

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420

MEETING 2021

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 3/25/2021

Time: 8:00AM – 10:30AM

Present: Commissioners: Russ Zimmerman President; Scott Miller V-President; Charles Schwochow

Present: Theresa Garcia; County Administrator

Others present by teleconference: Jerri Miller, Kim Foreman

Others Present: Phil Collison

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Russ Zimmerman, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 3/23/2021 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Russ Zimmerman Scott Miller Charles Schwochow		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended the Visitors Bureau meeting. They discussed the building lease with the Fair Board. They are still updating the web page and it is being done in house. Once they get to a certain point the committee will review and then it will be presented to the whole Board for approval. They reviewed the Bus Tours they have scheduled for 2021. They have 21 tours scheduled for this year already. The first one is next week. They are meeting with City of Fremont Mayor to talk about bringing in sport tournaments/events to bring tourists in to participate. Their budget is ahead of where they had projected.	Russ Zimmerman		
	Commissioner Schwochow attended the Riley Township Trustee meeting. They talked about the salt they purchased for this winter. They talked about the Wightmans Grove project. They are very happy with how	Charles Schwochow		


	things are going and they feel like they are staying informed about what is going on with the project. They talked about what roads they will be striping this year and other agenda topics. Commissioner Schwochow invited the group to the County Bi-centennial event on April 1 st .			
	Commissioners Zimmerman and Miller attended the York Township Trustee meeting. They had a report on purchasing first aid kits. The maintenance employee talked about projects they would like to complete this year and equipment they may need. They may borrow equipment from other entities rather than purchasing the equipment. Commissioner Zimmerman noted the Building Code Department for the County is open. As they were leaving both Commissioners reminded the Trustees they can get PPE from EMA or Health Department.	Russ Zimmerman Scott Miller		
Prosecutor	<p>Beth Tischler – Prosecutor. Beth came in at the request of the Commissioners to discuss a matter that needs to be kept confidential.</p> <p>At 8:28am commissioner moved to enter executive session.to discuss matters that need to be kept confidential.</p> <p>At 8:45AM the Commissioners exited executive session.</p> <p>Commissioner Zimmerman asked for a motion to allow the Prosecutor to submit an amended letter on behalf of the Commissioners to the State Auditor’s Office.</p>	Beth Tischler - Prosecutor		<p>*Motion: Move to enter executive session to discuss matters to be kept confidential Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3</p> <p>*Motion: Move to exit executive session Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3</p> <p>*Motion: Move for Prosecutor assistance Moved by: Charles Schwochow 2nd: Scott Miller Yes – 3</p>
* Then /Now Documents	One certificate was presented by County Court 2. No initial request for a PO was completed prior to the installation. Two invoices make up this certificate. Burkett Industries - \$683.08 & \$378.80	County Court 2	\$683.08 \$378.80	

	<p>One certificate was presented by EMS. Statements were received after 2020 PO's were closed. Invoices had not been received and vendor noted they had some issues with invoices being lost in the system. Two invoices make up this certificate. OE Meyer - \$38.25 & \$76.50</p> <p>One certificate was presented by the Sheriff's Office. 2020 Medical invoice and 2020 PO's are closed. One invoice makes up this certificate. Community Health Services - \$298.54</p> <p>Five certificates were presented by the Commissioner's Office. First certificate, a PO was not obtained as the invoices were waiting for OWDA funds and Commissioners agreed to pay; second certificate, PO was not in place because contractor did not notify of permit fees; third certificate, 2020 PO was liquidated prior to approval was given to pay invoice; fourth certificate, PO was done prior to receiving invoice that included 2021; fifth certificate, PO was not done at the beginning of the year with other annual PO's. Several invoices make up these certificates. PDG - (several invoices totaling)\$59,237.49 VISA - \$1,398.00 Ohio State University - \$8,981.36 Treasurer State of Ohio - \$150.00 Ohio State University - \$184,000.00</p> <p>One certificate was presented by DJFS. There was a PO in place but there was a discrepancy in the invoice that had to be cleared. One invoice makes up this certificate. Northeast Family Services of NH - \$8,457.60</p>	<p>EMS</p> <p>Sheriff</p> <p>Commissioners</p> <p>DJFS</p>	<p>\$38.25 \$76.50</p> <p>\$298.54</p> <p>\$59,237.49 \$1,398.00 \$8,981.36 \$150.00 \$184,000.00</p> <p>\$8,457.60</p>	<p>*Motion: Move to Approve certificates Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3</p> <p>*Motion: Move to Approve certificate Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3</p>
* Personnel	None			
* Travel Requests	None			
TASC	Phil Collison – TASC. Phil came in for his regular meeting with the Commissioners. See attachment A for agenda items. He is down one Case Manager and he is getting ready to interview for a replacement. It can be a difficult position to fill. His case load has increased. He is	Phil Collison - Administrator		

