

PREBLE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

AGENDA
February 13, 2018

VISION

The vision of the Preble County Board of DD is to provide the best possible opportunity for individuals with developmental disabilities to have the kind and quality of life he or she chooses.

MISSION

The mission of the Preble County Board of DD is to support individuals with developmental disabilities to live, learn, work, and socialize as they choose.

PREBLE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Tuesday, February 13, 2018
PCBDD Administrative Offices
200 Eaton Lewisburg Road
Suite 201
Eaton, Ohio
6:00 p.m.

AGENDA

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Board Member Absence**
- IV. **Pledge of Allegiance**
- V. **Reading of the Vision and Mission Statement**
- VI. **Hearing of the Public**
- VII. **Approval and Note Receipt of Minutes**
 - January 9, 2018 Regular Board Meeting Minutes
 - January 9, 2018 Organizational Meeting Minutes
- VIII. **Financial Report**
 - December 2017 Board Financial Statement
- IX. **Administrative Reports**
 - A. **Superintendents Report**
 - Action Items: Community Concepts Agreement
West Central Ohio Network Addendum
 - Discussion Items: Emergency Waivers
Auditors Office New Software
2018 Board Member Reference Manual
Board Member Annual Training Requirements
National Trail 3rd Annual Outreach Day
2018 Generals and Cougars Basketball Game
 - Informational Items: Early Intervention Update
Community Outreach Coordinator Update
SSA Team Update
- X. **Hearing of the Public**
- XI. **Adjournment**

Next Board Meeting – March 13, 2018 @ 6:00 p.m.

Board Motion Agenda
February 13, 2018

I. Call the meeting to order at _____ p.m.

II. Roll Call

Attendance

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

III. Approval of Board member absence (if necessary)

A motion was made by _____ and seconded by _____ to excuse _____ from the meeting with prior notice.

Roll Call:

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

IV. Pledge of Allegiance

V. Reading of Vision and Mission Statement

VI. Approval of Minutes

A motion was made by _____ and seconded by _____ to approve the **January 2018 Regular Board Meeting Minutes and the 2018 Organizational Meeting Minutes**(as presented/or with the following changes):

Roll Call:

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

VII. Financial Report

A motion was made by _____ and seconded by _____ to approve the **December 2017** financial report as presented (or with the following changes):

Roll Call:

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

VIII. Community Concepts Inc. Agreement

A motion was made by _____ and seconded by _____ to approve the Community Concepts Agreement Agreement as reviewed and approved by the prosecutor's office.

Roll Call:

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

IX. West Central Ohio Network Contract Addendum

A motion was made by _____ and seconded by _____ to approve the West Central Ohio Network Contract Addendum as reviewed and approved by the prosecutor's office.

Roll Call:

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

X. Discussion Items:

- Emergency Waivers
- Auditors Office New Software
- 2018 Board Member Reference Manual
- Board Member Annual Training Requirements
- National Trail 3rd Annual Outreach Day
- 2018 Generals and Cougars Basketball Game

XI. Informational Items:

- Early Intervention Update
- Community Outreach Update
- SSA Team Update

XII. Hearing of the Public

XIII. Adjournment

A motion was made by _____ and seconded by _____ to adjourn the meeting at _____ pm.

Roll Call:

Dixie Gabbard _____ Eva Howard _____ Steve Hurd _____
Sara Linder _____ Cindy Lee _____ Allie Shafer _____

Superintendent's Report
February 2018

Action Items

Community Concepts Agreement Inc.

Enclosed in your board packet is an agreement addendum for Community Concepts Inc. I would like to request the Board approve the contract as presented and approved by the Prosecutor's office.

West Central Ohio Network

Enclosed in your board packet is a Contract addendum for West Central Ohio Network. I would like to request the Board approve the contract as presented and approved by the Prosecutor's office.

