

**CLERMONT COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting – Virtual via Zoom**  
**April 23, 2020**

The regular meeting of the Clermont County Board of Developmental Disabilities was held on April 23, 2020 as a virtual meeting on the Zoom Platform.

President Robert Grant called the meeting to order at 5:36 pm.

**Roll Call**

Janie Pfankuch called the roll. All members were present with the exception of Dr. Kim Brady who was absent/excused.

**Resolution 20-26**

Mrs. Chesnut made a motion seconded by Mr. Thamann to approve the Agenda as presented. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-27**

Mrs. Chesnut made a motion seconded by Mrs. West to approve the February 27, 2020 Regular Board Meeting Minutes. Upon roll call, all members voted yea with the exception of Mrs. Pellington who abstained. Motion carried.

**Resolution 20-28**

Mr. Thamann made a motion seconded by Mrs. Chesnut that the Board approve the Operations Report and Payment of Bills. Recap to be made part of the CCBDD Journal. Upon roll call, all members voted yea. Motion carried.

Emily thanked Janie for putting the Directors Report in Order. Was very easy to follow.

A Huge Kudo's to ALL the Director's for their quick thinking and thinking about the staff and the folks we serve.

The Board thanked Dan for taking the time to reach out to each of them and keeping them in the loop of what's going on related to the Covid-19 Pandemic.

**Resolution 20-29**

Mrs. Chesnut made a motion seconded by Mr. Thamann to approve the Directors' Reports as presented in the Board packets. Upon roll call, all members voted yea. Motion carried.

**Superintendent's Report**

Dan is thinking of everyone and their families while we are going through these difficult times. It has certainly changed how we go about our daily lives and the way we are doing business. Holding a lot of meetings virtual via Zoom, Go to Meetings.

We are keeping in touch with our Providers and keeping them stocked with Personal Protective Equipment while they are serving individuals during this time. It is very difficult to find this equipment. James Taylor, Safety and Facilities Coordinator has been staying on top of all this. He had some equipment that we are distributing, and he is working with vendors and others in the county to obtain more. Residential Concepts, Inc. found a source for masks, so we were able to buy a couple thousand masks. Many were distributed to RCI with others left for other providers.

Dan can't say enough for all our staff keeping in touch with all our Students and Individuals and their Families.

Day Services Provider are in shut down mode during all this just as we are. Dan received an email from Director Davis, and it stated that Day Service programs will not be in the First Phase in reopening.

It was asked if we have PPE for individuals/staff that come into the building. Dan replied that we do have the equipment and it is available for anyone that would like to use it. At this time, there's only about six people in the building working. All the deliveries are going straight to the warehouse and anyone dropping stuff off at the main entrance, they are asked to leave it on the cart in the main entrance vestibule. Not much outside contact is being made.

Strategic Planning will be push back to the summer months. Hopefully by that time, the virus has eased up somewhat.

Provider Grant – Dan decided to table at this time. He would like to be prepare, at the end of this virus, if some Day Service providers may need some help.

Board Member Training was postponed for April. Will pick back up in May with Sanctuary Training. Dean Swartz will do the training virtual.

Wilkey School is in virtual mode until the end of the school year. They have been in contact with each student and their families.

#### **Resolution 20-30**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Board approve the Emergency COVID-19 Policy as submitted. Upon roll call, all members voted yea. Motion carried.

#### **Resolution 20-31**

Mrs. Chesnut made a motion seconded by Mrs. Pellington that the Board approve the Mission / Vision / Philosophy Statement as submitted. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-32**

Mr. Thamann made a motion seconded by Mrs. Chesnut that the Board approve Policy 2100 - Home and Community Based Waiver as submitted. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-33**

Mrs. Pellington made a motion seconded by Mrs. Chesnut that the Board approve Policy 2400 – Confidentiality and Privacy Policies as submitted. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-34**

Mr. Thamann made a motion seconded by Mrs. Chesnut that the Board approve Policy 2500 – Computer Security as submitted. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-35**

Mrs. West made a motion seconded by Mr. Thamann that the Board authorizes the Superintendent to enter into a contract with Robin Cooke as Respite Coordinator for the period of May 1, 2020 through April 30, 2021. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-36**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Board approve the contract between Clermont County Board of Developmental Disabilities and Housing Network of Hamilton County for the purpose of managing housing for persons with developmental disabilities. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-37**

