

Clark County Board of Developmental Disabilities Agenda



Mission Statement: Empowering people throughout their lifetime, to achieve their fullest potential.

**Tuesday 2/20/24, 5:15 p.m.
Buckeye Conference Room**

1.	Call to Order	President called the meeting to order at p.m.																																
2.	Roll Call	In attendance were: <input type="checkbox"/> Brad Boyer <input type="checkbox"/> Becky Carden <input type="checkbox"/> Andy Irick <input type="checkbox"/> Carmen Miesse <input type="checkbox"/> Eddie Ford <input type="checkbox"/> Rita Marshall																																
	Others in Attendance:																																	
3.	Introduction of Visitors																																	
4.	Approval of Agenda	Motion to approve the Agenda as presented. – Action Needed:		1 2																														
5.	Approval of Organizational Minutes	Motion to approve the Organizational Minutes for Jan 16, 2024 as presented- Action Needed:		1 2																														
6.	Approval of Minutes	Motion to approve the Minutes of the Jan 16, 2024 Board Meeting as presented. – Action Needed:		1 2																														
7.	Financial Reports	<table><tr><th>January 1-31, 2024</th><th>Expenditure</th><th>Revenue</th></tr><tr><td>General Fund</td><td>\$ 665,439.25</td><td>\$ 384,128.30</td></tr><tr><td>Community Residential Fund</td><td>\$ 14,025.72</td><td>\$ -</td></tr><tr><td>FF Mueller Center Fund</td><td>\$ 224,650.82</td><td>\$ 345,798.84</td></tr><tr><td>Capital Improvement Fund</td><td>\$ 1,380.28</td><td>\$ -</td></tr><tr><td>Donation Fund</td><td>\$ -</td><td>\$ -</td></tr><tr><td>Bequest Fund</td><td>\$ -</td><td>\$ 487.76</td></tr><tr><td>Medicaid Reserve Fund</td><td>\$ -</td><td>\$ -</td></tr><tr><td></td><td></td><td></td></tr><tr><td>January Totals</td><td>\$ 905,496.07</td><td>\$ 730,414.90</td></tr></table>		January 1-31, 2024	Expenditure	Revenue	General Fund	\$ 665,439.25	\$ 384,128.30	Community Residential Fund	\$ 14,025.72	\$ -	FF Mueller Center Fund	\$ 224,650.82	\$ 345,798.84	Capital Improvement Fund	\$ 1,380.28	\$ -	Donation Fund	\$ -	\$ -	Bequest Fund	\$ -	\$ 487.76	Medicaid Reserve Fund	\$ -	\$ -				January Totals	\$ 905,496.07	\$ 730,414.90	1 2
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		Motion for January Financial Report: Action Needed:																																
8.	Board Committees: None																																	
9.	Old Business: None																																	
10.	Employee Recognition: None																																	
11.	New Business																																	
	a.	Contracts (pages)	<table><tr><th>Vendor</th><th>Services</th><th>Cost</th><th>Beg/End Dates</th></tr><tr><td>UKG Contract</td><td>HR Professional Services</td><td>\$5000 one time to build and implement the system and \$21,000 (\$10 per month X 175 employee minimum X 12 months) per year</td><td>02/21/2024 – 02/20/2027</td></tr><tr><td>TAC Contract</td><td>Janitorial</td><td>\$16.75per hour Not to exceed 20.5 hours per week</td><td>2/21/2024 – 02/20/2025</td></tr></table>	Vendor	Services	Cost	Beg/End Dates	UKG Contract	HR Professional Services	\$5000 one time to build and implement the system and \$21,000 (\$10 per month X 175 employee minimum X 12 months) per year	02/21/2024 – 02/20/2027	TAC Contract	Janitorial	\$16.75per hour Not to exceed 20.5 hours per week	2/21/2024 – 02/20/2025	1 2																		
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			R.E.M. Communications Contract	Cameras	Not to exceed \$6,299.12	Ending 120 days after board approval		
			Motion contracts as presented: Action Needed:					
	b.	Sam M. / Ravi S.	Motion to approve the Business Associate Agreement with Soul Bird Consulting as presented - Action Needed:					1 2
	c.	Tim N.	Motion to approve the position control report - Informational:					
	d.	Resolution - Ravi	Resolution to seek reimbursement from DD endowment fund at Springfield Foundation – Action Needed:					1 2
	e.	SSA Staff Development Annual Report	SSA Staff Development Annual Report – Presented by Scott Amen, Tanya B, Lucas K, Sam M, Carlisa, Rachelle and Virginia – Informational					
12.	Superintendent's Report Will Bagnola		Motion to approve Superintendent's Report as presented. Action Needed:					1 2
13.	Communications							
	▪ None							
14.	Comments from the Board Members:							
15.	The Next Meeting		The next regular meeting of the Clark County Board of Developmental Disabilities will be held on Tuesday, March 19, 2024 , 5:15 p.m., Buckeye Conference Room, 2527 Kenton Street.					
16.	Adjournment		Motion to adjourn the meeting at p.m.- Action Needed					1 2

Clark County Board of Developmental Disabilities

Annual Organizational Meeting

Minutes

Mission Statement: Empowering people throughout their lifetime, to achieve their fullest potential.



Tuesday, 1/16/24 5:15pm.
Buckeye Conference Room.

1.	Call to Order	Superintendent Will Bagnola called the meeting to order at 5:15 p.m.	
2.	Oaths of Office	None	
3.	Roll Call	In attendance were: <input checked="" type="checkbox"/> Brad Boyer <input checked="" type="checkbox"/> Darrell Jackson <input checked="" type="checkbox"/> Becky Carden <input checked="" type="checkbox"/> Andy Irick <input checked="" type="checkbox"/> Carmen Miesse <input checked="" type="checkbox"/> Eddie Ford <input checked="" type="checkbox"/> Rita Marshall	
	Others in Attendance:	Scott Amen, Scott Jones, Will Bagnola, Ravi Shankar, Lora Campbell, Shundrick Parker, Shannon Chatfield	
4.	Introduction of Visitors	None	
5.	Approval of Agenda	Motion to approve the Agenda as presented. – Action Needed: Motion Approved	1 B. Boyer 2 E. Ford 7 Ayes 0 Nays
6.	Election of Officers	Motion for Election of Officers - Action Needed: Motion Approved A. President – Rita Marshall B. Vice President – Brad Boyer C. Secretary – Becky Carden	1 A. Irick 2 D. Jackson 7 Ayes 0 Nays
7.	Committee Selection	Motion to Select Committees- Action Needed: Motion Approved A. Finance: Rita M., Andy I., Becky C., Brad B., Eddie F., Darrell J., Carmen M. B. Personnel: Brad B., Becky C., Darrell J. C. Program/Operations: Eddie F., Carmen M., Andy I. D. Ethics: Carmen M., Brad B., Eddie F.	1 D. Jackson 2 B. Boyer 7 Ayes 0 Nays
8.	2024 Calendar	Motion to Approve Board Meeting Dates for 2024- Action Needed: Motion Approved There will be No board meetings in April or July of 2024.	1 A. Irick 2 B. Carden 7 Ayes 0 Nays
9.	Training	Discussion for 2024 training requirements: OACB, Finance, MUI and CLS	
10.	Roberts Rule of Order	Motion to Approve Roberts Rules of Order for Board Meeting Parliamentary Procedure- Action Needed: Motion Approved	1A. Irick 2 B. Boyer 7 Ayes 0 Nays
11.	Adjournment	Motion to adjourn the meeting at 5:33 p.m. - Action Needed: Motion Approved	1 D. Jackson 2 E. Ford 7 Ayes 0 Nays

Clark County Board of Developmental Disabilities

Agenda - **AMENDED**



Mission Statement: Empowering people throughout their lifetime, to achieve their fullest potential.

Tuesday, 1/16/24

Buckeye Conference Room.

1.	Call to Order	President called the meeting to order at 5:30 p.m.																																					
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5.	Approval of Minutes	Motion to approve the Minutes of the December 19, 2023 Board Meeting as presented. – Action Needed: Motion Approved			1 D. Jackson 2 C. Miesse 7 Ayes 0 Nays																																		
6.	Financial Reports	<table><tr><td>December 31, 2023</td><td>Expenditure</td><td>Revenue</td></tr><tr><td>General Fund</td><td>\$ 6,907,356.21</td><td>\$ 1,036,917.50</td></tr><tr><td>Community Residential Fund</td><td>\$ 266,252.68</td><td>\$ 3,522,300.00</td></tr><tr><td>FF Mueller Center Fund</td><td>\$ 394,800.57</td><td>\$ 1,216,453.87</td></tr><tr><td>Capital Improvement Fund</td><td>\$ 6,936.54</td><td>\$ 494,500.00</td></tr><tr><td>Donation Fund</td><td>\$ 2,500.00</td><td>\$ 250.00</td></tr><tr><td>Bequest Fund</td><td>-</td><td>\$ 469.55</td></tr><tr><td>Medicaid Reserve Fund</td><td>-</td><td>\$ 630,000.00</td></tr><tr><td></td><td></td><td></td></tr><tr><td>Totals</td><td>\$ 7,577,846.00</td><td>\$ 6,900,890.92</td></tr><tr><td></td><td></td><td></td></tr></table>			December 31, 2023	Expenditure	Revenue	General Fund	\$ 6,907,356.21	\$ 1,036,917.50	Community Residential Fund	\$ 266,252.68	\$ 3,522,300.00	FF Mueller Center Fund	\$ 394,800.57	\$ 1,216,453.87	Capital Improvement Fund	\$ 6,936.54	\$ 494,500.00	Donation Fund	\$ 2,500.00	\$ 250.00	Bequest Fund	-	\$ 469.55	Medicaid Reserve Fund	-	\$ 630,000.00				Totals	\$ 7,577,846.00	\$ 6,900,890.92				1 C. Miesse 2 B. Boyer 7 Ayes 0 Nays	
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Financial reports as presented: Action Needed: Motion Approved Ravi presented the December 31, 2023 financials to the board.																																							
7.	Board Committees: None																																						
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11.	Superintendent's Report Will Bagnola	Motion to approve Superintendent's Report as presented. Action Needed: Motion Approved Will presented his report to the board Mueller – When we have a vacant bed, we exchange it for a waiver. We do not move quickly so we can look at all cases. Red has 7 and Blue has 11. We have 3 vacant beds. There is room for 18 but currently we have 15. The goal will be to convert.	1 A. Irick 2 E. Ford 7 Ayes 0 Nays
12.	Communications		
	▪ None		
13.	Comments from the Board Members		
14.	The Next Meeting	The next regular meeting of the Clark County Board of Developmental Disabilities will be held on Tuesday, February 20, 2024 5:15 p.m., Buckeye Conference Room, 2527 Kenton Street.	
15.	Adjournment	Motion to adjourn the meeting at 6:28 p.m. - Action Needed: Motion Approved	1 C. Miesse 2 A. Irick 7 Ayes 0 Nays

Financial Report (January 2024)
(Ravi Shankar, Comptroller)

Revenues:

The receipts for the month of January 2024 include Federal Medicaid Reimbursement for ICF units, TCM reimbursements and Title XX payments, RMTS reimbursements and Part C payments for service coordination.

