$14,411,579</b>	<b>\$14,645,130</b>	<b>\$7,856,989</b>	<b>\$2,666,989</b>

**County Board Cost Projection tool** – Revised with 2025 budget figures - takes into account historical utilization figures (whereas the budget projections (previous slide) do not).

2030 is last collection year of 10-year renewal levy.

**Deficit spending begins in 2025. This was projected with the first submitted CBCP tool in 2020. This is appropriate for the period of the levy cycle that we are in. 2025 is the 5<sup>th</sup> year of the 10 year levy cycle.**

**Includes % of cash balance against next year’s expenses – to monitor minimum cash balance policy of 42% at end of levy cycle- 2030 will be at 42.8%. Shows we will need to pass renewal levy with additional money request by 2030.**



## Next Steps

- There are no budget changes this year; no changes since initial draft completed.
- Complete final budget.
- Budget approval resolution at October 28, 2024 meeting
- Budget Hearing with the County Commissioner's – TBD

No budget changes – no changes needed after initial draft budget completed

Budget Hearing with Commissioners – estimated by December.

**Andy stated to bring resolution for approval to October 28, 2024 meeting since county budget is due to county by 11/8/24.**

# Presentation

# 2025-2027 Strategic Plan



At Our Core We Are Grounded In Purpose

# At Our Core We Are Grounded In Purpose



I am pleased to introduce the newest three-year strategic plan for the Medina County Board of Developmental Disabilities; a plan designed to enhance our commitment to serving people with developmental disabilities and their families. This plan embodies our core values which we know are essential to fulfilling our mission of empowering people to lead fulfilling and meaningful lives.

**AT OUR CORE**, we believe that **Person-Centered Care** remains at the heart of our approach. We recognize that every individual is unique, and our plan is designed to honor their needs, strengths, and aspirations. By actively involving those we serve in decision-making processes, we ensure that their voices are heard and respected.

**AT OUR CORE**, **Inclusion** is not just a goal; it is a fundamental principle guiding our work. We strive to create environments where people with developmental disabilities are embraced, valued, and a part of all aspects of community life. Over the next three years, our agency will focus on breaking down barriers and promoting equitable access to resources and opportunities.

**AT OUR CORE**, **Collaboration** is vital to our success. We believe that by working together with families, community organizations, and many other stakeholders, we can create a more supportive and effective community for people with developmental disabilities. This plan emphasizes building strong partnerships that enhance our services and foster a spirit of cooperation across all levels of our community.

Finally, our unwavering commitment to **Integrity** ensures that we operate transparently and ethically, maintaining the trust of those we serve and the broader community. Our plan is rooted in upholding these core values in every aspect of our work.

As we embark on this journey, we invite you to join us in creating a brighter, more inclusive future for people with developmental disabilities. Together, we can make meaningful strides toward achieving our shared vision of empowerment and support.

Thank you for your continued partnership and dedication to this important cause. We look forward to the work we will accomplish with you over the next three years to make our goals a reality.



Stacey Maleckar,  
MCBDD Superintendent

## Mission

The mission of the Medina County Board of Developmental Disabilities is to promote and empower individuals with developmental disabilities to live, learn, work and socialize in the community.

# Medina county board of developmental disabilities 2025-2027 Strategic Plan

## Community Partnership

Enhancing partnerships and outreach that support inclusion, awareness, and engagement in the community.

### Initiatives

1. Increase Community Employment through community partnerships.
2. Use community partners to increase inclusion and accessibility.
3. Engage community partners through outreach and education.

*People with developmental disabilities are an important part of the community and should be seen as valued and contributing citizens. We are committed to finding and working with current and new community partners, throughout Medina County, to create more opportunities for inclusion for people with developmental disabilities.*

## FOCUS AREA ONE





# medina county board of developmental disabilities 2025-2027 Strategic Plan

## Wellbeing

Fostering a holistic approach that supports individuals throughout their lives.

## Initiatives

1. Connect individuals and families with support groups and resources for wellbeing.
2. Increase advocacy skills for individuals to utilize throughout their lives.
3. Expand the utilization of technology to promote independence and inclusion.

*Individuals with developmental disabilities and their families need and deserve a wide range of resources to help them navigate the challenges in their lives in the best possible ways. We are committed to finding and connecting people to the support and resources they need to live their best possible lives.*

## FOCUS AREA TWO



# medina county board of developmental disabilities 2025-2027 Strategic Plan

## Thriving Workforce

Cultivating professional workforces that are engaged, informed, invested and valued.

### Initiatives

1. Assist in recruitment and retention for positions in the developmental disabilities field.
2. Support, train and develop leadership and workforce.
3. Promote a culture of value and respect.
4. Engage workforces to increase communication and enhance relationships.

*In order for people with developmental disabilities to reach their goals, they need help and support from a wide variety of DD field professionals. We are committed to helping create a system of caring, compassionate and engaged professionals across all areas of service.*



## FOCUS AREA THREE

# At Our Core We Are Grounded In Purpose

*The Medina County Board of Developmental Disabilities believes our core vision and core values are the foundation on which we conduct our everyday work. In our ever-changing world, our core values remain constant. These values underlie our work, how we interact with each other, and how we fulfill our mission.*

## Core Vision

To partner with individuals, families, providers and the community to be a valued resource in promoting the abilities and meeting the needs of individuals with developmental disabilities.



## Core Values



Developed and Approved by:

**2024 Board of Trustees**

Andrew Olah, President  
Mark Gryskiewicz, Vice-President  
Lisa Dreaden, Secretary  
Dave Hartman  
Wayne Carroll  
Sandra Thomas Fain  
Ann Salek

**2024 Management Team**

Stacey Maleckar, Superintendent  
Annie Finnerty, Assistant Superintendent  
Carey Bates, Director of Business  
Jennie Petracca, Director of Service and Support Administration  
Diana Davis, Director of Human Resources  
Ed Dryer, Director of Community Services  
Tracey Lambdin, Director of Children's Services  
Bobby Richards, Director of Facilities and Technology  
Shannon Lees, Executive Administrator  
Patti Hetkey, Community Relations Manager

*Pending Approval*



**Medina County**  
board of developmental disabilities

4691 Windfall Road  
Medina, Ohio 44256

phone: 330-725-7751  
fax: 330-722-4854  
info@mcbdd.org  
www.mcbdd.org



# Follow Up

**Follow-Up Information**

October 28, 2024

2024-2025 School Year

Enrollment by Grade

Kindergarten	3
First	2
Second	3
Third	1
Fourth	4
Five	1
Six	5
Seventh	2
Eighth	3
Ninth	3
Tenth	6
Eleventh	4
Twelfth	5

10/10/24

# Discussion Items

## Discussion Item

October 28, 2024

2025 Budget changes since 10/7 budget meeting:

1. County increased health insurance rates for MCBDD by 10%. Only 5% increase was included in the original budget draft.
    - a. Increase 2025 health insurance budget by \$120,000.
    - b. Revised total health insurance budget for 2025: \$2,607,955.
  2. Dental insurance rates increased 9.45%. Only 5% was included in the original budget draft.
    - a. Increase 2025 dental budget by \$5,798.
    - b. Revised total dental insurance budget for 2025: \$135,000.
  3. Due to expansion of Special Olympics and associated increase in costs, MCBDD will be increasing the Special Olympics subsidy. This subsidy has not been adjusted since 2014.
    - a. Increase 2025 Special Olympics subsidy budget by \$5,996.
    - b. New total Special Olympics subsidy budget: \$20,000.
- These changes are included in the budget resolution submitted for 10/28 approval.
- The county budget entry is due 11/8.



Old Business

No Old Business

# New Business



**RESOLUTION #32-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**2025 BUDGET ALLOCATION**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve the 2025 Budget Allocation for total revenue of \$ 25,713,339.00, total expenditures of \$ 28,363,101.00, and total reserves of \$ 10,996,008.00 (capital and general reserves).

**Explanation:**

The 2025 Budget for revenue and expenses supports Early Intervention, School Services, SSA, Transportation, Community Supports, Operations, Dietary, Capital Improvements and Community-Based Residential services and programs and provides the mandated matching funds for Medicaid waivers. The budget affirms the Board's commitment to the adopted Strategic Plan.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #32-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities



**RESOLUTION #33-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**NON-FEDERAL SHARE OF MEDICAID EXPENDITURES**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to authorize the following:

The Medina County Board of DD will spend up to a total of \$10,451,000.00, in calendar year 2025, to pay the non-federal share of Medicaid services as required by Section 5126.0511 (B) of the Ohio Revised Code. This amount shall be adequate to assure that Medicaid services will be available in the county in a manner that conforms to all applicable state and federal laws.

**Explanation:**

It is fully understood that payment of the non-federal share represents an ongoing financial commitment of the Medina County Board of DD.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #33 -24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities

Calculation Includes:	
DODD State Admin Fee:	\$ 365,000.00
Medicaid Waiver Match:	\$ 10,086,000.00
	\$ 10,451,000.00
*included in the Community Residential budget	

DRAFT



**RESOLUTION #34-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**2024 MEDINA COUNTY SHELTERED INDUSTRIES, INC.**  
**(DBA WINDFALL INDUSTRIES)**  
**CONTRACT AMENDMENT**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to authorize the Superintendent to enter into a contract amendment with Medina County Sheltered Industries, Inc. for locally funded day array services, individual employment supports, career planning and non-medical transportation (NMT) services. The contract will be effective from January 1, 2024 through December 31, 2024, for an amount not to exceed \$180,000.00.

**Explanation:**

This contract amendment is needed as Windfall Industries is serving more locally funded individuals.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #34-24.**

\_\_\_\_\_  
 Board Chair  
 Medina County Board of Developmental Disabilities

# Medina County Board of Developmental Disabilities

and

## Medina County Sheltered Industries, Inc. (DBA Windfall Industries)

### 2024 Contract Amendment

Due to needed additional Locally Funded Transportation, Employment, Career Planning and Adult Day Services, PROVIDER and BOARD agree to increase the Locally Funded Services Contract by \$35,000.00 from \$145,000.00 to \$180,000.00.

The total 2024 contract amount for these services shall not exceed \$180,000.00. All other terms and conditions of the 2024 contract remain the same.

IN WITNESS WHEREOF, the parties are duly authorized to cause this contract addendum to be executed on the dates indicated below.

MEDINA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

MEDINA COUNTY SHELTERED INDUSTRIES  
INC.

BY: Stacey Maleckar

BY James Brown

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: Superintendent

TITLE: Executive Director

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_

WITNESS: \_\_\_\_\_



**RESOLUTION #35-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**GYM BLEACHER REPLACEMENT PROPOSAL**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to authorize the Superintendent to accept the scope of work for a proposal with Farnham Equipment Company for gym bleacher replacement.

The cost for the scope of work shall not exceed: \$59,700.00.

**Explanation:**

This project is to replace and upgrade the gym bleachers. The current bleachers are opened/closed manually and have been difficult to maneuver on a daily basis. The overall project will include an upgrade to include automatic electric opening/closing. In addition to this, it will improve accessibility as the bleachers will follow ADA standards and provide multiple “cut-outs” to allow for more space for those visitors in wheelchairs. This project will utilize both Capital Sales Tax funds as well as Capital Improvement funds, and is included in the 2025 budget. This approval is needed to be able to submit a Notice to Proceed to get on the vendor’s calendar for 2025 install.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #35-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities





Farnham Equipment Company  
 930 Kingsmill Parkway  
 Columbus, OH 43229

Phone: 614.882.0790  
 Fax: 614.781.9603

**QUOTATION**

Facility Name: Medina County Board of Developmental Disabilities	Quote Number: 00011441
Contact Person: Bobby Richards	Quote Date: September 17, 2024
Address: 4691 Windfall Road	Service Request #:
City/State/ZIP: Medina, OH 44256	Est Delivery: Summer 2025
Phone: (330) 725-7751 ext 255	Term: Net 30
E-Mail: richards@mcbdd.org	FOB: Delivered and Installed

ITEM	Description	Quoted Amount
1	<p>Hussey Seating</p> <p>Scope of Work:</p> <ol style="list-style-type: none"> <li>1. Power Frame Motor Operation, 208volt, Three-Phase, Owner to provide Electrical Service at each Bank</li> <li>2. All Clear Polyurethane Finish on Plywood for Walking Deck Areas</li> <li>3. 1st Year Free Inspection</li> <li>4. Demo/Disposal of Existing and Delivery/Install of New Bleacher by Farnham Equipment Certified Hussey Installers</li> </ol> <p>Bank A - 27'0"l by 5-Tiers, Wall Attached, 9-5/8" Row Rise, 24" Row Spacing</p> <ol style="list-style-type: none"> <li>1. (74) 10" Deep CourtSide Seats, Standard Color</li> <li>2. (1) Vertical Aisles with Auto Rotating Aisle Rails, Black</li> <li>3. (1) Hinged Front Aisle Steps</li> <li>4. Open Dimension 10'2-5/16 at Aisle Step, 9'2" at Face of 1st Row</li> <li>5. Closed Dimension 4'10"d</li> <li>6. Overall Height 4'7-5/8"h</li> <li>7. 1st Row Power Framed Motorized Operation with Pendant Controller, with Limit Switches</li> <li>8. (2) ADA Recoverable Seats</li> </ol> <p>Bank B - 27'0"l by 5-Tiers, Wall Attached, 9-5/8" Row Rise, 24" Row Spacing</p> <ol style="list-style-type: none"> <li>1. (74) 10" Deep CourtSide Seats, Standard Color</li> <li>2. (1) Vertical Aisles with Auto Rotating Aisle Rails, Black</li> <li>3. (1) Hinged Front Aisle Steps</li> <li>4. Open Dimension 10'2-5/16 at Aisle Step, 9'2" at Face of 1st Row</li> <li>5. Closed Dimension 4'10"d</li> <li>6. Overall Height 4'7-5/8"h</li> <li>7. 1st Row Power Framed Motorized Operation with Pendant Controller, with Limit Switches</li> <li>8. (2) ADA Recoverable Seats</li> </ol>	\$57,400
2	<p>End Curtains</p> <p>Demo of Existing and Installation of New Bleachers                      Sourcewell                      On your PO, indicate "Sourcewell Contract #081523-HSC Purchase"</p> <p><u>WARRANTY DETAILS</u></p> <p>10 Year Warranty</p> <ol style="list-style-type: none"> <li>1. Structural Component parts of Understructure</li> </ol> <p>5 Year Warranty</p> <ol style="list-style-type: none"> <li>1. Decking Systems including aisle steps and rails</li> </ol>	\$2,300

2. Court Side & Classic Wood Seating Collections
3. Electrical: Aisle Lights & Power Systems
4. Portable & Integral Dolly Systems
5. End Closure Curtains
6. Surface Material Finishes: Polymer & Powder Coat (Note conditions as to color, grain and texture listed below)
7. Surface Material Finishes: Wood Veneer (Note conditions as to color, grain and texture listed below)

EXCLUSIONS AND CONDITIONS:

This warranty excludes and does not apply to:

1. Normal wear and tear, abuse, neglect, vandalism, or misuse of Product – all as determined by Hussey Seating in its sole discretion
2. Casualty loss or other Acts of God
3. Product altered or modified by the user
4. User attached accessories
5. Consumable Products; light bulbs, lamps, ballasts, etc
6. Products not installed by Hussey Seating Approved Installers
7. Applied Graphic Solutions
8. Products not properly maintained in accordance with Hussey Seating Operating & Maintenance Procedures & Inspections
9. Non standard material and color finishes whether purchased by the customer or Hussey Seating Company
10. Natural variations occurring in wood and / or color fastness and / or variations in matching of colors, grains or textures of materials shall not be considered defects
11. Polymer Colors will not fade greater than 5 Delta-E units measured within CIE L\*a\*b color space
12. Powder Coat finish will not fade greater than 5 Delta-E units measured by Hunter L\*a\*b Color difference per ASTM D2244

Total Price:	\$59,700.00
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Terms and Conditions:

1. Above price does NOT include any unforeseen parts/labor determined to be required at time of inspection/service. Farnham Equipment Co. will advise owner’s representative of any recommended parts, major repair issues and/or code compliance violations that are discovered as a result of the work quoted above.
2. Farnham Equipment Company requires written authorization or a P.O. Number to proceed with the above.
3. The above is a firm quotation valid for 30 days. **\*Email confirmation that quote will be extended with Board approval.**
4. All work performed by Factory Trained & Certified Technicians.
5. All work performed by Farnham Equipment Company includes a One Year Limited Warranty.
6. Price does NOT include any applicable sales tax.

Work Authorized By: Bobby Richards	FEC Contact: Andrew Hange
Signature:	Signature: <b>X Andrew Hange</b>
Date:	Email: ahange@farnhamequipment.com
P.O. Number:	Date: September 17, 2024
	Phone Number: (614) 528-4510



**RESOLUTION #36-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**ABOLISHMENT and CREATION of POSITION**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to abolish the following position:

- **12 Month Language Development Specialist (1)**

And create:

- **9 Month Language Development Specialist (1)**

**Explanation:**

The current 12 Month SLP is split between school age and Early Intervention. The need for SLP services fluctuates and is significantly reduced when school is not in session during the summer. Additional hours will be added to the current LLA contract to ensure coverage during the summer months while allowing flexibility based on need. Total annual cost savings associated with this proposal is approximately \$72,000. No employees will be impacted by this resolution as the current 12 Month SLP has accepted another position within the agency.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #36-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities



**RESOLUTION #37-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**APPROPRIATION TRANSFER**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to authorize the Medina County Auditor to make the following appropriation transfers (\$2,000.00) from School Age Salaries to School Age Supv/Supp and Speech STRS accounts:

From:	To:	Amount:
33001013-50030 SCHOOL AGE SALARY	33001019-50082 SCH SUPV & SUPP STRS	\$1,700.00
33001013-50030 SCHOOL AGE SALARY	33001074-50082 SPEECH/AUDIO SVS STRS	\$300.00

**Explanation:**

This transfer is needed to cover the STRS expense needed for the remainder of the year.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION # 37-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities



**RESOLUTION #38-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**APPROPRIATION TRANSFER**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to authorize the Medina County Auditor to make the following appropriation transfers (\$7,000.00) from School Age Salaries and Preschool Subs to School Age Subs:

From:	To:	Amount:
33001013-50030 School Age Salaries	33001013-50032 School Age Subs	\$6,000.00
33001012-50032 Preschool Subs	33001013-50032 School Age Subs	\$1,000.00

**Explanation:**

Due to staffing needs of the school, a transfer to the School Age Sub account is needed.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #38-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities



**RESOLUTION #39-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**EXCESS PROPERTY**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to declare the attached items as excess property and unusable by the Medina County Board of Developmental Disabilities.

**Explanation:**

The MCBDD Maintenance and/or IT Departments have inspected and evaluated these items and determined that the items are unneeded. This property will be sold through auction or other means as specified in ORC 307.12, Disposition of Unneeded, Obsolete or Unfit Personal Property.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #39-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities

October 28, 2024

## Excess Property List

Asset Tag	Item Description	Note	Disposal Method
7490	ASUS VivoBook	No longer useful to agency	Auction
7492	ASUS VivoBook	No longer useful to agency	Auction
7491	ASUS VivoBook	No longer useful to agency	Auction
7487	ASUS VivoBook	No longer useful to agency	Auction
7486	ASUS VivoBook	No longer useful to agency	Auction
7494	ASUS VivoBook	No longer useful to agency	Auction
7495	ASUS VivoBook	No longer useful to agency	Auction
W2344	Forklift	Replaced with an updated forklift	Auction
W2436	Battery Charger for Forklift	Replaced with an updated forklift	Auction
6638	Blue Logitech iPad Keyboard Case	No longer useful to agency	Auction
6741	Zagg iPad Mini Keyboard Case	No longer useful to agency	Auction

Asset Tag	Item Description	Note	Disposal Method
7916	Lenovo IdeaPad	Broken, non-repairable. Disposal approved by FFC	RET3
7842	ASUS VivoBook	Dead	RET3
6282	Vacuum Cleaner	Broken - Not repairable	Trash
6470	Belkin iPad Case	Broken	Trash



**RESOLUTION #40-24**

**October 28, 2024**

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**AUTHORIZATION FOR THE MCBDD TO ASSIGN A DELEGATE AND AN ALTERNATE TO THE OHIO ASSOCIATION OF COUNTY BOARDS (OACB) DELEGATE ASSEMBLY**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to appoint a delegate and an alternate to attend, vote and to give the authority to use their discretion in representing the Board’s best interest at the OACB Delegate Assembly to be held Wednesday, December 4, 2024, in Columbus.

**Delegate:** \_\_\_\_\_

**Alternate:** \_\_\_\_\_

**Explanation:**

Each year at the Ohio Association of County Board’s (OACB) Annual Convention, they hold a Delegate Assembly. At times, there are issues involving county boards which require a vote. Therefore, the Board should assign a delegate and an alternate to this role so that this person has the right to vote on behalf of the Board, if needed.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #40-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities



**Subject: Recommended policy changes for review and approval**

Requesting approval for the policy/policies listed below. New/revised policies are presented and the old policies are struck through.

<b>Current Chapter and Title</b>	<b>Current Section and Title</b>	<b>Recommended Policy Changes</b>	<b>Recommended Policy Chapter/Section</b>	<b>Comments</b>
Chapter 4 Personnel	Chapter 4 All Sections	See Attached	Chapter 4 All Sections	Annual Review and Revisions
Chapter 7 Service and Support Administration	Section 2 Service and Support Administration	See Attached	Section 2 Service and Support Administration	Annual Review and Revisions
Chapter 7 Service and Support Administration	Section 4 Targeted Case Management	See Attached	Section 4 Targeted Case Management	Annual Review and Revisions
Chapter 7 Service and Support Administration	Section 5 Free Choice Provider	See Attached	Section 5 Free Choice Provider	Annual Review and Revisions
Chapter 7 Service and Support Administration	Section 6 Family Support Services	See Attached	Section 6 Family Support Services	Annual Review and Revisions
Chapter 8 School/EI Services	Section 2 Early Intervention Services	See Attached	Section 2 Early Intervention Services	Annual Review and Revisions



## Chapter 4 – PERSONNEL

### SECTION:

1. **ADMINISTRATION**
  - A. Human Resource Development
2. **NONDISCRIMINATION IN EMPLOYMENT**
3. **HUMAN RESOURCES RECORDS**
  - A. Maintenance of Files
  - B. Right to Review
  - C. Separate Confidential Records
4. **JOB DESCRIPTIONS**
5. **APPOINTMENT OF PERSONNEL**
  - A. Responsibilities
  - B. Civil Service
  - C. Qualifications
  - D. Nepotism
  - E. Persons Not Eligible for Employment
6. **CREDENTIALS, CRIMINAL RECORD, AND BACKGROUND INFORMATION VERIFICATION**
  - A. Verification Process
  - B. Release of Information
  - C. Criminal Records Check
  - D. Driver's Abstract
  - E. Initial Employment
  - F. Professional Credentials
  - G. Individuals Employed by Contracting Agencies
  - H. Limited Contract Providers
  - I. Database Checks

7. **EMPLOYEE CLASSIFICATIONS**
  - A. Management Employees
  - B. Professional Employees
  - C. Service Employees
  
8. **STAFF CERTIFICATION/LICENSURE**
  - A. Requirements
  - B. Annual Verification
  - C. Contract Services
  - D. Penalties
  
9. **PROBATIONARY PERIOD**
  
10. **LETTER OF INTENT**
  
11. **SALARY**
  - A. Salary Schedules
  - B. Salary Schedule Adjustments
  - C. Compensation Philosophy: Superintendent and Executive Leadership Staff
  
12. **ORIENTATION**
  
13. **PART-TIME EMPLOYEES**
  
14. **TEMPORARY AND SUBSTITUTE EMPLOYEES**
  
15. **EVALUATION**
  
16. **PROMOTIONS AND TRANSFERS**
  - A. Qualifications
  - B. Responsibility of Superintendent
  
17. **STAFF REDUCTIONS**
  - A. Employees with Limited or Continuing Contracts
  - B. Reduction In Force
  - C. Seniority During Lay-Off
  - D. Notification
  - E. Appeal Rights
  - F. Reinstatement Rights
  
18. **DISCIPLINE**
  - A. Causes for Discipline
  - B. Levels of Discipline
  - C. Alleged Violations of Enrollee Rights
  - D. Removal of Probationary Employees

- E. Appeals for Non-Management Employees
- F. Removal/Discharge, Suspension or Demotion of Management Employees
- G. Superintendent's Authority

**19. RESIGNATIONS**

- A. Written Notice
- B. Teaching Staff

**20. RETIREMENT**

- A. Computing Service Time

**21. PHYSICAL EXAMINATIONS**

- A. Newly-Hired Employees
- B. Special Examinations
- C. ~~Bus Drivers~~

**22. GUIDELINES FOR DEALING WITH EMPLOYEES WITH CONTAGIOUS DISEASES**

- A. C.D.C./ODH Recommendations
- B. Medical Evaluation
- C. Enrollee Contact
- D. Criteria for Determination
- E. Assignment
- F. Involuntary Leave of Absence
- G. Reconsideration
- H. Personal Contact Services
- I. Medical Records
- J. Confidentiality

**23. PAID LEAVE**

- A. Sick Leave
- B. Vacation
- C. Holidays
- D. Funeral Leave
- E. Personal Days
- F. Jury Duty/Court Leave
- G. Education Leave

**24. UNPAID LEAVE**

- A. Military
- B. Disability
- C. Maternity Leave
- D. Education and Extended Personal Leaves
- E. Family & Medical Emergency Leave

**25. SEVERANCE PAY**

- A. Employees Hired Prior to Dec. 31, 1989
- B. Employees Hired After Jan. 1, 1990

**26. STAFF DEVELOPMENT**

- A. First Aid Training
- B. Fire Suppression Training
- C. Disaster/Emergency Training
- D. Back Health and Safety
- E. Control of Occupational Exposure to Blood-Borne Pathogens and Body Fluids and Substances
- F. HAZCOM Training
- G. Energy Control Training (Lock-Out/Tag-Out)
- H. Lift Truck (Forklift) Training
- I. HIPAA Privacy Rules

**27. EMPLOYEE REASONABLE ACCOMMODATION**

- A. Board Policy
- B. Disability
- C. Hiring
- D. Existing Staff

**28. RESOLVING DISCRIMINATION COMPLAINTS****29. NON-DISCRIMINATORY CONTRACTS****30. COMPLAINT PROCEDURE**

- A. General Policy
- B. Definition
- C. Initial Questions
- D. Representation
- E. New Employees
- F. Confidentiality
- G. Timelines
- H. Complaint Guidelines And Steps

**31. MANAGEMENT EMPLOYEES**

- A. Contracts
- B. Interim Rule
- C. Notice Regarding Contract
- D. Notice Regarding Salary

**32. STAFF ATTENDANCE**

- A. General
- B. Tardiness/Absence

- C. Penalties
- D. Overtime
- E. Compensatory Time
- F. Flex Time

**33. DRUG-FREE WORKPLACE**

- A. Federal Drug-Free Workplace Act of 1988
- B. Standards of Conduct
- C. Penalties & Procedures
- D. Education
- E. Acknowledgement

**34. SEXUAL HARASSMENT**

- A. Prohibition
- B. Report of Incident
- C. Investigation
- D. Penalties
- E. Prevention

**35. CONDUCT BETWEEN STAFF & ENROLLEES**

- A. Staff Conduct
- B. Notice
- C. Penalties

**36. USE OF ALCOHOL AND OTHER INTOXICANTS**

**37. VOLUNTEER PROGRAM**

- A. Purpose
- B. Recruiting
- C. Interview
- D. Volunteer Service Plan
- E. Assignment
- F. Training & Evaluation
- G. Dismissal
- H. Recognition

**38. PROHIBITION OF VIOLENCE IN THE WORKPLACE**

**39. MEDICAID FRAUD**

**40. WORKER'S COMPENSATION BENEFITS**

**41. EMERGENCY FML EXPANSION (Expired at the end of the Covid Emergency)**

- A. Employee Eligibility
- B. Duration of Emergency FML

~~C. Reason for Emergency FML~~

~~D. Paid Emergency FML~~

**SOURCES: (Delete; cited throughout document)**

~~ORC 5126:20-29~~

~~OAC 5123:2-1-05 and 052~~

~~OAC 5123:2-5~~

~~OAC 5123:2-2-01~~

~~OAC 5123:2-2-02~~

~~Collective Bargaining Contract~~

~~ORC Section 149.40, 149.43~~

~~ORC 5123.166~~

~~ORC 5123.45~~

~~ORC 5126.033~~

~~ORC 5126.05~~

~~ORC 5126.22~~

~~ORC 4117.01~~

## **1. ADMINISTRATION**

The Superintendent, and/or his/her designee, is responsible for the organization and administration of the Board's Human Resources department, the functions of that department, and the management of all required record-keeping processes within the department.

### **A. Human Resource Development**

The Medina County Board of DD is committed to the recruitment, management, development, and retention of appropriate qualified personnel to meet the needs of individuals served through Board programs and services. The Board shall follow those rules and regulations as outlined in Federal law, the Ohio Revised Code, and the Ohio Administrative Code, as well as any contract stipulations as agreed to through collective bargaining, which pertain to the hiring, certification, background verification, and establishment of pay scales and benefits for staff. The Board further commits to promoting staff growth and development as a means of improving programs and services.

## **2. NON-DISCRIMINATION IN EMPLOYMENT**

The Board is an equal opportunity employer and shall not take any action regarding employment that is discriminatory on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender identity, gender expression, or disability as regards hiring, rate of pay, promotion, layoff, rehiring, termination or employment benefits and opportunities. Employment policies, practices and procedures will be based on essential job-related standards of ability, experience, education, training, past performance and other relevant factors affecting performance for the position in question.

## **3. HUMAN RESOURCES RECORDS**

Human Resources records shall be maintained according to OAC 5123:~~2-1-02~~ **4-01** and provisions of the collective bargaining agreements, where applicable. Separate medical files shall be maintained in accordance with OAC ~~5123:2-1-02~~ 3349-7-05 and 123:1-1-02 (**Rule rescinded, not replaced**) and shall contain confidential information relating to medical certification, history, examination, treatment, or documentation of condition according to the approved Schedule of Records Retention and Disposition (RC-2).

Dissemination of personnel information shall be in accordance with Section 1347.01 of the Ohio Revised Code, Section 5123:4-01~~2-01~~ of the Ohio Administrative Code and provisions of the collective bargaining agreement, where applicable.

#### **A. Maintenance of Files**

All personnel records shall be kept up to date and on file for reference at all times. Individual staff members are responsible for supplying current information to the Human Resource department on items such as transcripts, certificates, licenses, criminal charges, required medical records, changes in certification/licensure status, changes in name, address, telephone number, marital status, emergency contact, withholding information for tax purposes, certification, educational level, citizenship, or association with any government military service organization.

#### **B. Right of Review**

Employees shall have the right, upon request to the Superintendent or designee, to inspect his/her personnel file. A request to inspect a personnel file will be granted as soon as practicable and in no event more than two (2) work days after the request was made unless otherwise agreed to between the Employee and the Superintendent or designee. The Employee may have a representative available during the review.

Employees shall have the opportunity to reply to such written material in a written statement which shall be attached to and become a part of his/her personnel file.

In the event any person, other than the employee's supervisor or other administrator, or auditing/ regulatory agency seeks to review the personnel file of an employee, the employee shall be notified of such request. All provisions of the current collective bargaining agreement regarding individuals other than the Employee reviewing personnel files shall be adhered to, if applicable. No information may be physically removed from a personnel file. Upon request, Employees shall be given a copy of materials placed in his/her file. The Employer has the right to charge a fee for copies consistent with the acceptable agency rate.

#### **C. Separate Confidential Records**

The Board shall maintain separate, confidential records for each staff member. Confidential records developed by the Board are not public records for purposes of ORC Section 149.40 and shall not be made available to any other person unless specified by policy under the law. Confidential records of all employees shall remain confidential, except where disclosure is necessary for the administration of this Policy or mandated by law.

##### **1. Reports**

Nothing herein shall prevent the use and dissemination of general impersonal statistical and demographic information located in and pertaining to personnel records, for administrative purposes.

##### **2. Criminal Records**

In accordance with Section 5123:2-~~2-01~~ 02 of the Ohio Administrative Code, the Board shall conduct a criminal record check on all applicants for Board employment. Any report obtained pursuant to this rule is not a public record for purposes of section 149.43 of the Revised Code and shall not be made available to any person other than:

- The applicant, employee, or candidate who is the subject of the report or the applicant's, employee's, or candidate's representative;
- The responsible entity that requested the report or its representative;
- The department if a county board, agency provider, or subcontractor is the responsible entity that requested the report and the department requests the responsible entity to provide a copy of the report to the department;
- A county board if an agency provider or subcontractor is the responsible entity that requested the report and the county board requests the responsible entity to provide a copy of the report to the county board; or
- A court, hearing officer, or other necessary person involved in a case dealing with the denial of employment to the



applicant or employee; the denial, suspension, or revocation of certification issued under section [5123.166](#) or [5123.45](#) of the Revised Code; or a civil or criminal action regarding the Medicaid program or a program the department administers.

For purposes of this rule, reports from the bureau of criminal identification and investigation or any other state or federal agency regarding a person's criminal record and records supplied by the bureau of motor vehicles regarding a person's record of convictions for violations of motor vehicle laws are valid for a period of one year from the date of the report.

#### **4. JOB DESCRIPTIONS**

The Superintendent or designee will maintain up-to-date job descriptions for each active employment position that accurately describe the Essential functions of the job, requirements for certification, registration or license, civil service classification, and title as established by the department of administrative services, if applicable, unless there is a collective bargaining agreement to the contrary. ~~(OAC 5123:2-1-02 (D)(4)(b)) (Rescinded, not replaced)~~

#### **5. APPOINTMENT OF PERSONNEL**

##### **A. Responsibilities**

The Board shall authorize or create those positions it deems necessary to carry out the functions required by the Board. The Superintendent appoints employees to positions authorized by the Board. Board approval is required for employment contracts with management employees where the term of the contract exceeds one year. (ORC 5126.05 (A)(7))

##### **B. Civil Service**

Unless specifically exempted, employees are covered by the provision of the classified civil service. Subject to the exception in section [Chapter 4 Section 5.4-A](#) above regarding management employees, the Superintendent is responsible for appointing employees and taking all other necessary personnel actions.

##### **C. Qualifications**

All professional and registered service employees are appointed by the Superintendent on the basis of the candidate's qualifications as determined by the Superintendent and applicable rules and regulations that govern Board operations and licensure/certification requirements.

##### **D. Nepotism**

Members of the immediate families of current Board members of the Medina County Board of DD or immediate families of Commissioners of Medina County may not be hired to be employees of the Board.

No person shall occupy any position in which he/she could directly supervise or otherwise influence a decision in favor of or against another member of his/her immediate family.

If two employees marry which results in a situation where one would directly supervise or could otherwise influence any decisions in favor of or against another member of his/her immediate family, the Superintendent may reassign either one to a different job. No employee shall be reassigned if reassignment would result in reduction in pay or benefits. However, if no alternative employment is available, the employee may be asked to resign or accept a position of lesser pay and/or benefits.

As used in this section, "immediate family" means parents, brothers, sisters, spouses, sons, daughters, mothers-in-law, fathers-in-law, brothers-in-law, sisters-in-law, sons-in-law, and daughters-in-law.

### **E. Persons Not Eligible for Employment**

Except as provided in Division (C) of section 5126.033 of the Ohio Revised Code, none of the following individuals may be employed by the Medina County Board of DD:

- (1) An employee of an agency contracting with the Board;
- (2) An immediate family member of an employee of an agency contracting with the Board, unless the Board adopts a resolution authorizing the immediate family member's employment with the Board or the employment is consistent with a policy adopted by the Board establishing parameters for such employment, and the policy is consistent with Ohio Revised Code Chapter 102. and sections 2921.42, 2921.421, and 2921.43;
- (3) An individual with an immediate family member who serves as a Medina County Commissioner;
- (4) An individual who is employed by, has an ownership interest in, performs or provides administrative duties for, or is a member of the governing board of an entity that provides specialized services, regardless of whether the entity contracts with the Board to provide specialized services.

## **6. CREDENTIALS, CRIMINAL RECORD, AND BACKGROUND INFORMATION VERIFICATION**

The Board shall conduct an initial background check in order to verify information to determine the fitness and competency of all applicants for Board employment. Each prospective employee shall be informed by the Human Resources Office that a background check will be routinely conducted within the application process. All information gathered during the course of the background check shall become part of the individual's personnel record and shall be maintained in accordance with Board policy, rules and regulations.

### **A. Verification Process**

The Human Resources Office may use data gathered from the following sources to verify background information:

1. application
2. reference checks (professional & personal)
3. official academic transcripts
4. original licenses, certificates, registrations, diplomas, etc.
5. criminal records check
6. a set of fingerprint impressions
7. B.M.V. driver's abstract
8. applicable military or government records

### **B. Release of Information**

All information contained in a criminal records check shall be considered confidential according to provisions found under Section 4.3 of the Policy Manual and Section **5123:2-2-02 5123-2-02** of the Ohio Administrative Code. Applicants may be requested to sign an authorization for release of information for records from all sources necessary to verify information. The Superintendent shall ensure that the applicant is provided with a copy of all reports that are received under this policy, and that a copy is submitted to DODD, according to **OAC 5123:2-2-02 5123-2-02**.

### **C. Criminal Records Check** (OAC **5123:2-2-01-5123-2-02**)

In accordance with OAC **5123:2-2-01-5123-2-02**, all applicants under consideration for employment with the Board must complete a criminal records check through the bureau of criminal identification and investigation (BCI), which demonstrates that he/she has not been convicted of or plead guilty to any disqualifying offenses listed in OAC **5123:2-2-02(E),5123-2-02**. If the applicant cannot present proof that he/she has been a resident of Ohio for the five-year period immediately prior to the date of the background investigation, the Board shall also obtain information regarding his/her criminal records from the federal bureau of investigation. For purposes of this paragraph, an applicant may provide proof of Ohio residency by presenting, with a notarized statement asserting that he or she has been a resident of Ohio for that five-year period, a valid driver's license, notification of registration as an elector, a copy of an officially filed federal or state

tax form identifying the applicant's permanent residence, or any other document the responsible entity considers acceptable. A BCII report shall be considered current if it is not more than one (1) year old. At least once every five (5) years, the Board will complete a criminal record check through the bureau of criminal identification and investigation (BCII) for each employee employed as a Superintendent or in a direct services position. The background check must demonstrate that he/she has not been convicted of or plead guilty to any disqualifying offenses listed in OAC ~~5123:2-2-02~~ **5123-2-02**. Each contracting entity of the Board providing specialized services to individuals with developmental disabilities pursuant to a contract with the Board shall request that the BCII conduct criminal background checks for each applicant for employment with the contracting entity in a position in which the applicant would have physical contact with, the opportunity to be alone with, or exercise supervision or control over individuals with developmental disabilities. Contracting agencies shall be required to conduct their background checks in the same manner as is required for Board Employees. Prior to employment, all applicants must submit an affidavit to the Board with the applicant's signature attesting that he or she has not been convicted of or pleaded guilty to a disqualifying offense listed in OAC ~~5123:2-2-02~~ **5123-2-02**. An applicant or employee shall disclose to the Board a conviction for any offense that has been sealed. Applicants will be required to sign an agreement under which the applicant agrees to notify the Board within fourteen calendar days if, while employed by the responsible entity, the applicant is formally charged with, is convicted of, or pleads guilty to a disqualifying offense. The agreement shall provide that failure to make the notification may result in termination of the applicant's employment.

When a criminal records check indicates a conviction or guilty plea which has a bearing on initial or continued employment, the results of the report shall be reviewed with the individual. Should the report reveal that the person falsified or withheld criminal information from his initial application, employment may be terminated, according to collective bargaining agreements where applicable, or consideration for employment withdrawn.

The applicant may not be hired, or employment may be terminated, according to collective bargaining agreements where applicable, if any part of the background check discloses information that makes the individual ineligible for employment in accordance with ~~OAC 5123:2-2-02~~ **OAC 5123-2-02**.

If any applicant, upon request, fails to provide the information necessary to complete any application forms or fails to provide impressions of his/her fingerprints, that individual shall not be employed by the Board.

#### **D. Driver's Abstract**

The Human Resources Specialist shall request that the Bureau of Motor Vehicles provide an abstract regarding the record of convictions for violations of motor vehicle laws of each applicant for employment with the Board who may be required to transport enrollees or to operate the Board's vehicles for any other purpose. A person having six (6) or more points on his or her driving record is prohibited from transporting individuals. Employees are to notify their immediate supervisor and Human Resources within twenty-four (24) hours of receiving a citation.

#### **E. Initial Employment**

The Board may employ an applicant for up to sixty (60) days pending receipt of criminal background checks requested under this section. The Board shall terminate employment of any such applicant if the reports are not received prior to the expiration of the sixty-day period, even though subsequent reports may show negative findings.

#### **F. Professional Credentials**

An applicant shall submit a record of academic and professional credentials, including official grade transcripts, in order to verify background information provided during the application process. If it is determined that the applicant has falsified any academic, licensure, certification credentials, or any portion of the application or interview process, the individual may be denied employment. If such

determination is made subsequent to hire, an employee may be subject to termination, according to collective bargaining agreements where applicable.

### **G. Individuals Employed by Contracting Agencies**

Each agency with which the Board contracts for the provision of services to individuals with developmental disabilities shall conduct background investigations of all persons who are under final consideration for employment with the agency in a position that involves providing services directly to such individuals. The background investigations shall be conducted in a manner consistent with that required of county boards under ~~5123:2-2-02~~, **5123-2-02**. On request, the Board shall assist an agency with which it contracts in obtaining reports from the Bureau of Criminal Identification and Investigation or any other federal or state agency and in obtaining abstracts from the Bureau of Motor Vehicles. The Board may take appropriate action against any contracting agency that violates this policy, including termination of the contract.