Discussion Items

Emergency Waivers

The Ohio Department of Developmental Disabilities of Ohio, has 200 Individual Waiver opportunities. The waivers are state funded waivers. In the past, waivers have been distributed to all 88 county boards. This year, the waivers are distributed to counties for emergency purposes, and will assist counties who are struggling. The approval process involves a high level analysis of the Board's 10 year cash projections, waiver costs/ growth and overall financial plan. Rik Black, with the Ohio Association of County Board's will make recommendations to the Board including whether or not they meet the criteria established by DODD to qualify for a state funded IO waiver slot and provide technical assistance as needed. The Board will then request a waivers from Clay Weidner at DODD. We have submitted a request for 1 emergency waiver, and provided a heads up that we may need a second emergency waiver in the very near future.

Auditors Office New Software

On January 31, 2018 all county departments met in the commissioners chambers to learn about new software that will be put in place April 30, 2018. This will be a paperless systems for the Auditors office. The new software will work in conjunction with our database, GateKeeper. This will require a few extra install steps, but will save the Board from doing double entry. Primary Solutions, has a module that would allow the Board to go paperless with our timesheets. A quotes has been requested from PSI.

2018 Board Member Reference Manual

The Ohio Association has provided us with Board Member reference manual. The manual has been updated for 2018, a copy will be provided to you the night of the Board meeting.

Board Member Annual Training Requirements

Director Martin has identified the following four topics for 2018 county board member in-service training

- Supportive Technology
- Ohio's HCBS Waiver Waiting List

- Key Statewide Data and the Data Warehouse
- Cash Projections Tools

The rule also states that the director may specify the content of the training on the topics he has identified. Based on the feedback of county board superintendents, the department will provide content outlines that support discussion for each of these four topics, which will include links to video clips, websites, and other resource materials.

Content outlines for Supportive technology and Ohio's HCBS Waiver Waiting List are available now. The two final outlines will be made available by March 1, 2018.

Options:

- 4 Board Meetings arrive 1 hour early to complete training (Snacks)
- 2 Board Meeting arrive 2 hours early to complete training (Dinner)
- 1 four hour training session on a non-board meeting day (Snacks& Dinner)

National Trail 3rd Annual Outreach Day

The Board has been chosen to be a partner with National Trail again this year, The Outreach day is an event in conjunction with the Driven Foundation and 10 Ohio State Football Alumina ns together we all host a day of fun, inspiration, and community outreach focused on combating drug use and suicide prevention. The day will include elementary school ready sessions, middle and high school motivational assemblies, charity basketball game, half time include our Cougars BB team and community Bar-B-Q dinner. The proceeds benefit the Board, National Trail, Community Food bank and the Driven Foundation.

Tickets and more information Available at www.staydriven.org/nt

Disabilities Awareness Month

Disability Awareness Month is in March. We will host Individual Spotlights on FB all month long, National Trail Annual Outreach Day and annual Cougars and Generals game,

Informational Items

Early Intervention Update

Submitted by, Kristen Gardner, Becky Hampton

There were twenty-four children served in the Early Intervention/Help Me Grow program. Two children exited the program. The evaluation team completed seven Bayley Evaluations. We attended four Individual Family Service Plan meetings with families and one Individual Education Plan meeting for a child entering preschool. Help Me Grow received referrals for and conducted new enrollment meetings for five children. The team completed thirty visits.

Community Outreach Update

Respectfully submitted by Amanda Kopf

We are partnering with National Trail and the Driven Foundation again this year for the 3rd annual Outreach Day. Like in years past, there will be elementary school reading sessions, middle and high school motivational assemblies, a charity basketball game, and a community BBQ dinner. The family BBQ is scheduled for March 16 from 5:00-7:00pm. Tickets are \$20 for adults and \$10 for children. Tickets can be purchased at: www.staydriven.org/nt. Proceeds benefit the Preble County Board of DD, National Trail Community Food Bank, and the Driven Foundation.

Our monthly regional self-advocacy meeting was held in Darke County. The topic was Speak Up. Self-advocates from other counties learned how to speak up in the community and not be afraid. After the presentation, they had the opportunity to mingle and make new friends.