The local payments include reimbursements for rental payments.

Expenses:

The expenses of January 2024 are normal program expenses.

Clark County Board of Developmental Disabilities
2527 Kenton Street, Springfield, Ohio 45505

Finance Report

Schedule of Receipts-Budget and Actual
For the Period Ended January 31st , 2024

	Annual Budget 2024	Actual Year to Date 2024	Actual Year to Date 2023	% of Actual to Budget 2024	% of Actual to Budget 2023
Real Estate Tax	\$ 12,194,000.00		\$ -	0%	0%
Federal/Medicaid/Targeted Case Management	\$ 1,000,000.00	\$ 157,642.91	\$ -	16%	0%
Federal/Medicaid Administrative Claiming	\$ 712,000.00	\$ 170,434.49	\$ -	24%	0%
Federal/Title XX	\$ 87,700.00	\$ 22,814.48	\$ -	26%	0%
Federal - ICF DD	\$ 3,228,700.00	\$340,649.84	\$139,071.49	11%	9%
Federal - Part C - Early Intervention	\$ 322,500.00	\$24,259.93	\$59,847.51	8%	8%
Prior Year Medicaid Match Reconciliation	\$ 1,300,000.00		\$ -	0%	0%
Prior Years cost reports settlements	\$ 740,000.00			0%	0%
Active Treatment	\$ 48,100.00		\$ 26,781.90	0%	0%
Reimbursements/Refunds	\$ 30,800.00	\$ 2,485.73	\$ 888.04	8%	0%
Rental ECC	\$ 59,300.00	\$4,832.76	\$1,989.96	8%	2%
Rental Family Homes	\$ 35,800.00	\$ 5,149.00	\$ 3,430.00	14%	6%
FCFC Reimbursement	\$ 85,300.00		\$ 22,357.20	0%	25%
Capital Receipts	\$ -		\$ -	0%	0%
Other Receipts	\$ 3,800.00	\$ 2,145.76	\$ -	56%	151%
Total Receipts	\$ 19,848,000.00	\$ 730,414.90	\$ 254,366.10	4%	2%

Schedule of Disbursements-Budget and Actual
For the Period Ended January 31st 2024

	Annual Budget 2024	Actual Year to Date 2024	Actual Year to Date 2023	% of Actual to Budget 2024	% of Actual to Budget 2023
Salaries	\$ 7,512,800.00	\$ 558,427.17	\$ 529,833.66	7%	7%
Fringes & Benefits	\$ 4,641,300.00	\$ 245,873.79	\$ 246,573.36	5%	6%
Services & Materials	\$ 743,100.00	\$ 8,723.25	\$ 25,645.11	1%	4%
Program Services	\$ 5,990,800.00	\$ 91,091.58	\$ 546,599.71	2%	8%
Capital	\$ 464,500.00	\$ 1,380.28	\$ 10,737.54	0%	2%
Total Disbursements	\$ 19,352,500.00	\$ 905,496.07	\$ 1,359,389.38	5%	6%

Note:1. Available resources from the CCBDD year end carry over are budgeted to fund the difference between budgeted receipts and disbursements.

Note 2: Interfund transfers of \$0 are excluded from the Income and Disbursements in the statement above.

Clark County DD Revenue Report for January 2024

Report Period: 01/01/2024 to 01/31/2024

February 1, 2024

8:38:33AM

Account	Budget	January	YTD Total	% Received	To Be Received
F.F. Mueller Res. Cntr.					
1271-220-421000.BODDFR40700 Medicaid ICF/DD	\$3,062,700.00	\$325,895.84	\$325,895.84	10.64%	\$2,736,804.16
1271-220-431000.BODDLR50611 Res Fees/Social Security	\$166,000.00	\$14,754.00	\$14,754.00	8.89%	\$151,246.00
1271-220-431000.BODDLR50612 Rental Income	\$30,300.00	\$3,770.00	\$3,770.00	12.44%	\$26,530.00
1271-220-481000.BODDLR50609 Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
1271-220-481000.BODDLR50610 Utility Reimbursement	\$5,500.00	\$1,379.00	\$1,379.00	25.07%	\$4,121.00
1271-220-540000 Transfer In	\$982,300.00	\$0.00	\$0.00	0.00%	\$982,300.00
	\$4,246,800.00	\$345,798.84	\$345,798.84	8.14%	\$3,901,001.16
Developmental Disabilities General					
2080-220-411100 Real Estate	\$10,777,000.00	\$0.00	\$0.00	0.00%	\$10,777,000.00
2080-220-411300 Tax Manufactured Homes	\$26,000.00	\$0.00	\$0.00	0.00%	\$26,000.00
2080-220-421000.BODDFR40400 Targeted Casemanagement	\$1,000,000.00	\$157,642.91	\$157,642.91	15.76%	\$842,357.09
2080-220-421000.BODDFR40800 Title XX	\$87,700.00	\$22,814.48	\$22,814.48	26.01%	\$64,885.52
2080-220-421000.BODDFR41301 Fed Other MAC	\$712,000.00	\$170,434.49	\$170,434.49	23.94%	\$541,565.51
2080-220-421000.BODDFR41302 Home Choice	\$0.00	\$1,658.00	\$1,658.00	100.00%	-\$1,658.00
2080-220-421000.BODDFR41700 JARC Grant Reimbursement	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2080-220-421000.BODDFR41800 State Funding/Bridges	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2080-220-421000.BODDL000001 Capital Assistance Grant	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2080-220-421000.BODDLR50600 Local F&CFC	\$85,300.00	\$0.00	\$0.00	0.00%	\$85,300.00
2080-220-421000.BODDLR50601 Local CAPTA/Service Coordinatio	\$322,500.00	\$24,259.93	\$24,259.93	7.52%	\$298,240.07
2080-220-421000.BODDLR50606 Waiver Refund	\$1,300,000.00	\$0.00	\$0.00	0.00%	\$1,300,000.00
2080-220-421000.BODDLR50607 Misc Local Revenue	\$30,800.00	\$2,016.73	\$2,016.73	6.55%	\$28,783.27
2080-220-421000.BODDSR50607 Misc. State Revenue	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2080-220-421000.BODDSR50608 Family Outreach Communication C	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2080-220-421010 Title XIX Medicaid Cluster	\$740,000.00	\$0.00	\$0.00	0.00%	\$740,000.00
2080-220-422110 Homestead Rollback Realestate	\$1,391,000.00	\$0.00	\$0.00	0.00%	\$1,391,000.00
2080-220-431000.BODDLR50602 Camp Fees	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2080-220-431000.BODDLR50603 Active Treatment	\$48,100.00	\$0.00	\$0.00	0.00%	\$48,100.00
2080-220-431000.BODDLR50612 Rental ECC	\$59,300.00	\$4,832.76	\$4,832.76	8.15%	\$54,467.24
2080-220-481000.BODDLR50608 Reimbursements	\$0.00	\$469.00	\$469.00	100.00%	-\$469.00
	\$16,579,700.00	\$384,128.30	\$384,128.30	2.32%	\$16,195,571.70
Developmental Disabilities Risk Mgt					
2085-220-540000 DD Medicaid Reserve Transfer In	\$370,000.00	\$0.00	\$0.00	0.00%	\$370,000.00
	\$370,000.00	\$0.00	\$0.00	0.00%	\$370,000.00

Clark County DD Revenue Report for January 2024

Report Period: 01/01/2024 to 01/31/2024

February 1, 2024

8:38:33AM

Account	Budget	January	YTD Total	% Received	To Be Received
Supported Living/Wavier Match					
2090-220-481000.BODDLR50608 Misc Reimbursements	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
2090-220-540000 Tranfer from General Fund	\$3,046,400.00	\$0.00	\$0.00	0.00%	\$3,046,400.00
	\$3,046,400.00	\$0.00	\$0.00	0.00%	\$3,046,400.00
Donation					
2740-220-481000 Donation Revenue	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Bequest Neubert/Webb					
2750-220-471000 Bequest Interest Earned	\$3,800.00	\$487.76	\$487.76	12.84%	\$3,312.24
	\$3,800.00	\$487.76	\$487.76	12.84%	\$3,312.24
Developmental Disabilities Capital					
4040-220-481000 Other Misc Capital Revenue	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4040-220-502000 Note Proceeds	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4040-220-540000 Operating Transfer Capital Fund	\$464,500.00	\$0.00	\$0.00	0.00%	\$464,500.00
	\$464,500.00	\$0.00	\$0.00	0.00%	\$464,500.00
Grand Totals:	\$24,711,200.00	\$730,414.90	\$730,414.90	2.96%	\$23,980,785.10

Clark County DD Fund Report

February 2, 2024

1:06:18PM

Report Period: 01/01/2024 to 01/31/2024

County Fund	2024 Starting Cash Balance	Transfer Totals	YTD Expenses	YTD Revenue	Balance
1271 F.F. Mueller Res.Cntr. Fund	\$5,040,273.17	\$0.00	\$224,650.82	\$345,798.84	\$5,161,421.19
2080 Developmental Disabilities General Fund	\$23,450,632.42	\$0.00	\$665,439.25	\$384,128.30	\$23,169,321.47
2085 Developmental Disabilities Risk Mgt Fund	\$5,275,275.17	\$0.00	\$0.00	\$0.00	\$5,275,275.17
2090 Supported Living/Wavier Match Fund	\$7,880,999.63	\$0.00	\$14,025.72	\$0.00	\$7,866,973.91
2740 Donation Fund	\$7,978.58	\$0.00	\$0.00	\$0.00	\$7,978.58
2750 Bequest Neubert/Webb Fund	\$102,677.51	\$0.00	\$0.00	\$487.76	\$103,165.27
4040 Developmental Disabilities Capital Fund	\$1,401,979.24	\$0.00	\$1,380.28	\$0.00	\$1,400,598.96
Grand Totals:	\$43,159,815.72	\$0.00	\$905,496.07	\$730,414.90	\$42,984,734.55