### **H. Limited Contract Providers**

Background investigations and other procedures to verify criminal records shall also be conducted for limited contract providers who are under final consideration for employment with the Board in accordance with policies established under Section 4.6. The Board may take appropriate action against any limited contract provider that violates this policy, including termination of the contract.

### **I. Database Checks**

In accordance with OAC ~~5123:2-2-02~~, **5123-2-02** the Human Resources department will check the following databases for all individuals under final consideration for employment with the Board:

- Office of Inspector General
- Abuser Registry
- Nurse Aide Registry
- Sex Offender
- U.S. General Services
- **Ohio Department of Medicaid Provider Exclusion and Suspension**
- Department of Rehabilitation and Correction

At least every five (5) years or upon renewal of certification, whichever is lesser, the candidate shall sign an agreement under which the candidate agrees to notify the department within fourteen calendar days if, while holding supported living certification, the candidate is formally charged with, is convicted of, or pleads guilty to a disqualifying offense. The agreement shall provide that failure to make the notification may result in denial, revocation, or suspension of the candidate's supported living certification.

The Board shall not employ an applicant or continue to employ an employee if his/her name is listed on any of the above databases.

## **7. EMPLOYEE CLASSIFICATIONS**

The Medina County Board of DD shall comply with all provisions of ORC 5126.22 concerning the classifications of Board employees. The Board may designate a position only if the position does not include directly providing, or supervising employees who directly provide, service or instruction to individuals with developmental disabilities.

### **A. Management Employees**

Management positions shall include those categories as listed in ORC 5126.22 (A), including confidential employees as defined in ORC 4117.01, positions designated by the Director of the Ohio Department of DD as having managerial or supervisory responsibilities and duties, and positions designated by the Medina County Board of DD in accordance with ORC 5126.22 (D).

## **B. Professional Employees**

Professional positions shall include those categories as listed in ORC 5126.22 (B), personnel certified pursuant to ORC 3319, any position that is not a management position and for which the standards for certification established by the Director of the Ohio Department of DD under ORC 5126.25 require a bachelor's or higher degree, professional positions designated by the Director, and professional positions designated by the Medina County Board of DD in accordance with ORC 5126.22 (D).

## **C. Service Employees**

Employees who hold positions that are neither management positions nor professional positions are service employees. Service positions shall include those categories as listed in ORC 5126.22 (C), any assistant to a professional employee certified to provide, or supervise the provision of, adult services or service and support administration, service positions designated by the Director of the Ohio Department of DD, and service positions designated by the Medina County Board of DD in accordance with ORC 5126.22 (D).

## **8. STAFF CERTIFICATION/LICENSURE**

All employees are required to comply with certification requirement established by the State of Ohio, the Department of DD, **The Ohio Department of Youth and Children's Services**, and the Department of Education. Only properly certified, registered, or licensed staff members shall be assigned to perform duties required by the State to be performed by certified, registered, or licensed personnel.

All certification shall follow rules and regulations as specified under Sections 5123.082, 5126.20, 5126.22, 5126.25, **and 5126.26, and 5126.27 (Repealed)** of the Ohio Revised Code and Sections ~~5123:2-5-01 through 5123:2-5-06~~ **5123-5-01 through 5123-5-08** of the Ohio Administrative Code.

Staff employed in positions requiring licensure or certification issued by another board or agency shall follow those licensing requirements specified by their respective state board under the following chapters of the Ohio Revised Code:

- Section 4723 - **Nursing Nurses**
- Section 4753 - **Speech Pathology & Audiology Speech Language Pathologists and Audiologists**
- Section 4755 - **Occupational Therapy & Physical Therapy Occupational Therapists, Physical Therapists, Athletic Trainers**
- Section 4757 - **Counselors & Social Workers Counselors, Social Workers, Marriage and Family Therapists**
- Section 4759 - Dietetics
- Section 4745 - Standard License Renewal Procedure

## **A. Requirements**

Each employee is responsible for meeting all certification requirements that may be required for a position held with the Medina County Board of DD. This responsibility includes taking all coursework and continuing education units needed to maintain the certification for that position. In fulfillment of this obligation, employees are expected to attend all agency in-service training programs. Problems in maintaining required certification should be reported to the employee's department head immediately. Employees who have a change in their educational, certification, registration, or licensing status that may have an effect on their salary or wage are responsible for providing the appropriate documentation to the **Personnel Human Resources** Office in a timely manner.

## **B. Annual Verification**

All employees are required to complete a certification/ registration or licensure Verification Form on an annual basis at the annual evaluation according to procedures for certification acquisition and maintenance.

## **C. Contract Services**

Where the Board contracts for the services of an independent contractor in lieu of an employee, the independent contractor shall comply with applicable State of Ohio certification requirements.

#### **D. Penalties**

Failure to comply with the State of Ohio rules and regulations regarding certification, registration, or licensure may result in disciplinary action leading to the termination of employment, according to collective bargaining agreements where applicable.

### **9. PROBATIONARY PERIOD**

The probationary period for all classified employees of the Board is as follows:

- Professional Employees - 365 days
- Paraprofessional Employees -180 days
- ~~Case Managers Service and Support Administrators 180 days- 365 days~~
- All other positions (unless specifically stated) - 180 days

Time spent on leave of absence shall not count as part of the probationary period. ~~(O.R.C. 124.27)~~ **(Rescinded, not replaced)**

### **10. LETTER OF INTENT**

The ~~Education~~ Director of **Children's Services** will, with the approval of the Superintendent, require teachers by April 30 of each year to provide a letter expressing their intent to return for the next school year. All teachers must indicate by April 30 whether they intend to return for the next school year.

### **11. SALARY**

#### **A. Salary Schedules**

The Board annually shall revise or accept and adopt at the recommendation of the Superintendent a schedule of salaries that lists the amount to be paid employees in each job classification during the current calendar year. The Superintendent is responsible for establishing the rate of pay for all employees pursuant to the adopted schedule.

#### **B. Salary Schedule Adjustments**

Salary ranges will be adjusted annually by the Superintendent subject to Board approval. Resulting salary ranges will be reviewed in relation to comparable community salaries for comparable positions of other state and county DD employees.

#### **C. Compensation Philosophy: Superintendent And Executive Leadership Staff**

The Board wishes to recruit and retain high quality, experienced professionals committed to serving individuals with developmental disabilities. The Board shall provide benefits and compensation based on industry standards and fiscal philosophies. The Board shall reserve the right to negotiate miscellaneous benefits with its Superintendent. The Board shall operate as a whole in determining the Superintendent's Contract and shall review possible changes in compensation/benefits at the time of the Superintendent's annual performance appraisal.

### **12. ORIENTATION**

New employees shall be properly oriented upon entering a new position. Orientation shall be the responsibility of the employee's Department Head.

### **13. PART-TIME EMPLOYEES**

The qualifications and other requirements for employment of part-time employees shall be the same as those for the employment of full-time employees of the same classification.

## **14. TEMPORARY AND SUBSTITUTE EMPLOYEES**

The qualifications and other requirements for employment of temporary and substitute employees may be less stringent than those for the employment of regular employees, provided all statutory and regulatory requirements are met.

## **15. EVALUATION**

Annual performance evaluations signed by the Superintendent and by the employee indicating the employee's awareness of the evaluation shall be maintained in the employee's personnel record. Performance evaluation forms used shall be those provided by or approved by the Department. Other evaluation methods may be used in addition to the required form.

## **16. PROMOTIONS AND TRANSFERS**

### **A. Qualifications**

No person shall be eligible for promotion who lacks the qualifications prescribed in the specifications for the job class involved, unless evidence is presented either that the person fully meets all qualifications or that the person possesses other special qualifications which make it desirable that she or he be considered for promotion. Qualified internal applicants shall be considered for promotional opportunities. Consideration will be given to employees who have completed their probationary periods and who have continued to demonstrate at least satisfactory performance.

### **B. Responsibility of Superintendent**

Subject to O.R.C. 124.33 and 124.241, the Superintendent shall make the final decision regarding job promotion or transfer.

## **17. STAFF REDUCTIONS**

### **A. Employees with Limited or Continuing Contracts**

All reductions of employees holding limited term or continuing contracts shall be accomplished in accordance with procedures established by the Superintendent and approved by the Board (Procedure #432 Reduction in Force for Limited and Continuing Contract Employees.)

### **B. Reduction In Force**

Should it become necessary to reduce the number of bargaining unit employees of the Board, the Superintendent is charged with the responsibility of identifying those employees to be laid off and making the appropriate recommendations to the Board. The Superintendent is further charged with developing procedures to determine the job classifications or area of assignment and the number of employees within those areas to be laid off, and to develop procedures to identify specific employees to be laid off. In carrying out these responsibilities, the Superintendent's major concern shall be the welfare of the individuals served by the Board. Lay-offs for bargaining unit employees shall be implemented in accordance with applicable collective bargaining agreements.

### **C. Seniority During Lay-Off**

Laid off employees who are reinstated or re-employed in County Service within one year of the layoff date will retain all previously accumulated seniority but will not be entitled to seniority time for the period of the layoff.

### **D. Notification**

Prior to any layoff, a notice containing the following information shall be given:

- 1.) the reason for layoff or displacement/layoff
- 2.) the effective date of the action
- 3.) appeal rights and time limit
- 4.) re-instatement and re-employment rights

**E. Appeal Rights**

A laid off or reduced employee may file a written appeal of the layoff in accordance with the Board's complaint procedure. An employee who is laid off as a result of displacement retains reinstatement rights to his or her original job title in the agency for a period of two calendar years.

**F. Reinstatement Rights**

The employer will not hire, promote, nor transfer anyone into a layoff job title until all employees on the layoff list for the job title are either reinstated, decline reinstatement in writing, or at least two years have lapsed since the layoff occurred.

**18. DISCIPLINE (O.R.C. 124.34)****A. Causes for Discipline**

An employee may be suspended or discharged, reduced in pay or position, or removed for incompetence, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, violation of such sections or rules of the director of administrative services, or any other failure of good behavior, or any acts of misfeasance, malfeasance or nonfeasance in office. (O.R.C. 124.34)

Normally, discipline is cumulative. Once disciplined, employees may be given a greater level of discipline for later committing any other impermissible act. Higher levels of discipline, including termination, may be given instead of warnings or other lesser forms of discipline for first offenses.

**B. Levels of Discipline**

The Superintendent shall determine the appropriate discipline to be administered in one of the ways described below:

1. Instructions or Cautioning - a written statement to an employee that certain behavior or job performance is unacceptable or unsatisfactory and, if continued, would subject the employee to further discipline.
2. Reprimand - a written statement to an employee describing the unacceptable or unsatisfactory behavior or job performance and noting that as a matter of discipline the employee's activity is being documented for future evaluations.
3. Suspension - an action removing an employee from the job without pay for a certain number of days as a matter of discipline.
4. Demotion - an action removing an employee from a particular job and placing the employee in a lower rated, less responsible position, usually with reduced compensation.
5. Termination (Removal/Discharge) - an action permanently ending an employee's employment relationship with the Board.

Before the Superintendent issues a suspension, demotion, or termination, the non-probationary employee will be notified of the proposed disciplinary action and reason(s) therefore and will be given an opportunity to respond. The Superintendent will notify the employee of the time, date, and place the hearing is to occur. The employee will waive the opportunity for a hearing if the employee fails to attend the scheduled hearing.

**C. Alleged Violations of Enrollee Rights**

Prohibited conduct directed toward enrollees which is cause for discipline up to and including removal include: verbal abuse, physical abuse, emotional abuse, and failure to act - neglect of duty. Discipline shall be administered according to collective bargaining agreements where applicable.

**D. Removal of Probationary Employees**

During the probationary period, employees may be removed from employment positions by action of the Superintendent. Such removal may, but need not, be preceded by the types of progressive discipline outlined in Section 4.18.2. If the probationary employee is removed



or demoted during the first half of the probationary period, the employee may appeal such disciplinary action to the State Personnel Board of Review.

An employee removed or demoted after the first half of the probationary period does not have the right of appeal to the State Personnel Board of Review. (O.R.C. 124.27)

#### **E. Appeals for Non-Management Employees**

1. Removals or suspensions of over three (3) days and demotions may be appealed by the affected staff member to the State Personnel Board of Review.
2. Appeals from removal, discharge, demotion or suspension of over three (3) days must be filed with the State Personnel Board of Review within ten (10) calendar days after the effective date of the action. A pre-disciplinary hearing, held in accordance with **Section 4.18.2, Chapter 4 Section 18** shall precede any removal, demotion or suspension. (O.R.C. 124.34)

#### **F. Removal/Discharge, Suspension or Demotion of Management Employees**

Removals/discharges, suspensions, or demotions of all management employees of the Board, as defined by O.R.C. 5126.22(A), shall be completed in accordance with the procedures established by O.R.C. 5126.23. (O.R.C. 5126.23)

#### **G. Superintendent's Authority**

The Superintendent shall have the authority to settle all claims with all employees that involve disciplinary actions or work performance problems. The Superintendent may suspend a staff member with pay during investigations or enter into a resignation agreement.

### **19. RESIGNATIONS**

#### **A. Written Notice**

Any employee's resignation, made in accordance with statutory requirements, and/or accepted by the Superintendent, terminates the employment relationship. Any employee who intends to resign shall notify the Superintendent in writing. A copy of such notification shall be given to the employee's Department Head. Employees are asked to give at least 30 days written notice before the effective date of a resignation.

#### **B. Teaching Staff**

Resignations of teaching staff members shall become effective, insofar as possible, at the end of the school year or semester. The Superintendent reserves the right to set the effective date of the resignation during the school year.

### **20. RETIREMENT**

Eligibility for and all rights of staff members concerning retirement benefits shall be governed by the provisions of Ohio Revised Code Chapter 145, concerning the Public Employees Retirement system and/or State Teacher Retirement System. (O.R.C. Chapter 145)

#### **A. Computing Service Time**

For the purpose of computing years of service toward retirement, employees whose work year is nine months shall be credited with one year for every nine months worked. (O.R.C. Chapter 145)

### **21. PHYSICAL EXAMINATIONS**

#### **A. Newly-Hired Employees**

All newly hired employees who provide direct services to enrollees shall have a physical examination current within one (1) year of initial employment which **shall may** include but not be limited to a TB skin test or X-ray, **as recommended by the local Health Department**, current within one month of their initial employment date. A report of this physical examination signed by a licensed physician shall be

maintained in the personnel file. New employees who show a positive reaction on a tuberculin test shall be required to have a chest X-ray and any other medical and laboratory examinations deemed necessary to determine the absence of tuberculosis in a communicable state.

### **B. Special Examinations**

The Superintendent may require an employee to undergo a physical examination at any time after the initial examination if the Superintendent determines that it is necessary and reasonable for the employee to have one. The Board shall pay the costs of such examination. The report of such examination signed by a licensed physician shall be filed in the employee's personnel file. (OAC 123:1-33-04)

### **C. Bus Drivers**

All staff members employed as bus or vehicle drivers on a permanent, temporary, or substitute basis shall have an annual physical examination conducted in compliance with Rule 3301-83-05 of the Ohio Administrative Code. A report of this examination signed by a licensed physician shall be maintained in the personnel file. (See Section 6.2 of the Policy Manual)

## **22. GUIDELINES FOR DEALING WITH EMPLOYEES WITH CONTAGIOUS DISEASES**

### **A. C.D.C./ODH Recommendations**

The Board recognizes that contagious diseases such as tuberculosis, Acquired Immune Deficiency Syndrome (AIDS), and hepatitis ("Contagious Disease") pose significant medical, social, and legal problems. In response to these concerns, the Board hereby adopts the following policy, which is consistent with the recommendations made by the Center for Disease Control and the Ohio Department of Health guidelines for dealing with persons in educational settings who are diagnosed as having a Contagious Disease:

### **B. Medical Evaluation**

If there is reason to believe that an employee is afflicted with a Contagious Disease, the employee will be required to submit to a medical evaluation in accordance with Section 4.21.2 Chapter 4 Section 22D of this Policy. Refusal to be tested may be grounds for disciplinary action or dismissal.

### **C. Enrollee Contact**

The determination of whether an employee diagnosed as having a Contagious Disease is to be permitted to remain employed in a capacity that involves contact with students, clients or other employees shall be made by the Superintendent on a case-by-case basis in consultation with the employee's treating physician, the employee, designated public and Board health official(s), and designated administrator(s).

### **D. Criteria for Determination**

In making such a determination, the Superintendent shall consider:

- (1) the recommendation of the individuals identified in 4.22.3; Chapter 4 Section 22A
- (2) the physical condition of the employee;
- (3) the expected type of interaction with others in the work setting; and
- (4) the impact on both the infected employee and others in that setting.

Pending such a determination, the employee will be permitted to continue working unless it is determined the employee poses an immediate threat of danger to others.

### **E. Assignment**

Unless the Superintendent assigns the employee to a work assignment under restrictive conditions, or the employee is placed on a leave of absence, sick leave with pay or disability leave, the employee will be unconditionally assigned to his/her current position.

### **F. Involuntary Leave of Absence**

If an employee is placed on an involuntary leave of absence under **4.22.5 Chapter 4 Section 22D** due to the Contagious Disease, or inability to perform assigned job duties due to the contagious disease, he/she will receive written notice of the Superintendent's action and will have the right to file an appeal in accordance with ORC 5126:23 or through the grievance process outlined in the Collective Bargaining Agreement as appropriate. Unless otherwise requested by the employee, the hearing will be closed. The employee will have an opportunity to present additional evidence of ability to remain in the work setting, to call witnesses, to cross-examine witnesses, and to have a representative participate in the hearing.

#### **G. Reconsideration**

An employee may request a reconsideration of any action taken under **Section 4.22.6 Chapter 4 Section 22 F** provided such a request is accompanied by medical evidence of a change in the employee's health status.

#### **H. Personal Contact Services**

All employees shall be required to teach or provide other personal contact services to an infected student or enrollee or to work with an infected employee, where a determination has been made to permit the infected individual to remain in the work setting. Refusal to do so shall be grounds for disciplinary action.

#### **I. Medical Records**

The medical records of all employees shall remain confidential, except where disclosure is necessary for the administration of this Policy or mandated by law.

#### **J. Confidentiality**

The identity of the infected employee shall not be revealed to the general public. Any media contact will be referred to the Superintendent or designee.

### **23. PAID LEAVE**

#### **A. Sick Leave**

##### **1. Rate of Earning Sick Leave**

Regular full-time employees shall earn sick leave at the rate of 4.6 hours for each 80 hours of service. Part-time employee working less than 40 hours shall earn sick leave at the rate of .0575 for each hour worked in a two-week pay period. Service time shall include actual work time and paid leave time. It shall not include summer break for 9-1/2 or 10-month staff or any other period in which an employee is not in active pay status. (O.R.C. 124.38)

##### **2. Use of Sick Leave**

Sick leave may be used when an employee is absent due to illness or injury, pregnancy, exposure to contagious disease, or the injury, illness or death of a member of his/her immediate family. The immediate family shall include spouse, children, parents, grandparents, siblings, father-in-law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, legal guardian or another person who stands in the place of a parent. It shall not include aunts, uncles, or cousins. (O.R.C. 124.38)

##### **3. Physician's Statement**

The Superintendent may require a physician's statement as proof of personal or immediate family illness or proof of fitness to return to work when an absence continues for three days or more or in case of repeated or frequent use of sick leave, even if the use is a pattern of one day off at a time.

##### **4. Request for Leave**

Employees are required to complete a Request for Leave form to justify the use of sick leave and return the form to the Personnel Specialist within 24 hours after the employee returns to work.

##### **5. Evidence of Need**

The Superintendent may adopt other rules requiring employees to provide statements and/or evidence of the need to use sick leave.

6. **Injury Caused by Other Employment**

The Board shall not be obligated to pay the salary of an employee when the absence is caused by an injury sustained in the employment of another employer.

7. **Accumulation**

Sick leave may be accumulated without limit. (O.R.C. 124.38)

**B. Vacation (O.R.C. 325.19)**

1. **Eligibility**

All full-time year-round employees shall be eligible for a vacation with full pay on the basis of completed hours of work after twelve months of Ohio public service.

2. **Earned Vacation Leave (O.R.C. 325.19)**

All year-round employees earn and accumulate vacation with pay in accordance with the following schedule:

<u>Years of Service</u>	<u>Length of Vacation</u>	<u>Hours of Pay</u>
1-7	2 Weeks	80
8-14	3 Weeks	120
15-24	4 Weeks	160
25+ over	5 Weeks	200

3. **Rate of Accumulation (O.R.C. 325.19)**

All year-round employees earn and accumulate vacation time at the rate of 3.1 hours each bi-weekly period for those entitled to 80 hours per year; 4.6 hours each bi-weekly period for those entitled to 120 hours per year; 6.2 hours each bi-weekly period for those entitled to 160 hours per year and 7.7 hours each bi-weekly period for those entitled to 200 hours per year. Days specified as holidays shall not be charged to an employee's vacation leave.

4. **Carry Over (O.R.C. 325.19)**

Vacation leave shall be taken by the employee during the year in which it is accrued and prior to the next recurrence of the anniversary date of employment. With prior approval of the Superintendent, an employee may accumulate and carry over vacation leave to the following year. No vacation leave shall be carried over for more than three years.

5. **Credit at Separation (O.R.C. 325.19)**

All Board employees are entitled to compensation, at their current rate of pay, for any earned but unused vacation leave for the current year at the time and separation, and in addition, shall be compensated for any unused vacation leave accumulated with the permission of the Superintendent for the three years immediately preceding the last anniversary date of employment.

**C. Holidays (O.R.C. 124.18 and 124.19)**

1. **Not Charged to Vacation**

The holidays listed below, observed when employees are absent on vacation, are not charged against vacation leave and may be taken at such later time as approved by the employee's immediate supervisor.

2. **Legal Holidays**

Legal holidays are as follows:

- New Year's Day
- Martin Luther King Day
- Presidents' Day
- Memorial Day
- Juneteenth
- Independence Day

- Labor Day
- Thanksgiving Day
- Christmas Day

3. **Eligibility**

All regular full-time twelve (12) month employees shall receive paid holidays throughout the year so long as they are on active pay status. Nine (9) and ten (10) month employees are paid for holidays which are celebrated during their working period.

4. **Rate of Pay**

Any work required to be performed by a non-administrative employee on any of the holidays listed in **4.23.3.2 Chapter 2 Section 23 C2** above shall be compensated at one-and-one-half (1-1/2) times the employee's straight time rate in addition to the holiday earnings.

**D. Funeral Leave**

Employees who experience a death in their immediate family, as defined in **Section 4.23.1.2 Chapter 4 Section 22 A2** above, may use sick leave to attend the funeral. Three (3) days of sick leave will be automatically approved for any death in an immediate family, with five (5) days of sick leave approved for deaths where the immediate family member had resided out of state. (O.R.C. 124.38)

**E. Personal Days**

1. **Days Per Year**

Three (3) personal days per year shall be granted to a full-time staff member for emergencies, religious holidays, or personal business which cannot be conducted outside the regular working hours.

2. **Not Cumulative**

Personal days are not cumulative. Their use must be approved by the employee's immediate supervisor. Personal leave may be used in segments of not less than one half-day.

3. **Request for Leave**

Request for personal leave shall be made on the prescribed forms. Staff members shall verify the use of personal leave by submission of the Request for Leave form to the Personnel Specialist.

4. **Advance Notice**

Except in emergencies, personal leave requests shall be submitted to the employee's supervisor for consideration five (5) working days in advance of the date requested.

**F. Jury Duty/Court Leave**

Full pay for all regularly scheduled working hours is granted to all employees subpoenaed for any court or jury duty by the United States, the State of Ohio or a political subdivision. Such payment will be made provided affected employees complete the necessary waiver form, available from the Clerk or Court, and present a copy of the form to the Personnel Specialist upon their return to work. Employees involved in any personal litigation requiring time off from work will not be paid for the time but may use personal leave or vacation time. (OAC 123:1-34-03)

**G. Education Leave**

A request for paid education leave must be submitted in writing, and may be granted only with the advance permission of the Superintendent, or in accordance with the provisions of a Board-approved employee contract. In either case, paid education leave shall not exceed twenty (20) working days (four weeks) and shall be demonstrated to be pertinent to an individual's employment and beneficial to the DD Board. Paid education leave may be taken as needed during the course of scheduled classes, following Request for Leave procedures.

## **24. UNPAID LEAVES**

### **A. Military**

A military leave of absence shall be granted to an employee in either the classified or unclassified service, subject to the provisions of the Ohio Revised Code. Following military leave of absence, employees shall be returned to their positions regardless of civil service status or the existence of an eligible list and may not be removed, except for cause, for a period of one year. (O.R.C. 5903.02)

### **B. Disability**

Employees may request an unpaid disability leave for a maximum of six (6) months if they continue to be injured, ill, or physically or mentally incapacitated from the performance of regular work duties after exhaustion of accumulated sick leave.

~~(OAC 123:1-33-02)~~ (Rescinded, not replaced)

1. Within three (3) years from the effective date of commencement of the unpaid disability leave, the employee may apply for reinstatement. After receipt of a timely application for reinstatement, the Superintendent may require examination of the employee by a licensed physician, psychiatrist, or psychologist, as appropriate to the circumstances, and may designate the person to conduct the examination. Based upon the result of the examination, the Superintendent may decide to reinstate the employee within thirty (30) calendar days to the employee's former position or to a similar position with the same classification.  
~~(OAC 123:1-33-03)~~ (Rescinded, not replaced)
2. An employee on an unpaid disability leave does not earn sick leave or vacation leave nor is entitled to any holiday pay. An employee on an unpaid disability leave must pay the full premium cost for health insurance in order to keep the coverage in effect during the leave. The employee's time in service will exclude the time spent on the unpaid disability leave.

### **C. Maternity Leave**

1. Any employee who becomes pregnant or adopts an infant shall, upon request made to the Superintendent, be granted an unpaid leave from work, for a period not to exceed twelve months, for maternity purposes. The date of departure from and the date of return to work shall be selected by the employee and the employee shall notify the Superintendent of these dates as far in advance as is practicable. The employee, at the employee's option, may utilize any or all of accrued sick leave and vacation leave for maternity purposes; after accrued sick leave and vacation leave are exhausted, the employee may be placed on maternity leave of absence without pay for a period not to exceed twelve (12) months. (OAC 123:1-34-01(C)) Fathers may use sick leave upon the birth of their child.
2. An employee on an unpaid maternity leave does not earn sick leave or vacation leave nor is entitled to any holiday pay. An employee on an unpaid maternity leave must pay the full premium cost for health insurance in order to keep the coverage in effect during the leave. The employee's time in service will exclude the time spent on the unpaid maternity leave.

### **D. Education and Extended Personal Leaves**

1. Employees may request in writing an unpaid leave of absence from the Superintendent for personal reasons. The Superintendent has discretion to grant the leave. Personal leave may be granted for up to six (6) months. Unpaid education leaves for purposes which are demonstrated to be pertinent to an individual's employment and beneficial to the DD Board may be granted for up to two (2) years. (OAC 123:1-34-01)
2. While on a leave without pay, an employee does not earn sick leave or vacation leave and is not entitled to any holiday pay. Time in service will be adjusted to exclude the time spent on leave without pay. An employee on an unpaid leave of absence must pay the full premium for health insurance to keep such coverage in force.

## **E. Family & Medical Emergency Leave**

The Medina County Board of DD shall apply Family and Medical Emergency Leaves for Board employees according to the provisions of P.L. 103-3, Family & Medical Leave Act of 1993, and 29 CFR Part 825 Interim Final Rule, Wage & Hour Div. DOL (Titles and IV) and Section 565 of the National Defense Authorization Act.

### **1. Eligibility**

All full time and part-time employees who have been employed by the Board of DD for a minimum of twelve (12) months and have been in an active pay status for a minimum of 1,250 hours during the previous twelve-month period are eligible for unpaid family and medical emergency leave.

### **2. Leave Requirements**

Leave may be requested for the following reasons:

- The birth, adoption, or foster care placement of a child, if the leave is taken within 12 months of the birth, adoption, or placement.
- A serious medical condition of a parent, spouse, or child.
- An employee's own serious medical condition that makes the employee unable to perform the functions of his/her position
- For qualifying emergencies arising out of the fact that the employee's spouse, son, daughter or parent is on active duty or called to active duty status as a member of the Armed Forces, National Guard or Reserves in support of a contingency operation.

"Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves either: Inpatient care (i.e., an overnight stay) in a hospital, hospice, or residential medical-care facility, including any period of incapacity (i.e. inability to work, attend school, or perform other regular daily activities) or subsequent treatment in connection with such inpatient care; or

Continuing treatment by a health provider, which includes:

- a) A period of incapacity lasting more than three consecutive, full calendar days and any subsequent treatment or period of incapacity relating to the same condition that also includes: treatment two or more times by or under the supervision of a health care provider (i.e., in-person visits, the first within 7 days and both within 30 days of the first day of incapacity); or one treatment by a health care provider (i.e., an in-person visit within 7 days of the first day of incapacity) with continuing regimen of treatment (e.g., prescription medication, physical therapy); or
- b) Any period of incapacity related to pregnancy or for prenatal care. A visit to the health care provider is not necessary for each absence; or
- c) Any period of incapacity or treatment for a chronic serious health condition which continues over an extended period of time, requires periodic visits (at least twice a year) to a health care provider, and may involve occasional episodes of incapacity. A visit to a health care provider is not necessary for each absence; or
- d) A period of incapacity that is permanent or long-term due to a condition for which treatment may not be effective. Only supervision by a health care provider is required, rather than active treatment; or
- e) Any absences to receive multiple treatments for restorative surgery or for a condition that would likely result in a period of incapacity of more than three days if not treated.

### **3. Length of Leave**

Eligible employees take up to twenty-six (26) work weeks of job protected leave in a "single 12-month period" to care for a covered service member with a serious illness or injury. Eligible employees are entitled to take up to twelve (12) weeks of unpaid leave in any twelve (12) month period. Employees must use accumulated vacation, personal days, or unpaid compensatory time for all or a portion of this leave of absence, and must also use sick leave when it meets the requirements of the Board of DD sick leave policy and provisions of the collective bargaining agreement where applicable. Paid or unpaid leave under this provision shall count as being inclusive of the FMLA leave.

Any leave of absence granted under this policy will be deducted from an extended personal leave of absence authorized by Section 4.24.4 Chapter 4 Section 23 of the policy manual and provisions of the collective bargaining agreement where applicable.

If the Board employs both spouses, only a combined total of twelve (12) weeks can be allowed when the leaves are taken for birth or placement of a child, or to care for a parent with a serious health condition.

Intermittent leave or a reduced leave schedule can be permitted for serious health condition leaves only when medically necessary as certified by a health care provider. Intermittent leave or a reduced leave schedule shall not be permitted for birth or child placement unless the employee and the Board agree otherwise.

If such a leave is for planned medical treatment of the employee or an immediate family member, the Board may require the employee to transfer temporarily to an equivalent position which will better accommodate the recurring leave periods.

4. **Credit**

An employee on a leave of absence without pay does not earn sick leave, vacation credit, or holiday pay. Only the time spent on paid authorized leave is counted and determines the length of service for purposes of extended vacation, retirement, or other purposes where tenure is a factor.

5. **Guarantees**

A covered employee will retain the right to return to his/her former position, or one with equivalent benefits, pay, and other terms and conditions of employment. While on approved leave, an employee will continue to receive the same group health insurance coverage provided the employee has paid the employee share of the cost of providing group health coverage on a timely basis (within 30 days).

A "key" employee may be denied restoration to employment if the Board finds that such denial is necessary to prevent substantial and grievous economic injury to its operations. A key employee is defined as being among the top 10% of all salaried employees.

6. **Verification**

In order to support a request for FMLA leave due to the employee's or family member's serious health condition, the employee must provide written certification from a qualified health care provider verifying the reason for the leave (medical condition), and stating:

- the date on which the condition commenced,
- the length of the leave,
- the appropriateness of when it occurs,
- the requirement of necessary treatment prescribed for the condition (including number of visits to a health care provider, nature of the care, and frequency and duration of treatment),
- and whether hospitalization is required.

If leave is requested for the employee's own serious medical condition, then the health care provider must also confirm, in writing, the employee's inability to perform his or her job functions, and the projected date of the employee's return to work. If the employee is requesting leave to care for a family member, as set forth above, then the health care provider must also verify that the employee's assistance is needed and the approximate amount of time that may be involved. The Board may require that the employee provide subsequent re-certifications.

In the case of certification for leave taken intermittently or on a reduced leave schedule, a statement must be made by the health care provider indicating:

- the necessity for such leave and the expected duration,
- the dates on which planned medical treatment is expected to be given and the duration of such treatment,
- and, if appropriate, that the leave is necessary to care for a family member or to assist in their recovery.



The Board may require a second medical opinion at the Board's expense. The Board may also pay for a third opinion if the first two conflict. The designated health care provider in this case must be approved jointly by both the employee and the Board. This third opinion will be final and binding on all parties.

Medical certification must also be provided at the Board's request if the employee does not return to work for a valid reason as specified in ~~Section 4.24.5.8.~~ **Chapter 4 Section 23**. The Board may periodically inquire about an employee's status while on leave and whether or not the employee intends to return; however, these inquiries may not violate any provisions of rules or regulations under A.D.A. statutes.

7. **Notice**

Employees are required to provide the Board with not less than 30 days written notice for births, adoptions, or foster care placements when possible. If 30 days written notice is not possible, then the employee must notify the Board as soon as practicable. Failure to request any leave of absence in a timely manner may result in a delay of the requested leave.

8. **Return**

Employees are required to notify the Board in writing if there is any reason why they cannot return to work on the indicated date. Such notice must be given prior to the indicated date of return and include an additional request for leave and a statement from a health care provider documenting the reason the employee is not returning to work. Failure to return from an approved leave of absence on the designated date of return without valid reason is a violation of Board policy and may result in termination of employment, according to collective bargaining agreements where applicable. Valid reasons would include: the continuation, recurrence, or onset of a serious health condition (affecting the employee or an immediate family member that would otherwise entitle the employee to FMLA leave, or other circumstances beyond the control of the employee. An employee who returns to work for at least 30 calendar days is considered to have "returned" to work for this purpose. The Board may also recover from the employee the cost of insurance premiums it paid for the continuation of group health insurance coverage during the unpaid FMLA leave according to provisions under the law.

## **25. SEVERANCE PAY**

### **A. Employees Hired Prior to December 31, 1989**

Employees of the Board at the time of retirement and acceptance for receipt of benefits under a state requirement system shall receive payment for accumulated but unused sick leave in accordance with the schedule below. The benefit is not paid in a separation other than retirement.

Years of State of Ohio Service

5 years to 9 years - 25%

10 years to 14 years - 30%

15 years to 20 years - 40%

20 years of service or more - 50%

Payment shall be based on the employee's daily salary rate at the time of retirement. (See generally O.R.C. 124.39)

### **B. Employees Hired After January 1, 1990**

Employees of the Board at the time of retirement and acceptance for receipt of benefits under a state requirement system shall receive payment for accumulated but unused sick leave in accordance with the schedule below to a maximum of 1/4 of 120 days. The benefit is not paid in a separation other than retirement.

Years of State of Ohio Service

- 5 years to 9 years - 25%
- 10 years to 14 years - 30%
- 15 years to 20 years - 40%
- 20 years of service or more - 50%

Payment shall be based on the employee's daily salary rate at the time of retirement. (See generally O.R.C. 124.39)

## **26. STAFF DEVELOPMENT**

The Board encourages personnel to participate in staff development activities such as staff meetings, courses, conferences, workshops, clinics, local area meetings, and observation of other programs, to the extent that such activities do not interfere with the operating needs of the program. Records concerning employees participating in staff development activities shall be maintained in the Personnel Office of the Board. Professional staff may be granted up to two (2) days per year to attend relevant training meetings or to visit other programs, as approved by the Superintendent. The Personnel Office shall recommend an annual training calendar which shall outline topics for staff in service and other training. Board-sponsored training for employees shall meet all requirements as prescribed in the Ohio Revised Code and the Ohio Administrative Code for county board employees. Any employee who completes Board training shall receive written certification that includes the individual's name, type of training, the name of the instructor, the dates that the employee participated in training sessions, and the length of training (hours).

### **A. First Aid Training**

The DD Board will provide an opportunity for general first aid training at least once every three years for all employees.

### **B. Fire Suppression Training**

The Medina County Board of DD shall provide for the training of at least two staff members in each building in techniques of fire suppression.

### **C. Disaster/Emergency Training**

The MR/DD Board **The Medina County Board of DD** will provide an opportunity for designated staff to receive yearly training for dealing with bomb threats, medical emergencies, power failures, and natural disasters.

### **D. Back Health and Safety**

The MCBDD is committed to providing proper training and equipment for employees whose job description requires lifting. The back can be protected from strain and injury by using good body mechanics, by asking for additional assistance, or by using lifting equipment such as the Handi Move or Hoyer Lift.

It is the responsibility of each employee to comply with written safety practices and to report injuries promptly.

### **E. Control of Occupational Exposure to Blood-Borne Pathogens and Body Fluids and Substances**

The Medina County Board of **Mental Retardation and** Developmental Disabilities seeks to protect those staff members who may be exposed to blood-borne pathogens in their performance of assigned duties as required by the **OSHA Public Employees Risk Reduction Program (PERRP) (entity that oversees public employers) Blood-Borne Pathogens Standard, 29 C.F.R. 1910.1030, (does not apply to public employers) ORC Chapter 4167, and Am. Sub. H.B. 308. (Revised. No longer applies to DD)** The purpose of an Exposure Control Plan is to minimize exposure to blood-borne pathogens; however, exposure might come about.

The Superintendent shall implement administrative procedures which will:

1. Identify employees whose duties create a reasonable anticipation of exposure to body fluids and substances including blood and other potentially infectious materials;

2. Provide for inoculation of the Hepatitis B Vaccine at no cost to the staff member and in accordance with Federally-mandated scheduling;
3. Ensure proper training in the body substance isolation method of infection control against exposure and/or contamination, including the use of engineering and work practice controls, the provision of appropriate protective supplies and equipment, and appropriate housekeeping schedules and procedures;
4. Establish appropriate procedures for the reporting, evaluation, and follow-up to any and all incidents of occupational exposure to blood or other infectious body fluids;
5. Provide for record-keeping of all of the above which complies with both Federal and State laws;
6. Develop an Exposure Control Plan that incorporates all of the above items.

#### **F. HAZCOM Training**

The Medina County Board of DD shall provide an employee training program on chemical hazards in the work place which shall include:

- An orientation to chemical hazards and action to be taken if there is an exposure,
- Departmental orientation to the chemical hazards found in specific departments, and
- An annual, mandatory in-service.

#### **G. Energy Control Training (Lock-Out/Tag-Out)**

OSHA specifies that Lock-Out/Tag-Out training shall be organized for three categories of employees:

- “Authorized” employees whose work includes the maintenance of equipment must receive training in the recognition of hazardous energy sources and the purpose and use of the facility’s Energy Control Procedures.
- “Affected” employees whose work includes the use of equipment must be instructed in the purpose and use of the facility’s Energy Control Procedures.
- Other employees whose work operations take them into areas where Energy Control Procedures may be in use must be instructed about these procedures.

In addition, all employees must be trained in the limitations of tags. OSHA also requires that “authorized” and “affected” employees be re-trained as changes in the work situation or changes with procedures occur and following any problems related to energy control.

#### **H. Lift Truck (Forklift) Training**

Forklift training is required for all employees that operate lift trucks, powered hand trucks, or any powered industrial trucks. The use of these vehicles by unauthorized and/or untrained workers is prohibited.

Training includes instruction in the physical operation of the vehicle to be used. This should address the characteristics of each vehicle, control, configuration, attachments, loads, and operations likely to be encountered. Training must include a review of the rules for safe truck operation, which would be as a minimum, those applicable standards contained in OSHA regulations 29 CFR 1910.30, 1910.176, and 1910.178. This aspect of training should also include a review of basic lift truck principles such as load centers, calculations of capacities, and lift truck stability.

#### **I. HIPAA Privacy Rules**

Information concerning HIPAA Privacy Rules and related MCBDD policies and procedures shall be provided:

- a. to new staff during the initial orientation program;
- b. during annual staff training including in-services and staff meetings;
- c. during regularly scheduled department meetings, in order to update staff with current information; and/or
- d. during special seminars and conferences, as scheduled.

Completion of this training shall be documented by the Personnel Office and retained in the staff member’s personnel file.

## **27. EMPLOYEE REASONABLE ACCOMMODATION (29 CFR Part 1630)**

### **A. Board Policy**

It is the policy of the Board to provide reasonable accommodation for the known physical or mental disabilities of otherwise qualified applicants for employment and employees.

### **B. Disability**

An individual with a disability is a person who:

- has a physical or mental impairment which substantially limits one or more major life activities; or
- has a record of such an impairment; or
- is regarded as having such an impairment.

### **C. Hiring**

Applicants with disabilities will be interviewed regarding their background and experience for the job in question, using the same interview format as is used for applicants without disabilities. Pre-employment medical examinations or pre-employment inquiry into the nature and severity of an applicant's disability shall not be required unless it is required of all applicants. However, inquiry into the person's ability to perform job-related functions is permitted after the applicant's other qualifications for the position have been established. Accommodations may include, but not be limited to, appropriate adjustment or modification of examinations and/or materials and the provision of qualified readers or interpreters.