SSA Update

Active Individuals

Children: 176

Ages: 0-2 21
3-5 26
6-21 129

Adults: 223

Ages: 22-30 57
31-40 44
41-50 36
51-64 55
65+ 31

Total Active Individuals 399*

*The above number reflects 72 people living in an ICF/DD

SSA Services

Children: 173
Adults: 154
Total: 327

Waiver Services

Individual Options Waiver: 82
Level 1: 63
SELF Waiver: 2

Total Waivers: 147

We have 40 individuals who work in Community

The Ohio Department of Developmental Disabilities launched **Making Lives Better in 2018** campaign. The focus will be on improving the health of those we service by decreasing unscheduled hospitalizations and reducing preventable illness. The Department will convene a group of experts in the Mental Health and Physical Health areas. As this campaign moves forward, recommendation for improvement will be shared with field.

Crisis Intervention Training Refresher Course was held February 9, 2018. SSA's who have completed the Initial CIT training, attended the refresher course. The training is taught by first responders and professionals in Preble County. Topics covered include emotional survival, trauma informed care, compassion fatigue, hoe to deal with repeat offenders, DD Updates, probate and involuntary commitments, information on overdose kits.

Fix the List.

The Home and Community Based Waiver waiting list needs a lot of work, a coalition group have been working this list for the past year. On February 14th, a new plan for operating Ohio's waiting list will be released. The waiting list is overly complex and is need of implication. To address the flaws, the coalition is collaborating to develop a waiting list for HCBS waiver services that will identify people who have a current need for services and match people with resources that will meet their assessed needs. This will help the DODD and county Boards more effectively plan for current and future needs.

At 5:45 p.m. the 2018 Annual Organizational Meeting of the Preble County Board of DD held Tuesday, January 9, 2018, was called to order. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye.

Motion to elect a President protem to preside over the Annual Organizational Meeting and election of Officers.

A motion was made by Sara Linder and seconded by Cindy Lee to elect Eva Howard as the President protem to preside over the 2018 Preble County Board of DD Annual Organizational Meeting. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Appointment of Officers

Nominations for President

The following nomination was made for President:

Nomination: Eva Howard; Made by: Cindy Lee

A motion was made by Cindy Lee and seconded by Steve Hurd to close the nominations. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

A motion was made by Cindy Lee and seconded by Allie Shafer to elect Eva Howard as President. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Nominations for Vice President

The following nomination was made for Vice President:

Nomination: Steve Hurd; Made by: Cindy Lee

A motion was made by Dixie Gabbard and seconded by Sara Linder to close the nominations. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

A motion was made by Cindy Lee and seconded by Allie Shafer to elect Steve Hurd as Vice President. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Nominations for Secretary

The following nomination was made for Secretary:

Nomination: Dixie Gabbard; Made by: Cindy Lee and Steve Hurd

A motion was made by Steve Hurd and seconded by Allie Shafer to close the nominations. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

A motion was made by Cindy Lee and seconded by Steve Hurd to elect Dixie Gabbard as Secretary. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Committee Appointments:

- **Finance/ Personnel Committee:**
 - President: Eva Howard
 - Vice President: Steve Hurd
 - Secretary: Dixie Gabbard
- **Ethics Council:**
 - Steve Hurd
 - Dixie Gabbard
 - Vacant
- **Policy Review Committee:**
 - Allie Shafer
 - Eve Howard

- Vacant

Meeting Dates/Time/Location

A motion was made by Steve Hurd and seconded by Sara Linder to hold the regular meetings of the Preble County Board of DD on the second Tuesday of the month at 6:00 p.m. at Preble County Board of DD, 200 Eaton Lewisburg Road, Eaton, Ohio. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Adjournment

A motion was made by Steve Hurd and seconded by Allie Shafer to adjourn the annual organizational meeting at 5:52 p.m. Upon roll call: Dixie Gabbard, aye; Eve Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