02/02/2024

Clark County DD Board Voucher List for 01/01/2024 to 01/31/2024

1:06:43PM

PO Number	Vendor	Description	Post Date	Amount
Developmental Disabilities Capital				
4040-220-744000 CAPITAL CONTRACT SERVICES				
230027994	Huntington National Bank	Acct Ending 8004 Clark County, OH-Lending	01/31/2024	\$531.66
230029173	Huntington National Bank	Acct Ending 8004 Clark County, OH-Lending	01/31/2024	\$848.62
				\$1,380.28
<i>Developmental Disabilities Capital</i>				\$1,380.28
Developmental Disabilities General				
2080-220-716000 Life Insurance				
230028524	AMERICAN UNITED LIFE INS	Grp G00614491-0002-000 Clark DD-Life In	01/19/2024	\$538.48
230029374	AMERICAN UNITED LIFE INS	Grp G00614491-0002-000 Clark DD-Life In	01/19/2024	\$138.92
				\$677.40
2080-220-717000 Medical Insurance				
230026154	Medical Mutual SuperMed	Group 552866 Clark DD SuperMed Share W	01/19/2024	\$6,511.13
CSJan24	Central States H & W Fund	Clark DD-H&W Jan 24	01/19/2024	\$10,666.50
				\$17,177.63
2080-220-718400 Travel				
230028626	Huntington National Bank	Acct Ending 8004 Clark County, OH-Waters	01/31/2024	\$129.32
230028921	Virginia Aylward	Clark DD-Reimb mileage 10/2-12/13/23	01/19/2024	\$136.90
230028921	Deborah Strobel	Clark DD-Reimb mileage 11/21-12/13/23	01/19/2024	\$144.10
				\$410.32
2080-220-721000 Supplies				
210021984	Aqua Falls Bottled Water/Culligan	Acct 186978 Clark DD-Water delivery EI Jan	01/19/2024	\$26.95
220025621	Mansfield Oil Company Of Gains	Acct 36197 Clark DD-Fuel supplies Dec 23	01/31/2024	\$1,206.12
230027992	Rocky's ACE Hardware	Acct 18348 Clark DD-Maint supplies	01/19/2024	\$154.91
230027992	Aqua Falls Bottled Water/Culligan	Acct 02739300 Clark DD-Water CLS Jan 24	01/19/2024	\$38.50
230027992	Huntington National Bank	Acct Ending 8004 Clark County, OH-FNA p	01/31/2024	\$480.60
230028922	Hauck Bros Inc	Cust 639 Clark DD-Fix boiler Maint. shop	01/26/2024	\$208.75
				\$2,115.83
2080-220-740000 Repairs				
220025619	D & S Auto Parts	Acct 70477 Clark DD-Repair parts	01/19/2024	\$821.16
220025619	WS Electronics, LLC	Clark DD-Tower Space usage Jan 24	01/19/2024	\$225.00
220025619	Mansfield Oil Company Of Gains	Acct 36197 Clark DD-Fuel Dec 23	01/31/2024	\$190.34
				\$1,236.50
2080-220-743000 Contract Services - Facilitie				
220022485	Talisa Lyons	Clark DD-FNA Reimb Respite 9/21-9/25/23	01/19/2024	\$270.01
220022485	Verizon Wireless	Acct 342555962-00001 Clark DD-Phone usa	01/26/2024	\$27.32
220024003	Huntington National Bank	Acct Ending 8004 Clark County, OH-Mailch	01/31/2024	\$29.50
230026155	Mary Katherine Somers Studio	Clark DD-Prov Reimb-Piano classes Jan 24 I	01/31/2024	\$200.00
230026155	Huntington National Bank	Acct Ending 8004 Clark County, OH-Google	01/31/2024	-\$11.17
230027414	Huntington National Bank	Acct Ending 8004 Clark County, OH-HR box	01/31/2024	\$72.00
230028176	Courtney Bacca	Clark DD-PT svcs Nov 23	01/19/2024	\$5,680.00
230028297	Document Destruction LLC	Clark DD-Shredding svcs Jan 24	01/19/2024	\$110.39
230028297	Mary Katherine Somers Studio	Clark DD-Prov Reimb Theater classes Jan 24	01/19/2024	\$400.00
230028297	Marlana King	Clark DD-FNA Reimb Respite 12/14/23 E K	01/19/2024	\$255.00
230028297	Ohio Edison	Acct 110014176215 Clark DD-Elec usage 11	01/19/2024	\$4,318.12
230028297	Hauck Bros Inc	Cust 639/Plan C000134 Clark DD-Prev Mair	01/19/2024	\$975.49
230028297	Waste Management of Ohio Inc	Acct 9-41321-22003 Clark DD-Dumpster sv	01/19/2024	\$663.80
230028297	Columbia Gas of Ohio	Acct 115544970030004 Clark DD-Gas usage	01/19/2024	\$2,369.06
230028297	Wiggins Cleaning and Carpet Serv	Clark DD-Custod. svcs T&C Jan 24	01/31/2024	\$2,257.20
230028297	Cincinnati Bell/Altafiber	Acct 9373223961930 Clark DD-Phone svc 1	01/19/2024	\$320.62
230028297	EDOC Office	Clark DD-E-Sign Dec 23	01/19/2024	\$575.00
230028297	Cook & Logan Enterprise, LLC	Clark DD-Prov Reimb classes Jan 24	01/19/2024	\$75.00

02/02/2024

Clark County DD Board Voucher List for 01/01/2024 to 01/31/2024

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PO Number	Vendor	Description	Post Date	Amount
230028297	Downsize Farm Support/B Custer	Clark DD-Prov Reimb ADS/NMT Dec 23 Cl	01/19/2024	\$912.50
230028297	Tippierosa Transport Service, LLC	Clark DD-Prov Reimb NMT Dec 23	01/19/2024	\$2,313.06
230028297	Huntington National Bank	Acct Ending 8004 Clark County, OH-Messa	01/31/2024	\$898.90
230028297	Verizon Wireless	Acct 342555962-00001 Clark DD-Phone usa	01/26/2024	\$232.62
230028923	City of Springfield Utility Billing	Acct 84800-17041 Clark DD Water/Sewer/Si	01/19/2024	\$970.05
230028923	Time Warner Cable/Charter Comm	Acct 057766001 Clark DD-Phone/internet Ja	01/19/2024	\$1,913.88
230028923	T-Mobile	Acct 975818483 Clark DD-Phone usage 11/2	01/19/2024	\$1,702.32
230028923	Huntington National Bank	Acct Ending 8004 Clark County, OH-Mailch	01/31/2024	\$15.50
230028923	Verizon Wireless	Acct 342555962-00001 Clark DD-Phone usa	01/26/2024	\$336.82
230028923	CBTS/Altafiber	Acct 6282936 Clark DD-Phone usage 12/5/2	01/26/2024	\$6.80
				\$27,889.79

2080-220-746000 Rental/Leases

230028525	U S Bank Equipment Finance	Acct 806554 Clark DD-Printer Rental 12/20/	01/19/2024	\$3,524.57
				\$3,524.57

Developmental Disabilities General**\$53,032.04****F.F. Mueller Res.Cntr.****1271-220-716000 Life Insurance**

230028916	AMERICAN UNITED LIFE INSIGrp	G00614491-0002-000 Clark DD-Life In	01/19/2024	\$143.00
				\$143.00

1271-220-721000 Supplies

230028298	Remedi SeniorCare	Cust FFMCTG -FF Mueller Facility Hse chg	01/19/2024	\$554.89
				\$554.89

1271-220-743000 Contract Services

230028296	Document Destruction LLC	Clark DD-Shredding svcs Jan 24	01/19/2024	\$22.61
230028792	Creation Gardens	Rt CS41/Stp144 FF Mueller-Milk & produce	01/19/2024	\$494.30
230028918	Gordon Food Service	Cust 513230028 Clark DD-Food supplies	01/19/2024	\$5,636.67
230028918	Ohio Edison	Acct 110014176215 Clark DD-Elec usage 11	01/19/2024	\$2,081.67
230028918	Hauck Bros Inc	Cust 639/Plan C000134 Clark DD-Prev Mair	01/19/2024	\$418.68
230028918	Waste Management of Ohio Inc	Acct 12-38087-73006 Clark DD Dumpster s	01/19/2024	\$535.79
230028918	Alto Healthcare Staffing	Clark DD-Temp nursing staffing week end 1	01/19/2024	\$24,798.42
230028918	Columbia Gas of Ohio	Acct 115544970060001 Clark DD-Gas usage	01/19/2024	\$1,629.42
230028918	City of Springfield Utility Billing	Acct 248410-49763 Clark DD-Water/Sewer/	01/19/2024	\$145.15
230028918	AMITA R PATEL MD INST PSY	FF Mueller-Prof svcs Dec 23	01/19/2024	\$622.30
230028918	Brady, Ware & Company	Client 14330.000 FF Mueller- Prof svcs Dec	01/19/2024	\$835.00
230028918	Spectrum	Acct 8363283230283133 FF Mueller-Digital	01/19/2024	\$157.49
230028918	City of Springfield Utility Billing	Acct 84800-17041 Clark DD Water/Sewer/Si	01/19/2024	\$819.69
230028918	T-Mobile	Acct 975818483 Clark DD-Phone usage 11/2	01/19/2024	\$48.16
240029773	Alto Healthcare Staffing	Clark DD-Temp nursing staffing week end 0	01/26/2024	\$5,660.78
240029773	Alto Healthcare Staffing	Clark DD-Temp nursing staffing week end 1/	01/31/2024	\$5,269.94
				\$49,176.07

1271-220-746000 Rentals

230028582	U S Bank Equipment Finance	Acct 806554 Clark DD-Printer Rental 12/20/	01/19/2024	\$406.97
230029373	U S Bank Equipment Finance	Acct 806554 Clark DD-Printer Rental 12/20/	01/19/2024	\$474.17
				\$881.14