### **D. Existing Staff**

Reasonable accommodation to a known disability of an otherwise qualified employee or applicant will be made on a case by case basis and may include job restructuring, part-time or modified work schedules, reassignment to a vacant position, acquisition or modification of equipment or devices, appropriate adjustment or modification of examinations, training materials, or policies, use of assistive equipment, the provision of qualified readers or interpreters, making existing facilities that are used by the employee with a disability accessible, or similar accommodations that will not impose an undue hardship on the Board.

## **28. RESOLVING DISCRIMINATION COMPLAINTS**

Employees or applicants who believe they have been the subject of discrimination because of race, color, national origin, religion, age, sex or disability have the right to file a discrimination complaint with the Medina County Board of DD, the State of Ohio EEO Commission, and/or the U.S. Department of Justice. Complaints of discrimination filed with the Medina County Board of DD will be heard by the Director of Human Resources, who functions as the Board's Equal Employment Opportunity Officer. The hearing shall follow procedures set forth by the Ohio Department of Administrative Services.

## **29. NON-DISCRIMINATORY CONTRACTS**

Any individual, agency, or service provider entering into contract with the Board shall act in a non-discriminatory manner both as an employer and as a service provider and shall act without regard to the race, color, national origin, religion, age, sex, sexual orientation, gender identity, gender expression, or handicap of the employee or program beneficiary. Failure to do so may result in the termination of the contract.

## **30. COMPLAINT PROCEDURE**

### **A. General Policy**

It is the policy of the Board to provide all employees with an easily accessible procedure for resolving work-related disagreements and complaints, and to foster sound employee-employer relations through communication and ultimate resolution of work-related problems.

**B. Definition**

This Complaint Procedure has been established as a primary means of meeting these objectives. A complaint is an employee concern about hours of work, application of personnel policies, purportedly unfair or unequal treatment or discipline, or other problems related to terms or conditions of employment, welfare of consumers, or matters relating to the operation of the Center. All supervisors are responsible for making certain that their employees understand this Procedure, and that employees feel free to use the Procedure without fear of criticism. Complaints involving position classification, hiring, promotion, transfer, and discrimination are not subject to this Procedure, but are to be channeled directly to the Personnel Manager or E.E.O. Officer. All complaints should be liberally construed as to content so as to qualify as a complaint. However, any matters subject to the Grievance Procedure found in the collective bargaining agreement are not covered under this policy.

**C. Initial Questions**

All complaints shall be submitted in writing using the appropriate form.

Every reasonable effort should be made by the Board, Superintendent, supervisors, and employees to resolve promptly and informally any questions, problems, and misunderstandings that arise. Accordingly, employees should first discuss any complaints or questions with their immediate supervisors and are urged to initiate such discussions at the time that the dissatisfaction or question first arises. Supervisors in turn should take positive and prompt action to answer employees' questions, resolve complaints, and assist in the resolution process with the employee.

**D. Representation**

The employee may elect to have a representative present during any scheduled discussions concerning this matter. If the employee chooses to hire an attorney to provide representation and/or legal counseling, the fees for such representation, including all attorney fees, shall at all times be paid by the employee.

The Superintendent may designate an appropriately certified representative to act in his/her place. This designee shall be authorized to conduct such hearings, investigations, and/or written notifications as necessary to implement the provisions of the Complaint Procedure as required under Board policy and the law. Any MCBDD employee who serves as a witness for such proceedings is required to cooperate fully with the investigation. Failure to cooperate may be considered insubordination and grounds for disciplinary action, which shall be applied according to collective bargaining agreements where applicable.

**E. New Employees**

The Complaint Procedure is not available to newly hired probationary employees or employees on probation for disciplinary reasons, except with the approval, and at the sole discretion, of the Superintendent.

**F. Confidentiality**

Communications pertaining to employee complaints filed under this Procedure shall be kept confidential to the greatest extent possible allowed by law by all parties involved. The parties acknowledge that such information and related documents are public records as defined in ORC 149.43 and may be subject to disclosure pursuant to this section.

**G. Timelines**

The parties may, by mutual agreement, waive the time limits of the following provisions. Any waiver so agreed upon shall be in writing and signed by the employee(s) and the supervisor or Superintendent (or his/her designee) depending on the appropriate hearing level.

Employees who report directly to the Superintendent shall commence the Complaint Procedure at Step II.

## **H. Complaint Guidelines and Steps**

### **1. Step I**

An employee having a complaint shall present it in writing to his/her immediate supervisor using the appropriate form. (Group complaints shall first be presented to the lowest ranking supervisor common to all employees in the group.) The immediate supervisor will conduct an investigation within ten (10) calendar days of receipt of the complaint, and will reply in writing to the employee within ten (10) calendar days following the completion of the investigation. This decision shall be discussed with the employee. If the complaint is not satisfactorily resolved at this step, the employee may proceed to Step II by filing a written notice with the Superintendent within ten (10) calendar days of receipt of the supervisor's response.

### **2. Step II**

If a satisfactory resolution is not secured at Step I, all written materials and any supporting documentation relating to the complaint shall be forwarded by the responding supervisor to the Superintendent or his/her designee. The Superintendent or designee shall meet with the employee and, at the choice of the employee, a representative, within ten (10) calendar days following receipt of the written complaint. Both the employee(s) and the Superintendent or designee have the right to have available such witnesses as are necessary for the explanation and investigation of the complaint. The Superintendent shall reply to the complaint within five (5) working days from the date of the conclusion of the investigation.

### **3. Step III**

If a satisfactory solution is not reached at Step II, the employee may submit the matter to the Board by filing a written request with the Board President within ten (10) calendar days of the employee's receipt of the Superintendent's decision. Upon receipt of the written request, the Board will schedule a time and place for a hearing with the employee and representative (if any) that shall take place no sooner than seven (7) calendar days and no later than the next regularly scheduled Board meeting. The employee and a representative (if the employee so desires) will meet with the Board for final disposition. The Board will consider all the facts and may listen to witnesses concerning the case. The Board will submit its decision in writing to the employee within five (5) calendar days following the hearing. The Board's decision on the complaint is considered final.

## **31. MANAGEMENT EMPLOYEES (O.R.C. 5126.21)**

### **A. Contracts**

All management employees shall hold a limited contract for a period of not less than one and not more than five years. Management employee contracts for more than one year must be approved by the Board.

### **B. Interim Rule**

Management employees with continuing contract status prior to July 1, 1988 shall continue to hold such continuing contract status during employment with the Board. Management employees in probationary status on July 1, 1988 shall hold continuing contract status upon successful completion of their probationary period.

### **C. Notice Regarding Contract**

Management employees on limited contracts shall be notified of the Superintendent's intention not to rehire at least ninety days prior to the expiration of the contract.

### **D. Notice Regarding Salary**

The Superintendent shall notify management employees of their salary at least thirty days before the first day of a new fiscal or contract year.

## **32. STAFF ATTENDANCE**

### **A. General**

All employees are required to report to work on time according to his/her assigned schedule.

## **B. Tardiness/Absence**

Tardiness, absence without leave as well as absenteeism will be cause for corrective disciplinary action, up to and including termination. Such disciplinary actions will be considered as part of the overall disciplinary procedure. These areas will also be reflected in the employee's annual evaluation.

1. Absence Without Leave - An employee who is away from his/her scheduled place of work for reasons other than authorized vacation leave, holiday leave, compensatory time leave, sick leave, personal leave, disability leave, funeral leave, maternity leave, leave without pay, jury duty, court leave, military leave, professional leave or an approved flex-time schedule change.
2. Absenteeism - Excessive use of paid or unpaid leave, or absence without leave.
3. Tardiness - An employee's failure to report to work at the scheduled starting time without his/her supervisor's prior authorization.

## **C. Penalties**

The following schedule of deductions from an employee's pay will apply when an employee is tardy or absent without leave:

- 10-15 minutes - 1/4 hour
- 16-30 minutes - 1/2 hour
- 31-45 minutes - 3/4 hour
- 46-60 minutes - 1 hour
- Etc.

The course of discipline for tardiness shall follow progressive disciplinary procedures, and shall be applied according to collective bargaining agreements where applicable.

## **D. Overtime**

Overtime is defined as hours actually worked in excess of 40 hours per week. In accordance with the Fair Labor Standards Act, positions are classified as exempt or non-exempt from the wage and hour provisions based on the nature of the duties. Non-exempt positions are subject to time and one-half rates of pay for hours worked over 40 hours in one week. **Job descriptions for each position will include the designation of exempt or non-exempt in accordance with the Fair Labor Standards Act, will include the The following positions are eligible for overtime pay or compensatory time adjustments:**

- Administration
- Human Resources Specialist
- Financial Data Specialist
- Special Projects Assistant
- Business Clerk
- Administrative Support Clerk
- Records Clerk
- Switchboard Operator
- Staff
- Secretary (all depts.)
- Confidential Secretary
- File Clerk (all depts.)
- Ancillary Services
- Licensed Practical Nurse
- Licensed Physical Therapy Assistant
- Certified Occupational Therapy Assistant
- Intake Assistant

Ancillary Aide  
 Therapy Services Support Specialist  
 Adult Services  
 Department Supervisor  
 Community Services Supervisor  
 Community Support Specialist  
 Habilitation Assistant  
 Personal Care Assistant  
 Permanent Floater  
 Education  
 Instructor Assistant  
 Facilities Operation  
 Maintenance Repairman  
 Custodial Worker  
 Permanent Floater  
 Grounds Caretaker  
 Cook  
 Food Service Worker  
  
 Transportation  
 Vehicle Operator  
 Vehicle Operator Assistant  
 Equipment Supervisor  
 Mechanic  
 Van Driver  
 Permanent Floater

The following positions are not eligible for overtime:

Administration  
 Superintendent  
 Assistant Superintendent  
 Business Manager  
 Human Resources Manager  
 Office Manager  
 Medicaid Services Manager  
 Quality Systems Coordinator  
 Public Relations Specialist  
 Training/Volunteer Coordinator  
  
 Ancillary Services  
 Ancillary Services Director  
 Director of Nursing  
 Registered Nurse  
 Physical Therapist  
 Occupational Therapist



Language Development Specialist  
Music Therapist  
Behavior Support Specialist/Psychology Assistant  
Physical Development Specialist  
Vocational Evaluator/Intake Specialist  
Intake Specialist  
Transition Specialist

Service and Support Administration  
SSA Director  
SSA Supervisor  
Case Manager

Transportation  
Transportation Supervisor  
Adult Services  
Adult Services Director  
Community Employment Manager  
Individual Supports Manager  
Intensive Needs Manager  
Production & Staffing Manager  
Economic Developer  
Habilitation Counselor  
Program Supervisor

Education  
Education Director  
Assistant Education Director  
Instructor  
Early Intervention Specialist  
Facilities Operation  
Facilities Manager  
Information Systems Technician  
Computer Support Specialist

## **E. Compensatory Time**

Any employee who is designated as non-exempt in accordance with the Fair Labor Standards Act and assigned overtime work by his/her supervisor shall have the option to accrue compensatory time instead of the payment of cash for overtime actually worked, with the approval of his/her supervisor. For purposes of computing overtime pay, only actual hours worked in performance of a person's assigned job shall be counted. If the employee elects to take compensatory time off in lieu of overtime pay, for any overtime worked, such compensatory time shall be granted by his/her supervisor on a time and one-half basis, at a time mutually convenient to the employee and supervisor. An employee may accrue compensatory time to a maximum of eighty (80) hours. Any hours of compensatory time in excess of eighty (80) hours shall be paid to the employee as overtime compensation. Upon termination of employment, any employee with accrued but unused compensatory time shall be paid for that time at the employee's current rate of pay.

Certain employees may be exempted from the payment of compensation as required by this section only under the criteria for exemption from the payment of overtime compensation established in the "Federal Fair Labor Standards Act of 1938" 52 Stat. 1060, 29 W.S.C.A. 207, 313 as amended.

The following positions are eligible for compensatory time:

Administration

Personnel Specialist

Financial Data Specialist

Special Projects Assistant

Business Clerk

Administrative Support Clerk

Records Clerk

Switchboard Operator

Staff

Secretary (all depts.)

Confidential Secretary

File Clerk

Ancillary Services

Licensed Practical Nurse

Licensed Physical Therapy Assistant

Certified Occupational Therapy Assistant

Intake Assistant

Ancillary Aide

Therapy Services Support Specialist

Adult Services

Department Supervisor

Community Services Supervisors

Community Support Specialist

Habilitation Assistant

Personal Care Assistant

Permanent Floater

Education

Instructor Assistant

Facilities Operation

Maintenance Repairman

Custodial Worker

Permanent Floater

Grounds Caretaker

Cook

Food Service Worker

Transportation

Vehicle Operator

Vehicle Operator Assistant

Equipment Supervisor

Mechanic

**Van Driver**

**Permanent Floater**

All time shall be accrued and used in 15-minute increments.

All compensatory time must be used in the calendar year in which it is accrued. Any compensatory time in excess of twenty (20) hours not scheduled for use by the end of the last pay period for the year will be paid at the employee's current rate of pay.

Any additional time worked beyond the assigned work schedule must be authorized in advance by the immediate supervisor and approved by the department head.

#### **F. Flex Time**

Designated employees who have exceeded their normal daily working schedules with the approval of their supervisors may have their schedules readjusted for that week to allow for the use of that time worked. The time off must be mutually agreeable to the employee and the supervisor. The time given will be on an hour-for-hour basis, and the work week shall not exceed forty (40) hours. All flex time shall be accrued and used in 15-minute increments. Employees are not permitted to take time off in advance of having earned that time.

Any additional time worked beyond the assigned work schedule must be authorized in advance by the immediate supervisor and approved by the department head.

### **33. DRUG-FREE WORKPLACE**

#### **A. Federal Drug-Free Workplace Act of 1988**

Illegal drugs in the workplace are a danger to all employees, those we serve, the public, and the Board. They impair health and safety, promote crime, lead to decreased productivity and quality of performance, and undermine public confidence in the work we do. Illegal use of drugs cannot and will not be tolerated.

Effectively immediately, any location at which the Medina County Board of Mental Retardation and Developmental Disabilities conducts its business is declared to be a drug-free workplace. This policy covers any site, premises, or facility, including, but not limited to, buildings, offices, parking lots, all work locations, living areas, rest rooms, break rooms, desks, lockers, motor vehicles, motorized equipment, and all sites at or upon which employees perform work or services for, or on behalf of the Board.

#### **B. Standards of Conduct**

All employees are absolutely prohibited from unlawfully manufacturing, distributing, dispensing, possessing, or using controlled substances in the workplace. The following is a partial list of controlled substances:

- \* Narcotics (heroin, morphine, etc.)
- \* Cannabis (marijuana, hashish)
- \* Stimulants (cocaine, diet pills, etc.)
- \* Depressants (tranquilizers)
- \* Hallucinogens (PCP, LSD, "designer drugs", etc.)

A complete list of controlled substances as specified in Schedules I through V of Section 202 of the Controlled Substances Act (21 USC 812), or as defined in ORC 3719.01, is available through Administration.

#### **C. Penalties & Procedures**

Any employee violating the above policy is subject to discipline, up to and including termination, for the first offense. Any employee convicted of violating a criminal drug statute in the workplace shall inform the Board of such conviction (including pleas of guilty and nolo contendere) within five days of the conviction occurring. Failure to so inform the Board subjects the employee to disciplinary action, up to

and including termination for the first offense. By law, the Board will notify the appropriate federal agency within 10 days of receiving such notice from an employee or otherwise receiving notice of such a conviction. All disciplinary action shall be applied according to collective bargaining agreements where applicable.

The Board reserves the right to offer employees convicted of violating a criminal drug statute in the workplace the opportunity to participate in an approved rehabilitation or drug abuse assistance program as an alternative to discipline. If such an opportunity is offered, and accepted by the employee, then the employee must satisfactorily participate in the approved program as a condition of continued employment.

#### **D. Education**

Employees have the right to know the dangers of drug abuse in the workplace, the Board's policy about them, and what help is available to combat drug problems. The Board will conduct a Drug-Free Awareness Program as part of an initial orientation for all new employees, and annually thereafter. To help employees in overcoming drug abuse problems, assistance is available through:

- Medical benefits for substance-abuse treatment;
- Counseling programs within Medina County;
- Information about community resources for assessment and treatment.

#### **E. Acknowledgement**

All employees shall be asked to acknowledge that they have read the above policy and agree to abide by it in all respects by completing the MCBDD Drug-Free Workplace Policy Agreement & Acknowledgement. By law, this acknowledgement and agreement are required of each employee as a condition of continued employment.

### **34. SEXUAL HARASSMENT**

#### **A. Prohibition**

The Medina County Board of DD prohibits sexual harassment of its employees in any form. This includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, where any of the following conditions are manifested:

1. Submission by an employee is required, either explicitly or implicitly, as a condition of employment;
2. Submission or rejection by an employee is the basis for an employment-related decision;
3. The conduct unreasonably interferes with an employee's work performance;
4. The conduct creates an intimidating, hostile, or offensive work environment.

Specifically, no supervisor shall threaten or insinuate, either explicitly or implicitly, that an employee's refusal to submit to sexual advances will adversely affect the employee's employment, evaluation, wages, advancement, assigned duties, shifts, or any other condition of employment or career development.

Other sexual harassing conduct in the workplace, whether committed by supervisors or non-supervisory personnel is also prohibited. This includes: offensive sexual flirtation, advances, propositions; verbal abuse of a sexual nature; graphic verbal commentaries about an individual's body; sexually degrading words used to describe an individual; and the display in the workplace of sexually suggestive objects or pictures.

Any violation of this policy by any employee will not be tolerated and will result in disciplinary action.

#### **B. Report of Incident**

Employees who feel aggrieved because of sexual harassment have an obligation to communicate their problem immediately. All incidents involving sexual harassment shall be brought to the attention of Management.

Employees who feel comfortable doing so should directly inform the person engaging in conduct they feel is sexual harassing that such conduct is offensive and must stop. If any employee does not wish to communicate directly with the person whose conduct is felt to be offensive, for whatever reason, or if the alleged offender refuses to discontinue the conduct, the employee should then immediately contact the alleged offending party's immediate supervisor, and/or their own immediate supervisor for assistance. Employees who feel they have been sexually harassed by anyone, including those with Management authority, or any employee who feels that their complaints of sexual harassment to supervisors have not been remedied should immediately contact the Superintendent. Employees have the right to raise the issue of harassment under Title VII of the Civil Rights Act with an Equal Employment Opportunity Coordinator.

### **C. Investigation**

It is the agency's policy to investigate any known incidents of sexual harassment in a timely and confidential fashion. Regardless of the outcome, the initiation of a complaint of sexual harassment will not cause any reflection on the complaining employee, nor will it affect that employee's employment, evaluation, wages, advancement, assigned duties, shifts, or any other condition of employment or career development, unless the complaint is knowingly and intentionally false or misleading. Any employee who intentionally and knowingly makes a false or misleading complaint may be subject to disciplinary action, up to and including termination. Any charged employee shall be notified of the name of the person making the complaint, the time, place, and specific allegation in the complaint, including the names of any witnesses to the incident. The individual will also be afforded full rights of due process.

### **D. Penalties**

Employees who have shown that they have participated in sexual harassment activities will be subject to progressive disciplinary action, according to collective bargaining agreements where applicable. Such disciplinary action may include, but not be limited to, administrative counseling, written warnings, mandatory professional counseling, limiting contacts with male/female employees, suspension, and/or termination.

### **E. Prevention**

The Board shall seek to prevent sexual harassment by education of staff through in service training. Every effort will be made to reduce those conditions that promote sexual harassment through ongoing discussion of policy with Management.

## **35. CONDUCT BETWEEN STAFF & ENROLLEES**

It is the policy of the Medina County Board of DD to promote the growth, development, and independence of each individual enrolled in programs sponsored by the Board. Individuals will be afforded every possible opportunity for self-determination and choice. It is the intent of the Board to empower enrollees and their families in order to promote self-fulfillment as defined in the Mission Statement and Principles of the Board under Chapter 1 of the Policy Manual.

### **A. Staff Conduct**

All staff members shall be familiar with the rights enumerated in ORC 5123.62 and observe those rights in their contacts with persons receiving services. To ensure enrollee rights, all involvement between staff members and individuals served by Board programs shall be in such a manner so as to respect the dignity of each individual, foster the positive regard for each person's worth, and enhance the supports provided through Board programs to enable the individual to participate in community life. In performing their duties, staff shall not use physical, verbal, or psychological abuse, or any other restrictions that withhold or inhibit individual rights:

1. Appropriate behavior support techniques shall be utilized to establish acceptable behavior limits and develop independent behavior. Group punishment or other actions meant to belittle or degrade individuals shall not be utilized.
2. When speaking to or about enrollees, staff shall use 'people-first language' and shall avoid all references to individuals unless speaking with staff, professionals, or providers who have a 'right to know'. Conversations with the individuals rather than about the individual should take place while in his/her presence. Staff speech should take into account individual differences and

disabilities; a positive approach should always be used, using a moderate voice that is suitable for the occasion, absent of demeaning, belittling, or degrading speech. Threats or coercion are not permitted to be used under any circumstances.

3. Employees may choose to socialize during their free time with individuals with disabilities who are served by the Medina County Board of DD. Although employees are free to choose to socialize with consumers of MCBDD services, they should be aware that:
  - a) Employees choosing to socialize with consumers during off-the-clock hours will not be compensated for such activities. This is employee free time and is not work time.
  - b) If an employee has any reason to believe that a consumer, guardian/parent/family member, friend, or caregiver of a consumer considers such voluntary socializing as an activity in any way sponsored or overseen by the Medina County Board of DD, the employee should immediately clear up such misunderstanding and explain in understandable terms that the activity is not sponsored or overseen by the Medina County Board of DD.
  - c) The Medina County Board of DD forbids any sexual interaction between employees and individuals served by the Board. Such prohibition is effective during work AND non-work hours. Any infraction of this policy will be cause for disciplinary action up to, and including, termination of employment.
  - d) If an employee, at any time, during work or non-work time, becomes aware of any abuse, neglect, or any threat to the health or safety of a consumer served by the Medina County Board of DD, it is the employee's responsibility to contact Service & Support Administration immediately and to report such activity.

#### **B. Notice**

This policy shall be reviewed with all Board employees during their initial orientation. In addition, this policy shall be provided to all enrollees, parents, families, legal guardians, providers, and other caregivers, as well as staff, on a yearly basis.

#### **C. Penalties**

Staff members who fail to follow the above policy shall be subject to disciplinary action, according to collective bargaining agreements where applicable.

### **36. USE OF ALCOHOL AND OTHER INTOXICANTS**

The use, possession, or sale of any alcoholic beverage or other intoxicant in the workplace is strictly prohibited. In addition, reporting for work or performing one's job assignment under the influence of any alcoholic or intoxicating substance is also forbidden. Evidence of such use, possession, sales, or influence shall be grounds for disciplinary action, up to and including termination, in accordance with collective bargaining agreements, where applicable.

When an employee's behavior or performance raises a question about the employee's physical condition or ability to perform assigned duties properly or safely, the employee may, pending disciplinary action, be suspended with pay at any time that the Superintendent, or his/her designee, determines that the employee's presence on the job represents a potential danger to persons or property or would interfere with the Board's operations. Such action shall be in accordance with collective bargaining agreements, where applicable.

### **37. VOLUNTEER PROGRAM**

#### **A. Purpose**

The Center may utilize volunteers to enhance the quality of programs. Volunteers will not be considered in staffing ratios or used to supplant existing staff.

#### **B. Recruiting**

Volunteers will be recruited via local public information publications, through speaking engagements, and other forms of contact with the general public.

**C. Interview**

Persons interested in providing a volunteer service on a regularly scheduled basis, will first contact the Volunteer Coordinator for an initial introduction to determine the volunteer's suitability, dependability, experience and motivation for providing effective programming.

**D. Volunteer Service Plan**

Regularly scheduled volunteers will work from a Volunteer Service Plan as **outlined** in procedure #406. This plan will outline duties, objectives, hours worked, and required training.

**E. Assignment**

Assignment of volunteers will be based on individual preferences and needs expressed by staff and the Volunteer Coordinator recommendations.

**F. Training & Evaluation**

Regularly scheduled volunteers are required to review the training manual provided to them at the initial introduction by the Volunteer Coordinator. Evaluation will be conducted by the departmental supervising staff to whom the volunteer reports, in accordance with duties outlined in their Volunteer Service Plan.

**G. Dismissal**

Failure of volunteers to meet the guidelines specified in the Volunteer Service Plan will be grounds for dismissal of the volunteer.

**H. Recognition**

Volunteers may be recognized for their service by receiving mention in the local information publication and may be awarded certificates or other commendations. **(OAC 5123:2-1-02 (H)) (Rescinded, not replaced)**

**38. PROHIBITION OF VIOLENCE IN THE WORKPLACE**

The Medina County Board of ~~Mental Retardation and~~ Developmental Disabilities is committed to providing a work environment that is free from violence. This includes, but is not limited to, any Board facility, Board property, any place where a Board-related activity, event or function is conducted, and a Board vehicle or Board-approved vehicle used to and from a Board or Board-related activity, event, or function, such as a field trip or athletic event where enrollees are under the jurisdiction of the Board. Any acts or threatened acts of violence will not be tolerated. Any Board employee engaging in violent behavior will be subject to discipline, up to and including dismissal. The service of any volunteer engaging in threatening and/or violent behavior will be terminated. Staff, volunteers, or visitors engaging in violent behavior or threatened acts of violence may also be personally subject to criminal or civil liabilities.

For purposes of this policy, violent behavior, which specifically excludes behavior of consumers served by Board programs, is defined as:

1. Physically harming or threatening to harm an individual, group of individuals, or relatives of those individuals.
2. The possession on agency property of weapons of any kind, or the brandishing of any object that could reasonably be perceived as a weapon.
3. Loud, angry, or disruptive behavior that is not a part of the typical work environment, as a result of which an employee or visitor feels physically at risk or threatened.
4. Callous or intentional disregard for the physical safety or well-being of others which could reasonably be expected to result in injury.
5. Intentional destruction of Board or employee property.
6. Commission of a felony or misdemeanor on Board property, or any place where a Board-related activity, event, or function is conducted.

7. Any other conduct that a reasonable person would perceive as constituting a threat of violence.

Procedures shall be adopted regarding how staff will deal with violence or potential violence directed toward enrollees, visitors, or other staff. Any employee who is subjected to, witnesses, or has knowledge of violent behavior of any of the types listed above, or has reason to believe that violent behavior may occur at or in connection with the activities of the Medina County Board of **Mental Retardation and Developmental Disabilities**, is required to report it promptly to his or her Department Head, or to the Personnel Manager. Employees, volunteers, and visitors can raise concerns and make reports without fear of reprisal, and the Board will treat such reports as confidential to the extent circumstances permit.

### **39. MEDICAID FRAUD (ORC **5111.101 5162.15**)**

All Board employees (including management) shall receive the following information which shall be included in the employee handbook:

- (a) The prevention and detection of Medicaid fraud, waste, and abuse as discussed in the employee code of conduct;
- (b) Federal false claims law under 31 USC 3729 to 3733;
- (c) Federal administrative remedies for false claims and statements available under 31 USC 3801 to 3812;
- (d) Information concerning sections 124.341, 2913.40, 2913.401, and 2921.13 of the Ohio Revised Code and any other state laws pertaining to civil or criminal penalties for false claims and statements; and
- (e) 'Whistleblower' protection under the law as specified in the above state and federal laws.

Written information concerning items (a) through (e) shall also be given to Board contractors and agents who provide services on behalf of the Board.

### **40. WORKER'S COMPENSATION BENEFITS**

#### **SOURCE:**

Medina County Commissioners Policy **#3-050 6.030** and Industrial Commission of Ohio.

Board employees are covered through the Medina County's self-insured Worker's Compensation plan as administered through the Bureau of Worker's Compensation (BWC). The following is a list of benefits provided to employees who experience work-related injuries:

1. Payment of medical care provided by a clinic, physician, hospital, or medical service as provided by law for the work-related injury or condition approved by the County's third-party administrator (TPA). **Comp Management**.
2. Payment of compensation (at the level prescribed by law) for disability after eight or more days lost from work, including weekends and holidays.

### **41. EMERGENCY FAMILY AND MEDICAL LEAVE EXPANSION – (Expired at the end of the Covid Emergency)**

**SOURCE:** Emergency Family and Medical Leave Expansion Act

#### **Introduction**

1. This policy is adopted in accordance with the requirements of the Emergency Family and Medical Leave Expansion Act.
2. This policy is temporary and shall remain in effect until December 31, 2020, or as otherwise terminated by law. It becomes effective on April 1, 2020.

#### **A. Employee Eligibility**



An employee is eligible for emergency FML under the terms and conditions of this policy if the employee has been employed by the Board for at least 30 calendar days prior to the requested start date of the designated FML and meets all other requirements outlined by law including, but not limited to, the definition of "essential" worker.

### **B. Duration of Emergency FML**

Emergency FML is granted to eligible employees for reasons specified in this policy for a maximum of 12 weeks.

### **C. Reason for Emergency FML**

An employee may take up to 12 weeks of FML to allow the employee, who is unable to work or telework, to:

- Care for the employee's son or daughter under age 18, or 18 years of age or older who is incapable of self-care because of a mental or physical disability, if the son's or daughter's elementary or secondary school or place of care (including if the child care provider is unavailable) has been closed due to an emergency with respect to COVID-19 declared by a federal, state, or local authority. An employee may not take leave if another parent or guardian is able to care for the son or daughter.

### **D. Paid Emergency FML**

1. Emergency FML shall be unpaid for the first 10 days of leave. However, the employee may elect to substitute Paid Sick Leave in accordance with the requirements of the Emergency Paid Sick Leave Act or to substitute any accrued paid leave, including vacation leave, personal, or other paid time off offered by the Board to cover some or all of the 10-day unpaid period. The Board may not require an employee to use Paid Sick Leave under the Emergency Paid Sick Leave Act or any accrued paid leave, including vacation leave, personal leave, or other paid time off offered by the Board during the first 10 days of Emergency FML. If the employee elects to use Paid Sick Leave for the first 10 days of Emergency FML, the Board may agree to allow the employee to supplement the amount received from Paid Sick Leave with the employee's accrued paid leave, up to the employee's normal earnings.
2. Following the initial 10-day period of Emergency FML, the employee will be paid in accordance with the following terms and conditions.
3. Employees who work a regular and predictable schedule are to be paid at the rate of 2/3 of the employee's regular rate of pay for the number of hours that the employee would have otherwise been normally scheduled.
4. Employees who work an irregular schedule (from week to week to such an extent that an employer is unable to determine with certainty the number of hours to be worked) the following calculation will be used:
  - a. The average number of hours the employee worked for the six-month period ending on the date that the employee begins taking Emergency FML, including those hours that the employee took leave of any type.
  - b. If an employee worked less than six months prior to taking Emergency FML, the employee is to be paid the reasonable expectation of the employee at the time of hire of the average number of hours per day that the employee would normally be scheduled to work.
5. After the first ten days of Emergency FML, if not used for the first ten days, the hours of Paid Sick Leave to which the employee is entitled under the Emergency Paid Sick Leave Act shall run concurrently with the Emergency FML.
6. After the first ten days of Emergency FML, the Board may require the employee to use accrued paid leave including vacation leave, personal leave, or other paid time off to cover the Emergency FMLA absence. If the employee exhausts his/her accrued paid leave, he/she still remains entitled to any remaining Emergency FML at 2/3 pay.
7. After the first ten days of Emergency FML, the employee and the Board may agree that the employee can use accrued paid leave, including vacation leave, personal leave, or other paid time off, to supplement the 2/3 pay so that the employee may receive the full amount of the employee's normal compensation.
8. Unless the employee elects to use, or the Board requires the employee to use, accrued paid leave, including vacation leave, personal leave, or other paid time off, pay for Emergency FML leave under this policy is limited to \$200.00 per day and \$10,000.00 in aggregate per employee.

9. ~~Under certain circumstances, the Board and the Employee may agree that the employee take Emergency FML on an intermittent basis. Such requests by an Employee will be determined on a case-by-case basis by the Board.~~



## **Chapter 7 – Service and Support Administration Policy Reviews**

October 28, 2024 Board Meeting

### **Section:**

## **2. SERVICE AND SUPPORT ADMINISTRATION**

### **SOURCES:**

ORC 5126.15

OAC ~~5123:2-1-11~~-5123-4-02

### **GENERAL**

MCBDD shall provide service and support administration in accordance with OAC ~~5123:2-1-11~~-5123-4-02

### **DEFINITIONS**

"Assessment" means the individualized process of gathering comprehensive information concerning the individual's preferences, desired outcomes, needs, interests, abilities, health status, and other available supports.

"Individual service plan" means the written description of services, supports, and activities to be provided to an individual.

"Budget for services" is the projected cost of implementing the individual service plan regardless of funding source.

"Home and Community-Based Services Waiver; means a Medicaid waiver administered by the department.

"Natural supports" means the personal associations and relationships typically developed in the community that enhance the quality of life for individuals. They may include family, friends, neighbors, or other community members that naturally support or help a person achieve agreed upon outcomes.

"Ohio individual service plan" is the web-based information technology created and maintained by the department used to carry out the person-centered process for assessing and completing the individual service plan.

"Person-centered planning" means an ongoing process directed by an individual and others chosen by the individual to identify the individual's unique strengths, interests, abilities, preferences, resources, and desired outcomes as they relate to the individual's support needs.

"Primary point of coordination" means the identified service and support administrator who is responsible to an individual for the effective development, implementation, and coordination of the individual service plan.

“Service and support administrator” means a person, regardless of title, employed by or under subcontract with MCBDD to perform the functions of service and support administration and who holds the appropriate certification in accordance with rule 5123:2-5-02 of the Administrative Code.

“Team” means the group of persons chosen by the individual with the core responsibility to support the individual in directing development of their individual service plan. This can include a guardian, service and support administrator, direct support professionals, provider, licensed professionals, or any other person chosen by the individuals to help them make decisions.

#### **A. Decision-Making Responsibility**

Individuals, including individuals who have been adjudicated incompetent pursuant to Chapter 2111 of the Revised Code, have the right to participate in decisions that affect their lives and to have their needs, desires, and preferences considered.

An individual for whom a guardian has not been appointed shall make decisions regarding receipt of a service or support or participation in a program. The individual may obtain support and guidance from another person; doing so does not affect the right of the individual to make decisions.

An individual for whom a guardian has not been appointed may, in accordance with section 5126.043 of the Revised Code, authorize an adult (who may be referred to as a "chosen representative") to make a decision regarding receipt of a service or support or participation in a program on behalf of the individual as long as the adult does not have a financial interest in the decision. The authorization shall be made in writing.

When a guardian has been appointed for an individual, the guardian shall make a decision regarding receipt of a service or support or participation in a program on behalf of the individual within the scope of the guardian's authority. An adult or guardian who makes a decision shall make a decision that is in the best interest of the individual on whose behalf the decision is made and that is consistent with the individual's needs, desires, and preferences.

#### **B. ~~Service and Support Administration Eligibility~~—Provision of Service and Support Administration**

MCBDD shall provide service and support administration to the following:

- Each individual, regardless of age, who is applying for or enrolled in an HCBS waiver;
- Each individual three years of age or older who is eligible for services, and requests, or a person on the individual's behalf requests service and support administration;
- An individual residing in an ICF/IID is eligible for service and support administration related to moving the individual from the ICF/IID to a non-ICF/IID community setting if requested.
- MCBDD shall provide service and support administration in accordance with the requirements of section 5126.15 of the Revised Code. MCBDD may provide service and support administration by directly employing service and support administrators or by subcontracting with qualified entities for the performance of service and support administration.

An individual who is eligible for service and support administration services will not be placed on a waiting list for service and support administration services.

Only a service and support administration supervisor, a service and support administrator, or a conditional status service and support administrator who holds the appropriate certification in accordance with rule 5123:2-5-02 of the Administrative Code may provide service and support administration.

Persons employed or under subcontract as service and support administrators shall not be in the same collective bargaining unit as employees who perform duties that are not administrative.

MCBDD shall provide adequate supervision to persons employed to perform the functions of service and support administration. A conditional status service and support administrator shall perform the duties of service and support administration only under the supervision of a management employee who is a service and support administration supervisor or a professional employee who is a service and support administrator.

Persons employed or under subcontract as service and support administrators shall not be assigned responsibilities for implementing other services for individuals and shall not be employed by or serve in a decision-making or policy-making capacity for any other entity that provides programs or services to individuals.

### **C. Primary Point of Coordination**

MCBDD shall identify a service and support administrator for each individual receiving service and support administration who shall be the primary point of coordination for the individual. An individual shall be given the opportunity to request a different service and support administrator from the county board.

The SSA shall perform the following duties:

- a. **Initially, and every 12 months thereafter,** assess the individual's need for services.

**The assessment will take into consideration:**

- What is important to the individual to promote satisfaction and achievement of outcomes;
- What is important for the individual to maintain health and welfare;
- Known and likely risks;
- The individual's place on the path to employment; and
- The individual's skills and abilities.

**The assessment will identify supports that promote the individual's:**

- Communication;
- Advocacy and engagement;
- Safety and security;
- Social and spiritual well-being;
- Daily life and employment;
- Community living; and
- Healthy living.

- b. Using person-centered planning, develop and revise the individual's ISP **and ensure the individual service plan:**

- Reflects the results of the assessment;
- Includes services and supports that:
  - ensure health and safety;
  - offer the opportunity to engage in meaningful activities;
  - Support community connections and networking;
  - Assist the individual to improve self-advocacy and increase advocacy activities to the extent they desire;
  - Ensure achievement of outcomes that are important to the individual and for the individual and address any conflicts between what is important to and for the individual;
  - Address identified risks and include supports to prevent or minimize risks.
- Integrates all sources or support, including natural supports and alternative resources, available to meet the person's needs;

- Reflects services consistent with efficiency, economy, and quality of care; and
  - Is updated throughout the year.
- c. Establish the individual's budget for services.
  - d. Assist the individual in choosing providers.
    - Assisting the individual as necessary to work with providers to resolve concerns involving the provider or direct support professionals working with the individual.
  - e. Secure commitments from providers to support the person in achievement of desired outcomes.
  - f. Verify by signatures and date prior to implementation each individual service plan:
    - indicates the provider, frequency and funding source for each service and;
    - specifies which provider will deliver the service across all settings.
  - g. Ensure that the individual's services are effectively coordinated and provided by appropriate providers. Ensure each member of the team has a current copy of the individual service plan unless directed otherwise by the individual or guardian. The providers shall receive a copy of the individual service plan at least 15 days prior to implementation unless extenuating circumstances exist that make doing so impractical.
  - h. Provide ongoing service coordination with the active participation of the individual and members of the team to ensure services and supports are provided in accordance with the ISP and to the benefit and satisfaction of the individual. The ongoing service coordination shall include a focus on achievement of the desired outcomes of the individual; balance what is important to and what is important for the individual; service satisfaction of the individual; and use the ISP as the fundamental tool to ensure health and welfare of the individual.
  - i.. Review and revise the ISP at least every twelve months and at the request of the individual or a member of the team; whenever the individual's assessed needs, situation, circumstances, or status changes; if the individual chooses a new provider or type of service or support; as a result of continuous reviews; identified trends and patters of unusual incidents or major unusual incidents; and when services are reduced, denied, or terminated by DODD or the Ohio department of Medicaid.
  - h. Implement a continuous review process to ensure that individual service plans are developed and implemented in accordance with rule.

As the primary point of coordination, the SSA shall:

- Establish and maintain contact with providers as frequently as necessary to ensure that each provider is trained on the individual service plan and has a clear understanding of the expectations and desired outcomes of the supports being provided.
- Establish and maintain contact with natural supports as frequently as necessary to ensure that natural supports are available and meeting desired outcomes as indicated in the individual service plan.
- Facilitate effective communication and coordination among the individual and members of the team by ensuring that the individual and each member of the team has a copy of the current individual service plan unless otherwise directed by the individual, the individual's guardian, or the adult whom the individual has identified, as applicable.

#### **D. MCBDD Eligibility Determinations**

The SSA shall establish an individual's eligibility for the services of the MCBDD. The SSA performing this duty for an individual shall:

- a. Establish the individual's eligibility for the services provided or administered by the MCBDD in accordance with rules adopted by DODD.
- b. Explain to the individual, in conjunction with the process of recommending eligibility determination and/or assisting in making application for enrollment in an HCBS waiver or any other Medicaid service, and in accordance with rules adopted by DODD, the following:
  - Alternative services available to the individual;
  - Due process and appeal rights;
  - Right to choose any qualified and willing provider.

- c. At the time the individual is being recommended for enrollment in an HCBS waiver the SSA shall explain to the individual:
  - Choice of waiver enrollment as an alternative to ICF/ID placement;
  - Services and supports funded by a HCBS waiver; and
- d. Make a recommendation to the Ohio Department of Medicaid or its designee, as to whether the individual meets the criteria for an ICF/ID level of care in accordance with OAC 5123:2-8-01.

#### **E. Emergency Response System**

MCBDD shall, in coordination with the provision of service and support administration, make an on-call emergency response system available twenty-four-hours per day, seven days per week to provide immediate response to an unanticipated event that requires an immediate change in an individual's existing situation and/or individual service plan to ensure health and safety.