At 6:00 p.m. the Regular Meeting of the Preble County Board of DD held Tuesday, January 9, 2018, was called to order. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Approval of Minutes

A motion was made by Dixie Gabbard and seconded by Steve Hurd to approve the November 2017 Regular Board Meeting Minutes as presented. Upon roll call: Dixie Gabbard, aye; Eva Howard, abstain; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Financial Report

A motion was made by Steve Hurd and seconded by Allie Shafer to approve the October and November 2017 financial report as presented. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye. *Business Manager, Lauran Motte reviewed the financial report for the months of October and November, 2017. At the end of November, revenue stands at 111% of budgeted amount received. Likewise, at the end of November, expenditures stand at 69% of budgeted amount expended.*

Primary Services Software Contract

A motion was made by Dixie Gabbard and seconded by Cindy Lee to approve the Primary Solutions Software Management agreement as reviewed and approved by the prosecutor's office. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Primary Solutions handles our Gatekeeper and Infall software. The board approved the contract as presented and approved by the Prosecutor's office.

Community Concepts

Community Concepts Inc., has requested a contract renewal for a period of three months to conclude the good faith agreement made between the County Board and CCI in regards to the phase in of day service costs. A contract will be submitted for approval at an upcoming board meeting.

MAC Audit

We had no findings in the 2014 Medicaid Administrative Claiming (MAC) data and MAC expenses report by the Preble County Board of DD in the 2014 Income and Expenditure report.

Interim SSA Services

We have had two unexpected resignations in the past 60 days. WestCon offers SSA services on an interim basis. We are currently looking at our caseloads and Individual Planning dates to determine if we may need this temporary service until the hiring process is completed. Estimated need would be from 3-6 months.

Early Intervention

There were 21 children served. Seven new referrals were received and two children were enrolled into the program for evaluation by the Early Intervention team. Eighteen home visits were completed.

Outreach Coordinator Report

Amanda Kopf, Community First Facilitator/Outreach Coordinator gave an overview of her report which included the following. Christmas for Kids was successful, registering 576 kids and serving over 600. Preble County Christmas for Kids is made possible by

the collaborative efforts of many community partners. Additionally, the monthly regional self-advocate meeting was held at the Miami County Board of DD in Riverside. Self-advocates from seven counties learned how to create a LifeCourse Portfolio to help identify their gifts, strengths, and visions for a good life.

SSA Team

Bethany Schultz gave an overview of the SSA report including 398 active individuals. Shellaina Miller's last day was on December 22nd. Shellaina was an adult SSA and she accepted a director's position at Head Start in Montgomery County. She also gave an overview of new rule changes and success stories within the department.

Executive Session

A motion was made by Sara Linder and seconded by Allie Shafer to adjourn into executive session at 6:17 pm for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee pursuant to ORC 121.22 G1. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Adjourn from Executive Session

A motion was made by Allie Shafer and seconded by Steve Hurd to adjourn from executive session at 6:32 pm with no action taken. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

Hearing of the Public

There were no requests.

Adjournment

A motion was made by Steve Hurd and seconded by Sara Linder to adjourn the meeting at 6:33 pm. Upon roll call: Dixie Gabbard, aye; Eva Howard, aye; Steve Hurd, aye; Sara Linder, aye; Cindy Lee, aye; Allie Shafer, aye.

**Preble CBDD
General Fund - Cash Flow Statement
CY2017 - As of 12.31.17**

	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual October	Actual November	Actual December	Actual 4th Quarter	Actual Year to Date	Budgeted Annual Total
Beginning Fund Balance	\$ 1,642,233.68	\$ 2,042,912.42	\$ 1,924,068.65	\$ 2,329,607.77	\$ 2,347,789.15	\$ 2,222,681.49	\$ 2,329,607.77	\$ 1,642,233.68	\$ 1,642,233.68
Revenue	1,179,801.46	675,480.68	1,021,950.28	149,855.36	14,558.82	157,834.31	322,248.49	3,199,480.91	2,735,662.00
Expenditures	779,122.72	794,324.45	616,411.16	131,673.98	139,666.48	196,737.85	468,078.31	2,657,936.64	3,557,804.20
Ending Fund Balance	\$ 2,042,912.42	\$ 1,924,068.65	\$ 2,329,607.77	\$ 2,347,789.15	\$ 2,222,681.49	\$ 2,183,777.95	\$ 2,183,777.95	\$ 2,183,777.95	\$ 820,091.48