F.F. Mueller Res.Cntr.**\$50,755.10****Supported Living/Wavier Match****2090-220-744000.BODD0500311 Contract Services**

230027678	Grace Adult Programming	Clark DD-Prov Reimb ADS/NMT Dec 23	01/19/2024	\$833.30
230027993	Choices in Community Living	Clark DD-Prov Reimb HPC hrs/transp. Dec 2	01/19/2024	\$95.76
230028627	Tippierosa Transport Service, LLC	Clark DD-Prov Reimb NMT Dec 23	01/19/2024	\$405.80
230028924	Downsize Farm Support/B Custer	Clark DD-Prov Reimb ADS/NMT Dec 23 VI	01/19/2024	\$7,411.28

Clark County DD Board Voucher List for 01/01/2024 to 01/31/2024

02/02/2024
1:06:44PM

PO Number	Vendor	Description	Post Date	Amount
230028924	Vicki Vincent	Clark DD-Prov Reimb shrd HPC miles Dec 2	01/19/2024	\$1,077.16
230028924	Deana E Lawson	Clark DD-Prov Reimb HPC hrs 12/28-12/31	01/19/2024	\$1,850.72
230028924	Choices in Community Living	Clark DD-Prov Reimb HPC hrs/transp Dec 2	01/19/2024	\$2,007.38
230028924	William B Gay	Clark DD-Prov Reimb-HPC hrs Dec 23	01/19/2024	\$344.32
				\$14,025.72
<i>Supported Living/Wavier Match</i>				\$14,025.72

Clark County DD Board Voucher List for 01/01/2024 to 01/31/2024

02/02/2024

1:06:44PM

PO Number	Vendor	Description	Post Date	Amount
1271		Salaries F.F. Mueller		\$127,751.41
		P.E.R.S./E.R.I		\$17,872.30
		Medicare		\$1,804.11
		Dental		-\$486.56
		Life Insurance		\$143.00
		Medical Insurance		\$26,954.46
				\$174,038.72
2080		Salaries Facilities Management		\$17,119.80
		Salaries Community Living		\$148,583.80
		Salaries Early Childhood Center		\$62,551.58
		Salaries Administration		\$112,177.70
		Salaries Adult Services		\$6,160.00
		Salaries Transportation		\$27,008.18
		Salaries Community Connection		\$57,074.70
		Pers/ERI		\$59,731.34
		Medicare		\$5,980.83
		Dental Insurance		-\$2,520.50
		Life Insurance		\$677.40
		Medical Insurance		\$135,717.41
				\$630,262.24
2090		Contract Services		\$14,025.72
				\$14,025.72
4040		CAPITAL CONTRACT SERVICES		\$1,380.28
				\$1,380.28
DD General Fund Payroll & Benefits				\$630,262.24
DD General Fund Vouchers				\$35,177.01
DD General Fund Total				\$665,439.25
F.F. Mueller Fund Payroll & Benefits				\$174,038.72
F.F. Mueller Fund Vouchers				\$50,612.10
F.F. Mueller Fund Total				\$224,650.82
Grand Total of all Funds:				\$905,496.07



Effective Date: Effective as of the date of last signature of this Order
Customer Legal Name: Developmental Disabilities of Clark Counry
Customer Address:

Sales Executive: Paul Delle Croce
UKG Division: MidAtl

Contact Name: William Bagnola
Contact Title: Superintendent
Contact Email: wbagnola@clarkdd.org
Contact Phone: (937) 346-0771

Initial Term: 36 months
Billing Start Date: 8/1/2024
Solution ID:
Renewal Term: 12 months

Uplift Percent: 8%
Payment Terms: Net 30 Days
Currency: USD
Customer PO Number:
Data Center Location:

1. Subscription Services:

Subscription Services	Monthly Minimum Quantity	Employee Type	Subscription Fee Per Employee Per Month	Billing Start Date/Billing Frequency
UKG Ready HR UKG Ready Benefits (U.S. only) UKG Ready Recruiting	175	Compensated Employee	USD 10.00	August 1 st 2024 Monthly in Arrears

The monthly subscription amount (number of employees multiplied by the applicable Subscription Fee) may increase or decrease if the number of employees increases or decreases, but in no event shall the monthly Subscription Fee be calculated on less than the Monthly Minimum Quantity above.



2. Professional Services

Billing Frequency: Billed 100% upon Effective Date of the Order Form

Professional Services	Launch Quantity	Total Price
UKG Launch Fee	193	USD 5,000.00

UKG Launch Fees are based on the Launch Quantity of 193 HR Employees. In the event that the number of Customer's employees exceeds 110% of the Launch Quantity above as of the applicable Subscription Service live date, then Customer agrees to pay UKG \$100.00 per each additional employee. For clarification purposes, this additional Launch fee if applicable shall only be charged to Customer as of the applicable Subscription Service live date and Customer shall not be charged for any additional Launch fees subsequent to that date.

3. Payment Fees

A. Subscription Fee

The Subscription Fees are due monthly in arrears based upon the actual number of employees, subject to the minimums as set forth in this Agreement, and invoiced on or about five (5) days following the end of each month commencing on the Billing Start Date.

Customer agrees that UKG Inc. shall direct debit its designated bank account for the applicable invoice amount on or about the twenty first (21) day of Customer's receipt of invoice. Customer shall provide UKG Inc. with banking information and all other required information needed to facilitate the invoicing process within five (5) days from the Effective Date of this Agreement.

After the Initial Term, the Subscription Fee shall increase per annum by the Uplift amount set forth above.

4. General Provisions

This Order is subject to and governed by the terms and conditions of UKG's Master Services Agreement located at www.ukg.com/msa (hereafter "Agreement").

All versions of the Master Services Agreement, including the version effective as of the Effective Date of this Order and prior versions, can be found at www.ukg.com/global-msas.

Customer's use of the Subscription Services is further subject to the Acceptable Use Policy located at <https://www.ukg.com/acceptable-use-policy>.

UKG will provide the Services in accordance with the Services Descriptions and Statements of Work located at <https://www.ukg.com/services-descriptions/>.

UKG will provide the Support Services in accordance with the UKG Customer Support Policy located at <https://www.ukg.com/support-policies-and-services>.

Any personal data provided to UKG through the Subscription Services will be processed in accordance with UKG's Data Processing Addendum located at <https://www.ukg.com/ukg-unified-dpa>.

All Customer Data (as defined in the Agreement) will be secured and protected as set forth in Schedule 2 (Technical and Organizational Measures) of UKG's Customer Data Processing Addendum.

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their respective authorized representatives and shall be effective as of the date of last signature below.

Customer

UKG Inc.

Signature:

Signature:

Name:

Name:

Title:

Title:

Signature Date:

Signature Date:







**Contract for Janitorial Services
Rendered to Community Living Services and Early Intervention**

Scope of Duties to be performed:

- Provide janitorial services, which include:
 - Clean bathrooms - clean bowl, disinfecting toilets, sinks, counter tops, replace paper products and soap and dust and wet mop floors.
 - Sweeping entrance carpets.
 - Dust tables in file and meeting rooms, dust top of cubicles
 - Trash (regular and recycled).
 - Break room – wipe off table/chairs and dust/wet mop floors.
 - Clean drinking fountains and sinks.
 - Disinfecting door knobs
 - Cleaning lobby windows
 - Sweep Carpets-Monday and Wednesday Only
- Provide supervision of TAC Leased Employees, individuals, performing Janitorial Services at Community Living Facility.
- Assuring daily/weekly duties are performed to expectation.
- Provide training/re-training when necessary.

Projected Schedule of Services:

- Janitorial services will be provided Monday through Friday with times varying though out the week due to individual's schedules.
- Supervision and training/re-training may occur anytime individuals are working.

Manpower:

- 1-2 individuals to provide the janitorial service and 1 staff to provide check-ins and training as needed

Labor Cost:

- \$16.75 per hour, which includes the cost of supervision.
- Only actual labor hours will be billed and will not exceed 20.5 hours per week.
- DEVELOPMENTAL DISABILITIES OF CLARK COUNTY will be invoiced weekly and payment made within 15 days of receipt thereof.

Proposal Terms:

This agreement is in effect for one year, at which time renewal will occur pending agreement from both parties. Either party may discontinue services with a 24 hour notice.

Developmental Disabilities of Clark County Authorization

TAC Authorization

Clark County Board of Developmental Disabilities **Agreement for Services with Non-Government Entities**

This Professional Service Agreement is made between **R.E.M. Communications, Inc. (Contractor)**, and the **Clark County Board of Developmental Disabilities ("Board")**.

1. Term

Contractor shall provide services to Board pursuant to this Agreement for a term of **120 days** commencing on the date this contract is signed and ending within **120 days**. This agreement may be terminated by either party by giving thirty (30) days' written notice to the other party, however, that in the event of default by Contractor, the Board may terminate this Agreement immediately upon delivery of written notice to the last known address of Contractor.

2. Duties

The Board and Contractor agree to the following: **Reference Annexure A**

3. Service Site 2527 Kenton Street, Springfield, OH 45505

4. Devotion of Time

Contractor agrees to devote sufficient time as is reasonably necessary to fulfill the spirit and purpose of this Agreement and Contractor obligation hereunder.

5. Fees

Contractor shall submit an itemized bill for services to the business office by the first working day of each month. In order for the bills to be paid, they must be accompanied by all of the supporting documentation forms.

This Agreement is in the amount of **Six Thousand Two Hundred Ninety-Nine Dollars and Twelve Cents (\$6,299.12)**. **Any amount over this amount will require a pre- approved change order.**

6. Confidentiality

During the term of this Agreement, and thereafter in perpetuity, Contractor shall not, without the prior written consent of Board, disclose to anyone any Confidential Information. "Confidential Information" for the purposes of this Agreement shall include Board's proprietary and confidential information such as, but not limited to: customer lists, business plans, marketing plans, financial information, designs, drawings, specifications, models, software, source codes and object codes. Confidential Information shall not include any information that:

a) is disclosed by Board without restriction;

- b) becomes publicly available through no act of Contractor
- c) is rightfully received by Contractor from a third party not associated with the Board.
- d) is a public record under Ohio Revised Code Section 149.43, subject to the limitations of Ohio Revised Code Section 149.431.