**Section:****4. TARGETED CASE MANAGEMENT (TCM)****SOURCES:**

OAC 5160-48-01

**DEFINITIONS**

“**Medically necessary**” items, or services that prevent, diagnose, evaluate, or treat an adverse health condition such as an illness, injury, disease or its symptoms, emotional or behavioral dysfunction, intellectual deficit, cognitive impairment, or developmental disability and without which the person can be expected to suffer prolonged, increased or new morbidity; impairment of function; dysfunction of a body organ or part; or significant pain and discomfort. Conditions of medical necessity are met if all the following apply:

1. Meets generally accepted standards of medical practice;
2. Clinically appropriate in its type, frequency, extent, duration, and delivery setting;
3. Appropriate to the adverse health condition for which it is provided and is expected to produce the desired outcome;
4. Is the lowest cost alternative that effectively addresses and treats the medical problem;
5. Provides unique, essential, and appropriate information if it is used for diagnostic purposes; and
6. Not provided primarily for the economic benefit of the provider nor for the convenience of the provider or anyone else other than the recipient.

“**Targeted case management**” means services which will assist individuals in gaining access to needed medical, social, educational and other services as described in this rule in accordance with section 1915(g) of the Social Security Act ( 42 U.S.C. 1396n(g)(2) ) as ~~effective October 1, 2015~~ **{effective October 1, 2023}**. Targeted case management is also referred to as Medicaid case management.

**A. TCM Eligibility**

Individuals eligible for Medicaid coverage of TCM services are:

- Medicaid eligible individuals, regardless of age, who are enrolled on home and community-based service (HCBS) waivers administered by the DODD, and
- All other Medicaid eligible individuals, age three or above, who are determined to have intellectual disability or other developmental disability according to section **5126.01** of the Revised Code.

**B. Reimbursable Activities**

Payment for targeted case management services may not duplicate payments made to public agencies or private entities under other program authorities for this same purpose. Medicaid reimbursable TCM services are:

- Assessment
- Care planning
- Referral and linkage
- Monitoring and follow-up
- State hearings

**C. Coverage Exclusions**

- Activities performed on behalf of an eligible individual residing in an institution are not billable for Medicaid TCM reimbursement except for the last one hundred eighty consecutive days of residence when the activities are related to moving the eligible individual from an institution to a non-institutional community setting.
- On-Call Emergency Response intervention service available twenty-four-hours per day, seven days per week to provide immediate response to an unanticipated event that requires an immediate change in an individual's existing situation and/or individual service plan to ensure health and safety Conducting investigations of abuse, neglect, unusual incidents, or major unusual incidents.



- The provision of direct services (medical, educational, vocational, transportation, or social services) to which the eligible individual has been referred and with respect to the direct delivery of foster care services, including but not limited to those described in paragraph (A)(iii) of section 1915(g) of the Social Security Act ( 42 U.S.C. 1396n(g)(2) ) as ~~effective January 1, 2006~~ [effective October 1, 2023].
- Services provided to individuals who have been determined to not have an intellectual disability or another developmental disability according to section 5126.01 of the Revised Code, except for individuals eligible for coverage of TCM services pursuant to OAC 5101:3-48-01 paragraph (C)(1)(a) (Medicaid eligible individuals, regardless of age, who are enrolled on home and community-based service (HCBS) waivers administered by the DODD).
- Payment or coverage for establishing budgets for services outside of the scope of individual assessment and care planning.
- Activities related to the development, monitoring or implementation of an individualized education program (IEP).
- Services provided to groups of individuals.
- Habilitation management as defined in rule 5123:2-1-11 of the Administrative
- Eligibility determinations for MCBDD services.

#### **D. Documentation Requirements**

To receive Medicaid reimbursement for TCM activities provided under this rule, documentation must include, but is not limited to, the following elements:

1. The date that the activity was provided, including the year;
2. The name of the person for whom the activity was provided;
3. A description of the activity provided and location of the activity delivery (may be in case notes or a coded system with a corresponding key);
4. The duration in minutes or time in/time out of the activity provided. Duration in minutes is acceptable if the provider's schedule is maintained on file;
5. The identification of the activity provider by signature or initials on each entry of service delivery. Each documentation recording sheet must contain a legend that indicates the service provider's name (typed or printed), title, signature, and initials to correspond with each entry's identifying signature or initials.

**Section:****5. FREE CHOICE OF PROVIDER****SOURCE:**

OAC 5123:2-9-11

ORC 5126.046

**GENERAL**

MCBDD shall assist the individual(s) to choose a qualified and willing provider of home and community-based services (HCBS), and non-Medicaid services and shall be able to present evidence of the process for appropriate assistance in choosing providers in the event of a hearing. The SSA shall follow the provider choice process set forth in OAC 5123:2-9-11 for each service specified in an ISP, at the time of an individual's enrollment in a HCBS program, or non-Medicaid program annually at the time of re-determination, and at any other time the individual/parent/guardian expresses an interest in or makes a request to choose a new, different or additional provider.

**DEFINITIONS**

"Home and community-based services" means Medicaid funded home and community-based services (HCBS) provided under a Medicaid component DODD administers.

"Willing provider" means a qualified provider who, in accordance with the provider choice process agrees to provide home and community-based services (HCBS).

**A. Decision-Making Responsibility**

An individual or an individual's guardian shall be responsible for making all decisions regarding free choice of providers. Individuals, including those with guardians, have the right to participate in decisions regarding the free choice of providers. An individual who does not have a guardian or an individual's guardian may designate another person, including a member of the individual's family, to participate in the process of making decisions regarding free choice of providers.

**B. Notification Process**

MCBDD shall provide to each individual, guardian and/or person designated by the individual the following notification that specifies:

The individual may choose agency providers, independent providers, or a combination of agency providers and independent providers;

- The right to choose any qualified provider, (**Agency, Independent, or Combination of Both**) from among all those available statewide and not limited to those who provide services currently in a given county.
- **"When a provider offers more than one service, the individual may choose to receive only one of the offered services from that provider."**
- The individual may choose to receive services from a different provider at any time;

The SSA will assist the individual with the provider selection process if the individual requests assistance and shall assist an individual enrolled in a home and community-based services waiver with one or more of the following, as requested by the individual:

- (a) Accessing the department's website to conduct a search for qualified and willing providers;
- (b) Providing the individual with the department's guide to interviewing prospective providers;
- (c) Sharing objective information with the individual about providers that includes reports of provider compliance reviews, approved plans of correction submitted by providers in response to compliance reviews, number of individuals currently served, and any information about services offered by the provider;
- (d) Utilizing the statewide, uniform format to create a profile that shall include the type of services and supports the individual requires, hours of services and supports required, the individual's essential service preferences, the funding source of services, and any other information the individual chooses to share with prospective providers;

- (e) Making available to all qualified providers in the county that have expressed an interest in serving additional individuals, the individual-specific profile created to identify willing providers of the service;
- (f) Contacting providers on the individual's behalf;
- (g) Developing provider interview questions that reflect the characteristics of the individual's preferred provider; and
- (h) Scheduling and participating as needed in interviews of prospective providers.

The SSA shall document the alternative home and community-based services settings that were considered by each individual and ensure that each individual service plan reflects the setting options chosen by the individual. The SSA shall document that each individual has been offered free choice among all qualified and willing providers of home and community-based services.

“If MCBDD receives a complaint from an individual regarding the free choice of provider process, MCBDD will respond to the individual within thirty calendar days and provide the department with a copy of the individual's complaint and MCBDD’s response. The department will review the complaint and MCBDDs response and take actions it determines necessary to ensure that each individual has been afforded free choice among all qualified and willing providers of home and community-based services.”

“MCBDD will notify the department if MCBDD becomes aware of a provider conditioning willingness to provide a home and community-based service to an individual on being selected by that individual to provide another service.”

#### Due process and appeal rights

- (1) Any recipient of or applicant for home and community-based services may utilize the process set forth in section 5101.35 of the Revised Code, in accordance with division 5101:6 of the Administrative Code, for any purpose authorized by that statute and the rules implementing the statute, including being denied the choice of a provider who is qualified and willing to provide home and community-based services. The process set forth in section 5101.35 of the Revised Code is available only to applicants, recipients, and their lawfully authorized representatives.
- (2) The county board shall will inform the individual, in writing and in a manner the individual can understand, of the individual's right to request a hearing in accordance with division 5101:6 of the Administrative Code.
- (3) MCBDD will immediately implement any final state hearing decision or administrative appeal decision relative to free choice of providers for home and community-based services issued by the Ohio department of Medicaid, unless a court of competent jurisdiction modifies such a decision as the result of an appeal by the Medicaid applicant or recipient.

**Section:****6. FAMILY SUPPORT SERVICES****SOURCE**

OAC 5123:2-1-09

**DEFINITION**

"Family," as stated in OAC 5123:2-1-09, means parent(s), brother(s), sister(s), spouse(s), son(s), daughter(s), grandparent(s), aunt(s), uncle(s), cousin(s), or guardian(s) of the individual with mental retardation or developmental disabilities and includes the individual with ~~mental retardation~~ **intellectual** or developmental disabilities. "Family" also means person(s) acting in a role similar to those specified in this paragraph even though no legal or blood relationship exists if the individual with mental retardation or developmental disabilities lives with the person(s) and is dependent on him the person to the extent that if the supports were withdrawn another living arrangement would have to be found. The person(s) shall verify the relationship by signature.

**GENERAL**

The Medina County Board of DD shall offer Family Support Services to eligible individuals and their families. Family Support Services is a program funded by the state of Ohio to assist a family who keeps a family member who has developmental disabilities at home, by providing respite care, adaptive equipment, home modifications, dietary supplements, and related counseling, training, and/or education to meet the special needs of the individual.

**A. Purpose**

The mission of Family Support Services is to support the following objectives:

1. To keep natural families together as a unit,
2. To prevent the institutionalization of individuals with disabilities and to maximize their self-sufficiency,
3. To enable individuals with developmental disabilities to return to their families from developmental centers,
4. To provide services to families of eligible individuals who reside at home.

**B. Philosophy**

The Board's philosophy for providing Family Support Services is based on the following premises:

1. All individuals who have developmental disabilities have a right to live in a stable home, enjoy membership in a family, have access to the array and quantity of supports needed to enable them to participate in the life of their communities to the degree they choose, and experience enduring relationships with brothers, sisters, other family members, and friends committed to their welfare.
2. Reimbursable services and supports through the Family Support Services program shall be tailored to the unique needs of individuals with mental retardation or other developmental disabilities and their families and shall be defined in accordance with ORC 5126.11.
3. Family support systems should:
  - a. Seek and nurture partnerships between family members, other supportive people, and the professionals who serve both these individuals and their families;
  - b. Build on the unique strengths and characteristics of each family;
  - c. Utilize the resources in each family's social network and home community; and
  - d. Respect the beliefs, values, and structures of each family.



## **Chapter 8 – School/EI Services Policy Review**

October 28, 2024 Board Meeting

### **SECTION:**

## **2. EARLY INTERVENTION SERVICES**

### **SOURCES:**

34CFR § 303 Early Intervention for Infant and Toddlers with Disabilities

OAC 5123-10-02 Early Intervention Program-Eligibility and Services

**OAC 5123-10-01 Early Intervention program- procedural safeguards**

### **GENERAL**

The Medina County Board of Developmental Disabilities as an integral part of the system that serves children birth through age two, provides year-round services and supports to eligible children and their families based on the county board's plans, priorities, and availability of funds. Early Intervention services are delivered in natural environments using a comprehensive, coordinated, transdisciplinary system of services through an evidence-based, primary service provider, teaming approach. The MCBDD as a provider of evidenced-based Early Intervention services adheres to the Mission and Key Principles as developed by the Office of Special Education Programming.

Mission: Part C Early Intervention builds upon and provides supports and resources to assist family members and caregivers to enhance children's learning and development through everyday learning opportunities.

### **Key Principles:**

1. Infants and toddlers learn best through everyday experiences and interactions with familiar people in familiar contexts.
2. All families, with the necessary supports and resources, can enhance their children's learning and development.
3. The primary role of a service provider in Early Intervention is to work with and support family members and caregivers in children's lives.
4. The Early Intervention process, from initial contacts through transition, must be dynamic and individualized to reflect the child's and family members' preferences, learning styles, and cultural beliefs.
5. IFSP outcomes must be functional and based on children's and families' needs and family-identified priorities.
6. The family's priorities, needs, and interests are addressed most appropriately by a primary provider who represents and receives team and community support.
7. Interventions with young children and family members must be based on explicit principles, validated practices, best available research, and relevant laws and regulations.

### **Public Awareness/Child Find**

The MCBDD supports Child Find and Public Awareness activities. The MCBDD participates in this process through coordinated outreach activities to potential referral sources such as local hospitals, community organizations and public systems. In addition, the MCBDD ensures that families are aware of Early Intervention programming through our website, in-person outreach at local events, and social media.

### **Evaluation to Determine Eligibility**

The MCBDD participates in initial evaluations to determine eligibility for children referred to the Early Intervention system. Evaluation teams consist of two licensed/certified evaluators from different disciplines. Annual evaluations are provided by MCBDD for children receiving MCBDD services. All evaluations are provided in accordance with Ohio Department of DD Part C Rules and timelines.

### **Child and Family Assessment**

The MCBDD participates in initial and annual child assessments to determine need for services for all eligible children. Initial family assessments are conducted by the EI Service Coordinator and are used by MCBDD team members to provide family information to the evaluation, assessment, and IFSP process. Annual family assessments are conducted by the EI Service Coordinator.

### **Service Coordination**

Service Coordination is provided to every family throughout the evidence-based Early Intervention process.

### **Procedural Safeguards**

MCBDD will ensure family members and caregivers receive information regarding parental safeguards which include provisions of parental consent/ withdrawal of consent and prior written notice, retention, confidentiality, access to, and amendment of records, dispute resolution, investigation of a complaint, mediation process and due process hearing procedures.

### **Early Intervention Services in Natural Environments**

The MCBDD ensures that services are provided in natural environments through the family assessment process that identifies strengths and challenges in the places and contexts that are unique to each family. Through this process, outcomes for the Individualized Family Service Plan (IFSP) are developed that contain the specific locations and daily routines in which the service is to be provided such as the home, child care center, and a variety of community locations. The process also identifies the people that the child spends time with who may participate in Early Intervention services with the child.

### **Exit from Early Intervention Services**

In accordance with section 5123-10-02 of the Ohio Administrative Code, a child shall be exited from Early Intervention (EI) when any one of the following is true:

- The child reaches three years of age;
- The child's IFSP outcomes have been met and the child's IFSP team members agree the child is no longer in need of services;
- The child is determined eligible, but not in need of any services;
- The child has been evaluated and the evaluation tool does not indicate a developmental delay of at least one and one half standard deviations below the mean in at least one of the following areas: adaptive, cognitive, communication, physical and social or emotional development; informed clinical opinion is not used for eligibility; or the child does not complete required eligibility procedures;
- The parent/guardian terminates program participation;

- The program will terminate family participation when a parent/guardian ceases to participate and does not respond to three attempts within 30 days to schedule an Early Intervention session as documented in case notes by the family' Service Coordinator;
- A child moves to another county. The child will be exited and transferred to the appropriate county if they wish to continue services;
- The child/family moves out of the state of Ohio.

# Monthly Reports



**SUPERINTENDENT'S REPORT****October, 2024****SSA**

- MCBDD welcomes new Director of SSA, Jennie Petrarca. While her first official start date is 10/28, she has taken time to participate in Strategic Planning with the Management Team and has met the SSA Department for an informal meet and greet. She has spent the last 10 years with Summit County Board of DD as an SSA Senior Manager.
- A very grateful thank you to the SSA Managers: John Thomas, Andrew Derga, Tracy Ratta, and Brian Sommers for stepping up and leading the SSA Department for the last month between SSA Directors. They have ensured that business as usual has been uninterrupted and that required information for the upcoming state accreditation has been submitted.

**COMMUNITY ENGAGEMENT**

- October is National Disabilities Employment Awareness Month. Several articles, ads, and social media efforts highlighting the importance of employing people with disabilities were distributed during the month.
- Voting rights and responsibilities for people with disabilities were promoted through social media and digital publications.
- On 10/11, we participated in the Wadsworth Soprema Caregiver Expo to promote general agency awareness.
- On 10/11, we participated in the Ohio Guidestone's Trunk or Treat event to promote Early Intervention and general agency resources.
- On 10/12, our second Community Shred Day in 2024 collected \$918.10 for our Donor Scholarship.
- On 10/13-19, we celebrated National Case Management Appreciation Week and National Physical Therapy Month with social media campaigns featuring MCBDD staff.

**Upcoming Events:**

- 10/27: RePlay for Kids 5K and Mile Fun Walk

**EARLY INTERVENTION**

- EI referrals continue to be slower than normal; the FFC PR Committee has conducted ongoing outreach (Facebook, print media, packets for doctors' offices and day care centers, etc.). The committee will address additional outreach opportunities at the next meeting. Letters have been sent to pediatricians regarding the benefit of Early Intervention services and the dedicated referral process for medical professions.
- The use of Brittco for EI services began on 10/21. Both service coordination and service provider staff have been trained. Thanks to the Geauga County EI team for conducting training for Medina County staff. Geauga has a very synchronized Brittco system set up to mirror the EI process, and we were able to duplicate their process. Early Intervention is complicated; their guidance allowed us to develop a similar process for Medina County. Also, special thanks to Medicaid Services Manager Jeramee Caraballo and Confidential Secretary Nina Bates for their extraordinary efforts in creating well-designed and easy to use forms and packets for staff!
- The comments from families on the annual family questionnaire have been received, and as usual, the comments were overwhelmingly positive. The comments document is not for publication, but rather for EI program analysis. The following are a few excerpts in response to the question "What did you like best about EI?":

October 28, 2024

Superintendent's Report

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- “The convenience of them coming to our home. My child did not like outpatient therapy and it took him a long time to warm up. Having Early Intervention took that stress away.”
- “My son loved his therapists with Early Intervention and helped pave the way for him to trust others. It also allowed him to have the equipment he needed while we worked with insurance for his own.”
- “Everything! Our provider has been amazing at assisting me in what I need to work on to help my child learn more. If I didn’t have her assistance, I don’t think my daughter would be where she is in her speech right now!”
- “Our service providers were absolutely fantastic in every way. They worked with our child with such care but also led us (her parents) with so much care. She had so many deficits when we first started and when you see her amongst her peers now, you would NEVER know. She is thriving and I am so thankful for the work we put in with our service providers to get her here.”

### SCHOOL AGE

- A few classrooms took a fieldtrip to nearby Luther Farm. Students were able to get pumpkins, as well as shoot off pumpkins, and enjoy the farm activities.
- On 10/31, the Windfall School Halloween Dance is coming up for students. The Adapted Physical Education Teacher, Shelly Heefner, has led the planning and decorating for this event.
- On 10/18, the school-wide Positive Behavior Reward Event was held. The students took part in a hayride and games to celebrate being responsible.
- On 10/29, the Windfall Fall Fest is scheduled from 6 p.m. - 8 p.m. Students and parents will enjoy a hayride, games, and pumpkin painting to celebrate Fall. Hotdogs and drinks will be available to all who attend.

### COMMUNITY SUPPORTS & DEVELOPMENT DEPARTMENT

#### **Community Partnerships**

- **Interactive Tech Expo** – On 9/26, MCBDD partnered with Summit County Board of DD and We Thrive Together to put on the first Interactive Tech Expo at Summit Mall. Overall, the Interactive Tech Expo was a great success; as over 500 people attended and we received wonderful feedback for the over 40 vendors that attended! We want to thank not only our amazing team here at MCBDD, but also our partners at Summit County Board of DD and We Thrive Together. We are already looking forward to our second Interactive Tech Expo next year!
- **Collaborative Leaders Employment Series: Service Delivery** – On 10/15, MCBDD hosted a hybrid training on Community Employment Services in partnership with Summit County Board of DD. This training will be the second of a three-part series put on by the Northeast Ohio County Board Collaboratives. This training will focus on the service delivery part of finding employment. Scott Marks from OPRA will be speaking as a subject matter expert. In addition, a panel of stakeholders will provide insight and best practices on areas of community employment.

### Past Trainings and Presentations

Date	Title of Training	Presenter	Target Audience
9/10/24	CPI Verbal Intervention <i>Attendance: 6</i>	Jerry Thomas & Nicole Richter, MCBDD	Providers & MCBDD Staff
9/11/24	Frontline Supervisor Training: Elements of Effective Team Communication & Optimal Dynamics <i>Attendance: 6</i>	Crystal Brodzenski & Nicole Richter, MCBDD	Agency Providers
9/25/24	Provider & SSA Mingle-Topic: Telehealth <i>Attendance: 44</i>	Emily Martinez-Station, MD	Providers & SSAs
9/4/24, 9/5/24, 9/6/24, 9/7/24, 9/8/24, 9/13/24, 9/14/24, 9/15/24, 9/17/24, 9/23/24	First Aid/CPR <i>Participants: 69</i>	MCBDD ARC Trainers	Providers & MCBDD Staff
9/18/24	Medication Administration <i>Participants: 37</i>	Nursing Navigators	Providers & MCBDD Staff
10/26/24	Frontline Supervisor Training: Enhancing Personal & Professional Relationships on the Team <i>Participants: 6</i>	Crystal Brodzenski, MCBDD	Agency Providers

### Advocacy Meeting

- The monthly Advocacy Meeting was held on 9/24. Rather than our monthly lesson, an in-person event was held; Interacting with First Responders. Along with attendees from area day programs, Advocates gathered at MCBDD to hear a presentation about Granger Fire Department's safety equipment. Attendees were able to see gear that the firemen wear, as well as the fire truck. Both the Granger FD and the Medina Sheriff's Department, that also attended, were extremely generous letting our Windfall students and attendees explore their police car and fire truck; they answered any questions they had. Last but not least, witnessing the water hose spraying from the top of the firetruck before they left was a highlight for all.

### Leadership Academy

- Leadership Academy has completed their second class and attendees have graduated. We will begin preparation soon for our next Leadership Academy class while continuing to follow up with our recent graduates in order to ensure they are progressing forward with their goals;

offering any assistance needed. In addition, the Training and Compliance Specialist, Nicole Richter, and Community Resource Coordinator, Molly Usner, will be presenting; *Turning “I Have No Idea” into “Let’s Do This!”*, at the OACB Conference in December to guide other programs on how to start their own Leadership Academies.

### Advocacy Curriculum

- In preparation for implementing the new 4-week Advocacy Curriculum, Ms. Usner went to the Medina Count Career Center (MCCC) to observe Mrs. Radabaugh’s class to better understand the students’ advocacy needs. This will help tailor the curriculum to best suit their learning style. Mrs. Radabaugh’s afternoon classes began on 10/7 for four weeks and her morning class begins on 10/25.

### Provider Support

#### DSP Spotlight

**Abigail Clark** was recognized for the October DSP Spotlight. Abigail (Abby) has been a DSP for two years and was nominated by her supervisor at AC Passage. When asked, *What is your favorite part of being a Direct Support Professional?* **Abby answered, “Being able to spend my days supporting such beautiful souls that don't take life for granted!”** Congratulations, Abigail!!!

### DSP Appreciation

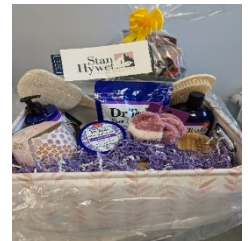
On 9/12, MCBDD hosted the 3<sup>rd</sup> Annual Cleveland Zoo Event for DSP Appreciation with over 280 providers, provider agency staff, families, friends, and Individuals in attendance. The weather was beautiful and a wonderful time was had by all that attended.

#### Gift Basket #1 – Relax

Winner: Caroline Glick – Independent Provider



Contents: Dr. Teals Relaxing Bath Essentials (relaxing scrub, bath salts, foaming bath and body lotion), fuzzy socks, Home and Garden scented candle, back brush, loofah brush, decorative mug, canvas bin, and two tickets to Stan Hywet Hall & Gardens.



#### Gift Basket #2 – Football

Winner: Cindy Squire – The Society



Contents: Two, large bags of Tostitos snacks, Tostitos salsa, beef jerky, peanuts, collapsible football themed trash can, six football themed drinking cups, galvanized oval tub, one autographed football from Cleveland Brown’s (Grant Delpit), and two tickets to the Pro Football Hall of Fame.

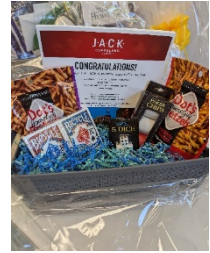


**Gift Basket #3 – JACK Cleveland Casio Experience**

Winner: Kathryn Hilterbrand – Consumer Support Services



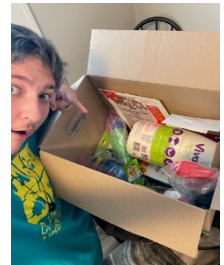
Contents: Pretzels, playing cards, poker chips, dice, and the JACK Cleveland Casino experience (\$100.00 free play), two free buffets, and valet parking at JACK Cleveland Casio.

**Mystery Box #1 – Practical and Fun**

Winner: Elliot Graham – Nurturing Hands and Hearts



Contents: Cleaning supplies (Soft Scrub, Scrubbing Bubbles, Clorox wipes, Dawn, trash bags, Windex, Scotch Brite sponges, paper towels, Pledge multi surface wipes, and gloves), two-month membership with Buckeye Unlimited Car Wash, and two tickets to the Akron Break Room.

**Mystery Box #2 – Adventurous and Fun**

Winner: Tony Daloisio – Independent Provider



Contents: Cooler cup with straw, Igloo cooler/lunch bag, book travel light, crossword puzzle book, adventure tags, travel journals, reusable snack bag, memory foam neck pillow, two tickets to the Rock & Roll Hall of Fame, and four tickets for the Akron Fossils & Science Center.

**Mystery Box #3 – Energetic and Fun**

Winner: Stacie Kovach – Independent Provider



Contents: Igloo soft shell cooler, four pack of Monster energy drinks, Starbucks double shot energy drinks (four flavors), two boxes of Kind protein bars, almonds, beef jerky, reusable snack bag, two tickets for Cleveland Monsters home game (lower bowl seats), and three tickets for the Akron Break Room.



**OPERATIONS**

- The school side received new blinds (this was the last section on the school side that needed updates).
- Gutter installation to begin in early November.
- Preparing for being the Granger Township polling location on 11/5.

**AKTION CLUB**

- Aktion Club is preparing for holiday projects starting with Blessing Bags for Cups Café.
- Medina Aktion Club will be hosting the Ohio District Convention on 7/12 at MCBDD. More details to follow as time gets closer.

**SPECIAL OLYMPICS OHIO MEDINA COUNTY BOARD OF DD - September 2024**

210 Athletes; 63 Unified Partners total

46 Softball; 8 Unified Partners

33 Golf; 28 Unified Partners

131 Bowling; 27 Unified Partners

**Softball**

- Softball – Three teams won the Regional Softball tournament in Canton, Ohio and qualified for the State Softball Games held in Oregon, Ohio on 9/7; Division 3 Team won GOLD at State; Unified and Coach Pitch teams both won SILVER; eight Individual Softball Skills Athletes participated at the Regional event and four competed at State: one-GOLD, one-SILVER, one-BRONZE, and one-4<sup>th</sup> Place finish; the Softball Banquet was held on 8/28.

**Golf**

- State Golf was held in Galloway, Ohio on 9/21 – six Unified Pairs and four Singles Golfers competed and earned three-GOLD, three-BRONZE, one-4<sup>th</sup>, two-5<sup>th</sup>, and one-6<sup>th</sup> Place finish; the Golf Banquet was held on 9/17.

**Equestrian**

- Eight Athletes competed at State Equestrian this year in Springfield, Ohio and earned four-GOLD, five-SILVER, four-BRONZE, two-4<sup>th</sup> and one-6<sup>th</sup> Place finish (two events per Athlete); the Equestrian Banquet was held on 9/10.

**ADDITIONAL INFORMATION**

- Great Oaks Community Fitness Center continues work out sessions on Thursdays and 16 Athletes have signed up. The program continues until the end of October and will suspend until a later time.
- Wadsworth YMCA Pickleball continues on Tuesdays from 6:30 p.m.-7:30 p.m. weekly; 16 Athletes currently participate and the YMCA Pickleball coordinator cannot accept any more Athletes at this time due to space and assistance needed.
- S.O. Ohio has collaborated with local YMCAs to offer free membership to current S.O. Athletes in the State; S.O. Medina County continues to participate and shares information regarding this free membership.
- S.O. Medina County had a table at the Community Spirit Night event held at Medina High School on 9/13.
- S.O. Ohio Cleveland Plane Pull was held on 9/28.

October 28, 2024

Superintendent's Report

Page 6 of 7

- Fall 2024 Bowling began on 9/9 at Medina Lanes.
- Basketball is scheduled to start on 11/5; regular season games have been scheduled in November, December, and January 2025.
- Swim will begin in November 2024 – waiting to hear from Medina Comm. Rec. Center in regards to lane availability for practices.
- S.O. Medina County received annual invitation to the Wadsworth Eagles' People Helping People fundraising event that was scheduled on 10/10 at 7:00 p.m.

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
MONTHLY STATEMENT OF RECEIPTS  
ALL FUNDS  
9/30/2024**

ACCT	TITLE	BUDGETED RECEIPTS	MAY	JUN	JUL	AUG	SEP	VARIANCE ANALYSIS				% OF BUDGET RECEIVED
								YTD RECEIPTS CURRENT YEAR	YTD RECEIPTS PRIOR YEAR	INCREASE (DECREASE)	% INCR. (DECR.)	
												75.00%
2856-40008	SALES TAX REVENUE	27,000	7,442	-	6,732	-	-	21,652	20,638	1,014	4.91	80.19
3300-40001	REAL ESTATE TAX (3)	17,745,841	2,958	-	-	-	-	9,623,329	17,734,515	(8,111,186)	(45.74)	54.23
3300-40009	ST PYMT IN LIEU OF TAXES	-	-	-	-	-	-	-	-	-	-	-
3300-40011	ROLLBACK/HOMESTEAD TAX (2)	2,100,475	-	-	-	-	-	1,057,701	1,045,013	12,689	1.21	50.36
3300-40250	FEES	3,300	300	-	-	-	-	1,500	3,475	(1,975)	(56.83)	45.45
3300-40420	GENERAL REIMBURSEMENTS	1,062,100	38,046	34,683	37,952	16,320	46,614	650,953	564,945	86,007	15.22	61.29
3300-40435	MEDICAID SETTLEMENT (7)	1,297,000	-	-	-	-	-	1,007,451	1,670,270	(662,819)	(39.68)	77.68
3300-40438	TARGETED CASE MGT (5)	1,160,239	79,651	82,681	82,198	101,113	103,759	765,990	821,548	(55,558)	(6.76)	66.02
3300-40439	WAIVER INCOME (5)	7,000	1,896	3,759	1,457	1,939	1,962	17,963	26,427	(8,464)	(32.03)	256.62
3300-40440	MAC	598,000	179,504	-	-	-	154,382	473,910	298,479	175,431	58.78	79.25
3300-40599	OTHER REVENUE	12,000	225	-	-	191	1,077	10,261	14,568	(4,308)	(29.57)	85.51
3300-40601	GRANTS - FEDERAL (4)	128,700	38,828	2,190	-	-	29,339	88,604	122,794	(34,190)	(27.84)	68.85
2855/3300-40602	GRANTS - STATE (4)	313,500	834	61,115	1,024	22,262	57,167	153,488	18,041	135,447	750.77	48.96
3300-40606	OOD	20,000	968	165	92	99	-	17,265	131,081	(113,816)	(86.83)	86.32
3300-40612	DEPT OF ED SUBSIDY	560,000	50,261	48,937	47,198	23,598	46,809	428,226	417,801	10,425	2.50	76.47
3300-40710	RENT	116,000	9,262	9,262	9,262	9,262	9,262	83,358	88,664	(5,306)	(5.98)	71.86
3315/3300-40712	REFUNDS	3,500	87	-	-	-	345	532	6,655	(6,122)	(92.00)	15.21
3300-40799	OTHER NON-REVENUE (9)	-	-	-	-	-	-	-	70	(70)	(100.00)	-
3315-40072	DONATIONS (6)	5,000	150	674	1,495	-	300	5,894	3,642	2,252	61.84	117.88
3315-40503	INTEREST	4,500	-	-	-	-	-	-	4,736	(4,736)	(100.00)	-
	<b>GRAND TOTALS</b>	<b>25,164,155</b>	<b>410,412</b>	<b>243,467</b>	<b>187,409</b>	<b>174,783</b>	<b>451,016</b>	<b>14,408,077</b>	<b>22,993,362</b>	<b>(8,585,286)</b>	<b>(37.34)</b>	<b>57.26</b>
	check:		410,411.92	243,466.55	187,409.40	174,782.53	451,015.57	14,408,076.63	22,993,362.22			
2855-40450	TRANSFERS (8)	-	-	-	-	-	-	-	-	-	-	-
								14,408,076.63	22,993,362.22	(8,585,285.59)		

Footnotes:

1. This report combines all funds for MCBDD (General, Capital, Capital Sales Tax and Donated).
2. Rollback/ Homestead is the portion of Real Estate Taxes that are paid by the State twice a year.
3. Real Estate taxes are received twice a year typically in April and August or September. 1st half rec'd 4/12/24
4. Grants - Federal (Title XX, National School Lunch, Title VI), Grants - State (RAP, Capital Assistance Grants (Housing), Other State Grants)
5. Medicaid payments (Waiver & Targeted Case Management) - 2024 waiver revenue is Transit NMT waiver billing only.
6. Donations received (3315-40072): Mar - (6) donations received for \$600 in memory of Sue Barnes Brown (donor scholarship), Apr - (5) donations received for \$475 in memory of Sue Barnes Brown (donor scholarship), \$1200 received from Bob Sefcik to be used for camperships, (2) donations received for \$1000 from Ullman Oil Co. for their Educational Alliance program (supporting local schools) (Windfall School), May - donation received from Laura and Bob Calmer in memory of L.B. (former student) (Windfall School), Jun - \$673.93 Ice Cream Social donations (to Special Events). Jul- \$1495 (cash and two check donations from Community Shred Day (to donor scholarship), Sep - \$300 from Chatham Volunteer Firemen's Association (to EI).
7. Medicaid Settlement - cost report and waiver match reconciliations. For CY24, we expect FY22 waiver match reconciliation and CY21 cost report settlement (budgeted for CY20 to be rec'd in 2024 but received 12/2023).
8. Cash transfer from general fund to capital improvement fund - no cash transfers expected in CY24.
9. Other Non-revenue - insurance premiums PT staff (moved to 40420 general reimbursements in 2023)



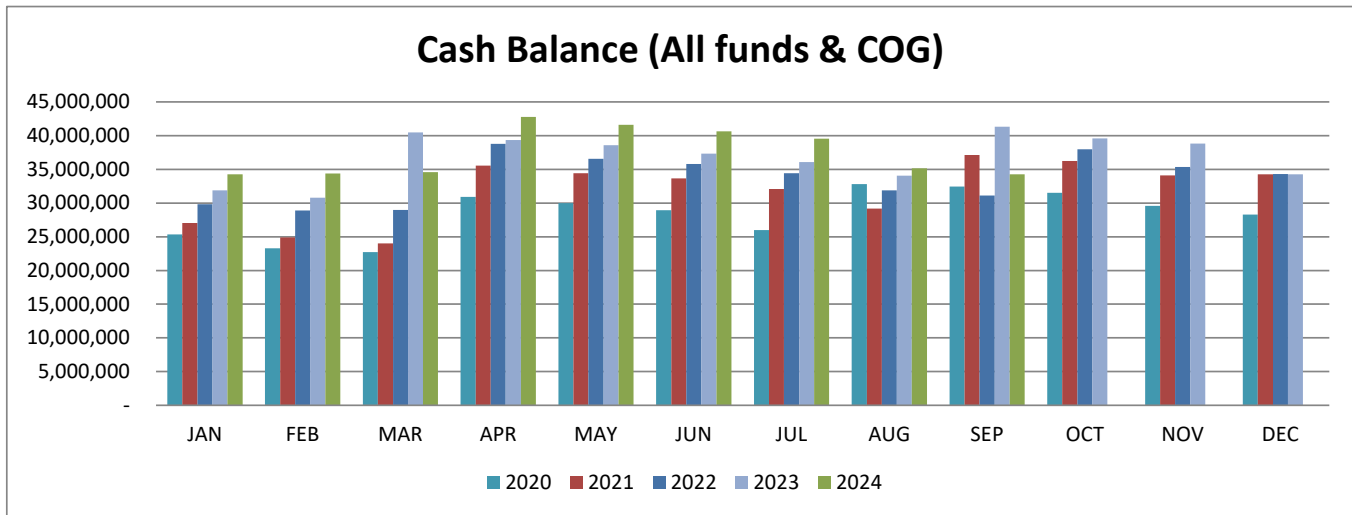


**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
CASH BALANCE FOR MONTH ENDING:**

September 30, 2024

			CURRENT YEAR	PRIOR YEAR	NET CHANGE
<b>FUND #</b>	<b>2855</b>	Capital Fund	2,444,913.57	2,403,696.35	41,217.22
	<b>2855</b>	Capital Fund Reserve	2,183,357.00	2,801,357.00	(618,000.00)
	<b>2856</b>	Capital Sales Tax Fund	6,773.26	354.23	6,419.03
	<b>3300</b>	General Fund	20,846,228.95	27,265,908.94	(6,419,679.99)
	<b>3300</b>	General Fund Reserve	8,544,280.00	8,665,888.00	(121,608.00)
	<b>3315</b>	Donated Fund	66,076.95	75,762.64	(9,685.69)
	<b>NA</b>	Residential Fund- Held by NEON	167,457.99	119,554.76	47,903.23
		<b>TOTALS</b>	<b>34,259,087.72</b>	<b>41,332,521.92</b>	<b>(7,073,434.20)</b>
		<b>RESERVE TOTAL</b>	<b>10,727,637.00</b>	<b>11,467,245.00</b>	<b>(739,608.00)</b>
		<b>TOTALS LESS RESERVES</b>	<b>23,531,450.72</b>	<b>29,865,276.92</b>	<b>(6,333,826.20)</b>

Note 1: Cash held by NEON is used to pay Supported Living and Family Support Services  
 Note 2: Reserve accounts in accordance with ORC 5705.222



**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**MONTHLY CASH FLOW**  
 9/30/2024

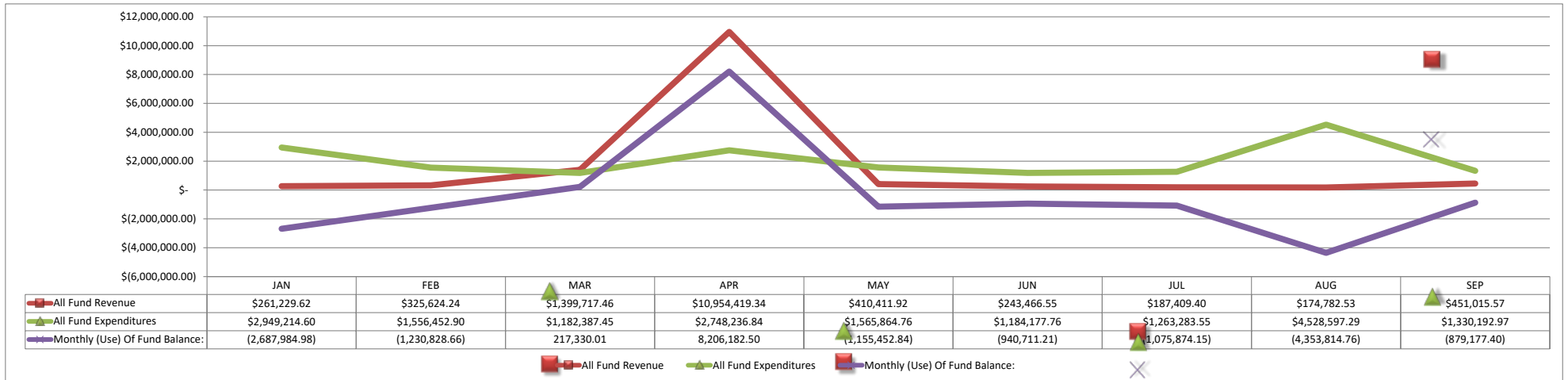
FUND	DESCRIPTION	BEGINNING BALANCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD TOTAL
2855	Capital Improvements Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 5,174,989.14
2855	Capital Improvements Expenses		\$ 122,858.67	\$ 170,393.43	\$ 10,786.00	\$ 42,137.50	\$ 15,584.00	\$ 3,454.80	\$ -	\$ 91,763.67	\$ 89,740.50	\$ 546,718.57
	<b>Total Cash Available:</b>	<b>\$ 5,124,989.14</b>	<b>\$ 5,002,130.47</b>	<b>\$ 4,831,737.04</b>	<b>\$ 4,820,951.04</b>	<b>\$ 4,778,813.54</b>	<b>\$ 4,763,229.54</b>	<b>\$ 4,809,774.74</b>	<b>\$ 4,809,774.74</b>	<b>\$ 4,718,011.07</b>	<b>\$ 4,628,270.57</b>	<b>\$ 4,628,270.57</b>
2856	Capital Sales Tax Revenue		\$ 7,478.08	\$ -	\$ -	\$ -	\$ 7,441.65	\$ -	\$ 6,731.92	\$ -	\$ -	\$ 29,673.26
2856	Capital Sales Tax Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,900.00	\$ 22,900.00
	<b>Total Cash Available:</b>	<b>\$ 8,021.61</b>	<b>\$ 15,499.69</b>	<b>\$ 15,499.69</b>	<b>\$ 15,499.69</b>	<b>\$ 15,499.69</b>	<b>\$ 22,941.34</b>	<b>\$ 22,941.34</b>	<b>\$ 29,673.26</b>	<b>\$ 29,673.26</b>	<b>\$ 6,773.26</b>	<b>\$ 6,773.26</b>
3300	General Fund Revenue		\$ 253,751.54	\$ 325,624.24	\$ 1,399,117.46	\$ 10,951,744.34	\$ 402,820.27	\$ 192,792.62	\$ 179,182.48	\$ 174,782.53	\$ 450,715.57	\$ 47,114,361.45
3300	General Fund Expenditures		\$ 2,826,355.93	\$ 1,385,739.47	\$ 1,171,281.85	\$ 2,705,144.20	\$ 1,547,995.76	\$ 1,178,632.40	\$ 1,257,900.66	\$ 4,434,133.62	\$ 1,216,668.61	\$ 17,723,852.50
	<b>Total Cash Available:</b>	<b>\$ 32,783,830.40</b>	<b>\$ 30,211,226.01</b>	<b>\$ 29,151,110.78</b>	<b>\$ 29,378,946.39</b>	<b>\$ 37,625,546.53</b>	<b>\$ 36,480,371.04</b>	<b>\$ 35,494,531.26</b>	<b>\$ 34,415,813.08</b>	<b>\$ 30,156,461.99</b>	<b>\$ 29,390,508.95</b>	<b>\$ 29,390,508.95</b>
3315	Donated Fund Revenue		\$ -	\$ -	\$ 600.00	\$ 2,675.00	\$ 150.00	\$ 673.93	\$ 1,495.00	\$ -	\$ 300.00	\$ 81,014.00
3315	Donated Fund Expenditures		\$ -	\$ 320.00	\$ 319.60	\$ 955.14	\$ 2,285.00	\$ 2,090.56	\$ 5,382.89	\$ 2,700.00	\$ 883.86	\$ 14,937.05
	<b>Total Cash Available:</b>	<b>\$ 75,120.07</b>	<b>\$ 75,120.07</b>	<b>\$ 74,800.07</b>	<b>\$ 75,080.47</b>	<b>\$ 76,800.33</b>	<b>\$ 74,665.33</b>	<b>\$ 73,248.70</b>	<b>\$ 69,360.81</b>	<b>\$ 66,660.81</b>	<b>\$ 66,076.95</b>	<b>\$ 66,076.95</b>
ALL	All Fund Revenue		\$ 261,229.62	\$ 325,624.24	\$ 1,399,717.46	\$ 10,954,419.34	\$ 410,411.92	\$ 243,466.55	\$ 187,409.40	\$ 174,782.53	\$ 451,015.57	\$ 52,400,037.85
ALL	All Fund Expenditures		\$ 2,949,214.60	\$ 1,556,452.90	\$ 1,182,387.45	\$ 2,748,236.84	\$ 1,565,864.76	\$ 1,184,177.76	\$ 1,263,283.55	\$ 4,528,597.29	\$ 1,330,192.97	\$ 18,308,408.12
	<b>Total Cash Available:</b>	<b>\$ 37,991,961.22</b>	<b>\$ 35,303,976.24</b>	<b>\$ 34,073,147.58</b>	<b>\$ 34,290,477.59</b>	<b>\$ 42,496,660.09</b>	<b>\$ 41,341,207.25</b>	<b>\$ 40,400,496.04</b>	<b>\$ 39,324,621.89</b>	<b>\$ 34,970,807.13</b>	<b>\$ 34,091,629.73</b>	<b>\$ 34,091,629.73</b>

check 35,303,976.24 34,073,147.58 34,290,477.59 42,496,660.09 41,341,207.25 40,400,496.04 39,324,621.89 34,970,807.13 34,091,629.73 34,091,629.73