Distributed 02.13.18

These financial statements are presented in accordance with the requirements of the Preble County Board of DD which may differ from generally accepted accounting principles.

Accordingly, these financial statements are not designed for those who are not informed about such differences.

**Preble County Board of DD
General Fund Revenue Report
CY2017 - As of 12.31.17**

Acct #	Description	Appropriations CY2017	1ST QTR	2ND QTR	3RD QTR	Recvd 10/17	Recvd 11/17	Recvd 12/17	4TH QTR	Total Received to Date	% Received	Balance to Receive	
20010	Levy-General Prop.	\$ 1,627,592.00	\$ 933,444.61	\$ -	\$ 714,066.33	-	-	-	\$ -	\$ 1,647,510.94	101.2%	(19,918.94)	
20015	Levy- Rollback	233,000.00	-	116,286.94	116,365.87	243.44	-	-	243.44	232,896.25	100.0%	103.75	
20020	Tangible Personal Property	-	-	-	-	-	-	-	-	-	n/a	-	
20030	State DD Payments	215,576.00	53,967.20	54,260.12	52,806.59	53,091.76	-	-	53,091.76	214,125.67	99.3%	1,450.33	
20031	Title XX	17,000.00	3,236.31	2,003.43	3,530.52	-	-	2,619.87	2,619.87	11,390.13	67.0%	5,609.87	
20032	Title XIX - Case Management	275,000.00	32,343.80	58,502.42	34,687.88	20,235.77	14,289.32	-	34,525.09	160,059.19	58.2%	114,940.81	
20033	Public Utilities Reimbursment	-	-	-	-	-	-	-	-	-	n/a	-	
20036	TPP Tax Replacement	-	-	-	-	-	-	-	-	-	n/a	-	
20050	Gifts and Donations	190.00	275.00	1,000.00	1,632.92	400.00	-	544.31	944.31	3,852.23	2027.5%	(3,662.23)	
20100	Other State Receipts	4,250.00	2,125.00	2,125.00	2,125.00	3,000.00	-	119,814.50	122,814.50	129,189.50	3039.8%	(124,939.50)	
20110	Trailer Tax Settlement	-	1,188.11	-	1,054.51	-	-	-	-	2,242.62	n/a	(2,242.62)	
20121	Title XIX - Day Hab/Transportation	-	-	-	-	-	-	-	-	-	n/a	-	
20122	ICF/MR Reimbursement	245,554.00	48,389.77	56,294.40	54,624.63	60,172.29	-	-	60,172.29	219,481.09	89.4%	26,072.91	
20123	Waiver Administration	115,000.00	37,795.16	38,357.08	27,361.91	-	-	30,363.05	30,363.05	133,877.20	116.4%	(18,877.20)	
20110	Refunds	500.00	61,438.25	6,859.47	10,530.40	12,712.10	269.50	4,476.78	17,458.38	96,286.50	19257.3%	(95,786.50)	
20111	Paybacks	1,000.00	-	-	-	-	-	-	-	-	0.0%	1,000.00	
20122	Rent	-	-	-	-	-	-	-	-	-	n/a	-	
20140	Local Other Receipts	1,000.00	5,598.25	339,791.82	3,163.72	-	-	15.80	15.80	348,569.59	34857.0%	(347,569.59)	
20037	Special Olympics	-	-	-	-	-	-	-	-	-	n/a	-	
20040	Special Olympics - Young Athletes	-	-	-	-	-	-	-	-	-	n/a	-	
Total Revenue		\$ 2,735,662.00	\$ 1,179,801.46	\$ 675,480.68	\$ 1,021,950.28	\$ 149,855.36	\$ 14,558.82	\$ 157,834.31	\$ 322,248.49	\$ 3,199,480.91	117.0%	\$ (463,818.91)	
										foot	3,199,480.91	100%	Target

These financial statements are presented in accordance with the requirements of the Preble County Board of DD which may differ from generally accepted accounting principles. Accordingly, these financial statements are not designed for those who are not informed about such differences.