Notwithstanding the above, Contractor shall follow confidentiality requirements as outlined in the Ohio Revised Code Section 5126.044

7. Products of the Agreement

- a. All products created for the Board by Contractor shall be the property of the Board and will remain the property of the Board after termination of this agreement.
- b. Contractor shall maintain all records and forms necessary to document the services provided through this Agreement for as long as required by any law, rule, or regulation but in all cases for a period of at least seven (7) years from receipt of payment or for six (6) years after any initiated audit is completed and adjudicated, whichever is longer.

8. Termination

- a. This Agreement may be terminated by Board as follows:
 - i. If Contractor is unable to provide the service by reason of temporary or permanent illness, disability, incapacity or death.
 - ii. Nonperformance by Contractor of any terms, covenants, performance standards, or conditions of this Agreement.
 - iii. Breach or default by Contractor of any material obligation in this Agreement, which breach or default is not cured within five (5) days of written notice from Board.
- b. Any affirmative act of insolvency by Contractor or the filing by Contractor of any petition under any bankruptcy, reorganization, insolvency or moratorium laws, or any law for the relief of, or relating to debtors.
- c. The filing of any involuntary petition under any bankruptcy statute against Contractor or the appointment of any receiver or trustee to take possession of Contractor property.

9. Independent Contractor

Contractor is now and throughout this Agreement shall be an independent contractor and not an employee, partner, or agent of the Board. Contractor shall not be entitled to nor receive any benefit normally provided to Board's employees such as, but not limited to, vacation payment, retirement, health care, or sick pay. Board shall not be

responsible for withholding income or other taxes from the payments made to Contractor pursuant to this Agreement. The parties hereby agree that all individuals employed by the Contractor who provide personal services to the Board are not public employees for purposes of Chapter 145 of the Ohio Revised Code.

10. Use of Agents or Assistants:

To the extent reasonably necessary to enable Contractor to perform the duties hereunder, Contractor shall be authorized to engage the services of any agents or assistants and may further employ, engage, or retain the services of any other persons or corporations to aid or assist in the proper performance of the duties.

Contractor agrees to be fully responsible for Agreements/Contracts signed with entities other than the Board.

11. Insurance

R.E.M. Communications, Inc., will present current certificates prior to the commencement of this agreement, and shall maintain during the term of this agreement, the insurance and bonds specified below or as otherwise required by the County's liability coverage provider:

- a. Worker's Compensation Insurance as required by Ohio law and any other state in which work will be performed, or letter of exemption.
- b. Commercial General Liability insurance for a minimum of \$1,000,000 per occurrence with an annual aggregate of at least \$2,000,000 including coverage for subcontractors, if any are used.
- c. Umbrella or Excess Liability* insurance (over and above Commercial General Liability and Auto Liability) with a limit of at least \$2,000,000.
- d. Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work of Clark County, or its departments, with limits of at least \$1,000,000 Combined Single Limit.
- e. Board of Clark County Commissioners (3130 E. Main St., Springfield, Ohio 45503) must be included as "Additional Insured" on the policies listed in paragraphs b, c, and d above, as well as the Certificate Holder on all Certificates of Liability insurance.
- f. Professional liability or errors and omissions insurance for a minimum of \$1,000,000 per incident.

*Note: Umbrella/Excess Liability coverage may be waived if the following limits are carried for Commercial General Liability and Auto Liability:

- a. Commercial General Liability Insurance for a minimum of \$3,000,000 per occurrence with an annual aggregate of at least \$4,000,000, including coverage for subcontractors, if any are used.
- b. Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work of Clark County, or its departments, with limits of at least \$3,000,000 Combined Single Limit

R.E.M. Communications, Inc., failure to maintain current insurance certificates at any time during the duration of the contract shall be deemed a breach of the contract if not cured within a reasonable time after click to enter text receives written notice from the County. In the event of such an uncured breach, the County shall have the right to withhold any further payment(s) due to click to enter text and to terminate the contract immediately without liability for any such further payment(s). For purposes of clarity, any such termination shall not affect the County's responsibility for accrued charges for services performed prior to termination.

12. Equipment and Supplies

Unless otherwise agreed to by the Board in advance, Contractor shall be solely responsible for procuring, paying for and maintaining any equipment or supplies. Equipment/supplies purchased by the Board and shall remain the property of the Board.

13. Controlling Law

The Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

14. Severability

If any term of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then this Agreement, including all of the remaining terms, will remain in full force and effect as if such invalid or unenforceable term had never been included.

15. Hold Harmless

Each party agrees to be responsible for any negligent acts or negligent omissions by or through itself or its agents, employees and contracted servants and each party further agrees to defend itself and themselves and pay any judgments and cost arising out of such negligent acts or negligent omissions, and nothing in this Agreement shall impute or transfer any such responsibility from one to the other.

16. Nondiscrimination Clause

(1) That, in the hiring of employees for the performance of work under this contract or any subcontract, no contractor or subcontractor, by reason of race, color, religion, sex, age, disability or military status as defined in Section 4112.01 of the Revised Code, national origin, or ancestry, shall discriminate against any citizen of this state in the employment of a person qualified and available to perform the work to which the contract relates;

(2) That no contractor, subcontractor, or person acting on behalf of any contractor or subcontractor, in any manner, shall discriminate against, intimidate, or retaliate against any employee hired for the performance of work under the contract on

account of race, color, religion, sex, age, disability or military status as defined in Section 4112.01 of the Revised Code, national origin, or ancestry.

17. Assignment

Neither the Agreement nor any duties or obligations hereunder shall be assignable by Contractor without prior written consent by the Board. In the event of an assignment by Contractor to which the Board has consented, the assignee or a legal representative shall agree in writing with the Board to personally assume, perform, and be bound by the covenants, obligations, and agreements contained herein.

18. Successors

Subject to the provision regarding assignment, the Agreement shall be binding on the heirs, executors, administrators, legal representatives, successors, and assigns of the respective parties.

19. Solicitation

Contractor warrants that it has not employed or retained any company or person, other than a bonafide employee, working solely for Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person other than the bonafide employees working solely for Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the Board has the right to annul this Agreement without liability.

20. Compliance with HB 694

R.E.M. Communications, Inc., hereby certifies that they are in full compliance with campaign contributions provisions as outlined in Ohio Revised code 3517.13.

21. Final Agreements

The Agreement constitutes the final understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, understandings and agreements between the parties, whether written or oral. The Agreement may be amended, supplemented or changed only by an agreement in writing signed by both parties.

22. Notices

Any notice required to be given or otherwise given pursuant to this Agreement shall be in writing and shall be hand delivered, mailed by certified mail, return receipt requested or sent by recognized overnight courier services to the following:

If to: R.E.M. Communications, Inc.
2625 Johnstown Road
Columbus, Ohio 43219
Josh Healey
Title: President

If to: Clark County Board of DD
2527 Kenton Street
Springfield, OH 45505
Attn: Will Bagnola
Title: Superintendent

IN WITNESS WHEREOF, this Agreement has been executed by the parties as of the date first above written.

R.E.M. Communications, Inc.

Clark County Board of DD

By: _____

By: _____
Will Bagnola, Superintendent

Date: _____

Date: _____

Approved as to form and legal sufficiency
By Clark County Prosecutor's Office approved to form Date: January 2024
William Hoffman Assistant Prosecuting Attorney



2625 Johnstown Rd
Columbus OH 43219
Phone #: 614-258-9985
Fax #: 614-258-9986

QUOTATION

Page 1

109001201

Bill To:

DEVELOPMENTAL DISABILITIES OF
CLARK COUNTY
110 WEST LEFFEL LANE
SPRINGFIELD, OH 45506

Ship To:

DEVELOPMENTAL DISABILITIES OF
CLARK COUNTY
110 WEST LEFFEL LANE
SPRINGFIELD, OH 45506

**CAMERA SYSTEMS FOR TWO 2022 PLYMOUTH VOYAGER VANS
REAR ENTRY HANDICAP ACCESSIBLE
*NEW LAYOUT - HD2D DUAL LENS FRONT CAMERA**

Date: 02/15/2024		Customer# : 9197		Sales Rep: 929		PO# :		Terms: NET 30 DAYS		
Qty	Item		Description				Unit Price		Extended	
2	DH4V2S500		SAFE FLEET DVR, 4 CH, 500GB SOLID STATE				1,420.86		2,841.72	
2	WT2E20S20G0		SAFE FLEET WIRING BUNDLE				153.00		306.00	
2	HD2D0202AI		SAFE FLEET CAMERA, DUAL LENS, 2.1MM LENS				512.04		1,024.08	
4	HEHD10		SAFE FLEET CABLE, 10' 2X3 MICRO-FIT M-M				40.80		163.20	
2	HD3U01AN20		SAFE FLEET CAMERA, HD ULTRA WIDE				360.06		720.12	
2	INSTALL		INSTALLATION				505.00		1,010.00	
1	SHIPPING		SHIPPING				108.00		108.00	
1	S/C		SERVICE CALL				60.00		60.00	
100	MILEAGE		SERVICE CALL MILEAGE - ROUND TRIP				0.66		66.00	
0	*NOTE		*NOTE							
Brian Compton - T.937-346-0651 / C. 937-206-4172 bcompton@clarkdd.org										



UNLESS OTHERWISE INDICATED IN WRITING, THIS QUOTE IS VALID FOR 30 DAYS FROM THE ISSUE DATE.

A 3% convenience fee will be charged for all credit/debit card payments.

Subtotal : \$6,299.12
Tax : \$0.00
Total Quote : \$6,299.12

Safe Fleet[®] Duet[™] Camera System

Dual lens camera video surveillance system



Gain firsthand knowledge of exactly what happened and make decisions that reflect on better use of your fleet.

Get more than protection and all the control with a small footprint, dual lens camera and recorder combination that provides sizable retention options, fixed costs and complete data ownership.



Small Footprint

The camera has a footprint smaller than a Smartphone and discretely mounts to the windshield without restricting the driver's view.



Own Your Own Data

Access and download your data as often as you like. There are no size restrictions either – download as much or as little as you require.



Integrates with existing Safe Fleet Systems

Customers are able to access Safe Fleet Duet insight from their existing Safe Fleet on-premise or cloud-based evidence management and viewing systems.

