

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

**REGULAR MEETING MINUTES**

April 23, 2020

Pickaway County Board of Developmental Disabilities  
200 East High Street, Circleville, OH 43113

Public access was available online at:

<https://zoom.us/j/94637707304?pwd=VTRoTFJMYUlMUmUHQdHdqS01ZelJ0dz09>; dial-in number 253- 215-8782 or 301-715-8592; Meeting ID: 946 3770 7304, Password: 529419.

CALL TO ORDER: Gwen Wolford, President, called the regular meeting of the Pickaway County Board of Developmental Disabilities to order at 6:00 PM with a roll call.

Cara Layne:	Present	Jeff Rawlins:	Present
Bill McGowan:	Present	Matthew Tootle:	Present
Greg Miller:	Present	Gwen Wolford:	Present
Jennifer Rainey:	Present		

INTRODUCE GUESTS: Travis Dresbach, Elizabeth Fansler, Amanda Knotts, Marie Wilbanks, Amanda Hall, and Mike Pelcic.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular February 27, 2020 Meeting.

**Board Action #20-14 Approve Minutes of the Regular February 27, 2020 Meeting.**

<b>Motion by:</b>	<b>Matthew Tootle</b>	<b>Second by:</b>	<b>Bill McGowan</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

FINANCIAL REPORTS

Approval to file the Financial Report: Financial Report

**Board Action #20-15 Approval to File Financial Report.**

<b>Motion by:</b>	<b>Bill McGowan</b>	<b>Second by:</b>	<b>Greg Miller</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

Sign Then and Now Certificates if applicable

**Board Action #20-16 Approval to File Voucher List for Vouchers since last Board Meeting**

<b>Motion by:</b>	<b>Bill McGowan</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

COMMITTEE REPORTS

Ethics Committee: None

UNFINISHED BUSINESS

NEW BUSINESS

the Emergency Family and Medical Leave Expansion Policy and the Emergency Paid Sick Leave Policy:  
These policies conform to the Families First Coronavirus Response Act.

**Board Action #20-17 Approve the Emergency Family and Medical Leave Expansion Policy and the Emergency Paid Sick Leave Policy.**

<b>Motion by:</b>	<b>Jennifer Rainey</b>	<b>Second by:</b>	<b>Cara Layne</b>
<b>Discussion:</b>		<b>Vote:</b>	<b>Passed Unanimously</b>

SUPERINTENDENT'S REPORT

The Superintendents report emailed on Tuesday April 21, 2020.

ADVOCACY – Travis Dresbach

- STABLE Account added a new security feature to the login process to help prevent fraud. When the user logs in to their account with their username and password, it then asks them to put their email in 2 times. After entering the email twice, it sends you a 5 digit code to input. After you input the code, there's a box you can check that says "remember me for 365 days" so that each time you login, you don't have to enter the 5 digit code.
- The STABLE Account team is also working hard to establish an "Advocacy Ambassador" program. Advocacy Ambassadors will be picked from different regions of the state to attend a few different advocacy meetings per year and tell those advocacy groups about the STABLE Account.
- OSU RESEARCH PROJECT - We had to read a paper called "What does it mean to be healthy." This paper told us how important it is to adapt to big changes in life, such as a bad like coronavirus. This paper also showed how we could use different resources in their life to adapt to big changes. Adapting to these changes can help people keep their physical, mental, social, and spiritual health in balance. Lastly, this paper explained two different types of resources that we can use to stay healthy; those resources are "internal resources" and "external resources." Internal resources are problem-solving and decision-making skills, self-advocacy skills such as speaking up or asking for help, being patient with yourself and others, and having a positive attitude or outlook on life. External resources are parents, friends, support staff, service animals or pets, support services such as transportation or healthcare, a safe home to relax, and a place to work and earn money or volunteer.

EARLY INTERVENTION

- Early Intervention continues to serve children and families. Staff are using Facetime, Zoom, or Google Duo for observations, assessments, and evaluations. Coaching families occur virtually or by phone. Most families have accepted the virtual visits, but some have decided to suspend services temporarily.
- The team meets weekly with other professionals for updates consultation and primary coaching opportunities.

### BROOKS-YATES SCHOOL – Amanda Knotts

- Developed an online learning classroom for any staff in the four school districts through Schoology. This was developed to take the place of our monthly Education Collaboration, but it is going so well that we will continue it even when we resume our monthly collaboration. We have 49 members connected and are developing units on Evidence-Based practices and also having meaningful discussions online.
- BYS staff are taking online professional development through OCALI, Ohio Department of Education, and many are reading material from a list of books/articles that have been recommended.
- Two small group book studies in progress centered on the book Dare to Lead by Brene Brown. Each group meets once a week to discuss, and they have completed a workbook that coincides with the reading.
- All BYS staff meet via zoom weekly.
- Travel T.E.A.M (Patti Webb, Laura Garrett, Ashley Compton, Susan Miller, Angela Henry, Amanda Knotts) meeting once a week to discuss the unit development and training for the Education Collaboration as stated in first bullet point.
- The staff created a YouTube playlist. It is not public, but you can view it with the link below. Staff have been very creative with the videos and aligned some of them to the IEP goals and standards. We have sent the link out to our families and the students we work within the school districts.
- [https://www.youtube.com/watch?v=B7AIfY10oEk&list=PLRqWsp0GbYoa-msAY\\_HkAWhmzVZwXk2AP](https://www.youtube.com/watch?v=B7AIfY10oEk&list=PLRqWsp0GbYoa-msAY_HkAWhmzVZwXk2AP)
- BYS staff are also using MobyMax, which is an online academic programming for our students. We were able to individualize the program to the student's IEP goals. We have a few that participate and a couple that does not.
- Music therapy is sending out a weekly lesson via YouTube to our students.
- BYS staff are connecting via text, email, or occasionally stopping by houses at least bi-weekly if not weekly, depending on the family and their needs.