**Preble County Board of DD
General Fund Expenditures Report
CY2017 - As of 12.31.17**

Acct #	Description	Appropriations CY2017	Line Item Adjustments	Appropriations as of 12.31.17	1ST QTR	2ND QTR	3RD QTR	Spent 10/17	Spent 11/17	Spent 12/17	4TH QTR	Total Spent to Date	% Spent	Balance Remaining
10001	Payroll	726,563.20		726,563.20	\$ 155,129.09	\$ 195,924.79	\$ 161,807.85	53,804.38	53,417.52	76,371.09	\$ 183,592.99	\$ 696,454.72	95.9%	\$ 30,108.48
10002	PERS	158,279.00		158,279.00	35,590.91	34,623.54	36,038.32	11,129.31	12,351.07	9,776.00	33,256.38	139,509.15	88.1%	18,769.85
10003	Medicare	10,493.00		10,493.00	2,130.44	2,723.41	2,212.82	735.70	733.03	1,068.70	2,537.43	9,604.10	91.5%	888.90
10004	Workers' Comp.	13,000.00		13,000.00	70.29	-	-	-	-	7,772.33	7,772.33	7,842.62	60.3%	5,157.38
10005	Unemployment	1,000.00		1,000.00	-	-	-	-	-	-	-	-	0.0%	1,000.00
10006	Health Insurance	268,053.00		268,053.00	66,986.79	50,948.83	56,236.72	19,641.94	18,895.62	34,983.57	73,521.13	247,693.47	92.4%	20,359.53
10007	Dental Insurance	14,785.00		14,785.00	3,038.89	2,893.59	3,270.78	1,122.25	1,073.54	1,073.54	3,269.33	12,472.59	84.4%	2,312.41
10008	Supplies	12,000.00		12,000.00	928.12	2,541.27	2,270.95	116.90	593.37	855.53	1,565.80	7,306.14	60.9%	4,693.86
10009	Materials	-		-	-	-	-	-	-	-	-	-	n/a	-
10010	Equipment	22,230.00		22,230.00	11,230.00	9,130.78	-	-	-	-	-	-	-	-
10011	Contract - Repairs	10,000.00	(8,000.00)	2,000.00	-	-	-	-	-	1,470.52	1,470.52	21,831.30	98.2%	398.70
10012	Contract - Services	261,306.00		261,306.00	59,231.64	57,017.21	46,961.42	7,374.84	17,620.27	13,062.23	38,057.34	201,267.61	77.0%	60,038.39
10013	Rentals	49,525.00		49,525.00	-	24,402.50	12,201.25	12,331.24	65.00	-	12,396.24	48,999.99	98.9%	525.01
10014	Advertising and Printing	500.00	504.81	1,004.81	341.01	513.80	136.00	-	-	-	-	990.81	98.6%	14.00
10015	Travel & Expense	30,000.00	(9,000.00)	21,000.00	2,904.08	4,311.30	2,095.63	1,503.17	3,800.43	1,721.43	7,025.03	16,336.04	77.8%	4,663.96
10020	Transportation	5,000.00		5,000.00	768.33	6.00	-	-	851.32	86.57	937.89	1,712.22	34.2%	3,287.78
10021	Capital Improvements	-		-	-	-	-	-	-	-	-	-	n/a	-
10022	Other Expenses	517,170.00	(155.80)	517,014.20	155,033.51	121,191.61	102,084.09	22,869.75	28,917.53	47,120.95	98,908.23	477,217.44	92.3%	39,796.76
10023	Gasoline	2,000.00		2,000.00	233.97	357.56	330.07	106.37	100.50	128.11	334.98	1,256.58	62.8%	743.42
10027	Special Olympics	8,000.00	(892.31)	7,107.69	2,000.00	3,977.44	-	-	-	-	-	5,977.44	84.1%	1,130.25
10028	Special Olympics - Youth	-	543.30	543.30	-	543.30	-	-	-	-	-	543.30	100.0%	-
10029	Housing	47,900.00	(23,900.00)	24,000.00	2,840.65	2,552.52	2,176.26	938.13	1,247.28	1,247.28	3,432.69	11,002.12	45.8%	12,997.88
10030	Waiver Match	1,400,000.00	40,900.00	1,440,900.00	280,665.00	280,665.00	188,589.00	-	-	-	-	749,919.00	52.0%	690,981.00
Total Expenditures		\$ 3,557,804.20	\$ -	\$ 3,557,804.20	\$ 779,122.72	\$ 794,324.45	\$ 616,411.16	\$ 131,673.98	\$ 139,666.48	\$ 196,737.85	\$ 468,078.31	\$ 2,657,936.64	74.7%	\$ 899,867.56