Safe Fleet® Duet™ Camera System

Your fleet isn't fully protected if each vehicle is not capturing evidence

Camera modules can be individually adjusted, and the in-cab, inward-facing camera features a wide VFOV.

The system features a single audio channel to record in-cab activities.

Both camera modules feature high definition, 1080p AHD video.

Know Exactly What Happened

Get irrefutable evidence of exactly what happened to better respond to situations as they arise.

Increase Fleet Safety

Reduce fleet liability by adding coverage for non-revenue/supervisor vehicles.

Make Better Use of Your Fleet

Make better business decisions that ultimately reflect on better use of your fleet.

Manage your Maintenance Fleet More Efficiently

Know which vehicles are on the road, in the repair shop or in the yard.

Own your Data

You own your data and have access to it whenever you want.

No Hidden Costs

There are no extra costs for storing or accessing your video data.



Safe Fleet Duet - forward-facing view



Safe Fleet Duet - in-cab/driver view

Future Proof System:

Multiple Available Channel Options



The dual lens camera requires two recorder channels, leaving remaining channels for additional needs such as back-up cameras.

Live Audio and Video Streaming



Live audio and video streaming is available with the addition of a cellular router and the data plan of choice.

Driver Behavior



Recorder features a built-in accelerometer, which can support future Safe Fleet driver behavior programs, that can be turned on 'like the flick of a switch.'

1188-Duet-BR-TR-032421

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1.877.630.7366
safefleet.net

SAFE  FLEET
Driving Safety Forward™

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement, dated as of 2/6/24 ("Agreement"), supplements and is made a part of the Services Agreement (as defined below) by and between Developmental Disabilities of Clark County ("Client") and Soul Bird Consulting ("Company").

WHEREAS, Client and Company are parties to the Services Agreement pursuant to which Company provides certain services to Client.

WHEREAS, notwithstanding anything to the contrary in the Services Agreement, the parties acknowledge that Client may transmit certain Electronic Protected Health Information to Company in connection with the Services Agreement.

WHEREAS, this Agreement defines the rights and responsibilities of each party with respect to Protected Health Information as defined in the Health Insurance Portability and Accountability Act of 1996 and the rules and regulations promulgated thereunder, as each may be amended from time to time (collectively, "HIPAA Regulations").

WHEREAS, this Agreement is intended to satisfy any applicable obligations of Client under 45 C.F.R. Sections 164.308(b), 164.314(a) and 164.504(e) and shall be applicable only in the event and to the extent Company meets, with respect to Client, the definition of a Business Associate set forth at 45 C.F.R. §160.103, or applicable successor provisions.

WHEREAS, in light of the foregoing and the requirements of the HIPAA Regulations, Client and Company agree to be bound by the following terms and conditions.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Definitions.

(a) General. Terms used, but not otherwise defined, in this Agreement shall have the same meaning given to those terms by the HIPAA Regulations as in effect or as amended from time to time.

(b) Specific.

(i) "Breach" shall have the same meaning as the term "Breach" in 45 CFR § 164.402.

(ii) "Breach Notification Rule" shall mean the Notification in the Case of Breach of Unsecured Protected Health Information at 45 CFR Part 164.

(iii) "Business Associate" shall mean Company.

(iv) "Company Services" shall have the same meaning as the term "Services" in the Services Agreement; provided, however, that, notwithstanding the foregoing, "Company Services" shall not include web hosting offerings. Company may, in its sole discretion, from time to time add or remove services that are Company Services. Business Associate will provide at least thirty (30) days prior notice if Business Associate removes a service from Company Services.

(v) "Client Data" shall mean all data, including all text, sound, software or image files that are provided to Business Associate by, or on behalf of, Client through Client's use of the Company Services.

(vi) "Electronic Protected Health Information" or "Electronic PHI" shall have the same meaning as the term "electronic protected health information" in 45 CFR § 160.103, limited to the information that Business Associate creates, receives, maintains, or transmits from or on behalf of Client.

(vii) "HIPAA Rules" shall mean the Privacy Rule, the Security Standards, the Breach Notification Rule and Enforcement Rules at 45 CFR Part 160 and Part 164.

(viii) "Individual" shall have the same meaning as the term "individual" in 45 CFR § 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.502(9).

(ix) "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164.

(x) "Protected Health Information" or "PHI" shall mean individually identifiable health information, as that term is defined in 45 CFR § 160.103, limited to the Client Data created or received by Business Associate from or on behalf of Client.

(xi) "Required by Law" shall have the same meaning as the term "required by law" in 45 CFR § 160.103.

(xii) "Secretary" shall mean the Secretary of the Department of Health and Human Services or his/her designee.

(xiii) "Security Standards" shall mean the Security Standards at 45 CFR Part 160 and Part 164.

(xiv) "Services Agreement" shall mean any present or future agreements, either written or oral, between Client and Business Associate under which Business Associate provides Company Services to Client which involve the access, use or disclosure of PHI. The Services Agreement is amended by and incorporates the terms of this Agreement.

(xv) "Unsecured Protected Health Information" or "Unsecured PHI" shall have the same meaning as the term "unsecured protected health information" in the HITECH Act, § 13402(h)(1).

2. Obligations and Activities of Business Associate.

(a) Use and Disclosure. Business Associate agrees not to use or disclose PHI other than as permitted or required by the Services Agreement, this Agreement or as permitted or Required by Law, provided such use or disclosure would not violate the HIPAA Rules if done by Client.

(b) Appropriate Safeguards. Subject to Section Sections 2(k), 4(a), and 4(e) below, Business Associate agrees to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to Electronic PHI to prevent use or disclosure of PHI other than as provided for by the Agreement.

(c) Reporting of Security Incidents. Business Associate agrees to report to Client any successful Security Incidents, including Breaches of Unsecured PHI as required at 45 CFR 164.410 of which Business Associate becomes aware. Business Associate will report to Client any Breach of Unsecured PHI that Business Associate may discover without

unreasonable delay, and in no case later than 60 calendar days after discovery of such Breach. Notice is hereby deemed provided, and no further notice will be provided, for unsuccessful attempts at unauthorized access, use, disclosure, modification, or destruction of PHI or interference with Company Services. Client shall perform any and all notifications as necessary under the Breach Notification Rule. Notification(s) under this Section 2(c), if any, will be delivered to contacts identified by Client pursuant to Section 6(d) (Contact Information for Notices) of this Agreement by any means Business Associate selects, including via email. Business Associate does not know the nature of PHI maintained by Company Services, and Client agrees it will not be possible for Business Associate to provide information about the identities of the Individuals who may have been affected, or a description of the type of information that may have been subject to a Security Incident, Impermissible Use or Disclosure, or Breach. Business Associate's obligation to report under this Section is not and will not be construed as an acknowledgement by Business Associate of any fault or liability with respect to any use, disclosure, or Breach.

(ct) Mitigation. Business Associate agrees to mitigate, to the extent reasonably practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate or its agents or subcontractors in violation of the requirements of this Agreement.

(e) Agents. If applicable, Business Associate agrees to ensure that any subcontractors that create, receive, maintain, or transmit PHI on behalf of the Business Associate agree to the same restrictions, conditions, and requirements that apply to Business Associate with respect to such information in accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2).

(f) Client Access. All PHI maintained by Business Associate for Client in a Designated Record Set will be available to Client in a time and manner that reasonably allows Client to comply with the requirements under 45 CFR §§ 164.524 and 164.526. Business Associate shall not be obligated to provide any such information directly to any Individual or person other than to Client. Client agrees that Business Associate meets this requirement by providing virtual access to Company Services for Client to access its PHI on its own.

(g) Access to Books and Records. Business Associate agrees to make internal practices, books, and records available to the Secretary, in a time and manner designated by the Secretary, for purposes of the Secretary's determining Client's or Business Associate's compliance with the HIPAA Rules; provided, however, that time incurred by Business Associate in complying with any such request for determining Client's compliance with the HIPAA Rules that exceeds its normal Client service parameters shall be charged to Client at Business Associate's then-current standard hourly rate.

(h) Accounting. Client acknowledges that Business Associate is not required by this Agreement to make disclosures of Protected Health Information to Individuals or any third party other than to Client, and that Business Associate does not, therefore, expect to maintain documentation of such disclosure as described in 45 CFR § 164.528. In the event that Business Associate does make such disclosure of PHI, it shall document the disclosure as would be required for Client to respond to a request by an Individual for an accounting of disclosures in accordance with 45 CFR §164.528, and shall provide such documentation to Client promptly upon request. To remove all doubt, Business

Associate is not required to document or account for disclosures made by Client facilitated by Company Services.

(i) Amendment of PHI. Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that Client directs or agrees to pursuant to Client's obligations under the Privacy Rule. Client agrees that Business Associate meets this requirement by providing virtual access to the data maintained by Company Services for Client to amend its PHI on its own.

U) Compliance with Privacy Rule. To the extent the Business Associate is to carry out one or more of Client's obligation(s) under Subpart E of 45 CFR Part 164, and subject to Sections 4(a) and 4(e) below, Business Associate agrees to comply with the requirements of Subpart E that apply to Client in the performance of such obligation(s). Client agrees that Business Associate will not be asked to carry out any of Client's obligations under Subpart E of 45 CFR Part 164, except as expressly agreed to in writing by Business Associate.

(k) Business Associate Obligations Conditioned on Client's Appropriate Configurations. The obligations of Business Associate set forth in this Agreement herein shall only apply to the Company Services - and to the features and settings within Company Services - to the extent they are controlled and set by Business Associate. Company shall have no responsibility or liability for damages, claims or other consequences arising out of any failure to comply with the HIPAA Rules that results, directly or indirectly, from Client's actions or omissions (including without limitation any action or omission by Client in the execution of its responsibilities described in Section 4(e) below). Client's use of Company Services not in compliance with Client's obligations under this Agreement are not subject to this Agreement.

3. Permitted Uses and Disclosures by Business Associate.

(a) Services Agreement. Except as otherwise limited in this Agreement, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Client as specified in the Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Client. Business Associate is authorized to use PHI to de-identify the information in accordance with 45 CFR § 164.514(a)-(c) and use such de-identified information for its business purposes.

(b) Data Aggregation. Business Associate may use PHI to provide Data Aggregation services to Client if Business Associate determines that Data Aggregation is necessary to provide or improve the Company Services for the benefit of Client.