	<p>looking at different crisis intervention training for staff. They are a certified treatment provider. They have submitted all their policies and procedures and will have a site review in April. Commissioner Zimmerman asked if he has talked to Common Pleas on drug testing for the courts. Phil has had a brief conversation with Jude Ickes on their procedures and how they can help the court. There is a podcast called Crime Junky that broadcasted the Bogel case.</p>			
Auditor	<p>Jerri Miller – Auditor. Jerri called in for her regular meeting with the Commissioners. The sales tax report was reviewed. We were up again from last year and in line with budget. The budget performance report was reviewed and was in line with budgets. Health insurance benefits is over where it should be. An appropriation will be done in May for balances. There was a question on how often the sales tax transfer was being done.</p>	Jerri Miller - Auditor		
Audit Review Committee	<p>Jerri Miller and Kim Foreman called in for the Audit Review Committee meeting. The State Audit will start the audit shortly. The GAPP report has also started and there has been requests to many individuals for documents and reports. Jerri had sent an audit form that needs to have Commissioner Zimmerman's signature.</p>	Jerri Miller – Auditor Kim Foreman - Treasurer		
* Resolutions	<p>2021 – 123 AUTHORIZING A COMMUNITY HOUSING IMPACT & PRESERVATION (CHIP) JOINT COOPERATING AGREEMENT BETWEEN SANDUSKY COUNTY, THE CITY OF FREMONT, THE CITY OF CLYDE AND THE CITY OF BELLEVUE AND AUTHORIZING THE PRESIDENT OF THE BOARD TO SIGN SAID AGREEMENT</p>	GLCAP/CHIP		<p>*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3</p>
	<p>2021 - 124 APPROVING FUND TRANSFER FROM SALES TAX INCOME TO GENERAL FUND (\$270,000.00) AND TO DEBT FUNDS (\$316,000.00) TO COVER LOAN PAYMENTS</p>	1979 Sales Tax	<p>\$270,000.00 \$316,000.00</p>	<p>*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3</p>
	<p>2021 – 125 UPDATING SEWER SERVICE RATES FOR THE SHOREWOOD AREA & SUNNY ACRES AREA OF THE GENERAL SEWER DISTRICT.</p>	Sanitary Engineer		<p>*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3</p>

	2021 – 126 UPDATING SEWER SERVICE RATES FOR THE STATE ROUTE 53 (PHASE 3) AREA OF THE GENERAL SEWER DISTRICT.	Sanitary Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3
	2021 – 127 UPDATING SEWER SERVICE RATES FOR SANDUSKY TOWNSHIP REGIONAL SEWER DISTRICT (PHASE 1A) AND THE RIVIERA MOBILE MANOR AREA WITHIN THE CITY OF FREMONT.	Sanitary Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3
	2021- 128 UPDATING SEWER SERVICE RATES FOR SANDUSKY TOWNSHIP REGIONAL SEWER DISTRICT (PHASE 1B AND 3).	Sanitary Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3
	2021- 129 UPDATING SEWER SERVICE RATES FOR SANDUSKY TOWNSHIP REGIONAL SEWER DISTRICT OUTSIDE OF SEWER IMPROVEMENTS PHASE 1A AND PHASE 1B & 3.	Sanitary Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller: 2nd: Yes - 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – Jerri Miller, Auditor. Kim Foreman, Treasurer			
* Adjournment (10:30am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

Signature of:



Russ Zimmerman, President



Scott Miller, Vice President



Charles Schwochow

Board of County Commissioners, Sandusky County Ohio

Attest: Theresa Cooney
Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners,
Sandusky County, Ohio, do hereby certify that the foregoing
is a true and correct copy from the official record of said
Board of County Commissioners as recorded in its Journal.

Clerk, Board of County Commissioners, Sandusky County, Ohio

ITTAU... M
Sandusky County TASC
Progress Report to County Commissioners

March 25, 2021

Alex has resigned as the Female Case Manager effective March 12. She is moving home and taking a job with the Dept. of Defense. Have only had 2 applicants.

We have done our draw-downs on the Grant for \$ 85,000 and \$73,000 and received those payments. Will be drawing down our Third Quarter payment soon.

Our number of referrals have been steady. With pandemic, we are seeing an increase in heroin and other opioid use. We are seeing a small decrease in clients claiming exposures or symptoms of COVID.

Current Caseload is 50 clients with 12 referrals pending assessment.

We continue doing case management and assessments telephonic and are continuing doing drug screens. Clients instructed to call prior, so we can screen them. Will be looking to bring in more clients to twice a week.

We are continuing to follow all COVID precautions, cleaning office regularly, temperature checks and doing brief questionnaire/screening.

We continue working the County Court #1 on the ATP funds (Drug Court). We will be receiving \$20,000 for services.

We are continuing the process of billing with Medicaid, there have been many delays in the process. This is a statewide issue, not specific to our agency. Reimbursement continues improving.