Mr. Thamann made a motion seconded by Mrs. Chesnut that the Board authorizes the Superintendent to enter into a contract with Neil Dubin, M.D. to provide Pharmacological Management Services and Mental Health Assessments for individuals served by the Clermont County Board of DD Behavioral Health Services Program for the period of June 1, 2020 through May 31, 2021. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-38**

Mrs. Chesnut made a motion seconded by Mrs. Pellington that the Board approve participating in the National School Lunch/Breakfast Program. This program allows school age children, who meet eligibility requirements, to receive nutritionally balanced, low-cost or free meals each school day. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-39**

Mr. Thamann made a motion seconded by Mrs. West that the Board renew the lease agreement with Ohio Valley Goodwill Industries Rehabilitation Center Inc., to lease the Krenning Center located at 4247 Grissom Drive, Batavia, Ohio 45103 for a period of two

years commencing on June 1, 2020 – May 31, 2022. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-40**

Mrs. West made a motion seconded by Mrs. Chesnut that the Board authorize the Superintendent to create Two (2) Transition Career Exploration Summer Work Assistants beginning in June. These are non-bargaining seasonal positions, to be paid \$12.78 per hour, not to exceed 65 hours. These positions will be funded by the Pre-Employment Transitions Program. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-41**

Mrs. West made a motion seconded by Mr. Thamann that the Board authorize the Superintendent to create Three (3) Transition Summer Work Assistants beginning in July. These are non-bargaining seasonal positions, to be paid \$12.78 per hour, not to exceed 185 hours. These positions will be funded by the Pre-Employment Transitions Program. Upon roll call, all members voted yea. Motion carried.

**Resolution 20-42**

Mrs. Chesnut made a motion seconded by Mrs. Pellington that the Board approve the Superintendent's Report as presented. Upon roll call, all members voted yea. Motion carried.

**Committee Reports**

Ethics Committee – Upon review of all direct service proposed payments as defined in 5126.03, the Ethics Committee found no evidence of preferential treatment or unreasonable payment for items listed in the February 2020.

**Resolution 20-43**

Mr. Thamann made a motion seconded by Mrs. West to ratify the Ethics Committee Report as presented for February 2020. Upon roll call, all members voted yea. Motion carried.

**Executive Session**

**Resolution 20-44**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Clermont County Board of Developmental Disabilities go into Executive Session pursuant to ORC 121.22 for the purpose to discuss and consider the employment of public personnel. Upon roll call, all members voted yea. Motion carried.

Time: 6:46 pm

## **New Business**

*As I reported on earlier in the meeting, we, for the most part, have been able to move our operations into a remote platform. One area that we have not been able to do that, and not for a lack of wanting to do so, is in Adult Services. That program's work, as you can understand is working directly with people on a daily basis. Unfortunately, in this situation that is just not feasible. SODC decided early in March to stop sending individuals off campus for day services and have essentially been in quarantine since. I cannot offer a prediction as to when that will change. About a week later, based on the Governor's Stay at Home orders, we decided to close the rest of the program due to the concerns of possible exposure to the virus. At this point we are expecting a loss of the SODC revenue from the contract for April. I am not confident about May. With these unfortunate circumstances facing the agency, I feel obligated to request the Board to authorize me to establish and move forward with layoff and notification process for the employees in this program.*

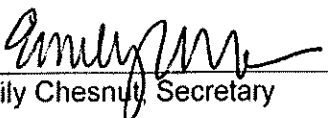
### **Resolution 20-45**

Mrs. Chesnut made a motion seconded by Mr. Thamann that the Clermont County Board of Developmental Disabilities authorize the Superintendent to establish a layoff and notification process for employees working for the Clermont County Board of Developmental Disabilities Adult Services program. Upon roll call, all members voted yea. Motion carried.

### **Resolution 20-46**

Mrs. Chesnut made a motion seconded by Mrs. West that the Clermont County Board of Developmental Disabilities adjourn. Upon roll call, all members voted yea. Motion carried.

Time: 7:40 pm

  
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Emily Chesnut, Secretary