(c) Minimum Necessary. Business Associate shall limit its use, access and disclosure of an Individual's PHI: (i) where practicable, to a Limited Data Set, and (ii) in all other cases, to the minimum amount required to accomplish the intended purpose of the use, access or disclosure.

(ct) Use for Administration of Business Associate. Except as otherwise limited in this Agreement, Business Associate may use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

(e) Disclosure for Administration of Business Associate. Except as otherwise limited in this Agreement, Business Associate may disclose PHI for the proper management and administration of the Business Associate,

provided that (i) disclosures are Required by Law, or (ii) Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(f) Violations of Law. Business Associate may use PHI to report violations of law to appropriate Federal and State authorities.

4. Client Obligations.

(a) Identification of HIPAA Accounts. Client is required to notify Business Associate in writing that it will transmit or store PHI with the Company Services subject to this Agreement.

(b) Privacy Notice and Changes in Permissions. Client will not agree to any restriction requests or place any restrictions in any notice of privacy practices that would cause Business Associate to violate this Agreement or any applicable law. .

(c) Requested Uses and Disclosures. Client agrees that it will not request Business Associate to use or disclose PHI in any manner that would not be permissible under the HIPAA Rules if done by Client.

(d) Limits on Disclosure to Business Associate. Client shall not include PHI in: (1) information Client submits to technical support personnel or Company community support forums; or (2) Client's address book or directory information. In addition, Company does not act as, or have the obligations of, a business associate under HIPAA with respect to Client Data once it is sent to or from Client outside the Company Services over the public Internet.

(e) Security Obligations and Safeguards. Client acknowledges that Client retains full control and responsibility regarding the security and configurations that Client chooses to implement to protect its content, platform, applications, systems and networks. Client agrees to (i) comply with any security obligations imposed upon Client in the Services Agreement, and (ii) purchase, implement and maintain appropriate safeguards (including security appliances, services and practices) as required for Client to comply with the HIPAA Rules as applicable to Client and this Agreement. Client further acknowledges that certain Company Services, such as Company's cloud server offering, offer broad discretion to Client regarding such service's configuration and security settings and that, for all such services, Client is responsible for ensuring that such configuration and settings comply with the HIPAA Rules and all other applicable laws and regulations. Client must encrypt all PHI stored in or transmitted using the Company Services in accordance with the Secretary of HHS's Guidance to Render Unsecured PHI Unusable, Unreadable, or Indecipherable to Unauthorized Individuals, available at <http://www.hhs.gov/ocr/privacy/hipaa/administrative/breachnotificationrule/brguidance.html>, as it may be updated from time to time, and as may be made available on any successor or related site designated by HHS. Client is not permitted to provide PHI to Business Associate except as permitted by the Services Agreement and this Agreement.

5. Term and Termination.

(a) Term. The term of this Agreement shall continue for the term of the Services Agreement and following

termination of the Services Agreement until all PHI is destroyed or returned to Client or its designee.

(b) Termination. Breach of this Agreement shall be a material breach of the Services Agreement giving rise to a right of termination (subject to the applicable right to cure) under the Services Agreement.

(c) Effect of Termination. Upon termination of this Agreement for any reason, Business Associate, with respect to PHI received from Client, or created, maintained, or received by Business Associate on behalf of Client, shall:

(i) Retain only that PHI which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;

(ii) Not use or disclose the PHI retained by Business Associate other than for the purposes for which such PHI was retained and subject to the same conditions set out at in this Agreement which applied prior to termination;

(iii) Return to Client or, if agreed to by Client, destroy the PHI retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration or to carry out its legal responsibilities.

(iv) In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall promptly provide Client notification of the conditions that make return or destruction infeasible. Business Associate shall extend the protections of this Agreement to such PHI; and

(v) In the event that Client requires Business Associate to retain the PHI after termination of the Services Agreement, Client shall bear the reasonable cost of storage of such PHI for as long as storage by Business Associate is required.

6. Miscellaneous.

(a) Amendment. Each party agrees to take such action as is reasonably necessary to amend this Agreement from time to time as is necessary for Client to comply with the requirements of HIPAA as they may be amended from time to time; provided, however, that if such an amendment would materially increase the cost of Business Associate providing service under the Agreement, Business Associate shall have the option to terminate the Agreement on thirty (30) days advance notice.

(b) Survival. The respective rights and obligations of the parties under this Agreement shall survive the termination of the Agreement and the Services Agreement.

(c) Interpretation. Any ambiguity in the Agreement shall be resolved to permit either the Business Associate or Client to comply with the HIPAA Rules.

(d) Contact Information for Notices. Client agrees to receive electronic notification reports for Client to timely receive notifications contemplated by Section 2(c) (Reporting of Breach of Unsecured PHI) or other notices relevant to this Agreement using the contact information for Client's Company Services administrators. In the event such notifications are required, Business Associate may notify the Client representative who agreed to this Agreement or any other Client personnel designated as Client's administrators for purposes of the Company Services as reflected in the administrative portal for the services. To facilitate such notifications, Client shall ensure that contact information for

Client's Company Services administrators remains up to date during the term of this Agreement.

(e) Miscellaneous.

(i) The terms of this Agreement are hereby incorporated into the Services Agreement. In the event of a conflict between the terms of this Agreement and the terms of the Services Agreement, the terms of this Agreement shall prevail.

(ii) This Agreement shall be governed by, and construed in accordance with, the laws of the State of Ohio, exclusive of conflict of law rules.

(iii) The Services Agreement together with this Agreement constitutes the entire agreement between the parties **with** respect to the subject matter contained herein,

and this Agreement supersedes and replaces any former business associate agreement or addendum entered into by the parties.

(iv) This Agreement may be executed in counterparts, each of which when taken together shall constitute one original. Any PDF or facsimile signatures to this Agreement shall be deemed original signatures to this Agreement.

(v) No amendment or modification to the Agreement or waiver of any provision hereof shall be effective except in a writing duly signed by both parties.

(vi) A waiver with respect to one event will not be construed as continuing, or as a bar to or waiver of any right or remedy as to subsequent events.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

Client: Developmental Disabilities of Clark County

By: Sam Minier

Name:

Sam Minier

Title:

Positive

Support

Specialist

Company:

By: Sarah Buffie

Name:

Sarah Buffie

Title:

Founder/Director Soul Bird Consulting



CCBDD Position Control - Q4 2023

	FILLED FTE*	VACANT FTE*	ON-HOLD/ PENDING REVIEW FTE*
ADMINISTRATION - 4 FTE			
ADMINISTRATIVE ASST. TO SUPERINTENDENT	1		
COMMUNITY EDUCATION MANAGER	1		
COMMUNITY VOLUNTEER COORDINATOR	1		
SUPERINTENDENT	1		
ADULT SERVICES - 2 FTE			
RSW	2		
BUSINESS SERVICES - 6 FTE			
BUSINESS SERVICES SUPERVISOR	1		
FISCAL ASSISTANT 1	2		
MEDICAID WAIVER ANALYST	1		
PAWS COORDINATOR	1		
PROGRAM COMPTROLLER	1		
COMMUNITY CONNECTIONS & EMPLOYMENT - 14 FTE			
ADMINISTRATIVE ASSISTANT	1		
DIRECTOR COMMUNITY CONNECTIONS & EMPL	1		
JOB COACH	1		
PROVIDER LIAISON	1		
SSA	8		
SSA EMPLOYMENT NAVIGATOR	1		
SSA SUPERVISOR	1		
COMMUNITY LIVING SERVICES - 35.4 FTE			
ADMINISTRATIVE ASSISTANT		1	
ASSISTIVE TECHNOLOGY SPECIALIST	1		
CLERICAL ASSISTANT		1	
CLERICAL SUB	0.1		
DIRECTOR COMMUNITY LIVING SERVICES	1		
INTAKE SPECIALIST	1		
QUALITY ASSURANCE ANALYST	1		
SSA	23.3	1	
SSA POSITIVE BEHAVIOR SUPPORT SPECIALIST	1		
SSA STAFF DEVELOPMENT COORDINATOR		1	
SSA SUPERVISOR	3		
EARLY INTERVENTION - 14 FTE			
ADMINISTRATIVE ASSISTANT	1		
DEVELOPMENTAL SPECIALIST	6		
DIRECTOR EARLY CHILDHOOD	1		
EARLY INTERVENTION SERVICE COORDINATOR	4		
SSA	2		



CCBDD Position Control - Q4 2023

	FILLED FTE*	VACANT FTE*	ON-HOLD/ PENDING REVIEW FTE*
FACILITY MAINTENANCE - 5.6 FTE			
MAINTENANCE REPAIR WORKER	0.6		
MAINTENANCE WORKER 2	3		1
OPERATIONS MANAGER	1		
FAMILY & CHILDREN FIRST COUNCIL - 1 FTE			
FAMILY COUNCIL EXECUTIVE DIRECTOR	1		
HUMAN RESOURCES - 4 FTE			
DIRECTOR OF HUMAN RESOURCES	1		
HR ASSISTANT	1		
HUMAN RESOURCES GENERALIST	1		
TRAINING SPECIALIST	1		
INVESTIGATIVE AGENTS - 5 FTE			
INVESTIGATIVE AGENT	4		
MANAGER OF INVESTIGATIVE AGENTS	1		
KITCHEN - 1.7 FTE			
FOOD SERVICE ASSISTANT	0.7		
FOOD SERVICE COOK	1		
RESIDENTIAL - 38.3 FTE			
ADMINISTRATIVE ASSISTANT			1
DIRECTOR FF MUELLER	1		
DSP	8.1	9	
LPN/RN	8.2	5	
NURSE MANAGER		1	
PROGRAM MANAGER	1		
QIDP ASSISTANT	1		
SUPERVISOR FF MUELLER	3		
TRANSPORTATION - 8.3 FTE			
ADMINISTRATIVE ASSISTANT	1		
AUTOMOTIVE MECHANIC	1		
TRANSPORTATION SUPERVISOR	1		
VEHICLE OPERATOR	5.3		
TOTAL	118.3	19	2

*Intermittent Positions = 0.1 FTE

"Resolved that an amount of \$20,000 (Dollars Twenty thousand) be requested from Developmental Disabilities Endowment fund at the Springfield Foundation. Further these funds will be deposited in the Quest Adult Services Inc, bank account for needed disbursements for 2024 Dye Hard 5K Color run.

