

**Trumbull County Board of Developmental Disabilities  
Regular Monthly Board Meeting  
July 22, 2024**

Vice President Jodi Glaser called the Monday, July 22, 2024 Trumbull County Board of Developmental Disabilities Regular Monthly Board Meeting to order at 5:00 p.m.

**I. ROLL CALL**

Present:	Mr. Larry Larson	Ms. Mary Cunningham
	Ms. Jodi Glaser	Mr. Mauro DiVieste
Excused:	Ms. Elizabeth Calderone	Mr. Kevin Reilly
	Ms. Kimberly Hynes	

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

**Resolution 43 – 2024:**

Adopt a motion to approve the minutes of the June 24, 2024 board meeting.

Motion: Mr. Mauro DiVieste                      Second: Ms. Mary Cunningham

**DISCUSSION**

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____
Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

**IV. ADDITIONS, DELETIONS, CORRECTIONS TO THE AGENDA**

**V. AUTHORIZATION FOR PAYMENT OF BILLS**

**Resolution 44 – 2024:**

Adopt a motion for the Superintendent to authorize the payment of the bills for the month of June 2024 by the Auditor.

Motion: Mr. Mauro DiVieste                      Second: Ms. Mary Cunningham

**DISCUSSION**

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____

Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

## VI. OLD BUSINESS BEFORE THE BOARD

## VII. NEW BUSINESS BEFORE THE BOARD

### Resolution 45 – 2024:

Adopt a motion, by unanimous consent, to confirm the following list of personnel actions, as one motion, for July 2024:

#### New Hires:

1. Michelle Ocilka – hired as the Assistant Principal at the Fairhaven School effective 6/17/2024. Michelle fills the vacancy of Paul Antonchak.
2. Benedett Hairston – hired as a Service and Support Administrator effective 6/24/2024. Benedett fills the vacancy of McKenzie Ruthrauff.
3. Kathryn Bowman – hired as a Service and Support Administration Supervisor effective 7/8/2024. Kathryn fills the vacancy of Stephanie Chizmadia.
4. Tracy Boyd – hired as a Service and Support Administrator effective 7/15/2024. She fills the vacancy due to the promotion of Lindsey Ware.

#### Changes:

1. Lindsey Ware – promoted to the position of Intake Coordinator/Referral and Linkage Specialist effective 5/1/2024. She was previously a Service and Support Administrator.

#### Retirements:

1. Cara Gordon – retired from the position of Custodian 1 effective 7/8/2024. She had been with the program since September 1990.
2. Rachael Miksit – resigned from the position of Teacher effective 7/5/2024. She had been with the program since August 2019.

**Layoff/Recall:** None.

#### Substitute List Additions/Deletions:

1. Elyssa Zack- added to the Summer Substitute Custodian list effective 6/11/2024.
2. Jalynn Nicholas – added to the Summer Substitute Custodian list effective 6/10/2024.

**Other:** None.

Motion: Mr. Mauro DiVieste

Second: Mr. Larry Larson

DISCUSSION

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____
Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

**Resolution 46 – 2024:**

Adopt a motion to approve new policy Section 8.51 entitled “Management of Food Allergies”.

Motion: Mr. Mauro DiVieste Second: Ms. Mary Cunningham

**DISCUSSION**

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____
Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

**Resolution 47 – 2024:**

Adopt a motion, by unanimous consent, to rescind the following policies as one motion:

- 8.12 Unlicensed Facilities
- 8.13 Supported Living Provider Selection System, Advisory Council and Grievance Policies.
- 8.14 Arrangements for Supported Living by County Board of DD on Behalf of Individuals.
- 8.15 Supported Living Provider Certification and Evaluation Requirements
- 8.16 Allocation and Distribution of Money: Community Residential Services Fund
- 8.17 Contracts Between County Boards of DD and Supported Living Providers and the Establishment of Individual as a third-party beneficiary to the Contract
- 8.18 Procedures for the Transfer of State Contracts to County Boards of DD Under Supported Living
- 8.23 File Content
- 8.24 Guidelines for Developing HCBS Waiver Billing Activity Forms
- 8.28 Provider Identification, Recruitment, Screening, Training, Termination.
- 8.29 Adult Services Community Employment

- 8.30 Family Support Services

Motion: Mr. Larry Larson

Second: Ms. Mary Cunningham

#### DISCUSSION

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____
Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

#### **Resolution 48 – 2024:**

Adopt a motion, by unanimous consent, to approve the following policies as one motion:

- 8.0 Eligibility Determinations
- 8.1 Waiting Lists for Home and Community-Based Services
- 8.2 Pre-Admission Screening and Resident Review
- 8.10 Service and Support Administration
- 8.11 Quality Assurance
- 8.19 Service Funding
- 8.21 Disenrollment
- 8.25 ISP Development
- 8.26 Behavior Support Rate Modification Pertaining to Home and Community-Based Services Waiver Funding
- 8.27 Free Choice of Provider
- 8.34 Complaint Resolution and Appeal Process

Motion: Ms. Mary Cunningham

Second: Mr. Mauro DiVieste

#### DISCUSSION

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____
Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

#### **VIII. COMMUNICATION AND REPORTS BEFORE THE BOARD AND BOARD:**

1. Superintendent's Report.

- 2. Board Correspondence.
- 3. Board Reports.
- 4. Statistics and Enrollment Figures.

**IX. HEARING OF VISITORS**

**X. ADJOURNMENT**

**Resolution 49 – 2024:**

Adopt a motion to adjourn.

Motion: Mr. Mauro DiVieste

Second: Ms. Mary Cunningham

**DISCUSSION**

Roll Call:	Yea	Nay
Ms. Elizabeth Calderone	<u>Excused</u>	_____
Ms. Mary Cunningham	<u>X</u>	_____
Mr. Mauro DiVieste	<u>X</u>	_____
Ms. Jodi Glaser	<u>X</u>	_____
Ms. Kimberly Hynes	<u>Excused</u>	_____
Mr. Larry Larson	<u>X</u>	_____
Mr. Kevin Reilly	<u>Excused</u>	_____

The Vice President declares the motion carried.

The Vice President adjourned the meeting at 5:11 p.m.