foot \$ 2,657,936.64 100% Target

These financial statements are presented in accordance with the requirements of the Preble County Board of DD which may differ from generally accepted accounting principles.

Accordingly, these financial statements are not designed for those who are not informed about such differences.

**Preble County Board Of Development Disabilities
Budget versus Actual for the Calendar Year Ending 12/31/17**

	Budget 2017	Actual 2017	Difference	
REVENUES				
Levy-General Prop.	1,627,592	1,647,511	19,919	Increase in taxes collected
Levy- Rollback	233,000	232,896	(104)	
Tangible Personal Property	0	0		
State DD Payments	215,576	214,126		
Title XX	17,000	11,390	(5,610)	
Title XIX - Case Management	275,000	160,059	(114,941)	Low TCM units
Public Utilities Reimbursement	0	0	0	
TPP Tax Replacement	0	0	0	
Gifts and Donations	190	3,852	3,662	
Other State Receipts	4,250	129,190	124,940	Increase in Play Project FY18, Outreach funds, CY13 Cost Report Settlement
Trailer Tax Settlement	0	2,243	2,243	
Title XIX - Day Hab/Transportation	0	0	0	
ICF/MR Reimbursement	245,554	219,481	(26,073)	Oct and Nov payment received in Jan.
Waiver Administration	115,000	133,877	18,877	
Refunds	500	96,287	95,787	HMG, Workers Comp rebate, Home Choice reimb, FY15 Waiver Reconciliation
Paybacks	1,000	0	(1,000)	
Rent	0	0	0	
Local Other Receipts	1,000	348,570	347,570	Sale of 201 E. Lexington
Special Olympics	0	0	0	
Special Olympics - Young Athletes	0	0	0	
TOTAL REVENUES	2,735,662	3,199,481	465,269	17%

**Preble County Board Of Development Disabilities
Budget versus Actual for the Calendar Year Ending 12/31/17**

	Budget*	Actual	Difference	
	2017	2017		
EXPENDITURES				
Payroll	726,563	696,455	(30,108)	
PERS	158,279	139,509	(18,770)	
Medicare	10,493	9,604	(889)	
Workers' Comp.	13,000	7,843	(5,157)	
Unemployment	1,000	0	(1,000)	
Health Insurance	268,053	247,693	(20,360)	
Dental Insurance	14,785	12,473	(2,312)	
Supplies	12,000	7,306	(4,694)	
Materials	0	0	0	
Equipment	22,230	21,831	(399)	
Contract - Repairs	2,000	0	(2,000)	
Contract - Services	261,306	201,268	(60,038)	
Rentals	49,525	49,000	(525)	
Advertising and Printing	1,005	991	(14)	
Travel & Expense	21,000	16,336	(4,664)	
Transportation	5,000	1,712	(3,288)	
Capital Improvements	0	0	0	
Other Expenses	517,014	477,217	(39,797)	
Gasoline	2,000	1,257	(743)	
Special Olympics	7,108	5,977	(1,130)	
Special Olympics - Youth	543	543	0	
Housing	24,000	11,002	(12,998)	
Waiver Match	1,440,900	749,919	(690,981)	FY18 Waiver Match
TOTAL EXPENSES	3,557,804	2,657,937	(899,868)	-25%
Net Increase (Decrease) in Fund Balance	(822,142)	541,544	1,363,686	