### SERVICE AND SUPPORT ADMINISTRATION – Marie Wilbanks

- SSAs began working from home on March 16th. All are equipped with Surfaces and cell phones. Their primary directives are to continuously check in with families and providers to ensure health and welfare. Phone calls are occurring on an increased basis, with focus on those who are at-risk and living alone. To our knowledge, no one receiving services has been symptomatic.
- PCBDD is offering disposable thermometers, masks (both home-made and surgical grade), gloves, hand sanitizer, and disinfecting wipes. SSAs are communicating with PCBDD offices regarding the needs of any of our families and providers.
- The SSA department has attempted to be very proactive in communication with stakeholders. We are heavily utilizing social media and email to share information, recommendations, updates, links, etc.
- DODD is allowing for flexible and increased billing during the pandemic. SSAs are creatively authorizing services as needed, and have worked quickly and efficiently to fill gaps in support created by the closing of ADS. So far, we have been very successful in making sure services are available for anyone with increased residential needs.
- PCBDD is engaged in additional provider recruitment efforts, targeting populations that have been laid off. Patty Griebel has directly reached out to anyone indicating an interest in becoming a provider. ADS providers have been given information about switching to HPC service delivery. Several have followed up on this opportunity.
- Community Connections are being utilized in several ways, including:
  - Phone calls to people who are alone at home;
  - Pen-pals/letter writing
  - Special requests for devices, equipment, etc.

- Coordination for employment supports is still taking place. Vendors through OOD have transitioned to providing supports for people to access unemployment benefits OR helping people get into in-demand jobs at places like Kroger and Walmart.
- Whenever possible, SSAs are encouraging “on behalf of” services. SSAs are also working with provider agencies to minimize instances where different staff are going into the same home.
- ISP meetings are being conducted over the phone or via Zoom. All plans are continuing as scheduled.
- SSAs are tracking our “heroes” through this pandemic so they can be recognized by this Board once it is over. The Board has purchased gift cards, using Brooks-Yates Center Housing Opportunities funds, to give to providers who are going above and beyond, as a token of thanks. These are being sent out now.
- FAME is canceled and will probably NOT be rescheduled for 2020. The consensus is that there is too much uncertainty about group gatherings to move forward with a fall date.

#### OPERATIONS/MISC.

- The Federal Medicaid Assistance Percentage (FMAP) provides a 6.2 percentage point increase. The result is a Federal Financial Participation increases from 63.0% to 69.22%, decreasing PCBDD share for Medicaid Waiver services.
- To provide some financial assistance to Adult Day service providers (PCS, PDI, and Good Hands), DODD sent relief payment equivalent of two weeks. County boards lobbied for increasing Homemaker Personal Care rates; Leveraging the FMAP to increase the pay for direct support professionals. However, the State of Ohio has not requested an increase in Waiver rates from the Centers for Medicare and Medicaid Services.
- Pickaway County Emergency Management Agency (EMA) conducted a meeting to discuss the vulnerable population and agency concerns. EMA is aware of the Board's concerns, to care for individuals or DSPs that become sick. If a crisis emerges, the EMA will assist in finding possible solutions.
- DODD developed a Regional Residential Crisis Support Plan with five steps to finding a solution when a provider experiences a crisis:
  1. The provider identifies crisis scenarios and attempts to find a solution.
  2. The provider contacts the county board's provider support liaison for help.
  3. County board contacts DODD regional residential support liaison for help.
  4. DODD regional contacts DODD Strike Team for help and final resolution.
  5. DODD Strike Team contacts State Emergency Management Team.
- Jackson Transportation is assisting people with grocery pick-up. Groceries can be ordered and paid online, and the people can notify Jackson Transportation when the groceries will be ready for pick-up. This service limits the exposure from traveling in the community to shop.
- The Board is procuring supplies for Direct Support Professions (DSP) with personal protective equipment such as gloves, masks (homemade and surgical), face shields, disposable gowns, hand sanitizer, and disinfecting wipes. Through our FANS, we have received many homemade, washable masks. One hundred eleven masks have been distributed to DSPs. OhioHealth Berger recommended that providers wear surgical grade masks, and the Pickaway Health Department will assist with supplying masks.
- The State of Ohio is planning for a 20% reduction in expenses for the next fiscal year. The impact on DODD funding is unknown. Pickaway County is projecting a \$2 million loss in revenue. The loss of revenue on the state and local level, shouldn't affect the county board directly. However, we should expect a decrease in August property tax collections due to delinquency or bankruptcies.

- The Pickaway County Board of Commissioners has expressed interest in the property located at 548 Lancaster Pike, Circleville, Oh 43113, for use by the county maintenance department.

LATEST UPDATE

- Karla Exline, Nurse, is volunteering at the Health Department.
- The Board is tracking COVID-19 related costs for possible reimbursement.
- The Board requested surgical grade masks from the Pickaway Health Department for use by direct support professionals (DSP). Handmade masks are available for individuals and DSPs for immediate distribution.
- It is unlikely that Waiver rates will increase; therefore, DSPs are unlikely to see an increase in wages for working during this crisis.
- To date, no individuals have tested positive for COVID-19.

Other Documents Included in the Board Packet:

- Community Monthly Report – March 2020
- Enrollment Status Report April 2020
- Circleville Herald 4-15-20

OTHER BUSINESS

ADJOURNMENT

The meeting adjourned at 6:25 PM.

Minutes approved by Board Action #20-18 on May 28, 2020.

_____	_____
Board President or Presiding Officer	Date
_____	_____
Board Secretary	Date
_____	_____
Superintendent	Date