Monthly (Use) Of Fund Balance: (2,687,984.98) (1,230,828.66) 217,330.01 8,206,182.50 (1,155,452.84) (940,711.21) (1,075,874.15) (4,353,814.76) (879,177.40) (3,900,331.49)

**FOOTNOTES:**

(1) Funds held at NEON are not included here since money available is already included as a transfer from Fund 3300, earmarked for Supported Living and Family Support Services (NEON balance 9/30/24: \$167,457.99)



September Voucher Report  
Summary By Vendor

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>4 IMPRINT INC</b>					
CR-SUPPLIES			\$ 636.66		\$ 636.66
<b>4 IMPRINT INC Total</b>			<b>\$ 636.66</b>		<b>\$ 636.66</b>
<b>ABLENET INC</b>					
SP-SUPPLIES			\$ 310.00		\$ 310.00
<b>ABLENET INC Total</b>			<b>\$ 310.00</b>		<b>\$ 310.00</b>
<b>AIRGAS USA LLC</b>					
NU-OXYGEN TANK RENTAL FEES-08/01/24-08/31/24			\$ 31.62		\$ 31.62
<b>AIRGAS USA LLC Total</b>			<b>\$ 31.62</b>		<b>\$ 31.62</b>
<b>ALONOVUS CORP</b>					
CR-ADV/PRINTING (DSP APPRECIATION MONTH AD)			\$ 754.50		\$ 754.50
CR-ADVERTISING & PRINTING-08/15/24			\$ 549.75		\$ 549.75
<b>ALONOVUS CORP Total</b>			<b>\$ 1,304.25</b>		<b>\$ 1,304.25</b>
<b>AMAZON CAPITAL SERVI</b>					
ASM-SUPPLIES			\$ 102.29		\$ 102.29
CR-SUPPLIES			\$ 111.20		\$ 111.20
DF-AT-SUPPLIES				\$ 38.99	\$ 38.99
ES-SUPPLIES			\$ 5,636.14		\$ 5,636.14
HR-SUPPLIES			\$ 211.71		\$ 211.71
IT/M-SUPPLIES			\$ 176.66		\$ 176.66
IT-SUPPLIES			\$ 7.99		\$ 7.99
NU-SUPPLIES			\$ 59.96		\$ 59.96
PBS-SUPPLIES			\$ 96.22		\$ 96.22
SA/ES-SUPPLIES			\$ 2,678.89		\$ 2,678.89
SA-SUPPLIES			\$ 250.75		\$ 250.75
SP-SUPPLIES			\$ 222.56		\$ 222.56
<b>AMAZON CAPITAL SERVI Total</b>			<b>\$ 9,554.37</b>	<b>\$ 38.99</b>	<b>\$ 9,593.36</b>
<b>AMERICAN RED CROSS H</b>					
CS-FIRST AID/CPR-07/02/24-08/09/24 (PW/DH)			\$ 228.00		\$ 228.00
CS-FIRST AID/CPR-08/06/24-08/20/24 (PW/DH)			\$ 380.00		\$ 380.00
CS-FIRST AID/CPR-08/15/24-09/04/24 (DH/NR/PW)			\$ 304.00		\$ 304.00
CS-FIRST AID/CPR-08/19/24-08/26/24 (DH/NR/PW)			\$ 152.00		\$ 152.00
<b>AMERICAN RED CROSS H Total</b>			<b>\$ 1,064.00</b>		<b>\$ 1,064.00</b>
<b>APSE</b>					
CE-REGISTRATION FEE-10/01/24 (JD)			\$ 150.00		\$ 150.00
<b>APSE Total</b>			<b>\$ 150.00</b>		<b>\$ 150.00</b>
<b>ARMSTRONG CABLE SERV</b>					
AT/M-INTERNET SERVICES-09/15/24-10/14/24			\$ 304.85		\$ 304.85
<b>ARMSTRONG CABLE SERV Total</b>			<b>\$ 304.85</b>		<b>\$ 304.85</b>
<b>ASIAN SERVICES IN AC</b>					
EI-INTERPRETER SERVICES-08/07/24 (GS)			\$ 82.08		\$ 82.08
EI-INTERPRETER SERVICES-08/29/24 (GS)			\$ 82.08		\$ 82.08
<b>ASIAN SERVICES IN AC Total</b>			<b>\$ 164.16</b>		<b>\$ 164.16</b>
<b>BAKER MEDIA GROUP LL</b>					
CR-ADV/PRINTING-AKRON LIFE MAG INSERT-SEP 24			\$ 1,560.00		\$ 1,560.00
<b>BAKER MEDIA GROUP LL Total</b>			<b>\$ 1,560.00</b>		<b>\$ 1,560.00</b>
<b>BATES CAREY</b>					
BO-TRAVEL REIMBURSEMENT			\$ 160.93		\$ 160.93
<b>BATES CAREY Total</b>			<b>\$ 160.93</b>		<b>\$ 160.93</b>
<b>BORDEN DAIRY</b>					
DS-SUPPLIES			\$ 158.08		\$ 158.08
<b>BORDEN DAIRY Total</b>			<b>\$ 158.08</b>		<b>\$ 158.08</b>
<b>BRITTCO LLC</b>					
IT-SOFTWARE MONTHLY SUBSCRIPTION-SEP 24			\$ 3,550.00		\$ 3,550.00
<b>BRITTCO LLC Total</b>			<b>\$ 3,550.00</b>		<b>\$ 3,550.00</b>
<b>BUDGET BLINDS OF MED</b>					
M-SUPPLIES/EQUIPMENT (DEPOSIT-BLINDS SCHOOLSIDE)			\$ 5,300.00		\$ 5,300.00
<b>BUDGET BLINDS OF MED Total</b>			<b>\$ 5,300.00</b>		<b>\$ 5,300.00</b>

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>BUEHLERS FOOD MARKET</b>					
A-CATERING FOR BOARD MEETINGS-08/22/24			\$ 2.48		\$ 2.48
DS-SUPPLIES			\$ 2.48		\$ 2.48
<b>BUEHLERS FOOD MARKET Total</b>			<b>\$ 4.96</b>		<b>\$ 4.96</b>
<b>CALL JENIFER</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 137.62		\$ 137.62
<b>CALL JENIFER Total</b>			<b>\$ 137.62</b>		<b>\$ 137.62</b>
<b>CAMP CHRISTOPHER</b>					
CRC-SUMMER CAMPERSHIP (GM)			\$ 400.00		\$ 400.00
<b>CAMP CHRISTOPHER Total</b>			<b>\$ 400.00</b>		<b>\$ 400.00</b>
<b>CARABALLO JERAMEE</b>					
BO-TRAVEL REIMBURSEMENT			\$ 161.34		\$ 161.34
<b>CARABALLO JERAMEE Total</b>			<b>\$ 161.34</b>		<b>\$ 161.34</b>
<b>CATALYST FARM</b>					
CRC-SUMMER CAMPERSHIP (GS)			\$ 250.00		\$ 250.00
CRC-SUMMER CAMPERSHIP (JG)			\$ 340.00		\$ 340.00
<b>CATALYST FARM Total</b>			<b>\$ 590.00</b>		<b>\$ 590.00</b>
<b>CELESTE'S TASTY TREA</b>					
SSA-STAFF APPRECIATION DAY-ICE CREAM TRUCK-8/23/24			\$ 240.00		\$ 240.00
<b>CELESTE'S TASTY TREA Total</b>			<b>\$ 240.00</b>		<b>\$ 240.00</b>
<b>COLUMBIA GAS OF OHIO</b>					
M-GAS-07/16/24-08/13/24			\$ 671.77		\$ 671.77
<b>COLUMBIA GAS OF OHIO Total</b>			<b>\$ 671.77</b>		<b>\$ 671.77</b>
<b>CONSTELLATION NEWENE</b>					
M-GAS-JUL 24			\$ 181.19		\$ 181.19
<b>CONSTELLATION NEWENE Total</b>			<b>\$ 181.19</b>		<b>\$ 181.19</b>
<b>CONSUMER SUPPORT SER</b>					
CRC-NMT-07/01/24-07/31/24 (MC/MD/MR/CW)			\$ 2,715.84		\$ 2,715.84
<b>CONSUMER SUPPORT SER Total</b>			<b>\$ 2,715.84</b>		<b>\$ 2,715.84</b>
<b>CRITZER KELLY</b>					
OT-MILEAGE REIMBURSEMENT			\$ 103.25		\$ 103.25
<b>CRITZER KELLY Total</b>			<b>\$ 103.25</b>		<b>\$ 103.25</b>
<b>CROSS CREEK APARTMEN</b>					
CRC-RENTAL ASSISTANCE-OCT 24 (LM)			\$ 512.00		\$ 512.00
<b>CROSS CREEK APARTMEN Total</b>			<b>\$ 512.00</b>		<b>\$ 512.00</b>
<b>CROWN COMMERCIAL CON</b>					
CI-RESTROOM RENOVATION (CLASSROOM #102)	\$ 34,557.00				\$ 34,557.00
<b>CROWN COMMERCIAL CON Total</b>	<b>\$ 34,557.00</b>				<b>\$ 34,557.00</b>
<b>CROWN TROPHY OF MEDI</b>					
CS-LEADERSHIP ACADEMY PARTICIPANT ENGRAVED PLAQUES			\$ 100.00		\$ 100.00
<b>CROWN TROPHY OF MEDI Total</b>			<b>\$ 100.00</b>		<b>\$ 100.00</b>
<b>DELTA DENTAL PLAN OF</b>					
DENTAL PREMIUM-SEP 24			\$ 9,659.60		\$ 9,659.60
<b>DELTA DENTAL PLAN OF Total</b>			<b>\$ 9,659.60</b>		<b>\$ 9,659.60</b>
<b>DERGA ANDREW</b>					
SSAS-MILEAGE REIMBURSEMENT			\$ 142.04		\$ 142.04
<b>DERGA ANDREW Total</b>			<b>\$ 142.04</b>		<b>\$ 142.04</b>
<b>DISCOUNT SCHOOL SUPP</b>					
PBS-SUPPLIES			\$ 204.59		\$ 204.59
<b>DISCOUNT SCHOOL SUPP Total</b>			<b>\$ 204.59</b>		<b>\$ 204.59</b>
<b>DRYER EDWIN</b>					
ASM-MILEAGE REIMBURSEMENT			\$ 79.73		\$ 79.73
<b>DRYER EDWIN Total</b>			<b>\$ 79.73</b>		<b>\$ 79.73</b>
<b>E.S. BEVERIDGE &amp; ASS</b>					
HR-COBRA ADMIN SERVICES-SEP 24			\$ 102.00		\$ 102.00
<b>E.S. BEVERIDGE &amp; ASS Total</b>			<b>\$ 102.00</b>		<b>\$ 102.00</b>
<b>EASTERSEALS CENTRAL</b>					
CRC-NMT-08/02/24-08/30/24 (LW)			\$ 905.28		\$ 905.28
CRC-ADS-08/01/24-08/30/24 (LW)			\$ 1,071.00		\$ 1,071.00
<b>EASTERSEALS CENTRAL Total</b>			<b>\$ 1,976.28</b>		<b>\$ 1,976.28</b>

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>ENHANCE ABILITY LLC</b>					
CRC-ADS-07/01/24-08/30/24 (VH)			\$ 3,038.75		\$ 3,038.75
CRC-NMT-07/01/24-08/30/24 (VH)			\$ 933.57		\$ 933.57
<b>ENHANCE ABILITY LLC Total</b>			<b>\$ 3,972.32</b>		<b>\$ 3,972.32</b>
<b>FAIRLAWNGIG</b>					
M-BUSINESS STATIC 13/BUSINESS BASIC-9/16/-10/15/24			\$ 600.00		\$ 600.00
<b>FAIRLAWNGIG Total</b>			<b>\$ 600.00</b>		<b>\$ 600.00</b>
<b>FAST PARTITIONS</b>					
CI-CLASSROOM RESTROOMS PARTITION IMPROVEMENT	\$ 6,217.80				\$ 6,217.80
<b>FAST PARTITIONS Total</b>	<b>\$ 6,217.80</b>				<b>\$ 6,217.80</b>
<b>FIRST COMMUNICATIONS</b>					
M-TELEPHONE-SEP 24			\$ 2,731.69		\$ 2,731.69
<b>FIRST COMMUNICATIONS Total</b>			<b>\$ 2,731.69</b>		<b>\$ 2,731.69</b>
<b>FULTON SAVANAH</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 53.94		\$ 53.94
<b>FULTON SAVANAH Total</b>			<b>\$ 53.94</b>		<b>\$ 53.94</b>
<b>GENE PTACEK &amp; SON FI</b>					
M-INSPECTION FEES FOR FIRE SAFETY-08/20/24			\$ 385.00		\$ 385.00
<b>GENE PTACEK &amp; SON FI Total</b>			<b>\$ 385.00</b>		<b>\$ 385.00</b>
<b>GENERATOR ONE LLC</b>					
M-GENERATOR BI-ANNUAL MAINTENANCE SERVICE (MINOR)			\$ 315.00		\$ 315.00
<b>GENERATOR ONE LLC Total</b>			<b>\$ 315.00</b>		<b>\$ 315.00</b>
<b>GOLD CARE SERVICES</b>					
CRC-RESPIRE SERVICES-AUG 24 (KB)			\$ 960.00		\$ 960.00
<b>GOLD CARE SERVICES Total</b>			<b>\$ 960.00</b>		<b>\$ 960.00</b>
<b>GORDON FOOD SERVICE</b>					
DS-FSLP-CAFE.GROC.(523.78)/COFFEE CARTS(105.09)			\$ 628.87		\$ 628.87
<b>GORDON FOOD SERVICE Total</b>			<b>\$ 628.87</b>		<b>\$ 628.87</b>
<b>GRAPHIC ENTERPRISES</b>					
COPIER MAINTENANCE-07/28/24-08/27/24			\$ 793.70		\$ 793.70
CR-PRINTER MAINTENANCE-08/01/24-10/31/24			\$ 135.00		\$ 135.00
CR-PRINTER MAINTENANCE-OVERAGE-05/01/24-07/31/24			\$ 54.98		\$ 54.98
PRINTER MAINTENANCE-09/01/24-09/30/24			\$ 525.00		\$ 525.00
<b>GRAPHIC ENTERPRISES Total</b>			<b>\$ 1,508.68</b>		<b>\$ 1,508.68</b>
<b>GREENLEAF FAMILY CEN</b>					
CRC-INTERPRETER SVCS-08/09/24-08/21/24 (RS)			\$ 1,080.00		\$ 1,080.00
CRC-INTERPRETER SVCS-08/22/24-08/30/24 (RS)			\$ 840.00		\$ 840.00
CRC-INTERPRETER SVCS-09/03/24-09/12/24 (RS)			\$ 960.00		\$ 960.00
<b>GREENLEAF FAMILY CEN Total</b>			<b>\$ 2,880.00</b>		<b>\$ 2,880.00</b>
<b>HART FUELING SERVICE</b>					
M-GASOLINE (DIESEL FOR GENERATOR)			\$ 827.37		\$ 827.37
<b>HART FUELING SERVICE Total</b>			<b>\$ 827.37</b>		<b>\$ 827.37</b>
<b>HOME DEPOT CREDIT SE</b>					
M-MATERIALS			\$ 84.62		\$ 84.62
M-SUPPLIES			\$ 218.19		\$ 218.19
<b>HOME DEPOT CREDIT SE Total</b>			<b>\$ 302.81</b>		<b>\$ 302.81</b>
<b>HOWARD JEN</b>					
EI-MILEAGE REIMBURSEMENT			\$ 56.28		\$ 56.28
<b>HOWARD JEN Total</b>			<b>\$ 56.28</b>		<b>\$ 56.28</b>
<b>HUMPHREY DEBBIE</b>					
EI-MILEAGE REIMBURSEMENT			\$ 140.83		\$ 140.83
<b>HUMPHREY DEBBIE Total</b>			<b>\$ 140.83</b>		<b>\$ 140.83</b>
<b>HUNTINGTON NATIONAL</b>					
A-CONFERENCE LODGING-08/07/24 (SM)			\$ 217.90		\$ 217.90
CE-REGISTRATION FEE-09/19/24 (JD)			\$ 21.48		\$ 21.48
CRC-EMERGENCY HOUSING (CR)			\$ 757.60		\$ 757.60
CRC-EMERGENCY HOUSING (SF/LF)			\$ 2,430.00		\$ 2,430.00
CR-REGISTRATION FEE-08/26/24 (AB)			\$ 149.00		\$ 149.00
ES-CONFERENCE LODGING-08/05/24 (CK)			\$ 184.21		\$ 184.21
SSA-CONFERENCE LODGING-08/05/24 (BS)			\$ 184.21		\$ 184.21
<b>HUNTINGTON NATIONAL Total</b>			<b>\$ 3,944.40</b>		<b>\$ 3,944.40</b>

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>IMPACT GROUP PUBLIC</b>					
A-SENIOR LEADERSHIP TRAINING SESSION-08/23/24			\$ 4,000.00		\$ 4,000.00
<b>IMPACT GROUP PUBLIC Total</b>			\$ 4,000.00		\$ 4,000.00
<b>INDEPENDENT EMPLOYME</b>					
CRC-NMT-08/11/24-08/24/24			\$ 2,913.87		\$ 2,913.87
CRC-NMT-08/25/24-09/07/24			\$ 2,150.04		\$ 2,150.04
<b>INDEPENDENT EMPLOYME Total</b>			\$ 5,063.91		\$ 5,063.91
<b>INTELLINETICS INC</b>					
A-WARRANTY (ONE YEAR) FOR RECORDS SCANNER			\$ 99.00		\$ 99.00
<b>INTELLINETICS INC Total</b>			\$ 99.00		\$ 99.00
<b>INTERVENTION FOR PEA</b>					
CRC-ADS-08/05/24-08/28/24 (LC)			\$ 357.00		\$ 357.00
CRC-NMT-08/05/24-08/28/24 (LC)			\$ 339.48		\$ 339.48
<b>INTERVENTION FOR PEA Total</b>			\$ 696.48		\$ 696.48
<b>INVO HEALTHCARE ASSO</b>					
OT-COTA SERVICES-08/18/24-08/31/24			\$ 2,732.80		\$ 2,732.80
<b>INVO HEALTHCARE ASSO Total</b>			\$ 2,732.80		\$ 2,732.80
<b>IRON MOUNTAIN INC</b>					
A-STORAGE/SERVICE PERIOD-07/24/24-09/30/24			\$ 373.91		\$ 373.91
<b>IRON MOUNTAIN INC Total</b>			\$ 373.91		\$ 373.91
<b>JACK CONNIE</b>					
AT-MILEAGE REIMBURSEMENT			\$ 286.28		\$ 286.28
<b>JACK CONNIE Total</b>			\$ 286.28		\$ 286.28
<b>JAEGER AMBER</b>					
EI-MILEAGE REIMBURSEMENT			\$ 280.73		\$ 280.73
<b>JAEGER AMBER Total</b>			\$ 280.73		\$ 280.73
<b>JOY OF MEDINA COUNTY</b>					
CR-ADVERTISING & PRINTING-NOV 24			\$ 312.00		\$ 312.00
<b>JOY OF MEDINA COUNTY Total</b>			\$ 312.00		\$ 312.00
<b>KAPTEIN MEGAN</b>					
PT-MILEAGE REIMBURSEMENT			\$ 120.53		\$ 120.53
<b>KAPTEIN MEGAN Total</b>			\$ 120.53		\$ 120.53
<b>KIMBLER CHRISTIE</b>					
ES-TRAVEL REIMBURSEMENT			\$ 134.00		\$ 134.00
<b>KIMBLER CHRISTIE Total</b>			\$ 134.00		\$ 134.00
<b>KIRKPATRICK SHERRI</b>					
BO-MILEAGE REIMBURSEMENT			\$ 155.57		\$ 155.57
<b>KIRKPATRICK SHERRI Total</b>			\$ 155.57		\$ 155.57
<b>KOINONIA HOMES INC</b>					
CRC-IES-08/02/24-08/22/24 (NZ/NB/IC/MD/JF)			\$ 379.50		\$ 379.50
<b>KOINONIA HOMES INC Total</b>			\$ 379.50		\$ 379.50
<b>LANGUAGE LEARNING AS</b>					
SP/OT/PT-THERAPY SERVICES-07/29/24-09/06/24			\$ 20,892.36		\$ 20,892.36
<b>LANGUAGE LEARNING AS Total</b>			\$ 20,892.36		\$ 20,892.36
<b>LARLHAM HATTIE</b>					
CRC-ADS-08/05/24-08/28/24 (HW)			\$ 509.32		\$ 509.32
CRC-IES-08/07/24 (JB)			\$ 33.00		\$ 33.00
CRC-IES-08/14/24 (MD)			\$ 33.00		\$ 33.00
CRC-IES-08/29/24 (KB)			\$ 33.00		\$ 33.00
CRC-IES-08/29/24 (KJ)			\$ 49.50		\$ 49.50
<b>LARLHAM HATTIE Total</b>			\$ 657.82		\$ 657.82
<b>LAVOY CYNTHIA</b>					
PBS-MILEAGE REIMBURSEMENT			\$ 413.32		\$ 413.32
<b>LAVOY CYNTHIA Total</b>			\$ 413.32		\$ 413.32
<b>LEE NASTACIA</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 91.25		\$ 91.25
<b>LEE NASTACIA Total</b>			\$ 91.25		\$ 91.25
<b>LEGACY ROOFING SERVI</b>					
M-CONTRACT REPAIRS (PATIO ROOF REPAIR)			\$ 6,255.00		\$ 6,255.00
<b>LEGACY ROOFING SERVI Total</b>			\$ 6,255.00		\$ 6,255.00

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>LENEGHAN ERIN</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 41.00		\$ 41.00
<b>LENEGHAN ERIN Total</b>			<b>\$ 41.00</b>		<b>\$ 41.00</b>
<b>LENOVO (UNITED STATE</b>					
EI-EQUIPMENT-LAPTOPS			\$ 2,820.00		\$ 2,820.00
<b>LENOVO (UNITED STATE Total</b>			<b>\$ 2,820.00</b>		<b>\$ 2,820.00</b>
<b>LILLY CHELSEA</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 30.82		\$ 30.82
<b>LILLY CHELSEA Total</b>			<b>\$ 30.82</b>		<b>\$ 30.82</b>
<b>MACHINE MAXX USA LLC</b>					
CI-USED FORKLIFT WITH CHARGER	\$ 16,873.50				\$ 16,873.50
<b>MACHINE MAXX USA LLC Total</b>	<b>\$ 16,873.50</b>				<b>\$ 16,873.50</b>
<b>MAJKRZAK ASHLEY</b>					
EI-MILEAGE REIMBURSEMENT			\$ 216.75		\$ 216.75
<b>MAJKRZAK ASHLEY Total</b>			<b>\$ 216.75</b>		<b>\$ 216.75</b>
<b>MAJOROS PAULA</b>					
DS-MILEAGE REIMBURSEMENT			\$ 3.61		\$ 3.61
MS-MILEAGE REIMBURSEMENT			\$ 167.37		\$ 167.37
SO-MILEAGE REIMBURSEMENT			\$ 44.89		\$ 44.89
<b>MAJOROS PAULA Total</b>			<b>\$ 215.87</b>		<b>\$ 215.87</b>
<b>MALECKAR STACEY</b>					
A-MILEAGE REIMBURSEMENT			\$ 129.31		\$ 129.31
A-TRAVEL REIMBURSEMENT			\$ 226.46		\$ 226.46
<b>MALECKAR STACEY Total</b>			<b>\$ 355.77</b>		<b>\$ 355.77</b>
<b>MANN DOWN ENTERPRISE</b>					
SA-CATERING FOR STAFF TRAINING DAY-08/21/24			\$ 173.80		\$ 173.80
SSA-CATERING FOR SSA APPRECIATION DAY-08/23/24			\$ 214.46		\$ 214.46
<b>MANN DOWN ENTERPRISE Total</b>			<b>\$ 388.26</b>		<b>\$ 388.26</b>
<b>MANSOUR GAVIN LPA</b>					
HR-LEGAL SERVICES-JUL 24			\$ 798.00		\$ 798.00
<b>MANSOUR GAVIN LPA Total</b>			<b>\$ 798.00</b>		<b>\$ 798.00</b>
<b>MEDINA CHAMBER OF CO</b>					
A-REGISTRATION FEE-09/10/24 (SM)			\$ 22.00		\$ 22.00
<b>MEDINA CHAMBER OF CO Total</b>			<b>\$ 22.00</b>		<b>\$ 22.00</b>
<b>MEDINA COUNTY COMMIS</b>					
M-2024-2025 PROPERTY INSURANCE COSTS			\$ 12,518.34		\$ 12,518.34
<b>MEDINA COUNTY COMMIS Total</b>			<b>\$ 12,518.34</b>		<b>\$ 12,518.34</b>
<b>MEDINA COUNTY SANITA</b>					
M-WATER/SEWER-07/18/24-08/31/24			\$ 1,805.58		\$ 1,805.58
<b>MEDINA COUNTY SANITA Total</b>			<b>\$ 1,805.58</b>		<b>\$ 1,805.58</b>
<b>MEDINA COUNTY TRANSI</b>					
CRC-NMT-AUG 24			\$ 3,887.37		\$ 3,887.37
<b>MEDINA COUNTY TRANSI Total</b>			<b>\$ 3,887.37</b>		<b>\$ 3,887.37</b>
<b>MEDINA CREATIVE ACCE</b>					
CRC-ADS-07/01/24-07/28/24 (LJ)			\$ 930.58		\$ 930.58
CRC-ADS-07/01/24-07/29/24 (BB)			\$ 357.00		\$ 357.00
CRC-ADS-07/01/24-07/29/24 (TE)			\$ 442.68		\$ 442.68
CRC-ADS-08/01/24-08/26/24 (BB)			\$ 357.00		\$ 357.00
CRC-ADS-08/01/24-08/29/24 (TE)			\$ 368.90		\$ 368.90
CRC-ADS-08/02/24-08/31/24 (LJ)			\$ 1,294.72		\$ 1,294.72
CRC-ADS-08/19/24-08/29/24 (BR)			\$ 476.00		\$ 476.00
CRC-NMT-07/01/24-07/29/24 (BB)			\$ 56.58		\$ 56.58
CRC-NMT-07/01/24-07/29/24 (TE)			\$ 424.35		\$ 424.35
CRC-NMT-08/01/24-08/26/24 (BB)			\$ 84.87		\$ 84.87
CRC-NMT-08/01/24-08/29/24 (TE)			\$ 339.48		\$ 339.48
CRC-NMT-08/19/24-08/29/24 (BR)			\$ 141.45		\$ 141.45
CS-PROVIDER SUCCESS COACH PROGRAM			\$ 450.00		\$ 450.00
<b>MEDINA CREATIVE ACCE Total</b>			<b>\$ 5,723.61</b>		<b>\$ 5,723.61</b>
<b>MEDINA CREATIVE HOUS</b>					
CRC-HOUSING SUBSIDY-SEP 24			\$ 1,484.65		\$ 1,484.65
<b>MEDINA CREATIVE HOUS Total</b>			<b>\$ 1,484.65</b>		<b>\$ 1,484.65</b>
<b>MEDINA SIGNS INC</b>					
M-UNIVERSAL RESTROOM BRAILLE SIGNAGE FINAL PAYMENT			\$ 439.56		\$ 439.56
<b>MEDINA SIGNS INC Total</b>			<b>\$ 439.56</b>		<b>\$ 439.56</b>



September Voucher Report  
Summary By Vendor

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>MICROSOFT</b>					
IT-MOBILITY LICENSES-08/17/24-08/16/25			\$ 3,240.00		\$ 3,240.00
<b>MICROSOFT Total</b>			\$ 3,240.00		\$ 3,240.00
<b>MIDWEST INNOVATIONS</b>					
CRC-ADS-08/12/24-08/16/24 (JS/JH)			\$ 1,131.75		\$ 1,131.75
CRC-ADS-08/19/24-08/23/24 (JS/JH)			\$ 922.09		\$ 922.09
CRC-ADS-08/26/24-08/30/24 (JS/NH/JH)			\$ 1,143.77		\$ 1,143.77
CRC-ADS-09/04/24-09/06/24 (JS/JH)			\$ 836.32		\$ 836.32
CRC-ADS-09/09/24-09/13/24 (JS/NH/JH)			\$ 1,153.24		\$ 1,153.24
CRC-NMT-08/12/24-08/16/24 (JS/JH)			\$ 509.22		\$ 509.22
CRC-NMT-08/19/24-08/23/24 (JS/JH)			\$ 509.22		\$ 509.22
CRC-NMT-08/26/24-08/30/24 (JS/NH/JH)			\$ 480.93		\$ 480.93
CRC-NMT-09/04/24-09/06/24 (JS/JH)			\$ 367.77		\$ 367.77
CRC-NMT-09/09/24-09/13/24 (JS/NH/JH)			\$ 565.80		\$ 565.80
M-CUSTODIAL SERVICES-AUG 24			\$ 367.50		\$ 367.50
<b>MIDWEST INNOVATIONS Total</b>			\$ 7,987.61		\$ 7,987.61
<b>MINUTEMAN PRESS</b>					
A-PRINTING (ENVELOPES)			\$ 1,347.37		\$ 1,347.37
CR-PRINTING (SCHOOL COMMUNICATIONS LETTERHEAD)			\$ 135.51		\$ 135.51
CR-PRINTING (TECH EXPO FLYERS)			\$ 108.53		\$ 108.53
<b>MINUTEMAN PRESS Total</b>			\$ 1,591.41		\$ 1,591.41
<b>MOMENTUM AGENCIES</b>					
CS-REFRESH VEHICLE RENTAL-JUL/AUG 24			\$ 20,880.00		\$ 20,880.00
<b>MOMENTUM AGENCIES Total</b>			\$ 20,880.00		\$ 20,880.00
<b>MOTION PICTURE LICEN</b>					
A-MPLC UMBRELLA LICENSE-10/01/24-09/30/25			\$ 128.63		\$ 128.63
<b>MOTION PICTURE LICEN Total</b>			\$ 128.63		\$ 128.63
<b>MURAT TOBIE</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 128.04		\$ 128.04
<b>MURAT TOBIE Total</b>			\$ 128.04		\$ 128.04
<b>MUSIC IZZ GROOVY - M</b>					
SA-MUSIC THERAPY SERVICES-08/26/24			\$ 275.00		\$ 275.00
<b>MUSIC IZZ GROOVY - M Total</b>			\$ 275.00		\$ 275.00
<b>NEON</b>					
SSA-PCR MILEAGE (CE) & QARN MILEAGE (MK)-JUL 24			\$ 58.96		\$ 58.96
<b>NEON Total</b>			\$ 58.96		\$ 58.96
<b>NORTHERN MEDINA COUN</b>					
CE-REGISTRATION FEE-09/18/24 (JD)			\$ 25.00		\$ 25.00
<b>NORTHERN MEDINA COUN Total</b>			\$ 25.00		\$ 25.00
<b>NURTURING HANDS AND</b>					
CRC-ADS-07/01/24-07/31/24 (SI)			\$ 1,177.00		\$ 1,177.00
<b>NURTURING HANDS AND Total</b>			\$ 1,177.00		\$ 1,177.00
<b>OHIO ASSOCIATION OF</b>					
A-REGISTRATION FEE-08/08/24-08/09/24 (SM)			\$ 125.00		\$ 125.00
SSA-REGISTRATION FEE-07/09,16,23,30/24 (CL)			\$ 25.00		\$ 25.00
SSAS-REGISTRATION FEE-08/07/24 (SJ)			\$ 50.00		\$ 50.00
<b>OHIO ASSOCIATION OF Total</b>			\$ 200.00		\$ 200.00
<b>OHIO PROVIDER RESOUR</b>					
CE-DINNER BANQUET REGISTRATION FEE-10/24/24 (JD)			\$ 75.00		\$ 75.00
CE-REGISTRATION FEE-10/24/24-10/25/24 (JD)			\$ 325.00		\$ 325.00
<b>OHIO PROVIDER RESOUR Total</b>			\$ 400.00		\$ 400.00
<b>ONEBRIDGE SUPPORT SE</b>					
CS-PROVIDER SUCCESS COACH PROGRAM			\$ 200.00		\$ 200.00
<b>ONEBRIDGE SUPPORT SE Total</b>			\$ 200.00		\$ 200.00
<b>PALASIK MEGAN</b>					
SP-MILEAGE REIMBURSEMENT			\$ 419.89		\$ 419.89
<b>PALASIK MEGAN Total</b>			\$ 419.89		\$ 419.89

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>PITNEY BOWES RESERVE</b>					
VARIOUS-POSTAGE RESERVE ACCOUNT			\$ 1,200.00		\$ 1,200.00
<b>PITNEY BOWES RESERVE Total</b>			<b>\$ 1,200.00</b>		<b>\$ 1,200.00</b>
<b>REMIND101 INC</b>					
SA-REMIND APPLICATION ANNUAL COST-8/15/24-8/14/25			\$ 750.00		\$ 750.00
<b>REMIND101 INC Total</b>			<b>\$ 750.00</b>		<b>\$ 750.00</b>
<b>REPUBLIC SERVICES IN</b>					
M-RECYCLING-SEP 24			\$ 141.18		\$ 141.18
<b>REPUBLIC SERVICES IN Total</b>			<b>\$ 141.18</b>		<b>\$ 141.18</b>
<b>RICCI CAITLYN</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 129.24		\$ 129.24
<b>RICCI CAITLYN Total</b>			<b>\$ 129.24</b>		<b>\$ 129.24</b>
<b>ROHRBAUGH LAURA</b>					
A-REIMBURSEMENT FOR GLASSES BROKEN BY STUDENT			\$ 265.89		\$ 265.89
<b>ROHRBAUGH LAURA Total</b>			<b>\$ 265.89</b>		<b>\$ 265.89</b>
<b>S.A.N.D. CHAPTER 43</b>					
DS-ANNUAL SNA MEMBERSHIP (PM)			\$ 80.00		\$ 80.00
<b>S.A.N.D. CHAPTER 43 Total</b>			<b>\$ 80.00</b>		<b>\$ 80.00</b>
<b>SANDICARE LLC</b>					
CRC-ADS-08/12/24-08/14/24 (MB)			\$ 536.25		\$ 536.25
CRC-ADS-08/19/24-08/21/24 (MB)			\$ 536.25		\$ 536.25
CRC-ADS-08/26/24-08/29/24 (MB)			\$ 536.25		\$ 536.25
CRC-ADS-09/03/24-09/04/24 (MB)			\$ 357.50		\$ 357.50
CRC-ADS-09/09/24-09/11/24 (MB)			\$ 357.50		\$ 357.50
<b>SANDICARE LLC Total</b>			<b>\$ 2,323.75</b>		<b>\$ 2,323.75</b>
<b>SASS NICOLE</b>					
PT-MILEAGE REIMBURSEMENT			\$ 454.52		\$ 454.52
<b>SASS NICOLE Total</b>			<b>\$ 454.52</b>		<b>\$ 454.52</b>
<b>SCHELL TAYLOR</b>					
SP-MILEAGE REIMBURSEMENT			\$ 144.45		\$ 144.45
<b>SCHELL TAYLOR Total</b>			<b>\$ 144.45</b>		<b>\$ 144.45</b>
<b>SCHOOL SPECIALTY</b>					
DF-CS-EQUIPMENT (SENSORY RM INTERACTIVE LED LIGHT)				\$ 500.21	\$ 500.21
M-SUPPLIES			\$ 20.21		\$ 20.21
<b>SCHOOL SPECIALTY Total</b>			<b>\$ 20.21</b>	<b>\$ 500.21</b>	<b>\$ 520.42</b>
<b>SCOZZARO CHRISTINE</b>					
EI-MILEAGE REIMBURSEMENT			\$ 130.65		\$ 130.65
<b>SCOZZARO CHRISTINE Total</b>			<b>\$ 130.65</b>		<b>\$ 130.65</b>
<b>SMITH AMY L</b>					
INT-MILEAGE REIMBURSEMENT			\$ 82.41		\$ 82.41
<b>SMITH AMY L Total</b>			<b>\$ 82.41</b>		<b>\$ 82.41</b>
<b>SNAP GOURMET FOODS</b>					
DS-FSLP-CAFETERIA GROCERIES			\$ 3,885.64		\$ 3,885.64
<b>SNAP GOURMET FOODS Total</b>			<b>\$ 3,885.64</b>		<b>\$ 3,885.64</b>
<b>SNIDER RECREATION IN</b>					
CI/ST-PLAYGROUND UPGRADES PROJECT	\$ 38,310.00	\$ 22,900.00			\$ 61,210.00
<b>SNIDER RECREATION IN Total</b>	<b>\$ 38,310.00</b>	<b>\$ 22,900.00</b>			<b>\$ 61,210.00</b>
<b>SOCIETY FOR HANDICAP</b>					
A-OMBUDSMAN SERVICES-AUG 24			\$ 1,068.90		\$ 1,068.90
CRC-ADS-06/03/24-07/29/24 (BW)			\$ 2,236.54		\$ 2,236.54
CRC-ADS-06/06/24-07/25/24 (JP)			\$ 347.25		\$ 347.25
CRC-NMT-06/03/24-07/29/24 (BW)			\$ 1,322.16		\$ 1,322.16
CRC-NMT-06/06/24-07/25/24 (JP)			\$ 330.54		\$ 330.54
CS-DSP REFERRAL			\$ 500.00		\$ 500.00
CS-DSP WORKFORCE SUPPORT/TRAINING REIMBURSEMENT			\$ 2,500.00		\$ 2,500.00
CS-PROVIDER SUCCESS COACH PROGRAM			\$ 450.00		\$ 450.00
<b>SOCIETY FOR HANDICAP Total</b>			<b>\$ 8,755.39</b>		<b>\$ 8,755.39</b>
<b>SOMMERS BRIAN</b>					
SSAS-TRAVEL REIMBURSEMENT			\$ 143.92		\$ 143.92
<b>SOMMERS BRIAN Total</b>			<b>\$ 143.92</b>		<b>\$ 143.92</b>

Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>SOPKO LISA</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 98.49		\$ 98.49
<b>SOPKO LISA Total</b>			\$ 98.49		\$ 98.49
<b>SPORTSWORLD CIA</b>					
HR-SUPPLIES			\$ 384.00		\$ 384.00
<b>SPORTSWORLD CIA Total</b>			\$ 384.00		\$ 384.00
<b>STATE INDUSTRIAL PRO</b>					
M-AIR CARE PROGRAM			\$ 326.18		\$ 326.18
M-SUPPLIES			\$ 41.07		\$ 41.07
M-WATER TREATMENT PROGRAM			\$ 809.67		\$ 809.67
<b>STATE INDUSTRIAL PRO Total</b>			\$ 1,176.92		\$ 1,176.92
<b>STRS OHIO</b>					
ES-INTEREST PAYMENT			\$ 489.44		\$ 489.44
<b>STRS OHIO Total</b>			\$ 489.44		\$ 489.44
<b>SUE'S LOVING GRACE L</b>					
CS-DSP WORKFORCE SUPPORT/TRAINING REIMBURSEMENT			\$ 3,000.00		\$ 3,000.00
<b>SUE'S LOVING GRACE L Total</b>			\$ 3,000.00		\$ 3,000.00
<b>SUMMA HEALTH CORP</b>					
HR-STAFF PHYSICALS-08/08/24 (HM) & 08/29/24 (NS)			\$ 160.00		\$ 160.00
<b>SUMMA HEALTH CORP Total</b>			\$ 160.00		\$ 160.00
<b>SUMMIT HOUSING DEVEL</b>					
CRC-RENTAL SUBSIDY-OCT 24 (AH)			\$ 225.00		\$ 225.00
<b>SUMMIT HOUSING DEVEL Total</b>			\$ 225.00		\$ 225.00
<b>SUMMIT MALL</b>					
CS-MALL RENTAL SPACE FOR TECH SUMMIT-09/26/24			\$ 2,000.00		\$ 2,000.00
<b>SUMMIT MALL Total</b>			\$ 2,000.00		\$ 2,000.00
<b>TEAMMATES CENTER LLC</b>					
CRC-ADS-06/03/24-07/03/24 (PC)			\$ 1,022.25		\$ 1,022.25
CRC-NMT-06/03/24-07/03/24 (PC)			\$ 991.62		\$ 991.62
<b>TEAMMATES CENTER LLC Total</b>			\$ 2,013.87		\$ 2,013.87
<b>THE GAZETTE</b>					
A-DIGITAL SUB-10/1/24-9/30/25 (PH/AB/JK/KR)			\$ 99.00		\$ 99.00
A-DIGITAL SUB-10/1/24-9/30/25 (SM/AF/SL/TBA)			\$ 99.00		\$ 99.00
CR-ADVERTISING & PRINTING-08/10/24			\$ 600.00		\$ 600.00
CR-ADVERTISING & PRINTING-08/14/24			\$ 230.00		\$ 230.00
<b>THE GAZETTE Total</b>			\$ 1,028.00		\$ 1,028.00
<b>THE PULSE PROVIDER</b>					
CS-REGISTRATION FEE-08/23/24 (JT)			\$ 310.00		\$ 310.00
<b>THE PULSE PROVIDER Total</b>			\$ 310.00		\$ 310.00
<b>T-MOBILE</b>					
TELEPHONE-07/29/24-08/28/24			\$ 1,719.62		\$ 1,719.62
<b>T-MOBILE Total</b>			\$ 1,719.62		\$ 1,719.62
<b>TRANSITIONAL LIVING</b>					
CS-DSP REFERRAL			\$ 750.00		\$ 750.00
<b>TRANSITIONAL LIVING Total</b>			\$ 750.00		\$ 750.00
<b>TREASURER STATE OF O</b>					
CRC-WAIVER LOCAL MATCH-08/01/24-08/31/24 (ES)			\$ 7,596.55		\$ 7,596.55
CRC-WAIVER LOCAL MATCH-08/01/24-08/31/24 (JM)			\$ 7,596.55		\$ 7,596.55
CRC-WAIVER LOCAL MATCH-08/01/24-08/31/24 (JW)			\$ 7,596.55		\$ 7,596.55
CRC-WAIVER LOCAL MATCH-08/01/24-08/31/24 (MD)			\$ 7,596.55		\$ 7,596.55
CRC-WAIVER LOCAL MATCH-08/01/24-08/31/24 (MR)			\$ 7,596.55		\$ 7,596.55
HR-BCI/FBI CHECKS & RAPBACKS-AUG 24			\$ 881.00		\$ 881.00
<b>TREASURER STATE OF O Total</b>			\$ 38,863.75		\$ 38,863.75
<b>UNITED BUSINESS SUPP</b>					
M-SUPPLIES			\$ 1,999.71		\$ 1,999.71
<b>UNITED BUSINESS SUPP Total</b>			\$ 1,999.71		\$ 1,999.71
<b>VAN BAKER PROPERTIES</b>					
CRC-EMERGENCY FUNDS (1ST MO RENT & SEC DEP)(LF/SF)			\$ 2,700.00		\$ 2,700.00
<b>VAN BAKER PROPERTIES Total</b>			\$ 2,700.00		\$ 2,700.00
<b>VIAQUEST DAY AND EMP</b>					
CRC-ADS-08/01/24-08/29/24 (ES)			\$ 595.00		\$ 595.00
CRC-NMT-08/01/24-08/29/24 (ES)			\$ 583.08		\$ 583.08
<b>VIAQUEST DAY AND EMP Total</b>			\$ 1,178.08		\$ 1,178.08

September Voucher Report  
Summary By Vendor

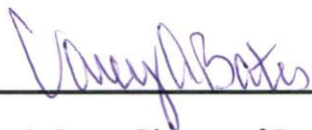
Sum of AMOUNT	Fund				
Vendor	2855	2856	3300	3315	Grand Total
<b>WACHSBERGER DIANA</b>					
SP-MILEAGE REIMBURSEMENT			\$ 341.63		\$ 341.63
<b>WACHSBERGER DIANA Total</b>			<b>\$ 341.63</b>		<b>\$ 341.63</b>
<b>WADSWORTH AREA CHAMB</b>					
CE-REGISTRATION FEE-07/24/24 (RZ)			\$ 20.00		\$ 20.00
<b>WADSWORTH AREA CHAMB Total</b>			<b>\$ 20.00</b>		<b>\$ 20.00</b>
<b>WADSWORTH COMMUNICAT</b>					
CR-RADIO UNDERWRITING & ADVERTISING-SEP 24			\$ 125.00		\$ 125.00
<b>WADSWORTH COMMUNICAT Total</b>			<b>\$ 125.00</b>		<b>\$ 125.00</b>
<b>WALMART COMMUNITY</b>					
DF-CO--SUPPLIES (DSP APPRECIATION GIFT BASKETS)				\$ 344.66	\$ 344.66
EI-FALL TODDLER PLAY GROUP SUPPLIES-09/23/24			\$ 60.26		\$ 60.26
HR-SUPPLIES (FOR INSERVICE DAY-10/11/24)			\$ 67.42		\$ 67.42
SA-SUPPLIES			\$ 456.77		\$ 456.77
<b>WALMART COMMUNITY Total</b>			<b>\$ 584.45</b>	<b>\$ 344.66</b>	<b>\$ 929.11</b>
<b>WEX BANK</b>					
M-GASOLINE-AUG 24			\$ 80.30		\$ 80.30
T-GASOLINE-AUG 24			\$ 126.26		\$ 126.26
<b>WEX BANK Total</b>			<b>\$ 206.56</b>		<b>\$ 206.56</b>
<b>WINDFALL INDUSTRIES</b>					
A/M-VARIABLE AGREEMENT			\$ 3,004.88		\$ 3,004.88
A-VARIABLE AGREEMENT			\$ 182.32		\$ 182.32
CRC-ADS-2024			\$ 550.14		\$ 550.14
CRC-ADS-JUL 24			\$ 4,649.78		\$ 4,649.78
CRC-ADS-JUN 24			\$ 3,630.41		\$ 3,630.41
CRC-IES-JUL 24			\$ 511.50		\$ 511.50
CRC-NMT-JUL 24			\$ 11,845.00		\$ 11,845.00
CRC-NMT-JUN 24			\$ 202.14		\$ 202.14
CS-PROVIDER SUCCESS COACH PROGRAM			\$ 325.00		\$ 325.00
M-HORTICULTURE-JUL 24			\$ 5,116.38		\$ 5,116.38
M-HORTICULTURE-JUN 24			\$ 5,116.38		\$ 5,116.38
<b>WINDFALL INDUSTRIES Total</b>			<b>\$ 35,133.93</b>		<b>\$ 35,133.93</b>
<b>WM CORPORATE SERVICE</b>					
M-TRASH-09/01/24-09/30/24			\$ 415.68		\$ 415.68
<b>WM CORPORATE SERVICE Total</b>			<b>\$ 415.68</b>		<b>\$ 415.68</b>
<b>WOLFF BROTHERS SUPPL</b>					
M-MATERIALS			\$ 65.37		\$ 65.37
<b>WOLFF BROTHERS SUPPL Total</b>			<b>\$ 65.37</b>		<b>\$ 65.37</b>
<b>WORKPLACE DIVERSITY</b>					
HR-JOB NETWORK POSTING PACKAGE			\$ 1,200.00		\$ 1,200.00
<b>WORKPLACE DIVERSITY Total</b>			<b>\$ 1,200.00</b>		<b>\$ 1,200.00</b>
<b>YAKO-SCHUESZLER MARY</b>					
OT-MILEAGE REIMBURSEMENT			\$ 586.25		\$ 586.25
<b>YAKO-SCHUESZLER MARY Total</b>			<b>\$ 586.25</b>		<b>\$ 586.25</b>
<b>YOUR GUARDIAN ANGELS</b>					
CRC-NMT-08/11/24-08/17/24 (JB/AB)			\$ 509.22		\$ 509.22
CRC-NMT-08/18/24-08/24/24 (JB/AB)			\$ 537.51		\$ 537.51
CRC-NMT-08/25/24-09/08/24 (JB/AB)			\$ 933.57		\$ 933.57
<b>YOUR GUARDIAN ANGELS Total</b>			<b>\$ 1,980.30</b>		<b>\$ 1,980.30</b>
<b>ZIEMKIEWICZ ROBERT</b>					
CE-TRAVEL REIMBURSEMENT			\$ 13.53		\$ 13.53
<b>ZIEMKIEWICZ ROBERT Total</b>			<b>\$ 13.53</b>		<b>\$ 13.53</b>
<b>ZINGALES SAMANTHA</b>					
SSA-MILEAGE REIMBURSEMENT			\$ 111.76		\$ 111.76
<b>ZINGALES SAMANTHA Total</b>			<b>\$ 111.76</b>		<b>\$ 111.76</b>
<b>Grand Total</b>	<b>\$ 95,958.30</b>	<b>\$ 22,900.00</b>	<b>\$ 289,330.49</b>	<b>\$ 883.86</b>	<b>\$ 409,072.65</b>

**Financial Statements for the month of September 2024**

The following financial reports are submitted for acceptance by the Board of the Medina County Board of Developmental Disabilities:

1. **Statement of Revenue for the period ending September 30, 2024.**
2. **Statement of Expenses for the period ending September 30, 2024.**
3. **Statement of Cash Balance for the period ending September 30, 2024.**
4. **Statement of Monthly Cash Flow for the period ending September 30, 2024.**
5. **Voucher Reports for the month of September 2024.**

By:



10/1/24

Carey A. Bates, Director of Business

Date

By:



10/16/24

Stacey Maleckar, Superintendent

Date

Note: There should be a motion and a roll call vote to accept the statements as presented.



**RESOLUTION #41-24**

**October 28, 2024**

**ACCEPTANCE OF FINANCIAL STATEMENTS**  
**FOR THE MONTH OF SEPTEMBER, 2024**

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to authorize the Board to accept the financial reports for the month of September, 2024.

**THE MOTION WAS CARRIED AND ASSIGNED RESOLUTION #41-24.**

\_\_\_\_\_  
Board Chair  
Medina County Board of Developmental Disabilities

## ENROLLEE STATS - BRITTCO 2024

	2023		2024											
	NOV GK	DEC GK	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
<b>UNDUPLICATED COUNT</b>														
Total <b>ELIGIBLE</b> Children - Active/Age 0-22	800	795	*854	853	862	856	848	847	831	823	824			
Total <b>ELIGIBLE</b> Adults - Active/23+	693	695	*699	704	710	712	714	718	730	734	734			
Total <b>ELIGIBLE</b> Individuals	1493	1490	*1553	1557	1572	1568	1562	1564	1561	1557	1558			
<b>EDUCATION</b>														
Early Intervention	367	363	335	341	349	336	*242	242	233	219	221			
Windfall Preschool + Peers	14	14	13	13	13	12	12	0	0	0	0			
Windfall School Age	32	32	41	41	41	41	41	43	39	38	38			
<b>COMMUNITY EMPLOYMENT SERVICES</b>														
OOD	8	8	8	8	5	5	5	1	1	1	1			
<b>SERVICE&amp;SUPPORT ADMIN</b>														
# Individuals Found Eligible	10	4	10	20	11	10	36	24	21	25	21			
# Individuals Assigned to SSA/I & R	1238	1237	1198	1207	1210	1213	1223	1232	1236	1241	1244			
<b>INDIVIDUALS SERVED BY FUNDING</b>														
Waivers	621	619	628	627	632	633	639	641	645	654	656			
Supported Living	14	12	11	11	13	13	11	10	9	8	7			
Family Support Services	110	110	50	63	70	71	90	100	107	111	117			

\*Change in Eligible Children/Adult Count Due To Data Cleanup in Brittco.

\* Reconciliation done for EI data after transition from GK to Brittco.

**Personnel Control Report**  
**As of 10-17-24**

OEA Union
AFSCME Union (SSAs only)

Authorized Working Titles	Board Authorized Positions	Superintendent Authorized Positions	Number Positions Filled	Number of Openings	Comments Board Approved Resolutions
<b>Administrative &amp; Support Staff</b>					
Superintendent	1	1	1	0	
Assistant Superintendent	1	1	1	0	
Executive Administrator	1	1	1	0	
Director of Business	1	1	1	0	
Director of Human Resources	1	1	1	0	
Conf Financial Data Specialist	1	1	1	0	
Confidential Business Clerk	1	1	1	0	
Human Resources Clerk	1	1	1	0	
Administrative Assistant	1	1	1	0	
Records Specialist	1	1	1	0	
Medicaid Services Manager	1	1	1	0	
Community Relations Manager	1	1	1	0	
Financial Waiver Data Specialist	2	2	2	0	
Community Relations Specialist	1	1	1	0	
Community Relations Associate	1	1	1	0	
Human Resources Specialist	1	1	1	0	
File Clerk	2	2	2	0	
<b>SUB TOTAL</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>0</b>	
<b>Educational Staff</b>					
Children's Services Director	1	1	1	0	
Assistant Children's Services Dir	1	1	1	0	
Early Intervention Coordinator	1	1	1	0	
Confidential Secretary	1	1	1	0	
Secretary	1	1	1	0	
Intervention Specialists	12	12	11	1	Interviews are in process
Instructor Assistants	11	11	11	0	
Language Dev. Specialists	3	3	3	0	
Physical Therapists	2	2	2	0	
Positive Support Specialists	2	2	2	0	
School Nurse	1	1	1	0	
Occupational Therapists	2	2	2	0	
Licensed P.T. Assistant	1	1	1	0	
Developmental Specialists	5	5	5	0	
<b>SUB TOTAL</b>	<b>44</b>	<b>44</b>	<b>43</b>	<b>1</b>	
<b>Transportation</b>					
Equipment Manager	1	1	1	0	
<b>SUB TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	
<b>Community Services &amp; Development</b>					
Director of Community Supports & Dev	1	1	1	0	
Confidential Secretary	1	1	1	0	
Community Projects Supervisor	1	1	1	0	
Community Supports Manager	1	1	1	0	

\*Temporary Contract (TC)



Authorized Working Titles	Board Authorized Positions	Superintendent Authorized Positions	Number Positions Filled	Number of Openings	
<b>Community Services &amp; Development</b>					
Health Services Coordinator	1	1	1	0	
Secretaries	1	1	1	0	
Employment Navigator	1	1	1	0	
Economic Developer	1	1	1	0	
Community Resource Coordinator	3	3	3	0	
Individual Supports Coordinator	1	1	1	0	
Assistive Technology Assistant	1	1	1	0	
Training and Compliance Specialist	1	1	1	0	
Quality Support Specialist	1	1	1	0	
Provider Relations/Fam Sup Spec	1	1	1	0	
Assistive Technology Specialist	1	1	1	0	
<b>SUB TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0</b>	
<b>Service &amp; Support Admin</b>					
Srv & Support Adm Director	1	1	1	0	
Srv & Support Adm Managers	4	4	4	0	
Secretary	1	1	1	0	
Eligibility Specialists	2	2	2	0	
Eligibility Assistant	1	1	1	0	
Investigative Agent	2	2	2	0	
Service and Support Administrators	31	31	31	0	
<b>SUB TOTAL</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>0</b>	
<b>Maintenance</b>					
Director of Facilities and Information Tech	1	1	1	0	
Operations Floater	2	2	2	0	
Facility Activities Manager	1	1	1	0	
Special Olympics Coordinator	1	1	1	0	
Maintenance Supervisor	1	1	1	0	
Maintenance Repairmen	1	1	1	0	
Custodians	3	3	3	0	
Operations Floater 9 mos	1	1	1	0	
Network Administrator	1	1	1	0	
IT Help Desk	1	1	1	0	
<b>SUB TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>0</b>	
<b>AGENCY TOTALS</b>	<b>136</b>	<b>136</b>	<b>135</b>	<b>1</b>	

# 2024 Action Plan Dashboard

OCTOBER 2024

Barriers to completing  
by end of 2024

Concerns for completing  
by end of 2024

On track to complete  
by end of 2024

## Focus Area Three

### COMMUNITY ENGAGEMENT

Promote a county-wide culture that gives individuals the opportunity to be active members in the community in the most integrated setting.



Reliable and Flexible  
Transportation Options

Increase Housing Options

Integrated Employment  
Opportunities

Inclusive Culture within  
the Community

## Highlights and Concerns

1. The Transportation Incentive Program is currently being used by 9 independent providers and 3 agency providers. It has been effective in helping 6 additional individuals in need of transportation services for greater access to their community.
2. A housing presentation will be held on 11/19 with families and landlords being invited to attend this event. The annual Housing Needs Survey has been completed and has shown a 20% increase in individuals interested in moving in the next 1-3 years.
3. An Employment Symposium, in collaboration with Summit DD and the Medina Employment Collaborative, was held on 10/15. Providers and SSAs participated in the event and received information on available services and best practices related to employment services.
4. Multiple inclusive programs have been engaged and promoted; including Empower Sports and Inclusive Yoga. A collaboration with the Medina County District Library to discuss and make recommendations for better inclusion and accessibility within their system has also occurred.

# Quarterly Reports

## **Ombudsman Quarterly Report**

### **Jill Boxler**

#### **July 2024:**

Taac/I-team meeting

1-11-2022- follow up mtg re: DoDD and OOD

Ombudsman report

CANS renewal

OCECD mtg.

Ombudsman Quarterly mtg.

1-2-2024 mtg at MCBDD

CC Trainings

CC staff meeting (Narcan Training)

6-3-2023- home visit with EI Coordinator

1-11-2022- follow up to request for assistance

#### **August 2024:**

6-3-2023- follow up from meeting; hv- no one home

1-11-2022-attended meeting with DODD

I- team meeting

6-1-2024- Zoom mtg. Ohio Rise

1-11-2022- f/up with MCBDD

Holy Trinity back to school fair

6-01-2024 – mtg at Medina HS

CC staff meeting

Contact with ESC Parent Mentor

Research regarding Autism Scholarships for college students

CC trainings

1-11-2022- mtg. with individual

1-4-2023 & 2-1-2023- contact with parent re: housing issues

**September 2024:**

1-4-2023 & 2-1-2023- research for parent re: housing; contact with therapist; contact with parent

CC trainings

1-11-2022- mtg with individual re: waiver services/provider

Ohio Rise Meeting for individual 1

Ohio Rise meeting for individual 2

Ombudsman Report

1-11-2022- mtg regarding OOD paperwork for small business application

Mtg. With family at their home With Ohio Rise worker

6-3-2023- contact with parent regarding school issue (Wadsworth)

CC Annual Evaluation review

**I & R only:**

Contact with family re: nursing home issue; referred to NH

Ombudsman

Contact with family re: adult daughter with Autism- referred to CCBDD (live in CC)

Contact with individual with APS re: need for assistance with JFS

Contact with individual and Attorney re: assistance

Contact with individual to obtain release; f/u with MCBDD re; previous referral

Contact with parent requesting a CANS assessment; referred to Ohio Rise (assessment starts there)

Follow up on request received at Holy Trinity Back to School Fair- provided information requested

Contact with individual regarding issue with parents- received MH counseling through community agency; sent release to be able to contact them

Phone call from Rape Crisis center in Ashland regarding individual they have there (referred from APS)

**Quarterly Stats:**

- Total Served: 21
  - I & R: 10
  - Quarterly carryovers: 6
  - New Cases 3
  - Closed Cases: 2 (both moved to different counties)

## 2024 Performance Outcomes 3rd Quarter

<b>DEPARTMENT</b>	<b>PERSON RESPONSIBLE</b>	<b>OUTCOME</b>	<b>MEASURE</b>	<b>3<sup>rd</sup> Quarter Results</b>
<b>Service and Support Administration</b>	Sabrina Johnson	Ensure adequate planning time for team members to prepare for the services that are going to be delivered to the individual.	The SSA Department will follow guidelines to submit ISP to the SSA Manager 60 days prior to span start date, and to the fiscal office no later than 30 days prior to span start date in order to have 85% of annual/redetermination ISPs dispersed between 15-30 days prior to implementation date.	For the 3 <sup>rd</sup> quarter, the average success rate was 57% in which the fiscal office received the plans no later than 30 days prior to span start. The average success rate for dispersing ISP's between 15-30 days priors to implementation date was 79%.
<b>Children Services/ School Age Students</b>	Tracey Lambdin	Ensure smooth transition to new Director of Children's Services, effective 7/1.	Create notebook of ongoing tasks and requirements with instructions and resources.	This was completed.
<b>Children Services/ EI</b>	Tracey Lambdin	Staff will have working knowledge of the new E.I. rules and procedures to come out July/2024.	Create two trainings for staff in support of new rule requirements.	Four trainings were done. All Service Coordinators completed. Additional support staff also completed the trainings.

## 2024 Performance Outcomes 3rd Quarter

<b>Positive Behavior Support</b>	Tracey Lambdin	Positive Behavior Supports will be clearly defined to meet the gaps for behavior services in the community.	A S.W.O.T. analysis will be conducted with PBSS staff to determine where action needs to be developed.  An action plan will be developed to support the results of the S.W.O.T. analysis.	S.W.O.T. analysis completed. Action plan to be developed.
<b>Community Supports Department</b>	Ed Dryer	Improve service quality of local providers.	Develop four new trainings for providers.	Two Front-Line supervisor trainings completed and two more are scheduled. Job Coach and IES trainings completed. Verbal de-escalation training scheduled for 9/10.
<b>Community Supports Department</b>	Ed Dryer	Increase collaboration between local businesses and Community Employment providers.	Collaborate on at least one Community Employment event for businesses and providers.	Community Employment event is scheduled on 10/15 in collaboration with Summit DD. OPERA and panel of stakeholders will also be present. Open to all businesses and providers.
<b>Community Supports Department</b>	Ed Dryer	Increase awareness of Committed to Inclusion.	Increase by three new community partners.	Partnered with Marigold for automatic door opener. Partnered with rec center and local business for Integrated Yoga. Medina Administration Building is putting in a universal changing table.
<b>Human Resources</b>	Diana Davis	Ensure job descriptions accurately reflecting current job responsibilities.	Revise format and update all job descriptions by the end of 3rd quarter.	Still in process and on track to be completed by the end of the year.



## 2024 Performance Outcomes 3rd Quarter

<b>Administration/ Records</b>	Shannon Lees	Improve quality and accuracy of scanned stored records.	34 files to be completed each quarter in order to finish the Gateway QA Project by the end of this year (136 files need completed).	Due to having an additional staff working in the Records Dept., this project was able to be completed in the first quarter of 2024. All 136 files are finished.
<b>Administration/ Community Relations</b>	Patti Hetkey	Increase skills of staff to meet changing trends in public relations and communication.	CRO staff will attend at least one training/webinar/presentation per quarter.	CRO staff attended “ChatGPT for SEO” training on 8/26.
<b>Administration/ Community Relations</b>	Patti Hetkey	Increase internal and external relationships to support more effective overall communication.	Develop a targeted plan for three new opportunities per quarter for CRO staff interactions with community peers and stakeholders.	Targeted internal interactions per the Microsoft Teams tracking tool have begun. Summary to be provided end of year.
<b>Business</b>	Carey Bates	Improve accountability and performance.	Waiver Financial Data Specialist will update position guide of tasks and duties of the position by the end of 3rd quarter.	Waiver Financial Data Specialist completed updates to this guide in August. The Medicaid Services Manager will complete a review of the updates by the beginning of the 4 <sup>th</sup> quarter.

## 2024 Performance Outcomes 3rd Quarter

<b>Business</b>	Carey Bates	Improve accountability and performance.	Ensure that Financial Data Specialist position is trained on processing a check run by the end of 1st quarter in order to serve as the Business Clerk back-up.	This has been completed. Fiscal Data Specialist was trained and completed a check run.
<b>Business</b>	Carey Bates	Improve accountability and performance.	Medicaid Services Manager will document tasks of the position to include weekly, monthly, quarterly, and yearly tasks by the end of 3rd quarter.	Change in employee circumstances has delayed this from being finished in July. The list will continue to be updated by the end of 3 <sup>rd</sup> quarter.
<b>Business</b>	Carey Bates	Increase efficiency and productivity.	Director of Business will work with Department Directors on reducing the number of purchasing requests submitted. Purchasing should be streamlined and ordered once weekly as opposed to multiple orders submitted in a day/week, etc.	This has been completed and the Business Office has seen improvement in this area.
<b>Facilities/Health and Safety</b>	Bobby Richards	Improve preventative maintenance.	Add at least 10 new preventative maintenance schedules to improve upon the health and safety of our employees and the	This will be completed at the end of the third quarter. This is in process and will continue with other items around the building.

## 2024 Performance Outcomes 3rd Quarter

			building. Complete by the end of 3rd quarter.	
<b>Facilities/Accessibility</b>	Bobby Richards	Improve accessibility.	Complete the renovation of at least one restroom to meet ADA compliance. This will be internal work by the Maintenance team. Complete by the end of the year.	This was completed before the school year started. Classroom 102 had renovations done including being equipped with a universal changing station. The Maintenance team has performed smaller renovations in four other school restrooms.
<b>Technology</b>	Bobby Richards	Update and improve network infrastructure.	Working with the Maintenance team, switch over at least 10% of the network cables from the old network switch locations to the new IDF locations. Complete this by the end of the year.	This has been completed. Going forward we will use a third-party vendor to complete this project over the next three years. This was budgeted and inserted into the 10-Year Facility plan.

**Community Provider Report- 3rd Quarter 2024 (Jul-Sep)**  
(based on ISP/PAWS authorizations)

**Day Programs\***

Provider	Dec 2021 Total	Dec 2022 Total	Dec 2023 Total	1Q24 Total	2Q24 Total	3Q24 Total	3Q24 I/O Waiver	3Q24 Level 1 Waiver	3Q24 SELF Waiver	3Q24 Local
Windfall Industries	74	70	74	76	80	87	51	22		14
Medina Creative Accessibility	60	60	56	61	58	57	29	19	3	6
Midwest Innovations (Midwest Community Services)	56	50	46	49	47	52	37	12		3
I Am Boundless, Inc.	0	0	35	40	40	43	19	20	1	3
Enhance Ability	12	31	34	37	38	41	34	3		4
Intervention for Peace	17	21	28	29	29	31	17	9	2	3
AC Passage Enterprises, LLC.	12	23	22	23	25	27	14	9	1	3
SHC/The Arc of Medina County	23	17	20	21	25	23	15	6		2
Sandicare, LLC	20	16	16	19	18	17	10	6		1
OneBridge Support Services, LLC	4	7	9	11	11	10	3	5	1	1
Teammates Center, LLC.	0	1	3	5	5	9	6	2		1
ViaQuest Day Services (QFI)	15	15	8	8	9	8	4	3		1
Nurturing Hands and Hearts Ltd	3	5	5	5	7	6	3	1	1	1
Consumer Support Services	7	5	5	5	6	6	5		1	
Achievement Centers For Children	3	4	4	4	5	6	5	1		
Easterseals Central and Southeast Ohio, Inc.****	0	0	5	6	6	5	3	1		1
Sweet Home Healthcare of Ohio, LLC	0	0	3	5	5	5	5			
Hattie Larlham Community Services	4	2	3	2	2	2	1			1
Rising Sun Centers, LLC.	1	1	1	1	1	1	1			
Community Connections Northeast Ohio	1	1	1	1	1	1		1		
Medicare Transport and Achievement Center	1	1	1	1	1	1	1			
R.M. Senior Services, Inc.	0	0	1	1	1	1	1			
Weaver Industries	5	4	3	0	0	1	1			
Beautiful Minds Group LLC	0	0	0	0	0	1	1			
REM Ohio	0	0	1	1	1	0				
Your Guardian Angels	0	0	0	0	1	0				
Pathway Church	0	0	1	1	0	0				
Blick Center	0	0	1	0	0	0				
Boundless Community Pathways***	33	41	0	0	0	0				
Easter Seals Northern Ohio****	7	8	0	0	0	0				
Goodwill Industries of Akron, Ohio Inc.	1	0	0	0	0	0				
<b>Grand Total**</b>	<b>359</b>	<b>383</b>	<b>386</b>	<b>412</b>	<b>422</b>	<b>441</b>	<b>266</b>	<b>120</b>	<b>10</b>	<b>45</b>
<b>Count of providers:</b>	<b>21</b>	<b>21</b>	<b>26</b>	<b>24</b>	<b>24</b>	<b>24</b>				

\*Does not include Individual Employment Supports or OOD individuals

\*\*Grand Total includes individuals that might be receiving services from more than one provider (all reports)

\*\*\*Boundless Community Pathways switched to I Am Boundless by 7/1/2023

\*\*\*\*Easter Seals Northern Ohio was absorbed by Easterseals Central and SE Ohio July 2023

**Individual Employment Supports**

Provider	Dec 2021 Total	Dec 2022 Total	Dec 2023 Total	1Q24 Total	2Q24 Total	3Q24 Total	3Q24 I/O Waiver	3Q24 Level 1 Waiver	3Q24 SELF	3Q24 Local
Windfall Industries	6	37	42	41	40	35	9	11	2	13
Independent Employment Services, LLC	2	16	16	13	13	16	6	5	1	4
Hattie Larlham Center for Children with Disabilities	0	7	10	10	9	11	1	5		5
Koinonia Enterprises, LLC	0	9	16	18	17	12	1	4	1	6
I Am Boundless	0	0	0	0	0	4				4
United Disability Services	0	0	2	2	2	2		1		1
Mark W Weidus	0	0	0	0	2	2	1	1		
Elite Placement Services, Inc.	0	1	2	2	1	1		1		
Stephen S Manton	0	0	0	0	0	1		1		
Cuyahoga Integrated Employment	0	1	1	1	1	0				
Medina Creative Accessibility	0	0	0	1	1	0				
You Belong	1	1	1	1	0	0				
The Alpha Group of Delaware, Inc.	0	1	1	0	0	0				
<b>Medina County Board of DD*</b>	<b>140</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				
United Cerebral Palsy of Greater Cleveland	3	2	0	0	0	0				
OneBridge Support Services, LLC.	0	1	0	0	0	0				
Goodwill Industries of Akron, Ohio Inc.	0	1	0	0	0	0				
<b>Grand Total</b>	<b>152</b>	<b>161</b>	<b>91</b>	<b>89</b>	<b>86</b>	<b>84</b>	<b>18</b>	<b>29</b>	<b>4</b>	<b>33</b>
<b>Count of providers:</b>	<b>5</b>	<b>12</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>				

Community Provider Report- 3rd Quarter 2024 (Jul-Sep)  
(based on ISP/PAWS authorizations)

Non-Medical Transportation

Providers	Dec 2021	Dec 2022	Dec 2023	1Q24	2Q24	3Q24	3Q24	3Q24	3Q24	3Q24
	Total	Total	Total	Total	Total	Total	I/O Waiver	Level 1 Waiver	SELF Waiver	Local
Windfall Industries	102	100	118	123	128	137	60	34	2	41
Midwest Innovations (Midwest Community Services)	43	39	44	51	47	50	32	11		7
Medina Creative Accessibility	55	50	46	48	48	48	24	17	1	6
I Am Boundless, Inc.	22	32	35	36	38	40	18	18	1	3
Enhance Ability	0	0	34	36	38	40	32	3		5
Intervention for Peace	14	20	28	27	29	31	17	9	2	3
AC Passage Enterprises, LLC.	43	34	27	26	27	30	14	10	1	5
Independent Employment Services, LLC	23	17	19	20	25	26	8	7	2	9
Consumer Support Services	14	15	15	16	18	25	15	6		4
Medina County Board of DD****	17	21	20	20	9	16	8	6		2
Sandicare, LLC	16	20	18	15	13	12	2	7		3
ViaQuest Day Services (QFI)	0	1	3	4	5	10	6	2		2
Easterseals Central and Southeast Ohio, Inc.****	15	15	8	8	8	9	4	3		2
SHC/The Arc of Medina County	23	19	23	23	27	8	5	3		
OneBridg Support Services, LLC	0	3	6	7	7	8	1	5	1	1
Cosset, Susan	2	1	6	7	7	5	2	3		
Teammates Center, LLC.	3	6	5	5	6	5	4			1
Quality Support Services	0	0	6	6	5	5	3	1	1	
Hattie Larham Center for Children with Disabilities	0	0	2	2	2	5		4		1
Sweet Home Healthcare of Ohio, LLC	0	0	3	6	8	4	3	1		
Keleman, Nicholas	0	4	4	6	5	4	4			
Weaver Industries	0	0	3	3	3	4		3		1
Nurturing Hands and Hearts Ltd	2	2	0	0	0	4		3		1
Rutherford, Diana	4	3	3	2	2	3	2	1		
Weaver, Susan	0	0	1	1	2	3		3		
Your Guardian Angels	0	0	0	0	0	3		1		2
Kelly, Tabitha	0	3	4	5	4	2	1	1		
Weidus, Mark	3	5	5	3	3	2		2		
Toth, Darlene	4	3	3	3	3	2	1	1		
Powell, Michelle	1	2	3	3	3	2	1	1		
Stankiewicz, Jennifer	0	0	2	2	3	2		2		
Hrouda, Victoria	0	3	2	2	2	2				
Borg, Denise	0	0	0	0	2	2		2		
Kelly, Alexis	1	1	1	1	1	2		2		
Kelly, John	1	1	1	1	1	2		2		
Scott, Monica	0	0	1	1	1	2	2			
Rising Sun Centers, LLC.	0	0	1	1	1	2	2			
Siket, Donna	0	2	0	0	0	2	2			
Medicare Transport and Achievement Center	1	1	0	0	0	2		2		
Hawley, Janet	0	0	0	0	0	2	2			
Brodwolf, Jessica	0	0	0	0	0	2	2			
Donohue, Cheryl	0	0	2	2	4	1	1			
Zachman, Rick	0	0	0	0	2	1		1		
Lowe, Rebecca	0	0	0	0	2	1	1			
Achievement Centers for Children	1	2	3	2	1	1	1			
Fortney, Michelle	0	2	1	1	1	1	1			
Ziegler, Tiffany	0	2	1	1	1	1	1			
Asvestas, Stacey	1	1	1	1	1	1	1			
Daloisio, Anthony	1	1	1	1	1	1		1		
Fickey, Wendy	1	1	1	1	1	1		1		
Community Connections Northeast Ohio	1	1	1	1	1	1	1			
Wilson, Gina	1	1	1	1	1	1		1		
N Alliance Transit, LLC.	0	1	1	1	1	1		1		
Lenart, Laura	0	1	1	1	1	1		1		
United Disability Services	0	1	1	1	1	1		1		
Kelly, Hannah	0	1	1	1	1	1		1		
Squires, Jeffrey	0	1	1	1	1	1		1		
Shirk, Donna	0	1	1	1	1	1	1			
Losh, Kelly	0	1	1	1	1	1	1			
Evans, Linda	0	1	1	1	1	1		1		
REM Ohio	0	1	1	1	1	1		1		
Morrison, Lisa	0	0	1	1	1	1	1			
Davison, Dashawn	0	0	1	1	1	1	1			
Denise Sundby	0	0	1	1	1	1		1		
Antoine Maurice Williams	0	0	1	1	1	1	1			
Lino, Nicklas Earl	0	0	1	1	1	1		1		
Jares, Thomas Henry	0	1	0	1	1	1	1			
Walters, Danae Kayuna	0	0	0	1	1	1		1		
Kullman, Patricia Lynn	0	0	0	1	1	1		1		
Carson, Michael	0	0	0	1	1	1		1		
Boundless Community Pathways***	0	0	0	1	0	1		1		
Easter Seals Northern Ohio****	4	1	0	0	0	1		1		
Wootten, Grace	1	1	0	0	0	1		1		
Wootten, Jennifer	0	1	0	0	0	1		1		
Chambless, AnnMarie	0	1	0	0	0	1	1			
Detwiler, Susan	0	0	0	0	0	1	1			
Allen, Christine	0	0	0	0	0	1		1		
Heckathorn, Jenna	0	0	0	0	0	1	1			
Craig, Kimberly	0	0	0	0	0	1	1			
Esther Makris-Horwath	0	0	0	0	0	1		1		
Phylippe A Anoh	0	0	0	0	0	1	1			
Catherine Wolanin	0	0	2	2	2	0				
Trusted Care Providers LLC	1	1	1	1	1	0				
Lisa Claus	0	0	1	1	1	0				
Richard Linston	0	0	0	1	1	0				
Christian Jaks	0	0	0	1	1	0				
Beautiful Minds Group LLC	0	1	0	0	1	0				
Mary Findley	0	0	0	0	1	0				
Cletus Tajocho	0	0	0	0	1	0				
Rubi Herrera	0	0	0	0	1	0				
Transport Assist, Inc.	0	0	2	2	0	0				
Ruth Glas	0	1	1	0	0	0				
Kim Sanchez	34	36	0	0	0	0				
Nadine Tossinou	7	6	0	0	0	0				
Grand Total**	468	493	533	558	575	605	297	198	11	99
Count of providers:	39	55	62	68	73	81				

\*\*The count under MCBDD is for individuals that ride transit. MCBDD is still the provider of record for this service.

\*\*\*\*Easter Seals Northern Ohio was absorbed by Easterseals Central and SE Ohio July 2023

Q12024 - starting pulling stats from Britton

**Medina County Board of DD**

2024 Contract Report  
as of 9/30/2024

*Italicized - not listed on previous quarter's report*

Contracts to be Approved by Board	Contract Approved by Superintendent	NAME OF CONTRACTOR	SERVICE PROVIDED BY MCBDD	SERVICE RECEIVED BY MCBDD	START DATE	END DATE	CONTRACT RATE	CONTRACT MAXIMUM	DATE APPROVED	DATE RECEIVED	Responsible Department
	×	Medina County Commissioners	Revenue	Garage Management	1/1/2025	12/31/2027	Reimbursement of MCBDD garage management time	Per hours invoiced	9/10/2024	9/24/2024	Business Office
	×	Medina Creative Housing	MCL IV Rent Subsidy		1/1/2025	12/31/2027	See contract	\$ 56,300.05	9/23/2024	9/24/2024	Administration/SSA
	×	Teammates Center, LLC	Amendment	Locally Funded Day Services & Transportation	1/1/2024	12/31/2024	Medicaid Rate	\$ 15,000.00	7/10/2024	8/21/2024	Business Office
	×	Buckeye Local Schools	LEA	Revenue Contract	8/22/2024	5/29/2025	Tuition - School: \$148.48 per student per scheduled day of attendance	N/A	5/15/2024	7/30/2024	Education
	×	Wadsworth City Schools	LEA	Revenue Contract	8/22/2024	5/29/2025	Tuition - School: \$148.48 per student per scheduled day of attendance	N/A	5/15/2024	7/30/2024	Education
	×	Medina County Public Transit	Amendment	Locally Funded Transportation	1/1/2024	12/31/2024	\$3.25 per mile	\$ 50,000.00	7/23/2024	7/23/2024	Business Office

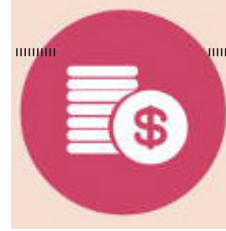
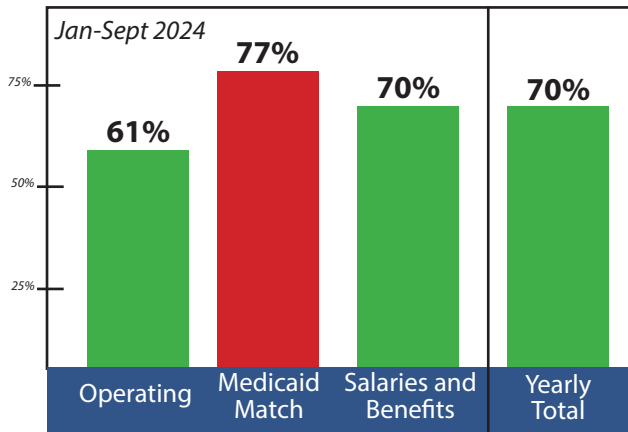
# - Fiscal Indicators -

3rd Quarter 2024



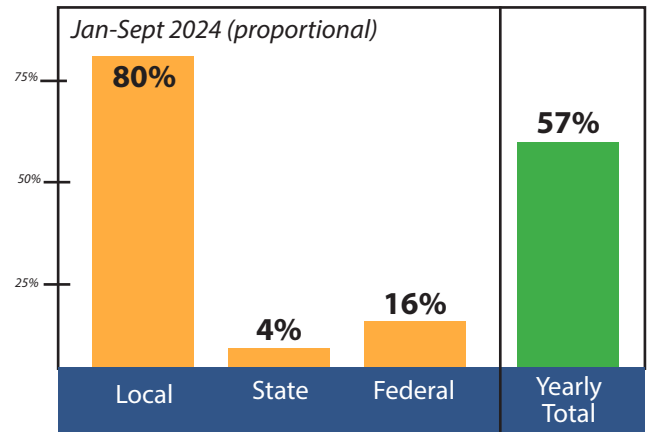
## EXPENSES

Projected for 2024  
\$26,079,003.00  
Current Year-to Date  
\$18,291,534.62

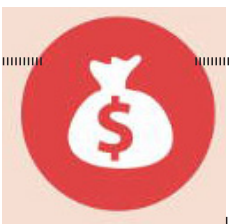


## REVENUE

Projected for 2024  
\$25,164,155.00  
Current Year-to-Date  
\$14,408,076.63



■ Under Projection    
 ■ At Projection    
 ■ Over Projection    
 ■ Neutral



## WAIVERS\*

2024 Starting  
Waiver Count  
**628**

Service Dates - Billing Cycle  
4/1/2024 thru 6/30/2024

### Paid to Providers for Services Needed

**\$9,457,692.51**  
+ 2.3% from last quarter

### MCBDD Responsibility Local Match

Provider Services Above  
**\$2,587,366.28**  
+3.3% from last quarter

Year to Date	Additional 71	Removed -43	Total 656	Net +28 From Start of Year
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#### 1st Quarter

Type	Jan 1, 2024	Additional	Removed	Mar 31, 2024
I/O	338	13	-10	341
Level 1	234	9	-5	238
Self	56	1	-4	53

#### 2nd Quarter

Type	Apr 1, 2024	Additional	Removed	Jun 30, 2024
I/O	341	9	-4	346
Level 1	238	9	-6	241
Self	53	4	-3	54

#### 3rd Quarter

Type	Jul 1, 2024	Additional	Removed	Sep 31, 2024
I/O	346	10	-1	355
Level 1	241	13	-7	247
Self	54	3	-3	54

#### 4th Quarter

Type	Oct 1, 2024	Additional	Removed	Dec 31, 2024
I/O				
Level 1				
Self				

\* Waivers are one way to pay, through the Medicaid program, for services a person with developmental disabilities needs to live their life in the community.