* Includes line item transfers

Substitute SSA Term Sheet

WestCON & Preble County Board of Developmental Disabilities

- Start Date:** 1/22/18
- Length of Assignment:** 3-5 months
- Work Schedule:** 32 hours per week, 4 -8 hour days.
- Timeline:** First week orientation to Preble County and familiarize with the assigned caseload
- Core Duties:** Provide case coverage up to 31 individuals served by the Preble County Board of DD
- Complete continuous review for individuals served, and coordinate appropriate team meetings
 - Receive and respond to questions and requests for assistance from individuals served, providers, guardians and family members. Follow up as appropriate, including referrals, problem-solving and discussing issues
 - Complete assessments and referrals needed, and lead ISP revision planning which may result
 - Review and follow up on incident reports and/or major unusual incidents
 - Complete case updates with SSA Team Lead , Brooke
 - Monitor and assist with benefit related concerns regarding Medicaid, Social Security, Housing, STABLE Accounts, etc.
 - Update team members regarding progress, issues and status changes of individuals served
- Lead planning efforts in preparation for new ISPs
- Review and/or complete planning assessments such as the ODDP, AAI, Behavior Support/Medical/Community Integration/Complex Care Add-Ons, , PCP tools
 - Review provider utilization in data warehouse
 - Coordinate provider pre-planning meeting to review utilization and upcoming service schedules, hours and mileage/trips
 - Coordinate the planning meeting with all team members
 - Complete annual ISP related forms

- Collaborate with appropriate SSA for Gatekeeper updates to ISP
- Complete SSA transition process with incoming SSA
- Meet with new SSA and SSA Team Lead Brooke for case reviews
- Meet with new SSA, individuals served, guardians and providers, if available during transition period
- Notify SSA Team Lead Brooke as case transitions are complete

Preble CBDD
Investment:

- Up to 20 weeks, 32 hours per week, 4 -8 hour days;
not to exceed: \$18,619.78

WEST CENTRAL OHIO NETWORK
P.O. BOX 379
SIDNEY, OHIO 45365

PREBLE COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES
EATON, OHIO

By: _____

By: _____

Date: _____

Date: _____

APPROVED AS TO FORM

Martin P. Votel

PROSECUTING ATTORNEY

BY: 
ASSISTANT PROSECUTING ATTORNEY

Addendum to an Existing Contract

This document is in reference to a contract agreement dated 1/1/18, between the following parties that are named below in this document.

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following changes and / or additions that are outlined below. These additions shall be made valid as if they are included in the original stated contract.

Stated Contract for adding Substitute Service and Support Administration to the agreement between West Central Ohio Network Council of Governments and Preble County Board of Developmental Disabilities. See Substitute SSA Term Sheet for details of assignment.

No other terms or conditions of the above mentioned contract shall be negated or changed as a result of this here stated addendum.

WEST CENTRAL OHIO NETWORK
P.O. BOX 379
SIDNEY, OHIO 45365

PREBLE COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES
EATON, OHIO

By: _____

By: _____

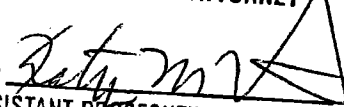
Date: _____

Date: _____

APPROVED AS TO FORM

Martin P. Votel

PROSECUTING ATTORNEY

BY: 
ASSISTANT PROSECUTING ATTORNEY