Further resolved that any receipts on this event along with the unspent monies from the above withdrawal will be deposited back into the Developmental Disabilities Endowment Fund"

CLS Training and Orientation Overview 2023

presented by Scott Amen

2023 Overview

- ▶ Trainings
 - ▶ Summary of trainings
 - ▶ Number of trainings
 - ▶ CEU Totals
- ▶ Orientation
 - ▶ Number of new SSA's

2023 CLS Trainings

2023 CLS Training Summary

- ▶ Required trainings for SSA's in 2023
 - ▶ 29.5 hours
 - ▶ Totals are for Employment, Benefits, and SSA Role-Related trainings
 - ▶ 21.50 hours were approved for CEU's for the trainings above
- ▶ There were 14.0 additional hours of training available in 2023 for Professional Development classes
 - ▶ Professional development was approved for 14.0 CEU hours

SSA Orientation

2023 Orientation

Raise Your Hand If You're New....

- ▶ In 2023, 9 SSA's participated in Orientation Training.
- ▶ Orientation Summary
 - ▶ January 2023
 - ▶ Kelley and Brianna (Adult SSA's)
 - ▶ May 2023
 - ▶ Jasmyne and Denisa (Adult SSA's)
 - ▶ August 20203
 - ▶ Precious and Jennifer (SWOCOG)

2022 Orientation

Raise Your Hand If You're New....

- ▶ Orientation Summary (Continued)
 - ▶ October 2023
 - ▶ Katie (Adult SSA)
 - ▶ Crystal (Kid SSA)
 - ▶ December 2023
 - ▶ Karen (Adult SSA)

Intake & Eligibility 2023

	Ages 6 - 18	Ages 19 - 40	Age 41 +	Totals
Open 2023 Intake Cases	0	0	0	0
Eligible	18	10	4	32
Not Eligible	3	2	1	6
Closed	66	31	13	110
Intake Grand Total				148
Transfers	8	3	0	11
COEDI (age 6)	29			29
OEDI (age 16)	26			26

Referral Sources

School	14
Family	99
Agency	14
Self	17

QA

The

Numbers

2023



91

Reviews completed in 2023

27

SSAs reviewed

78%

of SSAs showed improvements from first review in 2022

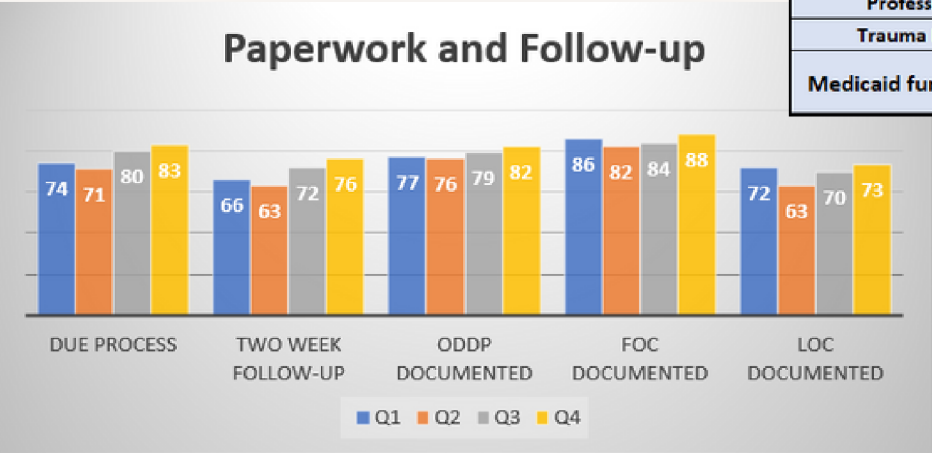
92%

of plans reviewed either met or exceeded expectations

2023 Final Numbers

	Q1	Q2	Q3	Q4
Promotes Self Determination	98	98	96	96
Assessment considered	100	100	100	100
Outcome	97	96	94	94
SSA Monitoring	71	56	59	61
Alone time addressed	93	94	97	97
Supervision levels addressed	100	100	100	100
Choking Concerns if needed	94	94	96	96
Community Access	100	100	98	98
Medication administration addressed	76	53	57	61
Personal Funds addressed	100	98	97	97
Path to employment	94	84	85	85
20 day distribution met	77	72	80	84

	Q1	Q2	Q3	Q4
Respectful & Empowering	2.44	2.66	2.59	2.55
Focus on the Positive	2.3	2.34	2.32	2.33
Makes Connections	2.17	2.17	2.1	2.11
Detailed and Thorough	2.45	2.55	2.45	2.44
Clear Outcomes and Action Steps	2.01	1.94	1.85	1.89
Clear Description of Services and Supports	1.88	1.87	1.95	1.97
Professionalism	2.32	2.31	2.31	2.33
Trauma Informed	2.07	2.09	2.07	2.07
Medicaid funded Services	1.9	1.82	1.77	1.79




Other General Updates

Individual Satisfaction surveys



- We have finalized our process for collecting information from individual’s and their supports and are gather information in three areas
 - SSA Communication
 - Individual’s involvement in the planning process
 - Provider services








DEVELOPMENTAL
DISABILITIES
OF CLARK COUNTY

Satisfaction
SURVEY

Developmental Disabilities of Clark County is committed to providing the best possible service available for Individuals with Disabilities. As part of our commitment, we are interested in hearing about your experiences with your SSA and your providers.

Your name: _____

Your SSA: _____

Please rate how much you agree to the following statements:	STRONGLY AGREE 	AGREE 	NOT SURE 	DISAGREE 	STRONGLY DISAGREE 
1. I know who my SSA is.					
2. I know how to contact my SSA.					
3. I have a good relationship with my SSA and can speak openly with them.					
4. I trust that my SSA listens to me.					
5. I helped pick the providers that work with me.					
6. If I want to see something changed in my plan, I know who to tell.					
7. My SSA asks my opinions on the services I receive.					
8. I chose who attended and where my plan meeting was held.					
9. I am happy with my providers.					
10. I am happy with what I do on a day-to-day basis.					
11. I have all the things I need.					
12. My providers help me whenever I need it.					

Thank you for taking the time to complete this survey. Your feedback is valuable to us and will help us to continue providing excellent service.

Please return this survey in the enclosed envelope or via email to lkeeran@clarkdd.org

OACB Conference

- Clark Count’s QA process was picked and featured as a session at the OACB conference. Since presenting, several counties; including Franklin, Butler, Scioto and Fairfield, have reached out and are going to start using all or some of our process.

Overview of Restrictive Measures Annual Analysis

submitted to Human Rights Committee (HRC), 2/20/24

Completed by: Sam Minier, Positive Support Specialist, Community Living

1. Number of individuals with at least 1 restrictive measure:

- As of 1/1/23: **7**
- Newly approved by HRC in 2023: **4**
- Who had all restrictive strategies discontinued in 2023: **6**
- As of 12/31/23: **5**

2. Risks of harm that triggered use of restrictive measures:

- Self-Injury: 7
- Physical Aggression: 6
- Transportation Safety: 4

3. Breakdown of approvals by specific type of restrictive measure:

Restrictive Measures	Approved for 1st time by HRC	Rejected by HRC	Reauthorized by HRC	Discontinued from plan by team
Manual	1 (collection of maneuvers)	1 (specific move from collection)	1	1 (from 2022 approval)
Mechanical	1	0	3	1 (from 2022 approval)
Rights Restriction	4	0	6	2 (from 2022 approval) , 3 (from 2023)
Totals	6	1	10	7

4. Trends and Patterns of note:

- Of the 4 individuals with restrictive measures due to physical aggression, 3 had restrictive measures discontinued by the end of 2023 and the other had shown 75% less incidents of aggression and 85% less use of manual restraint.
- 2 individuals had restrictive measures discontinued due to no longer receiving services with the county board. If they resume services, updated risk of harm will be evaluated at that time but it is likely restrictive measures for them will also resume.
- Of the total 11 individuals with restrictive measures in 2023, 8 of them had IP outcomes related to communication or structure that had some level of impact on their risk of harm. Of those 8:
 - o 7 showed decreases in risk behavior throughout the year
 - o 5 showed either increased communication skills or increased tolerance of distressing environments
 - o 3 had the level of restriction decreased, including 2 where restrictions were completely discontinued
 - o 2 showed significant decreases in use of physical and/or mechanical restraints
- Risk behaviors for 3 of the 11 individuals with restrictive measures in 2023 have clear connections to trauma histories. 2 of these individuals have had trauma-informed biographical timelines

completed. Strategies for the other individual are specifically written around helping him recover from abuse that occurred in the bathroom, which is where the restrictive measure is needed. Continued use of trauma-informed care and access to trainings/resources on trauma resilience have proven important in helping prevent the need for restrictive measures with other individuals with traumatic histories.

- As counted at the end of each year, the number of individuals with restrictive measures continues its annual reduction (over 75% reduction in 6 years):
 - 2023: 5
 - 2022: 7
 - 2021: 8
 - 2020: 11
 - 2019: 16
 - 2018: 19
 - 2017: 22

Early Childhood

Staff are preparing for outreach season! With a new year comes many new health fairs, community events, etc. and my staff and I attend all that we can to make sure the community knows who we are and how we can serve littles.

The painting in our classroom/home visiting room is near completion. I will show pictures next month of the wonderful job she did painting.

Staff will be participating in a Child Outcomes Training later this month. This is a form used to determine where a child's functioning skills are when they enter the program and then completed again when they exit. The state uses this information from each county to see how effective the programs are at meeting the child's needs.

We would love to have a small playground here on campus for our littles to enjoy when they come to campus. I will be working with Lora and Max on the project so more news on that to come.....

FF Mueller Residential Services



Springfield National Trails Lion Club

For 4 years FF Mueller's individuals & employees have built a great relationship with the Springfield National Trails Lion Club. They have brought goodie bags throughout the year for our individuals on different holidays such as Valentine's Day, Easter, & Thanksgiving. The individuals love receiving these goodie bags. The Lion Club has also done art & crafts projects with our individuals.



Wright Patt Air Force Museum

In January our individuals were able to go on an anticipated trip to the Wright Patt - Air Force Museum. The 4 individuals Tony, Marquette, Kathy, and Kenny really had a ball looking at the Different aircrafts, and meeting some of the air force veterans.