# Community Engagement



## Community Engagement

### October 28, 2024

1. MCBDD Meet and Greet / Independent Provider Meet & Greet / October 30, 2024
2. MCBDD Upcoming Presentation / Medina County Office for Older Adults – Programs & Services / October 22, 2024
3. The Gazette / Board of Developmental Disabilities Leadership Academy Graduates New Class / October 17, 2024
4. The Gazette / 4 Reasons to Include People with Different Abilities to the Workforce / October 16, 2024
5. MCBDD Upcoming Presentation / STABLE Accounts / October 16, 2024
6. The Gazette / MCBDD Workers with disABILITIES, DSP-University Kick-Off, Preparing Leaders / October 12, 2024
7. MCBDD / FREE Community Shred Day / October 12, 2024
8. The Gazette / Board of Developmental Disabilities Hosts Free Community Shred Day / October 11, 2024
9. Medina County Commissioners’ Newsletter / Preparing Leaders for Today, Tomorrow and MCBDD Board Members Needed / October 11, 2024 (front & back)
10. MCBDD Upcoming Event / Community Flu Vaccine Clinic / October 10, 2024
11. The Gazette / Medina County Board of Developmental Disabilities Holds Tech Expo / October 7, 2024
12. <https://www.medinacountylife.com/online> / Medina County Board of DD Leadership Academy Graduates New Class of Leaders / October 6, 2024 (front & back)
13. <https://mailchi.mp/thepostnewspapers/statelocal100424> / Medina County Board of DD Leadership Academy Graduates New Class of Leaders / October 4, 2024 (front & back)
14. Medina Weekly / “DSP U” Celebrates Program Kick-Off / October 3, 2024
15. Joy of Medina County Magazine / MCBDD Helping People Succeed, This Month’s Highlights... / October 2024
16. The Hinckley Record / 4 Reasons to Include People with Different Abilities to the Workforce / October 2024
17. Medina The Daily ePost / MCBDD Life Changing Technology / 2024
18. Medina County Commissioners’ Newsletter / DSP University Celebrates Program Kick-Off and Continuation / September 27, 2024 (front & back)
19. Medina Weekly / MCBDD Life Changing Tech, Interactive Tech Expo, Upcoming Events, DSP University Kick-Off 2024, Know a High School Senior Who Wants to Attend College / September 26, 2024
20. Medina The Daily ePost / Interactive Expo Brings Awareness to Newest Technologies / September 26, 2024
21. Joy of Medina County Magazine / MCBDD Helping People Succeed, This Month’s Highlights... Committed to Online Accessibility, Interactive Tech Expo / September 2024

## Community Engagement

October 28, 2024

22. The Gazette / Board of Developmental Disabilities Partners for Interactive Technology Expo / September 25, 2024
23. Email From George Sam To Patti Hetkey / MCBDD Provides Mobile Restroom & Changing Table / September 25, 2024
24. Medina The Daily ePost / Falling Into Toddler Fun / September 23, 2024
25. The Gazette / Board of Disabilities Offers Toddler Play Group Event / September 21, 2024
26. Medina Weekly / Expo to Highlight New Tech for People with Disabilities / September 19, 2024
27. The Gazette / Direct Support Professional University Celebrates Program Kick-Off / September 18, 2024
28. Voices of Change Est. 2018 / Donations Thank You Letter to MCBDD / September 12, 2024
29. Livespecial.com (A Magazine for Our Inclusive Community) / Connecting Families to the Help They Need / 2024-2025 Northeast Ohio Edition

# - Meet and Greet -



## Independent Provider Meet & Greet

**Wednesday,  
October 30**

**10:00 am - 11:00 am**

MCBDD Achievement Center  
4691 Windfall Rd.  
Medina, OH 44256

Join the Medina County Board of DD for an Independent Provider Meet & Greet. During this event, attendees will be able to get to know fellow Independent Providers, as well as check out what's new at the MCBDD.

This month, we will be reviewing helpful resources for Independent Providers.

**Registration is required:** [click here.](#)



**Call:** Nicole Richter, MCBDD Training & Compliance Specialist  
330-725-7751 x306

**Email:** [nrichter@mcbdd.org](mailto:nrichter@mcbdd.org)

# - Upcoming Presentation -



## Medina County Office for Older Adults - Programs & Services

**Tuesday,  
October 22**

**1:00 pm - 1:45 pm**

This training is offered virtually via Microsoft Teams and in person at the Medina County Achievement Center, 4691 Windfall Road, Medina, OH.

**Registration Required**

[Click Here to  
Register Online](#)

All are welcome and encouraged to join the MCBDD for an informational presentation about the Medina County Office for Older Adults. Joanne Meincke and Sean Parker, of the Medina County Office for Older Adults, will be presenting information on services and activities for individuals ages 55 and older. Learn about their program offerings and who can benefit from their services.

*This presentation is a hybrid event. The link to join virtually will be included in your confirmation email.*



Event Calendar



# Health & Happiness & Harmony

SPECIAL ADVERTISING FEATURE

## Weight training for beginners

Metro Creative

A well-rounded fitness regimen is made up of various components, including strength training. Strength training can be mischaracterized as an activity best suited to individuals looking to bulk up. However, strength training is about much more than just maxing out on the bench press.

According to the Centers for Disease Control and Prevention, muscle-strengthening activities reduce the risk of falls and fractures, which is a notable benefit for adults of all ages, and particularly so for adults nearing an age where they might experience mobility issues. The National Institute on Aging notes that studies indicate as many as three in 10 individuals over age 70 experience mobility issues that affect their ability to walk, get up out of a chair and climb stairs. Adults in middle-age, and even those for whom retirement remains decades away, can prevent such issues by incorporating strength training into their workout regimens. Novices who want to do just that can heed these tips to avoid injury as their bodies acclimate to strength training.

- **Work with a personal trainer.** Fitness facilities typically have highly trained and knowledgeable personal trainers who can teach members the proper techniques in regard to various strength-building exercises. Many facilities offer one or two free personal trainer consultations to new members, and it's best that people of all ages take advantage of such benefits. Even if sessions are not complementary, working with a personal trainer is a great way to learn proper form, which is vital to avoiding injury.

- **Warm up before weight training.** The Mayo Clinic notes that cold muscles are vulnerable to injury, so individuals should never begin weight training sessions without a pre-workout warmup. The fitness experts at Gold's Gym note that 10 minutes of light cardiovascular exercise on a treadmill, stationary bike or elliptical machine before strength training can increase range of motion, decrease risk for injury and help to create more change in muscles. If necessary, include a foam roll and stretch exercise in your warmup, targeting the muscles that will be used during the ensuing weight training session and any muscles that seem particularly tight. Foam rolling each muscle for 20 to 30 seconds can help to loosen them in advance of a workout.

- **Start with light weights.** The adage "Rome wasn't built in a day" is certainly applicable to weight training. Initial weight training sessions should involve light weights as the



body acclimates to a new workout and individuals master the form for each exercise. Weight can be gradually increased as individuals acclimate to lifting weights, a process that the Mayo Clinic suggests can unfold over two to four weeks. However, each individual is different, so if it takes longer than four weeks to add weight, so be it. The key in the early days is to master the form and help the body adjust.

- **Lift slowly.** The Mayo Clinic notes that using momentum during a set can lead to injury, as the goal is not to swing or lift the weights as quickly as possible. Slow repetitions that take about two seconds to lift the weight and four or more seconds to lower it can reduce injury risk and also activate

muscle fibers in the targeted muscles, which makes strength training more effective over the long haul.

- **Rest and take pain seriously.** Rest is a vital part of a successful weight training regimen, and it's especially important for novices to rest in between sessions. The Mayo Clinic recommends resting muscles for at least 48 hours. Do not ignore sharp or shooting pain or assume it's a natural byproduct of the transition to strength training. Cease performing any exercise that causes such pain and consult your physician about what to do.

Weight training promotes long-term health, and beginners need not be intimidated by hitting the gym to build strength.

## 4 Reasons to Include People with Different Abilities to the Workforce

October is National Disabilities Employment Awareness Month, a time when we take a moment to recognize all the positive things people with developmental differences bring to the workforce. This month we encourage employers, and the community, to shift their focus from what people can't do to what they can do. Recognizing abilities instead of limitations isn't just the right thing to do; it's a smart business move that can lead to a more vibrant, innovative and successful workplace.

### 1. Every Talent Counts

Everyone has strengths. People with developmental differences often bring unique skills and talents to the table. Some might have an eye for detail that rivals the best editors, while others could bring creativity that sparks fresh ideas. By recognizing these abilities, employers can discover hidden gems in their workforce who can contribute significantly to the team.

### 2. Building a Positive Work Culture

Imagine working in a place where everyone feels valued and appreciated for their contributions. When companies focus on the abilities of their workforce, it creates a culture of inclusion and respect. Team members learn to celebrate each other's strengths, which boosts morale and makes the workplace more enjoyable for everyone. Plus, a positive culture can lead to higher productivity and better teamwork.

### 3. Shattering Stereotypes

One of the biggest hurdles people with developmental differences face are stereotypes. By hiring and promoting their abilities, companies can challenge these misconcep-

tions head-on. When people see people with disabilities being successful in the workplace, it shifts perspectives and helps break down outdated stereotypes. It's all about showing what's possible.

### 4. Doing the Right Thing

At the end of the day, recognizing abilities is about fairness and equality. Everyone deserves a chance to shine, regardless of their background or challenges. When companies prioritize inclusive hiring practices, they're not just filling positions—they're making a commitment to creating a more equitable society.

So, let's champion the idea of recognizing abilities in the hiring process. Help open doors for people with developmental differences, create a more inclusive workplace, and drive innovation in our businesses. It's time to celebrate what everyone can bring to the table and make sure that every talent finds a place in the workplace.

If you need more information or have questions about people with developmental differences in the workplace, the

Medina County Board of Developmental Disabilities is here to help! We work with businesses every day to provide and connect them to the support they need to employ people with developmental differences. Call us 330-725-7751 or visit [www.mcbdd.org](http://www.mcbdd.org) for more information.

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~~DISABILITIES!~~



**WE CAN HELP!**

The Medina County Board of DD is the community resource responsible for connecting, coordinating and funding services for over 1500 individuals of all ages with developmental disabilities.

We help with everything from early intervention and education opportunities for children to employment and community inclusive living for adults.

**Medina County**  
board of developmental disabilities

330-725-7751  
[www.mcbdd.org](http://www.mcbdd.org)

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(330) 607-1272

# - Upcoming Presentation -



## STABLE Accounts

**Wednesday,  
October 16  
6:00 pm - 7:00 pm**

This presentation is offered virtually  
via Microsoft Teams.

**Registration Required**

[Click Here to  
Register Online](#)

**Invest in future needs.  
Save for qualified expenses.  
Keep the benefits you rely on every day.**

Join the Medina County Board of DD and Alaina Bowers, External Affairs Manager for the STABLE Account, for an overview presentation on STABLE Accounts and important program updates in 2024.

**ANYONE IS WELCOME TO ATTEND**



Event Calendar

AWARDED FOR ACTIVISM AGAINST NUCLEAR WEAPONS

# Japanese organization wins Nobel Peace Prize

Mike Corder  
and Elena Becatoros  
The Associated Press

The Nobel Peace Prize was awarded Friday to Nihon Hidankyo, a Japanese organization of survivors of the U.S. atomic bombings of Hiroshima and Nagasaki, for its activism against nuclear weapons.

Jørgen Watne Frydnes, chair of the Norwegian Nobel Committee, said the award was made as the “taboo against the use of nuclear weapons is under pressure.”

Last month, Russian President Vladimir Putin announced a shift in his country’s nuclear doctrine, in a move aimed at discouraging the West from allowing Ukraine to strike Russia with longer-range weapons. It appeared to significantly lower the threshold for the possible use of Russia’s nuclear arsenal.

Watne Frydnes said the Nobel committee “wishes to honor all survivors who, despite physical suffering and painful memories, have chosen to use their costly experience to cultivate hope and engagement for peace.”

Hidankyo’s Hiroshima branch chairperson, Toshiyuki Mimaki, who was standing by at the city hall for the announcement, cheered and teared up when he received the news.

“Is it really true? Unbeliev-



MOE SASAKI / KYODO NEWS VIA AP

Toshiyuki Mimaki, right, president of Nihon Hidankyo, or the Japan Confederation of A- and H-Bomb Sufferers Organizations, speaks to media members in Hiroshima, Japan, Friday, as he reacts to Nihon Hidankyo’s winning the Nobel Peace Prize.

able!” Mimaki screamed.

Efforts to eradicate nuclear weapons have been honored before by the Nobel committee. The International Campaign to Abolish Nuclear Weapons won the peace prize in 2017, and in 1995 Joseph Rotblat and the Pugwash Conferences on Science and World Affairs won for “their efforts to diminish the part played by nuclear arms in international politics and, in the longer run, to eliminate such arms.”

Beatrice Fihn, who was the executive director of ICAN when it won the Nobel, said honoring Nihon Hidankyo was

“quite emotional.”

“We are partners in this fight,” she told The Associated Press.

The survivors of Hiroshima and Nagasaki “know nuclear weapons the best. ... They know how it feels like, how it looks like, how it smells when your city is burning from nuclear weapons use,” she said.

This year’s prize was awarded against a backdrop of devastating conflicts raging in the Middle East, Ukraine and Sudan.

“It is very clear that threats of using nuclear weapons are putting pressure on the important international norm, the taboo of using nuclear weapons,” Watne Frydnes said in response to a question on whether the rhetoric from Russia surrounding nuclear weapons in its invasion of Ukraine had influenced this year’s decision.

“And therefore it is alarming to see how threats of use is also damaging this norm. To uphold an international strong taboo against the use is crucial for all of humanity,” he added.

EU Commission President

Ursula von der Leyen said on X that “the spectre of Hiroshima and Nagasaki still looms over humanity. This makes the advocacy of Nihon Hidankyo invaluable. This Nobel Peace Prize sends a powerful message. We have the duty to remember. And an even greater duty to protect the next generations from the horrors of nuclear war.”

The United States dropped an atomic bomb on Nagasaki on Aug. 9, 1945, killing 70,000 people, three days after its bombing of Hiroshima killed 140,000. Japan surrendered on Aug. 15, 1945, ending World War II and its nearly half-century of aggression across Asia.

Nihon Hidankyo was formed in 1956 by survivors of the attacks and victims of nuclear weapons tests in the Pacific amid demands for government support for health problems.

“The atomic bomb survivors from Hiroshima and Nagasaki, also known as the hibakusha, are selfless, soul-bearing witnesses of the horrific human cost of nuclear weapons,” U.N.

Secretary-General Antonio Guterres said in a congratulatory statement.

“Nuclear weapons remain a clear and present danger to humanity, once again appearing in the daily rhetoric of international relations,” he added. “It is time for world leaders to be as clear-eyed as the hibakusha, and see nuclear weapons for what they are: devices of death that offer no safety, protection, or security.”

Alfred Nobel stated in his will that the peace prize should be awarded for “the most or the best work for fraternity between nations, for the abolition or reduction of standing armies and for the holding and promotion of peace congresses.”

Last year’s prize went to jailed Iranian activist Narges Mohammadi for her advocacy of women’s rights and democracy, and against the death penalty. The Nobel committee said it also was a recognition of “the hundreds of thousands of people” who demonstrated against the “theocratic regime’s policies of discrimination and oppression targeting women.”

In a year of conflict, there was speculation the Norwegian Nobel Committee might opt to not award a prize at all. The prize has been withheld 19 times since 1901, including during both world wars. The last time it was not awarded was in 1972.

In the Middle East, spiraling levels of violence in the past year have killed tens of thousands of people, including women and children. The war, sparked by a raid into Israel by Hamas-led militants on Oct. 7, 2023, that left about 1,200 people dead, mostly civilians, has spilled into the wider region.

In the past week, Israel sent ground troops into Lebanon to pursue Hezbollah militants

firing rockets into Israel, while Iran — which backs both Hamas and Hezbollah — fired ballistic missiles into Israel. Israel has yet to respond, but its defense minister vowed this week that its retaliation would be both devastating and surprising.

The war in Gaza has killed more than 42,000 Hamas and Hezbollah — fired ballistic missiles into Israel. Israel has yet to respond, but its defense minister vowed this week that its retaliation would be both devastating and surprising.

The war in Ukraine, sparked by Russia’s invasion, is heading toward its third winter with a massive loss of human life on both sides.

The U.N. has confirmed more than 11,000 Ukrainian civilian dead, but that doesn’t take into account as many as 25,000 Ukrainians believed killed during the Russian capture of the city of Mariupol or unreported deaths in occupied regions.

The Nobel prizes carry a cash award of 11 million Swedish kronor (\$1 million). Unlike the other prizes that are selected and announced in Stockholm, founder Alfred Nobel decreed the peace prize be decided and awarded in Oslo by the five-member Norwegian Nobel Committee.

The Nobel season ends Monday with the announcement of the winner of the economics prize, formally known as the Bank of Sweden Prize in Economic Sciences in Memory of Alfred Nobel.

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## medina county board of developmental disabilities

# Workers with ~~dis~~ABILITIES

October is National Disability Employment Awareness Month. This is the month when the Medina County Board of DD joins together with other community organizations to recognize and celebrate the contributions and accomplishments of workers with disabilities. We stress the importance of recognizing our local economy must include opportunities for workers with disabilities.



Employment empowers people with disabilities to have more control over their finances, and allow them to more fully participate in their communities. People are able to live more independently - buying cars, paying rent, and supporting local businesses. This financial stability is powerful and gives individuals and their families the peace of mind that comes with a plan for the future.

There’s always more work to be done, but during National Disability Employment Awareness Month, we have plenty to celebrate.

**The Medina County Board of DD works to help people with disabilities connect to successful employment opportunities in our community.**

For more information on hiring a person with ABILITY, call the MCBDD Community Supports Department at 330-725-7751; option 3.

## DSP-University Kick-Off

On September 5, the Medina County Board of DD, in partnership with the Medina County Career Center and the Ohio Alliance of Direct Support Professionals was proud to celebrate the kick-off of the 2024 Direct Support Professional University program – also known as DSP-U – at the Career Center.



The DSP-U program gives students an opportunity to learn about a professional career which gives daily support to help people with disabilities succeed in meeting their life goals and dreams. Students in the DSP-U program experience specialized training, on-site, hands-on internships, and the opportunity to earn their professional credentials while receiving credit toward high school graduation.

## Preparing Leaders

**MCBDD Leadership Academy Graduates 2024 Class**

On September 23, the MCBDD was proud to officially recognize the graduates of our 2024 Leadership Academy program.



The Leadership Academy is a six-month long program to help people with developmental differences, ages 18 and over, develop skills to seek out meaningful leadership roles in community organizations.

In March 2024, the program selected the four participants for this year’s Leadership Academy; Katie Blessing, Josh Seeley, Trish Walker and Pamela Wilson. Each being chosen based on the strength of their application and current levels of advocacy involvement.

**Congratulations Graduates!**



MCBDD  
Website



OCTOBER 2024

330-725-7751 • www.mcbdd.org



# FREE COMMUNITY SHRED DAY

Safe • Confidential • Easy  
Come shred with us!

**Saturday, October 12**  
**10 am - 1 pm**



**Medina County Achievement Center**  
**4691 Windfall Road • Medina, OH**



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scholarship fund*

**Do you have piles of paperwork?**

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**BOARD OF DEVELOPMENTAL DISABILITIES**

**Preparing leaders for today, tomorrow**

MCBDD Leadership Academy graduates new class of leaders

On Monday, Sept. 23, the Medina County Board of Developmental Disabilities (MCBDD) was proud to officially recognize the newest graduates of its 2024 Leadership Academy program.

Across the nation, people with developmental disabilities want opportunities to be leaders and to contribute their talents, ideas, thoughts, opinions and unique points of view to important decision-making bodies and processes

within their communities.

“Last year we started our Leadership Academy program to help individuals with developmental disabilities who had the drive and passion to get more involved in their community,” says Nicole Richter, MCBDD Training & Compliance Specialist. “The goal was for it to be a competitive program and only those with the commitment to learn leadership skills and to take on leadership roles in the community would be selected.”

Since then Richter, with the help of Molly



**MCBDD 2024 Leadership Academy Graduates** – The Medina County Board of DD proudly recognized the graduates of its 2024 Leadership Academy program. Pictured left to right: Nicole Richter, MCBDD Training & Compliance Specialist; Graduates Pamela Wilson and Josh Seeley; and Molly Usner, MCBDD Community Resource and Advocacy Coordinator.

Usner, MCBDD Community Resource and Advocacy Coordinator, have been instrumental in growing and supporting the success of the MCBDD’s Leadership Academy and its participants.

Recently, both Richter and Usner were asked by the Ohio Association of County Boards of DD to present a training for other County Boards of DD across the state to learn how to create and develop their own versions of the MCBDD’s Leadership Academy.

The Leadership Academy is a six-month long program to help participants ages 18 and over to develop skills needed to seek out meaningful leadership roles in community organizations about which they are passionate.

It covers topics such as: understanding leadership, becoming a leader, developing a personal profile, communication, listening, problem-solving, time management, interview skills, non-profit organizations’ boards of directors, and outlining personalized plans for leadership goals.

Additionally, partic-

ipants are required to attend a Medina County Commissioners’ meeting, help in a civic endeavor, and attend presentations from people in leadership roles in several local community organizations.

In March, the program selected four new participants for the 2024 Leadership Academy — Katie Blessing, Josh Seeley, Trish Walker and Pamela Wilson — each being chosen based on the strength of their application and current levels of advocacy involvement.

“We have watched this class learn new skills and grow as future leaders. Each of them came into this class with the drive and passion for giving back to their communities, and what they learned in the past six months has only elevated the skills and knowledge they have all brought to the group,” said Richter. “We are confident that each of these individuals will contribute to bettering their communities. We are so proud of the work they have done, and we look forward to seeing the impacts they will make on our community.”

**JOB & FAMILY SERVICES**

**JFS hosting Coats for Kids distribution Oct. 29**

Medina County Job and Family Services is once again hosting a Coats for Kids distribution!

Free coats are available for children grades K–12. We ask that children attend this event so that they can try on the array of coats available — because sizes can vary, it’s important that the children be there to ensure a good fit!

There is no income requirement, only that the children reside in Medina County.



**Coat Distribution 2024**

**WHEN**

Tuesday, October 29th  
6pm - 8pm

**WHERE**

Fraternal Order of Eagles ~ Medina  
696 Lafayette Road

PLEASE PARK IN THE BACK PARKING LOT AND LINE UP AT THE SOUTHEAST ENTRANCE OF THE BUILDING

**ALL GRADES K-12**

**CHILDREN MUST BE PRESENT**

**PHOTO ID REQUIRED**

**CONTACT INFO**  
330.661.0863  
330.661.0850

**SERVING RESIDENTS OF MEDINA COUNTY**

# Rosie Awards honor individuals, businesses, organizations

The Wadsworth Area Chamber of Commerce Board of Directors presented the 43rd Annual Rosie Awards on Wednesday, Sept. 25 at the Galaxy Restaurant.

The evening's event recognized and honored individuals, businesses, and organizations that make the Wadsworth Area Community a great place to live and work.

Congratulations to the following eight award recipients:

- Business Entrepreneur of the Year – Bill Alexander, AK Construction.
- Outstanding New Business of the Year – Cambria's Bistro.
- Legacy Award – Ann's Pastry Shop.
- Community Beautification of the Year – Corwin & Company.
- Outstanding Nonprofit Organization of the Year – Grizzly



Photo provided

**Pictured left to right: State Rep. Sharon Ray, Wadsworth Mayor Robin Laubaugh and Commissioner Colleen Swedyk attended the 43rd Annual Rosie Awards and presented each of the award recipients with a Certificate of Congratulations.**

Academy.

- Outstanding Business of the Year (25 Employees or Less) – A-1 Sports Sales.
- Outstanding Business of the

Year (25+ Employees) – Clampco Products.

- Standing Ovation – Josh Baughman, Van's Auto Service & Tire Pros.

## medina county board of developmental disabilities

# - Board Members Needed -



The Medina County Board of Developmental Disabilities has several Board Member terms expiring in December 2024. New terms will be effective January 2025 through December 2028.

The Medina County Board of Developmental Disabilities is comprised of seven volunteer members who are appointed by the Medina County Commissioners or a Medina County Probate Judge. Board Member terms are four years long and they receive no compensation for their service. Board Members must be Medina County residents and have various professional backgrounds. Each Board Member attends regularly scheduled monthly meetings and an additional four hours of training in the field of developmental disabilities per year.

### Board Meetings

Meetings are typically held on the fourth Monday of each month at the MCBDD Achievement Center. Agency business, policy, budgets, and program planning are discussed during Board meetings. Staff and community members are always welcome and encouraged to attend meetings.

### Board Members

By design, the Board is specifically comprised of a balance between community members who do not have a direct connection to the field and members who have or are relatives of a person with a developmental disability. Regardless of whether or not a person knows someone with a disability, all interested parties are highly encouraged to apply.

**The MCBDD Board is seeking candidates with backgrounds in Social Service, Law, Medical/Healthcare or Personnel.**

If interested in being considered to serve in one of these roles on the MCBDD Board, please contact the Medina County Commissioners Office at 330-722-9208 or the Medina County Probate Court at 330-725-9703.

**Applications along with letters of interest are due by Friday, November 8, 2024**



For more information, including board meeting minutes, visit the "About" section of our website.

330-725-7751 | www.mcdbd.org

## LIBRARY BOARD OF TRUSTEES VACANCY

Medina County Commissioners are required to appoint members to the Medina County District Library Board of Trustees and are now soliciting applications for a member to fill an upcoming vacancy.

Said board is responsible for the control and management of the Medina County District Library. Interested persons must be residents of Medina County.

The remaining term of the board member will begin January 1, 2025 and will expire December 31, 2031. Applications are available at [www.medinaco.org](http://www.medinaco.org) (click on "Important Forms," then select "Commissioners") or by contacting the Medina County Commissioners' Office at [rbeck@ohmedinaco.org](mailto:rbeck@ohmedinaco.org) or 330-722-9208.

Please return applications to Clerk Rhonda Beck, Board of County Commissioners, 144 N. Broadway St., Room 201, Medina, OH 44256 or by email at [ohmedinaco.org](mailto:ohmedinaco.org).

**Application deadline is Friday, Nov. 1, 2024.**

# - Upcoming Event -



## Community Flu Vaccine Clinic

The Medina County Board of DD is partnering with Discount Drug Mart and the Autism Society of Greater Akron for a **Flu Vaccine Clinic** for community members ages 19+.

- Regular dose available for individuals ages 19 - 64
- High dose available for individuals ages 65+
- With insurance - \$0.00
- Without insurance - Regular dose: \$30.00 | High dose: \$95.00
- Payment methods - Check (made out to Discount Drug Mart with drivers license number in memo area) or exact cash payment at event

### **REGISTRATION REQUIRED**

## Thursday, October 10

### 10:00am - 2:00pm

**MCBDD Achievement Center**  
**4691 Windfall Rd.**  
**Medina, Ohio 44256**

Participants must bring completed paperwork (available on our website event calendar) and insurance card.

[Register Here](#)



**Event Calendar**

For questions, comments, or concerns, please contact:  
Pam Wheeler, MCBDD Health Services Coordinator  
pwheeler@mcbdd.org or 330-725-7751 x234



[https://www.medinacountylife.com/online\\_features/education/medina-county-board-of-dd-leadership-academy-graduates-new-class-of-leaders/article\\_527e179a-83fe-11ef-bffa-77208f3cc84c.html](https://www.medinacountylife.com/online_features/education/medina-county-board-of-dd-leadership-academy-graduates-new-class-of-leaders/article_527e179a-83fe-11ef-bffa-77208f3cc84c.html)

## Medina County Board of DD Leadership Academy Graduates New Class of Leaders

Oct 6, 2024



🔍 [Medina County Board of DD Leadership Academy Graduates New Class of Leaders](#)

### Preparing Leaders for Today and Tomorrow

Medina, Ohio, October 3, 2024 – On Monday, September 23, the [Medina County Board of Developmental Disabilities \(MCBDD\)](#) was proud to officially recognize the newest graduates of its 2024 Leadership Academy program.

Across the nation, people with developmental disabilities want opportunities to be leaders and to contribute their talents, ideas, thoughts, opinions and unique points of view to important decisions making bodies and processes within their communities. “Last year we started our Leadership Academy program to help individuals with developmental disabilities who had the drive and passion to get more involved in their community,” says Nicole Richter, MCBDD Training & Compliance Specialist. “The goal was for it to be a competitive program and only those with the commitment to learn leadership skills and to take on leadership roles in the community would be selected.” Since then Richter, with the help of Molly Usner, MCBDD Community Resource and Advocacy Coordinator, have been instrumental in growing and supporting the success of the MCBDD’s Leadership Academy and its participants. Recently, both Richter and Usner were asked by the Ohio Association of County Boards of DD to present a training for other County Boards of DD across the state to learn how to create and develop their own versions of the MCBDD’s Leadership Academy.

Shift

Open

The Leadership Academy is a six-month long program to help participants ages 18 and over to develop skills needed to seek out meaningful leadership roles in community organizations in which they are passionate about. It covers topics such as: understanding leadership, becoming a leader, developing a personal profile, communication, listening, problem-solving, time management, interview skills, non-profit organization's boards of directors, and outlining personalized plans for leadership goals. Additionally, participants are required to attend a Medina County Commissioners meeting, help in a civic endeavor, and attend presentations from people in leadership roles in several local community organizations. In March, the program selected four new participants for the 2024 Leadership Academy; Katie Blessing, Josh Seeley, Trish Walker and Pamela Wilson. Each being chosen based on the strength of their application and current levels of advocacy involvement.

**Discover related topics**

- Leadership Program
- Leadership Management Program
- Scholarship Opportunities
- Leadership Training
- Realtor Leadership Program

"We have watched this class learn new skills and grow as future leaders. Each of them came into this class with the drive and passion for giving back to their communities, and what they learned in the past six months has only elevated the skills and knowledge they have all brought to the group," said Richter. "We are confident that each of these individuals will contribute to bettering their communities. We are so proud of the work they have done and we look forward to seeing the impacts they will make on our community."

**About MCBDD**

The Medina County Board of DD is the community resource responsible for connecting, coordinating and funding services for individuals of all ages with developmental disabilities. We help with everything from early intervention and education opportunities for children to employment and community inclusive living for adults. The mission of the Medina County Board of Developmental Disabilities is to promote and empower people with developmental disabilities, throughout their lives, to live, learn, work and socialize in their communities.

Shift



\$12,995 \$

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More Info



"No, you don't have to. It was totally my fault," the girl said. "I've honestly in the past had times when I just don't use good judgment in judging like distances and whether I have enough time for something."

Attempting to give the minivan space to get over, the truck moved onto the shoulder, lost traction on gravel and then hit a drainage culvert, according to the truck driver, who survived. Continuing west, the girl said she soon saw emergency vehicles coming coming east but did not connect them with her passing the truck.

She said that before the family's return trip to Ohio, when her mother was reading aloud news accounts of the crash, she had no idea it had happened.

"Of course not," she told investigators. "I told you that like three times."

When one of the investigators expressed disbelief that no one in the car noticed a truck turning over behind them, she doubled down.

"Nobody said, 'Oh, the guy behind you drove off the road,'" the girl said. "That would've been a huge deal for everybody. We would've been like, 'Oh, (expletive), I just caused something really bad to happen,' and then like our whole night would've been figuring out" what to do.

Home

## LOCAL NEWS

# Medina County Board of DD Leadership Academy graduates new class of leaders



The Medina County Board of DD proudly recognized the graduates of its 2024 Leadership Academy program. Pictured are (left to right) MCBDD Training & Compliance Specialist Nicole Richter, graduates Pamela Wilson and Josh Seeley, and MCBDD Community Resource and Advocacy Coordinator Molly Usner.

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MEDINA – The Medina County Board of Developmental Disabilities was proud to officially recognize the newest graduates of its 2024 Leadership Academy program Sept. 23.

Across the nation, people with developmental disabilities want opportunities to be leaders and to contribute their talents, ideas, thoughts, opinions and unique points of view to important decisions making bodies and processes within their communities.

“Last year we started our Leadership Academy program to help individuals with developmental disabilities who had the drive and passion to get more involved in their community,” says Nicole Richter, MCBDD Training & Compliance Specialist. “The goal was for it to be a competitive program and only those with the commitment to learn leadership skills and to take on leadership roles in the community would be selected.”

Since then Richter, with the help of Molly Usner, MCBDD Community Resource and Advocacy Coordinator, have been instrumental in growing and supporting the success of the MCBDD’s Leadership Academy and its participants. Recently, both Richter and Usner were asked by the Ohio Association of County Boards of DD to present a training for other County Boards of DD across the state to learn how to create and develop their own versions of the MCBDD’s Leadership Academy.

The Leadership Academy is a six-month long program to help participants ages 18 and over to develop skills needed to seek out meaningful leadership roles in community organizations in which they are passionate about. It covers topics such as: understanding leadership, becoming a leader, developing a personal profile, communication, listening, problem-solving, time management, interview skills, non-profit organization’s boards of directors, and outlining personalized plans for leadership goals. Additionally, participants are required to attend a Medina County Commissioners meeting, help in a civic endeavor, and attend presentations from people in leadership roles in several local community organizations. In March, the program selected four new participants for the 2024 Leadership Academy; Katie Blessing, Josh Seeley, Trish Walker and Pamela Wilson. Each being chosen based on the strength of their application and current levels of advocacy involvement.

“We have watched this class learn new skills and grow as future leaders. Each of them came into this class with the drive and passion for giving back to their communities, and what they learned in the past six months has only elevated the skills and knowledge they have all brought to the group,” said Richter. “We are confident that each of these individuals will contribute to bettering their communities. We are so proud of the work they have done and we look forward to seeing the impacts they will make on our community.”

[Home](#)

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## LOCAL NEWS

# Highland senior Emma Smicklas is Kiwanis Club of Medina Student of the Month for September

Committed to Inclusion

# 'DSP U' celebrates program kick-off

Earlier this month, the Medina County Board of Developmental Disabilities in partnership with the Medina County Career Center and the Ohio Alliance of Direct Support Professionals welcomed the second class of students to participate in the Direct Support Professional University program – also known as DSP-U – at the Career Center.

"Each of this year's students shows such a personal desire to make a positive impact on the lives of people with developmental differences," said MCBDD Superintendent Stacey Maleckar. "To see the next generation of professionals embrace, grow and learn about our field is truly inspiring. I expect to see great things from these students in the future."

The DSP-U program gives MCCC students who enroll an opportunity to learn about a career in a field that is in desperate need of quality professional workers. It helps students learn how to give daily support to help people with disabilities succeed in meeting their life



Students, teachers and representatives from the organizations involved in the DSP-U program in Medina County gathered to celebrate the program kick-off for MCCC students.

goals and dreams. According to US Department of Labor statistics, direct service professionals are one of the most in-demand jobs in America and the need for qualified professionals to fill a large number of full-time jobs will only continue to increase over the next several years.

DSP-U is nationally recognized and accredited in Ohio by the Department of Education, as a pathway to graduation. Students participating in the DSP-U program experience specialized training, on-site, hands-on internships, and the opportunity to earn their professional credentials while receiving credit toward high

school graduation requirements.

DSP-U offers those who complete the training a Certificate of Initial Proficiency (CIP) which requires the completion of 20 courses for a total of 60 classroom hours, in addition to a minimum of 100 internship hours. Upon completion of the program, the graduates already have the credentials they need to immediately apply for jobs as direct service professionals.

"DSP-U is such a great opportunity to ignite a passion for the rewards young adults can find in helping people with disabilities," said Pam Wheeler, MCBDD

Health Services Coordinator and the person responsible for bringing this program into Medina County. "I am so excited that we are able to offer a second year of such a great learning experience for these students. I am looking forward to seeing them grow and learn as they complete their journeys and successfully impact the lives of people with disabilities."

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## H. G. BLAKE HUMANITARIAN AWARD

The prestigious H. G. Blake Award is given annually to a person who goes above and beyond to help strengthen their community. We invite you to scan the QR code and nominate a Medina County resident you feel is deserving of this incredible honor.

Presentation of the award takes place at the annual Pack the PAC concert held at the Medina Performing Arts Center in February.

Learn more at [MedinaOddFellows.org](http://MedinaOddFellows.org)



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# Invention Convention

Patents recently granted to Medina County residents. Only county residents are included, although there may be additional people listed as patent grantees. Want to learn more about any of the patents? Put the number into the patent search at <https://tinyurl.com/yyzef5sy>

**Patent for:** Brackets, Bins and Shelves

**Number:** 12,070,126

**To:** Paul A. Mueller

**City of Residence:** Wadsworth

**Patent for:** Similarity Treeing for Clustering Data Points

**Number:** 12,072,956

**To:** Alexander Iudice

**City of Residence:** Valley City

**Patent for:** Nonpneumatic Tire Having Multiple Shear Hoops

**Number:** 12,083,837

**To:** Robert W. Asper

**City of Residence:** Wadsworth

**Patent for:** System for Monitoring the Integrity of a Roof

**Number:** 12,072,263

**To:** Joseph C. Cobb and Jeffrey Cacioppo

**City of Residence:** Medina

**Patent for:** Adjustable Handle Assembly for a Walk-Behind Mower

**Number:** 12,082,523

**To:** Mark Driscoll

**City of Residence:** Valley City

**Patent for:** Blending Container With Plate Insert and Blade Assembly

**Number:** 12,089,785

**To:** Brenton Krivos

**City of Residence:** Brunswick

**Patent for:** Disconnect Clutch Piston Cooling Flow Port

**Number:** 12,092,168

**To:** John Volcansek

**City of Residence:** Medina



photo by Piyapong Saydaung

photo by Pavel Neznanov

## - Helping People Succeed -



MCDD Website

From the time a child is born with a developmental disability until the end of their life, we are here to help them through life's challenges. We help with everything from early intervention and education for children to employment and community inclusive living for adults.

### This Month's Highlights...

#### Let's Celebrate Workers with **ABILITIES**

October is National Disability Employment Awareness Month, a time when the Medina County Board of DD joins together with other community organizations to celebrate the contributions and accomplishments of workers with different abilities. We work with local businesses and organizations to help people find successful employment so they are able to live more independently - buying cars, paying rent, and supporting local businesses. This financial stability is powerful and gives individuals and their families the peace of mind that comes with a plan for the future. There's always more work to be done, but during National Disability Employment Awareness Month, we have plenty to celebrate.

#### Dedication and Commitment

In September, the Medina County Board of DD recognized those who serve our county as Direct Support Professionals (DSPs). DSPs work with people who have developmental and/or physical differences and help them achieve their goals and reach their fullest potential. They provide essential help to keep people with disabilities involved and connected to their families and community; helping them live full and meaningful lives. DSPs share their dedication and commitment to making a difference in the lives of others every day. We shared our utmost appreciation and admiration for the over 800 DSPs in Medina County that make a difference every day.