Working on contract renewals with the 5 Managed Care Providers. (Medicaid)

Recently completed an Independent Peer Review for MHR SB was completed. We began to make changes based on the reviewer's observations. The formal report was received and reviewed in March. A Corrective Action Plan will be submitted to the Board this week, I will forward to Theresa. Overall the review went well and the changes have already been implemented. This is a standard procedure through the board.

We have begun working with the new software provider for our Electronic Medical Records. We will have our staff trainings on 4/1/2020 and 4/8/2020. Will start using services after 4/1/2020. Will begin phasing out old EMR then.

Our Contract with SYVA for the lab was updated, the current machine is no longer being manufactured and will become difficult to maintain and repair. The new analyzer has been installed, there have some delays in getting it calibrated and a part replaced. Ninfa and I will be certified on the machine. There were delays in getting the operating system and its' hardware. Due to supply chain delays. It is now in and we will be installing next week. Training will follow, dates tbd.

Electronic Monitoring has increased since the courts have resumed seeing clients. Attached is the year to date report for EM. All staff is capable of doing disconnects and hook ups. Our Monthly Average for GPS is 12-20 enrollees and 6 on SCRAM (Alcohol monitoring)

We have re-applied for our OMHAS Certification as a Treatment Provider for the agency and are in the review process. We have submitted our Policies and Procedures, these have been approved and we are scheduled for our site review on April 6th and 7th.

Respectfully submitted,

Phil Collison, TASC Administrator



Sandusky County Board of
Developmental Disabilities

SCBDD

2020 ANNUAL REPORT

*a look back on the impact of your support
of disability services and supports*



Awarded 3-Year Accreditation

The Ohio Department of Developmental Disabilities conducts an accreditation review of each county board of developmental disabilities at least once every three years to determine compliance with applicable statutes and rules.

The areas reviewed by the State during an accreditation review include Service and Support Administration, Early Intervention, Major Unusual Incidents, Delegated Nursing, Behavior Support, Transportation, and Personnel.

SCBDD was awarded a 3-year accreditation in December 2020, which is the highest achievement and signifies we exceeded compliance standards.



\$280,000



offering Personal Protective Equipment (PPE), cleaning supplies to all individuals and providers, paying overtime portion of direct care staff wages for Homemaker Personal Care (HPC) providers, and more.

School of Hope's preschool once again earned the 5 Star Award from the State of Ohio. 5 Star is the highest rating available and reflects that our program meets the quality standards established by the Ohio Department of Job and Family Services and the Ohio Department of Education.



We have a long-standing motto here in Sandusky County; *"We Serve for a Lifetime."* The Sandusky County Board of DD provides services and supports to eligible individuals starting in early childhood, through their school-age years, as they transition into adulthood, and far beyond. We are committed to person-centered programming designed to support the development of each individual's unique gifts, talents, and abilities.



639

individuals and families served in living, working, and thriving in our community

402

eligible individuals served are under the age of 21

366

school age children receive Community Connections resource supports

133

children served in Early Intervention supports

73

active Medicaid Service Providers

175

virtual events hosted by Sandusky County Special Olympics and Self-Advocacy programming during the 2020 COVID shutdown

252

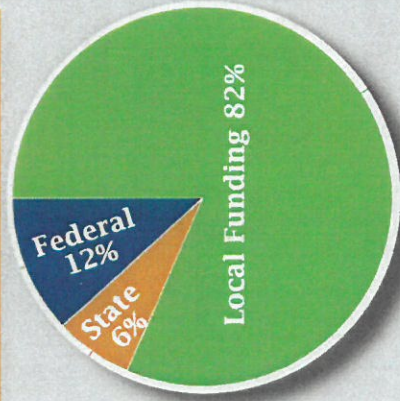
individuals receiving services through a Medicaid Waiver

45

students enrolled in the School of Hope; 25 preschool age and 20 school age students

313

individuals served on Service and Support Administration (SSA) caseloads



Sources of Funding

- Local Funding - \$8,246,293
- State Funding - \$669,718
- Federal Funding - \$1,193,879

126

individuals applied for SCBDD eligibility determination



73

families served by Family Support Services

Family Support Services (FSS) transitioned from the SSA department to the Community Connections Department. From October 2020 through the end of the year, there was a significant increase in the use of FSS funds. FSS provided numerous disability resources such as seizure mats, technical devices, adaptive equipment, medical co-pay and mileage support, incontinence supplies, food, respite care and much more.

Cost of Delivering Services and Supports

- Local Match for Medicaid Waivers - \$2,010,001
- Admin/Community Support - \$1,725,375
- School of Hope - \$1,194,267
- Service and Support Administration - \$1,117,833
- Local Funding for Family Support Services, Non-Medical Transportation, Self-Advocacy, Special Olympics, Voc/Hab Services - \$820,533
- Capital Projects \$533,965
- Facilities Management \$483,946
- Early Intervention \$287,929
- Pathways 2 Employment \$260,805



Sandusky County Board of Developmental Disabilities