Learn more at: [www.mcdd.org/careers/](http://www.mcdd.org/careers/)




**Medina County**  
board of developmental disabilities  
330-725-7751  
[www.mcdd.org](http://www.mcdd.org)

## GARDENS/OUTDOORS

## October Plant of the Month: goldenrod

Submitted by the Bath Gamma Garden Club

The bright yellow blooms of goldenrod are a perfect complement to the fall color palette. Contrary to common belief, goldenrod pollen does not contribute to hay fever or allergy symptoms because it is too sticky to be airborne.



*Goldenrods are deer resistant and unaffected by disease and insects.*

Goldenrod is a stunning fall bloomer of about 100 to 120 species of flowering plants in the Asteraceae family. Most are herbaceous perennial species found in open areas such as meadows, prairies and savannas. Most species are native to North America. The blooms begin in late summer and continue through mid-October.

Most species prefer sunny meadows, however there are some that grow in sheltered woodlands and boggy areas. They range in height from 1 to 6 feet. Research the variety that fits your area the best.

The goldenrod variety *solidago rugosa*, known as 'fireworks,' received the highest ratings in a 5-year trial conducted by the Chicago Botanic Gardens. It produces long arching flower spikes that cascade from the plant like bright yellow fireworks and puts on a show until the first frost. They are a shorter variety with a range of 2½ to 3 feet. Another species that is compact and showy is the Ohio goldenrod, *solidago ohioensis*.

Goldenrods are deer resistant and unaffected by disease and insect problems. The foliage may be susceptible to powdery mildew depending on the conditions. They thrive in average soil with good drainage. Avoid overly rich soil. There is no need to fertilize, as this only produces leggy plants and fewer blooms. They are great for cutting and adding to fall bouquets.

All goldenrods support a host of pollinator and insect activity. A couple of interesting moths – the Wavy-Lined Emerald and Green Leuconycta – use goldenrod as a larval host, as do numerous other smaller moths.

Goldenrods grow from either clump-forming crowns or by rhizomes. Clump-forming types are better suited for manicured garden beds and borders because they won't spread aggressively. Plant the more rambunctious rhizomatous types where you can contain their spread or in a naturalistic garden setting where they will be less intrusive. You can also remove seed heads after flowering to help contain the plants. Divide clumps in spring.

Like many wildflowers, goldenrod is easy to grow from seed, which can be sown directly outdoors in fall or spring or started indoors 6 to 8 weeks before your last frost date. If you plant the seeds in late fall or early winter, they will begin to germinate when the temperatures warm the following spring. No matter when you plant your seeds, be sure to sow them on the soil surface because they need sunlight to germinate. ∞

## FROM THE EXPERTS

## 4 Reasons to Include People with Different Abilities to the Workforce

October is National Disabilities Employment Awareness Month, a time when we take a moment to recognize all the positive things people with developmental differences bring to the workforce. This month we encourage employers, and the community, to shift their focus from what people can't do to what they can do. Recognizing abilities instead of limitations isn't just the right thing to do; it's a smart business move that can lead to a more vibrant, innovative and successful workplace.

### 1. Every Talent Counts

Everyone has strengths. People with developmental differences often bring unique skills and talents to the table. Some might have an eye for detail that rivals the best editors, while others could bring creativity that sparks fresh ideas. By recognizing these abilities, employers can discover hidden gems in their workforce who can contribute significantly to the team.

### 2. Building a Positive Work Culture

Imagine working in a place where everyone feels valued and appreciated for their contributions. When companies focus on the abilities of their workforce, it creates a culture of inclusion and respect. Team members learn to celebrate each other's strengths, which boosts morale and makes the workplace more enjoyable for everyone. Plus, a positive culture can lead to higher productivity and better teamwork.

### 3. Shattering Stereotypes

One of the biggest hurdles people with developmental differences face are stereotypes. By hiring and promoting their abilities, companies can challenge these misconceptions head-on. When people see people with disabilities being successful in the workplace, it shifts perspectives and helps break down outdated stereotypes. It's all about showing what's possible.

### 4. Doing the Right Thing

At the end of the day, recognizing abilities is about fairness and equality. Everyone deserves a chance to shine, regardless of their background or challenges. When companies prioritize inclusive hiring practices, they're not just filling positions – they're making a commitment to creating a more equitable society.

So, let's champion the idea of recognizing abilities in the hiring process. Help open doors for people with developmental differences, create a more inclusive workplace, and drive innovation in our businesses. It's time to celebrate what everyone can bring to the table and make sure that every talent finds a place in the workplace.

If you need more information or have questions about people with developmental differences in the workplace, the Medina County Board of Developmental Disabilities is here to help! We work with businesses every day to provide and connect them to the support they need to employ people with developmental differences. Call us 330-725-7751 or visit [www.mcbdd.org](http://www.mcbdd.org) for more information.

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*Opinions and claims expressed above are those of the author and do not necessarily reflect those of Scrip Type Publishing.*



# MEDINA THE Daily ePOST

[www.medinapost.com](http://www.medinapost.com)

## Daily Reader Poll:

Donald Trump is trying to ignore the fallout from his handpicked North Carolina Governor candidate Mark Robinson. Trump campaigned in Wilmington, NC without the GOP gubernatorial nominee who is one of the former president's top surrogates in the state. This follows a CNN investigative report about Robinson's alleged posts on a pornography website's message board.

The CNN report on Thursday unearthed past posts it said Robinson left on a porn site's message boards in which he referred to himself as a "black NAZI," said he enjoyed transgender pornography; said in 2012 he preferred Hitler to then-President Barack Obama; and slammed the late Rev. Martin Luther King Jr. as "worse than a maggot."

## Are Republicans defending the indefensible by not calling for their North Carolina Governor candidate Mark Robinson to withdraw from the race?

- Yes, why did they nominate him in the first place?
- No, let him speak his mind.
- Who's Mark Robinson?

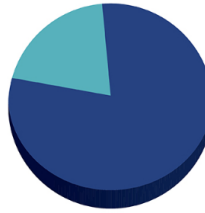
[Click here to vote and comment](#)



## Reader Poll Results:

Whether they are legal immigrants or not, should all the Haitians be deported from Springfield?

- 79.55% – No
- 20.45% – Yes



**Ronald Chislow, Chatham**  
 "If they are contributing to town by working and paying taxes they should be welcomed. Americans are fat and lazy, we need workers. Democrats want to get rid of confederate statues. Republicans want to get rid of the Statue of Liberty."



## [Read Comments in the Street Talk section](#)



Medina County Board of Developmental Disabilities

## Life Changing Technology

**Interactive Tech Expo**  
 Thursday, September 26  
 10:00 am - 3:00 pm  
 Summit Mall - 3285 Market St., Akron

The Medina County Board of DD, in partnership with the Summit County DD Board and We Thrive Together, are thrilled to host a Tech Expo. This free event is open to the public and designed to showcase the newest technologies available. Fifty industry expert vendors will be in attendance with examples of new technologies and hands-on interactive displays which address many areas of daily life including technologies for vision, hearing, home adaptations, health, safety, mobility and much more.

For more information visit  
[www.mcdbdd.org/event-calendar/](http://www.mcdbdd.org/event-calendar/)

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**Upcoming Events**

**Community Flu Vaccine Clinic**  
 Thursday, October 10  
 10:00 am - 3:00 pm  
 The Medina County Board of DD is working with Discount Drug Mart and the Autism Society of Greater Akron for a Flu Vaccine Clinic for community members ages 19 and over. You **MUST** register for this clinic at [www.mcdbdd.org/event-calendar/](http://www.mcdbdd.org/event-calendar/).

**FREE Community Shred Day**  
 Saturday, October 12  
 10:00 am - 1:00 pm  
 An on-site shredding truck will handle confidential information. Shredding is limited to four boxes or bags per vehicle. This is a free event, but donations will be accepted for the MCDDO Donor Scholarship Fund.

**STABLE Accounts - How They Work**  
 Wednesday, October 16  
 6:00 pm  
 A STABLE account is for people with disabilities to save and keep the benefits they rely on every day. Alana Bowers, External Affairs Manager for STABLE Accounts, will give information and updates about STABLE Accounts.

For more information visit  
[www.mcdbdd.org/event-calendar/](http://www.mcdbdd.org/event-calendar/)

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**DSP University Kick-Off 2024**  
 On Thursday, September 5, the Medina County Board of DD, in partnership with the Medina County Career Center (MCCC) and the Ohio Alliance of Direct Support Professionals (OADSP), was proud to celebrate the kick-off of the OADR Direct Support Professional University program - also known as DSP-U - at the Career Center. The DSP-U program gives students an opportunity to learn about a professional career which gives daily support to help people with disabilities succeed in meeting their life goals and dreams. Students participating in the DSP-U program experience specialized training, on-site, hands-on internships, and the opportunity to earn their professional credentials while receiving credit toward high school graduation.

**Know A High School Senior Who Wants to Attend College?**  
 Don't Forget About Our Scholarship!  
 Each May, the Medina County Board of DD is proud to award a scholarship to a graduating local high school senior who is pursuing a career which may serve individuals with disabilities. More information and applications are available online. Deadline for applications is Monday, March 31, 2025.

Learn more at:  
[www.mcdbdd.org/some-scholarship/](http://www.mcdbdd.org/some-scholarship/)

**Medina County**  
 Board of Developmental Disabilities

330.725.7751 • [www.mcdbdd.org](http://www.mcdbdd.org)

JOB & FAMILY SERVICES

# Secure SNAP benefits by using 'Lock' feature



by Debbie Kiley  
Director

ConnectEBT mobile app is the official mobile app of the Ohio Department of Job and Family Services.

You can view your balance and purchase history, change your pin, activate your card, and report your card lost, stolen or damaged.

Most importantly, it provides a

“lock” feature — a way to secure your benefits when your card is not in use!

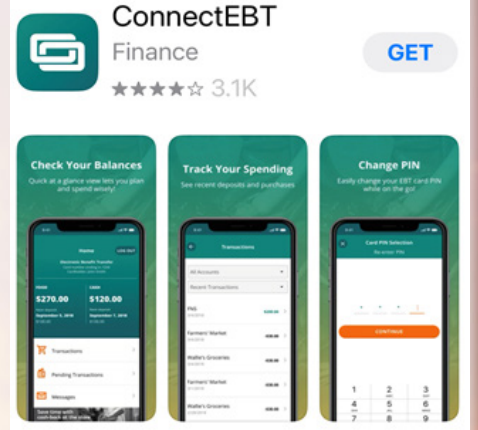
Card skimming is on the rise and benefits are being completely wiped from consumers' cards.

The lock feature is an effective way to lock your card and your benefits when your card is not in use.

You should keep the card in a locked status until you are actively making a purchase.

Once the purchase is successful, you can lock the card again.

Even though this sounds tedious, it's a near surefire way to keep your benefits out of the hands of criminals.



To download the app, you can search your smart phone's app store for ConnectEBT (previous apps are not supported by Ohio's contracted EBT vendor).

BOARD OF DEVELOPMENTAL DISABILITIES

# DSP University celebrates program kick-off

### MCBDD partners with MCCC to prepare students for meaningful jobs

On Thursday, Sept. 5, the Medina County Board of Developmental Disabilities (MCBDD) in partnership with the Medina County Career Center (MCCC) and the Ohio Alliance of Direct Support Professionals (OADSP), was proud to celebrate the kick-off of the second class of students to participate in the Direct Support Professional University program — also known as DSP-U — at the Career Center.

“Each of this year's students shows such a personal desire to make a positive impact on the lives of people with developmental differences,” said MCBDD Superintendent Stacey Maleckar. “To see the next generation of professionals embrace, grow and learn about our field is truly inspiring. I expect to see great things from these students in the future.”

The DSP-U program gives MCCC students who enroll an opportunity to learn about a career in a field that is in desperate need of quality professional workers.

It helps students learn how to give daily support to help people with disabilities succeed in meeting their life goals and dreams.

According to US Department of Labor statistics, direct service professionals are one of the most in-demand jobs in America, and the need for qualified professionals to fill a large number of full-time jobs will only continue to increase over the next several years.

DSP-U is nationally recognized, and accredited in Ohio by the Department of Education, as a pathway to graduation.

Students participating in the DSP-U program experience specialized training, on-site, hands-on internships, and the opportunity to earn their professional credentials while receiving credit toward high school graduation requirements.

DSP-U offers those who complete the training a Certificate of Initial Proficiency (CIP) which requires the completion of 20 courses for a total of 60 class-

*Continued on page 3*

## ADAMH Board changes name to Mental Health & Recovery Board...

*Continued from page 1*

from an “addiction” focus to a “recovery” focus.

We realize that substance use disorders are a disease, just as real as any physical health disease, and that with proper support and treatment, people successfully recover and lead healthy and productive lives.

The new logo has an updated look and aligns more closely with the Medina County Mental Health & Recovery Board's mission.

“We are pleased to announce our new name and logo, which will continue to de-stigmatize those

individuals that are in recovery and seeking recovery from substances,” said Titterington. “The Medina County Mental Health & Recovery Board (MHRB) will continue to provide a continuum of care through our provider agencies — Alternative Paths, Catholic Charities, Hope Recovery Community, including Cathy's House, and OhioGuidestone. Rest assured that the Medina County Mental Health & Recovery Board (MHRB) will continue to work hard to ensure the same quality prevention, recovery supports, and behavioral health treatment

services that we have funded over the years remain available. We believe our new name will be a greater reflection of the continuum of care we are providing.”

If you or someone you know is in crisis or needs behavioral health assistance, the Medina County MHRB wants to remind individuals they can contact Medina County's 24/7 Crisis & Behavioral Health Helpline at 330-725-9195 or call 988.

Additionally, if you are seeking recovery support, please call the 24/7 Hope Link peer line at 330-952-3559.

### Courthouse Hearing Loop proves successful

Network Administrator Michael Stiles reported to Commissioner Colleen Swedyk that Probate Court Chief Magistrate Alicia Hathcock recently used the newly installed Hearing Loop with great success.

He said all parties were very happy to have the ability to have a hearing assist in the courtroom. Additionally, Chief Magistrate Hathcock said it was easy to set up and will be utilizing the system more frequently going forward.

#### BOARD OF DEVELOPMENTAL DISABILITIES



Photo provided

Students, teachers and representatives from the organizations involved in the DSP-U program in Medina County gathered to celebrate the program kick-off for MCCC students.

### DSP University celebrates program kick-off...

Continued from page 2

room hours, in addition to a minimum of 100 internship hours. Upon completion of the program, the graduates already have the credentials they need to immediately apply for jobs as direct service professionals. "DSP-U is such a great opportunity to ignite a passion for the rewards young adults can find in helping people with disabilities," said Pam Wheeler, MCBDD Health Services Coordinator and the person responsible for bringing this program into Medina County. "With the help of the outstanding teachers at the Career Center, and the staff of OADSP, I am so excited that we are able to offer a second year of such a great learning experience for these students. I am looking forward to seeing them grow and learn as they complete their journeys and successfully impact the lives of people with disabilities."



**THE MEDINA COUNTY SOLID WASTE DISTRICT WILL BE CLOSED**  
**SATURDAY, OCTOBER 5, 2024**  
**FOR TRANSFER FACILITY REPAIRS**

(Residential Entrance Will Re-Open Normal Hours Monday, October 7th 7:30am to 4:30pm and HHW & Specialty Waste Will Re-Open Normal Hours Monday, October 7th 8:00am to 4:30pm)

## Department Directory

**BUILDING DEPARTMENT**  
[www.medinaco.org/building-department](http://www.medinaco.org/building-department)  
330-722-9220

**COMMISSIONERS**  
[www.medinaco.org/county-commissioners](http://www.medinaco.org/county-commissioners)  
330-722-9208

**COUNTY HOME**  
<http://medinacountyhome.com>  
330-723-9553

**DOG SHELTER**  
[www.medinaco.org/dog-shelter](http://www.medinaco.org/dog-shelter)  
330-725-9121

**FINANCE**  
No website  
330-722-9205

**HUMAN RESOURCES**  
[www.medinaco.org/hr](http://www.medinaco.org/hr)  
330-722-9209

**JOB AND FAMILY SERVICES**  
[www.mcjfs.us](http://www.mcjfs.us)  
330-722-9300

**OFFICE FOR OLDER ADULTS**  
[www.mcooa.org](http://www.mcooa.org)  
330-723-9514

**PLANNING SERVICES**  
[www.medinaco.org/planning](http://www.medinaco.org/planning)  
330-722-9293

**SANITARY ENGINEER**  
[www.medinaco.org/sanitary](http://www.medinaco.org/sanitary)  
330-723-9585

**SOLID WASTE DISTRICT**  
<http://recyclemedinacounty.com>  
330-769-0289

**TRANSIT**  
<http://medinacountytransit.org>  
330-723-9670

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2024  
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S	C	A	N	T		D	K	L		I	R	I	S			
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					L	O	C	A	L	I	T	Y				
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BF-216154

medina county board of developmental disabilities

# Life Changing Tech



**Interactive Tech Expo**  
*Thursday, September 26*  
**10:00 am - 3:00 pm**  
**Summit Mall - 3265 Market St., Akron**

The Medina County Board of DD, in partnership with the Summit County DD Board and We Thrive Together, are thrilled to host a Tech Expo. This free event is open to the public and designed to showcase the newest technologies available. Fifty industry expert vendors will be in attendance with examples of new technologies and hands-on interactive displays which address many areas of daily life; including technologies for vision, hearing, home adaptations, health, safety, mobility and more.

**For more information visit**  
[www.mcdbdd.org/event-calendar/](http://www.mcdbdd.org/event-calendar/)

**Upcoming Events**

**Community Flu Vaccine Clinic**  
*Thursday, October 10*  
**10:00 am - 3:00 pm**

The Medina County Board of DD is working with Discount Drug Mart and the Autism Society of Greater Akron for a Flu Vaccine Clinic for community members ages 19 and over. **You MUST register for this clinic at** [www.mcdbdd.org/event-calendar/](http://www.mcdbdd.org/event-calendar/)

**FREE Community Shred Day**  
*Saturday, October 12*  
**10:00 am - 1:00 pm**

An on-site shredding truck will handle confidential information. Shredding is limited to four boxes or bags per vehicle. This is a free event, but donations will be accepted for the MCBDD Donor Scholarship Fund.

**STABLE Accounts - How They Work**  
*Wednesday, October 16*  
**6:00 pm**

A STABLE account is for people with disabilities to save and keep the benefits they rely on every day. Join Alaina Bowers, External Affairs Manager for STABLE Accounts, will give information and updates about STABLE Accounts.

**For more information visit:**  
[www.mcdbdd.org/event-calendar/](http://www.mcdbdd.org/event-calendar/)


**DSP University Kick-Off 2024**

On Thursday, September 5, the Medina County Board of DD, in partnership with the Medina County Career Center (MCCC) and the Ohio Alliance of Direct Support Professionals (OADSP), was proud to celebrate the kick-off of the 2024 Direct Support Professional University program – also known as DSP-U – at the Career Center. The DSP-U program gives students an opportunity to learn about a professional career which gives daily support to help people with disabilities succeed in meeting their life goals and dreams. Students participating in the DSP-U program experience specialized training, on-site, hands-on internships, and the opportunity to earn their professional credentials while receiving credit toward high school graduation.

**Know A High School Senior Who Wants to Attend College?**

**Don't Forget About Our Scholarship!**

Each May, the Medina County Board of DD is proud to award a scholarship to a graduating local high school senior who is pursuing a career which may serve individuals with disabilities. More information and applications are available online. Deadline for applications is Monday, March 31, 2025.

**Medina County**  
board of developmental disabilities

SEPTEMBER 2024 330-725-7751 • www.mcdbdd.org



# MEDINA THE *Daily* ePOST

[www.medinapost.com](http://www.medinapost.com)

## Thursday, September 26

### **Ace for Grace raising funds Sept. 26**

MEDINA – The Medina High School Lady Bees will battle Brunswick as they battle cancer Thursday, Sept. 26 at the Medina High School gymnasium. The 12th annual Ace for Grace starts at 4:30 p.m. with the freshmen game, JV at 5:30 and varsity at 6:30. The evening will include raffle baskets, 50/50, bake sale, a serving challenge, and expanded concessions.

### **Strongsville Homecoming parade steps off Sept. 26**

STRONGSVILLE – Make plans to enjoy the Strongsville High School Homecoming Parade on Thursday, Sept. 26 at 6:30 p.m. Schools, clubs, and students will all be involved and marching to celebrate SHS Homecoming. The parade route will include Lunn Road (from the high school to Pearl Road), Pearl Road (from the Lunn/Pearl intersection to Rademaker/Miller Lane), and finish on Rademaker/Miller Lane headed toward Pat Catan Stadium. The parade ends with a community event at Pat Catan Stadium.

### **Interactive Expo brings awareness to newest technologies**

AKRON – The Medina County Board of Developmental Disabilities, in partnership with the Summit County DD Board and We Thrive Together, are thrilled to announce an upcoming Interactive Tech Expo on Thursday, Sept. 26 from 10 a.m. to 3 p.m. at Summit Mall (3265 Market Street, Akron). See, touch and experience technologies that can help in all aspects of life. The event will also feature speakers and presentations to share insights into the importance of using supportive technology to the improve independence and quality of life. The Interactive Tech Expo is free and open to the public. For more information visit [www.mcbdd.org/event-calendar](http://www.mcbdd.org/event-calendar).

## Saturday, September 28

### **Golf Outing at Bunker Hill Golf Course**

WESTFIELD – Westfield Fire and Rescue Association is hosting a Golf Outing at Bunker Hill Golf Course on Saturday, September 28. We are looking for golfers, sponsorships and gift baskets to raffle. We are also selling golf balls for a golf ball drop. Golf balls cost \$5 each. Contact any member to purchase.

### **Strongsville High School Class of 1984 - 40th Reunion**

STRONGSVILLE – Strongsville High School's 40th Reunion for the Class of 1984 will be held Saturday, September 28 from 7 to 11 p.m. at the Strongsville Brew Garden (16555 Southpark Center). Cost is \$35/person in advance; \$40/person at door, includes entry to event, food, and soft drinks; cash bar. Questions? Email Jen Taliak Sanderson at [jensan210@gmail.com](mailto:jensan210@gmail.com).

### **Oktoberfest to feature food, bier, contests, kids area**

MEDINA – St Paul's Church and Hofbrauhaus-Cleveland will present Oktoberfest 6 on September 28 from 1 to 8PM at 317 E Liberty, Medina. Hugh Bier fest tent, great German food and two German bands. Hefeweizen, Dunkel and Oktoberfest biers on tap. Costume and Masskrugstemmen contests. Large kids area with two inflatables,

# Invention Convention

Patents recently granted to Medina County residents. Only county residents are included, although there may be additional people listed as patent grantees. Want to learn more about any of the patents? Put the number into the patent search at <https://tinyurl.com/yyzef5sy>

**Patent for:** Handheld Showerhead With Push-button Release Mechanism  
**Number:** 12,042,807  
**To:** Viorel Berlovan, Jr.  
**City of Residence:** Medina

**Patent for:** Method for Repairing Self-Sealing Tires  
**Number:** 12,043,008  
**To:** George Jim Papakonstantopoulos  
**City of Residence:** Medina

**Patent for:** Resin Modified Oil Extended Rubber  
**Number:** 12,043,735  
**To:** Robert Alan Woloszynek  
**City of Residence:** Brunswick  
**To:** Hannah Long  
**City of Residence:** Wadsworth

**Patent for:** Hybrid Pigments and Methods of Making Same  
**Number:** 12,043,745  
**To:** Thomas Dipietro  
**City of Residence:** Medina

**Patent for:** Pedestal Paver With Transparent or Translucent Inserts  
**Number:** 12,043,966  
**To:** Frederick J. Sandor, Jr.  
**City of Residence:** Medina

**Patent for:** Apparatus for Controlling Bus Doors  
**Number:** 12,049,778  
**To:** Les S. Weinerman  
**City of Residence:** Medina

**Patent for:** Tire  
**Number:** D1,037,136  
**To:** Lac An Nguyen  
**City of Residence:** Wadsworth

**Patent for:** Latch Apparatus  
**Number:** 12,054,964  
**To:** Les S. Weinerman  
**City of Residence:** Medina  
**To:** Scott Arthurs  
**City of Residence:** Brunswick

**Patent for:** Method and Apparatus for Efficient Clutch Engagement  
**Number:** 12,055,190  
**To:** John George Stratigakis  
**City of Residence:** Medina

**Patent for:** Card Reader With Enhanced Tamper Resistance  
**Number:** 12,056,557  
**To:** Karl Meves  
**City of Residence:** Brunswick

**Patent for:** Drive System for All-Terrain Vehicle (ATV)  
**Number:** 12,059,959  
**To:** Louis DeCuzzi  
**City of Residence:** Brunswick

**Patent for:** Weight  
**Number:** D1,039,079  
**To:** Richard C. Petek  
**City of Residence:** Medina

**Patent for:** Dispensers, Dispenser Systems and Refill Units Configured for Autonomous Firmware/Software Updates  
**Number:** 11,737,610  
**To:** Shelby Jay Buell  
**City of Residence:** Medina

**Patent for:** Foam Dispensing Gun With Third Stream  
**Number:** 11,738,359  
**To:** Stefan K. Gantenbein, Anthony J. Taylor  
**City of Residence:** Medina

**Patent for:** Tire  
**Number:** D997,082  
**To:** Joshua J. Watson  
**City of Residence:** Wadsworth

photo by Pavel Neznanov

## - Helping People Succeed -



From the time a child is born with a developmental disability until the end of their life, we are here to help them through life's challenges. We help with everything from early intervention and education for children to employment and community inclusive living for adults.

### This Month's Highlights...

#### Committed to Online Accessibility

The Medina County Board of DD is proud to announce the launch of the ReciteMe accessibility tool as part of its efforts to provide a more inclusive and barrier-free online experience for anyone looking to find information about its services and resources through the MCBDD website. The launch of this new online tool is another step in the MCBDD's ongoing commitment to increasing the ability of people with all ranges of needs – from sight limitations to language needs – to find resources available through the [mcbdd.org](http://mcbdd.org) website.

For more information visit: [www.mcbdd.org/reciteme/](http://www.mcbdd.org/reciteme/)

#### Interactive Tech Expo

See! Touch! Experience! The Newest Technology!

**Thursday, September 26**  
**10:00 am - 3:00 pm**  
**Summit Mall - 3265 Market St., Fairlawn**

The Medina and Summit County Boards of DD, have joined together to host an interactive expo to showcase the newest technology which helps people increase their independence, improve quality of life, and give better access to all the community has to offer. Over 50 vendors, presentations and hands-on interactive displays related to vision, hearing, home adaptations, daily living skills and safety, and mobility devices. This event is free and open to the public.

For more information visit: [www.mcbdd.org/event-calendar/](http://www.mcbdd.org/event-calendar/)



**Medina County**  
board of developmental disabilities  
330-725-7751  
[www.mcbdd.org](http://www.mcbdd.org)



## Patti Hetkey

---

**From:** George Sam <george@mainstreetmedina.com>  
**Sent:** Wednesday, September 25, 2024 7:44 AM  
**To:** Angela Mansier; George Sam  
**Subject:** MSM Newsday Tuesday - September 24, 2024

## MSM Newsday Tuesday – September 24, 2024

### Medina Fall Festival - Sept 28

The 3rd Annual Medina Fall Festival is Saturday, September 28 from 10am-2pm. Kick-off the season right with the smells, tastes, and sights of autumn! Join us for the Medina Fall Festival at Medina's Public Square! Enjoy Free Activities: Pet & Puppy Parade at 10am (sponsored by Chris Winkelmann State Farm) Meet outside the Medina County Courthouse entrance to the Square at Washington St - Free Treats to all Participants - Three Prizes awarded: Best Dressed, Waggiest Tail, and the Pet Our Judges would most like to Take Home! Chili Cook-Off - 12pm (Sponsored by Sandridge Crafted Foods) - Judges Choice Awarded - NEW! Fan Favorite Award: One vote per Donation (goes to Cups Cafe) Also ... Hay Maze, Pumpkin Painting, Pony Rides, Apple Cider Press Demo, Face Painting, Danimal the Balloon Artist, Medina County District Library "Book Bike," Fall-themed Photo Opp sponsored by Boyert's Greenhouse & Farm, Petting Zoo, Live Entertainment in the Gazebo, Fall Flowerpot Contest, and the Farmers Market! Go to [Medina Fall Festival - MAIN STREET MEDINA](#) for more details.

### MCBDD Provides Mobile Restroom & Changing Unit

The Medina County Board of Developmental Disabilities (MCBDD) is committed to making sure anyone with mobility issues - senior citizens, veterans, people with disabilities - is fully able to participate in and enjoy outdoor activities. Main Street Medina is excited to partner with the MCBDD to have a mobile restroom and changing unit on site during the Medina Fall Festival on Sept. 28 to provide a safe and dignified place for personal care. This resource gives people who have mobility concerns a chance to enjoy our event without having to be concerned about a normal, daily activity others take for granted - restroom accessibility. For more information, go to <https://www.mcbdd.org/mobile-changing-unit-info/>

### Mamava Pods available at the MCDL

The Medina County District Library now has a private space for moms to pump or breastfeed their babies with seating for siblings. The Mamava Pod is located at 210 S. Broadway St., in the Children's Department. Mothers can download the app or ask staff for the entry code. The pod was donated by Cleveland Clinic Medina Hospital and Cleveland Clinic Children's.

### Medina on PBS – Sept 27

Medina will be featured on PBS City Centre! CITY CENTRIC: MEDINA premieres on Friday, September 27, at 8:30 p.m. on PBS Western Reserve Channels 45 and 49 (or check your local TV provider for other PBS Channels). The episode will be rebroadcast at later dates so check your tv listing. Find out more about the broadcast at [www.pbswesternreserve.org/luminus/city-centric](http://www.pbswesternreserve.org/luminus/city-centric).

### MCCC Member Lunch – Oct 1

Join the Greater Medina Chamber of Commerce on a "Chamber Field Trip" for the October Member Meeting on Tuesday, October 1 from 11:30am - 1pm at Medina High School Gymnasium. The cost is \$15 per person and includes lunch! Go back to High School. Lace up your sneakers to enjoy networking and lunch in the gym. Visit with students & staff and engage in interactive stations to gain knowledge of what is happening in classrooms to prepare students for



# MEDINA THE *Daily* ePOST

[www.medinapost.com](http://www.medinapost.com)

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## COMMUNITY CALENDAR

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Monday, September 23

### Falling Into Toddler Fun

MEDINA – The Medina County Board of DD is hosting a Fall Toddler Playgroup, for all families with children ages 0-3 on Monday, Sept. 23, at 10 a.m. at Carolyn Ludwig Mugrage Park, 4985 Windfall Road, Medina. The event provides a fun and informal community gathering which gives young families a chance to meet, form connections and share experiences and challenges of raising toddlers. MCBDD's Early Intervention staff will be providing opportunities for sensory play, songs, toddler activities, early childhood development information and, of course, snacks. The Fall Toddler Playgroup is free and open to any family with children ages 0-3 with or without disabilities, no registration is needed. In case of rain, event updates will be posted on the MCBDD website at [www.mcbdd.org](http://www.mcbdd.org).

Tuesday, September 24

### Brunswick hosting school finance town hall

BRUNSWICK – Residents are invited to a school finance town hall on Tuesday, Sept. 24 from 5 to 6 p.m. in the Brunswick High School Concord Little Theater. Superintendent Jason Niedermeyer and Treasurer Mark Pepera will provide insight into how schools are financed. Guests will learn more about the BCSD renewal levy on the Nov. 5 ballot, including why it will not raise taxes and how the funds it generates directly impact students and provide financial stability for the district. Have questions about the renewal levy or can't make it to the town hall? Submit your questions at <https://ow.ly/euTa50T76Eu>.

### Auditions scheduled for 82nd Street Theatre

NORTH ROYALTON – 82nd Street Theatre will be holding auditions for their upcoming show, "Elf the Musical, Jr." The show will be performed Dec. 5-7, 2024. They will be auditioning students in grades 5 through 12. Students can audition on either Sunday, Sept. 22 from 5 to 7 p.m. or Tuesday, Sept. 24 from 6 to 9 p.m. The auditions are held with all actors together in a relaxed atmosphere. Students are asked to stay for the whole time and be prepared to sing up to 32 bars of a song a capella and do some reading from the script. Auditions are held at Abundant Life Community Church, 10143 Royalton Road, Suite N and O, North Royalton. More information as well as an audition form can be found at <https://alcc.cc/Auditions> or 440-877-1202.

### Brunswick to present School Finance Town Hall

BRUNSWICK – School finance can be confusing! Many people don't understand the difference between bonds and operational levies. Here's a quick hint: bonds are for building, and operating levies help fund the day-to-day operations of a school district. Want to learn more? You're invited to a town hall on Tuesday, Sept. 24 at 5



Committed to Inclusion

# Expo to highlight new tech for people with disabilities

The Medina County Board of Developmental Disabilities (MCBDD), in partnership with the Summit County DD Board and We Thrive Together, is collaborating to present the Interactive Tech Expo on Thursday, Sept. 26 from 10 a.m. to 3 p.m. at Summit Mall (3265 Market Street, Akron).

This free event is designed to showcase to the public the newest technologies available to empower, inspire and support inclusion and independence for people with disabilities.

“The Tech Expo is not just about showcasing technology; it’s also about giving people a chance to see and learn how to create more supportive environments where people can thrive,” says Stacey Maleckar, Medina County Board of DD Superintendent. “We are excited to work with both the Summit County DD Board and We Thrive Together to bring together a vibrant community

of tech innovators and enthusiasts to explore new possibilities and drive positive change in our communities.”

The Tech Expo promises a dynamic and engaging experience for people of all abilities to see, touch and experience technologies that can help in all aspects of life. Fifty industry expert vendors will be in attendance with examples of new technologies and hands-on interactive displays which address many areas of daily life, including technologies for vision, hearing, home adaptations, health, safety, mobility and much more. The event will also feature speakers and presentations to share insights into the importance of using supportive technology to the improve quality of life.

“The Tech Expo is meant to be a transformative event, and aims to foster collaboration, showcase cutting-edge technology and provide invaluable resources for those who want to



MCBDD

The Medina County Board of Developmental Disabilities, in collaboration with the Summit County DD Board and We Thrive Together, is hosting the free Interactive Tech Expo on Sept. 26 at Summit Mall, showcasing new technologies that empower people with disabilities.

be more independent and more included in all their community has to offer,” says Maleckar.

The Interactive Tech Expo is free and open to the public, and people of all abilities are encour-

aged and invited to attend. For more information, visit [www.mcbdd.org/event-calendar](http://www.mcbdd.org/event-calendar).

Find us on social!

[www.vanstirepros.com](http://www.vanstirepros.com)

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<b>NORTH RIDGEVILLE</b> 440-327-7010	<b>AKRON - ELLET</b> 330-784-7740	<b>MEDINA</b> 330-239-2371	<b>PARMA</b> 440-663-3600
<b>IBERIA</b> 419-468-1777	<b>AKRON - E. MARKET</b> 330-784-5454	<b>NORWALK</b> 419-677-0655	<b>BROOK PARK</b> 216-898-5800

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# VOICES

## OF CHANGE

EST. 2018

September 12, 2024

Medina County Board of DD  
Attn: Donations  
4691 Windfall Road  
Medina, OH 44256

Dear Sir or Madam,

On behalf of Voices of Change 2018 (VOC18), we thank you for your generous donation of a gift basket to our Third Annual Charity Golf Scramble.

We are excited to announce we raised \$12,500.00. This money is being used to continue developing our series of books, "Evan and Gillian Says." Our goal is to have the first two books published in early 2025. "Evan and Gillian Says" is a series of books for children with disabilities. Included in the series will be topics about:

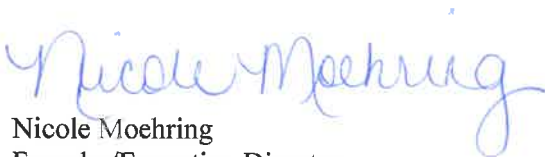
- Body Safety
- Good /Bad Photos
- Creating a child's safe circle
- Boundaries
- Safe/Unsafe Touching
- The difference between secrets and surprises

Your support for VOC18 enables us to continue developing books and educational materials to reduce the risk of abuse for children with disabilities.

Thank you for being so supportive on behalf of our Board of Directors and the Volunteers of VOC18.

Please follow our social media platforms and website for information on next year's golf scramble date.

Kind Regards,



Nicole Moehring  
Founder/Executive Director

EIN # 84-2464528

This letter serves as your official receipt. Please retain for your records. Pursuant to Internal Revenue Code 170 (f)(8), Voices of Change 2018 confirms that no goods or services were provided in return to you as whole or partial consideration in return for this contribution.

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A Magazine for Our Inclusive Community



## In Full Bloom

Music & the Arts | Education/Advocacy | Making Decisions

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### Connecting Families to the Help they Need!

- Developmental Screenings -
- Early Intervention Services - Educational Resources -
- Physical, Speech, and Behavior Therapies -
- Parent Coaching - Service Funding -



**Medina County**  
board of developmental disabilities

**WE CAN HELP!**  
www.mcdd.org  
330-725-7751

### Down Syndrome Association OF NORTHEAST OHIO

**PROVIDING SUPPORT, EDUCATION AND ADVOCACY for people with Down syndrome, their families and communities throughout Northeast Ohio.**

[dsaneo.org](http://dsaneo.org)

### Medina County Board of Developmental Disabilities



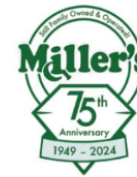
The Medina County Board of Developmental Disabilities is the community resource responsible for connecting, coordinating and funding services for individuals of all ages with developmental disabilities. It helps with everything from early intervention and education opportunities for children to employment and inclusive living for adults so they can live, learn, work and socialize in the community. [mcdd.org](http://mcdd.org)

### Milestones Autism Resources



Milestones Autism Resources improves the lives of autistic individuals, families, caregivers and professionals by educating, coaching and connecting them to resources. Providing an annual autism conference, a free helpdesk, community training, and a website with more than 1,500 resources, Milestones is here to support individuals at every age, stage and ability. Visit [milestones.org](http://milestones.org) or visit the Milestones free autism Helpdesk at [milestones.org/helpdesk](http://milestones.org/helpdesk). To connect with a Spanish speaker, call 216-464-7600 ext. 5.

### Miller's



Miller's offers custom wheelchair, respiratory, and home accessibility solutions throughout NE and Central Ohio with offices in Akron, Canton, Cleveland, Youngstown, and Columbus. Their core purpose is that Miller's provides personalized solutions to improve the quality of life for every client they serve. They are proud to celebrate their 75th Anniversary in 2024 having served Ohio since 1949. Their difference is the expertise and compassion of their staff. They all stand ready to assist you with product selection, custom solutions, and funding knowledge expertise. Miller's provides both power and manual wheelchairs, CPAPs, seat lift chairs, stair lifts, wheelchair ramps, and other home accessibility equipment. Services unique to Miller's include a repair shop and on-road service from every one of our locations. Learn more at [millers.com](http://millers.com).

### Step Forward



As the state's designated anti-poverty agency for Cuyahoga County, Step Forward is tasked and trusted to lead the fight on the ground against poverty in our community. Step Forward helps low-income individuals and families address immediate needs and build long-term skills to transform their lives through early childhood education such as Early Head Start and Head Start, Personal Development like counseling and workshops, Professional Development including adult skills training and employment connection, and other services such as emergency assistance and the Home Energy Assistance Program. For more information and to apply for assistance, visit [stepforwardtoday.org](http://stepforwardtoday.org).

### Stride Mobility



Stride Mobility is dedicated to enhancing mobility for those who seek to maintain an active lifestyle. Its personalized Complex Rehab Technology (CRT) is a game-changer, providing tailored solutions that promise comfort, stability and mobility for individuals of all ages. From the energetic toddler exploring the world on wheels to the spirited senior cherishing their independence, the company's range of complex rehab wheelchairs, scooters and adaptive seating systems ensures that everyone can experience life's journey to the fullest. Get connected with one of their certified therapists who provide not just equipment, but on-site fittings and service, education, and unwavering support. [stridemobility.net](http://stridemobility.net)

### Summit County Developmental Disabilities Board (Summit DD)



Summit DD is the community resource that connects more than 5,000 children and adults with developmental disabilities to the support they need to reach their goals.

The levy-funded agency provides, coordinates and funds essential services that people with disabilities rely on each day. Whether it is early intervention services for infants, in-home care, or employment supports for teens and adults, Summit DD provides a lifetime of support for those eligible for services in Summit County. Find out how Summit DD helps position people for success at [summitdd.org](http://summitdd.org) or by calling 330-634-8000.

### Thrive Through Tennis



At Thrive, their mission is to utilize tennis as a therapeutic model. Their goal is for all participants to benefit physically, mentally, and socially from the sport of tennis. For adults and youths with different abilities, they offer both adaptive and wheelchair tennis programs. Homeschooled students learn and develop tennis skills through the Homeschool Tennis Academy. Their Parkinson's program has an exercise session specifically designed to help rigidity, bradykinesia, coordination, and balance, followed by tennis instruction and play. The programs run at Center Court Tennis Club, 1 Eagle Valley Court, Broadview Heights, OH 44147. Please call 440-878-5600 or visit [thrivetennis.org](http://thrivetennis.org).

### UCP of Greater Cleveland



UCP of Greater Cleveland is a nonprofit services agency that empowers children and adults with a wide range of disabilities to advance their independence, productivity, and inclusion in the community throughout Northeast Ohio. Services include pediatric therapy, educational services, case management, adult group homes, adult day services, vocational habilitation, and employment and transition services. Programs focus on individual needs and goals while taking a holistic approach that considers family and community support, public awareness, individual advocacy, and overall personal growth. Learn more at [ucpcleveland.org](http://ucpcleveland.org) or call 216-791-8363.

**VISIT LIVESPECIAL.COM FOR MORE RESOURCES.**