

**SOCIAL SERVICES ADVISORY BOARD MEETING
MINUTES
October 15, 2003**

ATTENDEES:

William Alford
Thomas Armstrong
Elizabeth Bartz
Kevin Breen
Wayne Brennessel
James Lawrence
Vivian Celeste Neal
Gene Nixon
Robert Pfaff
Dr. Carl G. Simmers
Karen Talbott
Angela Tucker Cooper
Joe White
Bernett Williams
Randy Zumbar

SCDJFS STAFF MEMBERS:

Daisy Alford-Smith, Ph.D.
Patricia Divoky
Julie Seeley
Valorie Austin

GUESTS:

Holly Bednarski- Council
Gary Binns
Rita Fongheiser

EXCUSED:

Elaine Woloshyn
Jeff Heintz

CALL TO ORDER

Karen called the meeting to order at 12:10 p.m. Karen confirmed that a quorum of members was present.

APPROVAL OF MINUTES

The minutes of the July 16th meeting were unanimously approved.

ACKNOWLEDGEMENT BY MRS. BECKER

Karen announced she had received a note from Mr. Becker's wife thanking the Board for their condolences and indicating that she and other family members would be very receptive to coming to something we have in the future as a remembrance of her husband.

COMMITTEE REPORTS**BUDGET AND LEVY REVIEW COMMITTEE**

Karen stated that Elaine Woloshyn and Elizabeth Bartz had co-chaired the Committee's annual budget review of the levy-funded agencies. It was noted that Elaine was out of town and Elizabeth would be presenting the information to the Board. A memorandum of the highlights of the Budget Review of each agency was distributed to the members. The Budget & Levy Committee met with each agency on Thursday, October 2nd, 2003. There

were additional questions that were sent out to CSB and MR/DD by the Committee, and these questions and the agencies responses were also available for review.

SUMMIT COUNTY BOARD OF ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES ANNUAL BUDGET REVIEW

Elizabeth reported that the Committee met with Randy Zumbar, of the ADM Board, and no additional follow-up to their report was required. They are in the 2nd year of their six-year levy, which expires in 2008. ADM anticipates a carryover of \$ 8.4 million by the end of 2004, and a reduction of the fund to \$ 1 million by the end of the levy period in 2008.

The Budget and Levy Review Committee recommended SSAB's approval of ADM's proposed 2004 Budget. The Budget will be changed to reflect the 27 pay periods in 2004 before it goes to the ADM's Board. The SSAB Board moved to approve the ADM's budget for 2004 with the change in pay periods. The vote was unanimous with one abstention of Randy Zumbar.

SUMMIT COUNTY CHILDREN'S SERVICES BOARD ANNUAL BUDGET REVIEW

Elizabeth stated there were some additional questions that the Committee asked CSB to respond to regarding the lack of liability insurance, and CSB had submitted a response. CSB reported that they do not have general liability coverage, but are trying to obtain it. Their cost for liability jumped 300% while coverage dropped. Gary Binns stated that it is not unusual for child welfare agencies to not have general liability coverage.

CSB is in the 6th year of a six-year levy, expiring in 2004. A representative from Summit County Council also posed several questions and CSB's responses were included in the memorandum of finding to the Board.

The Budget and Levy Review Committee unanimously recommended SSAB's approval of CSB's proposed 2004 budget. Adjustments in the budget also need to reflect the 27 pays in 2004.

The Committee felt that there needs to be further discussion with CSB regarding an appropriate carry forward balance. The carry forward balance is projected to drop more than \$ 6 million in 2004.

The Budget and Levy Review Committee will be reviewing CSB's levy proposal next week for a proposed levy on the March, 2004 ballot. A special SSAB Board meeting would need to be held to approve the levy proposal. The concern of the timing of a three-year levy and its affect on the other levy-funded agencies was expressed.

It was noted that because of the strike, the payroll expenses had been reduced by \$ 0.5 million per pay, and the funds have not been put in a separate fund.

The SSAB Board unanimously accepted CSB's annual budget for 2004 with two abstentions, Joseph White and William Alford.

SUMMIT COUNTY BOARD OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES ANNUAL BUDGET REVIEW

Elizabeth stated the Budget and Review Committee did have some further questions regarding program outcome measures for MR/DD and a response was provided.

MR/DD is in the 4th year of a six-year levy, which expires in 2006. Information was provided regarding the continued provision of the hot lunch program and additions in the transportation area in 2004. MR/DD has contracts with 3 bargaining units, which expire this year and some concerns with flexibility of staff related to client needs may be an issue. Some institutions are being closed by the state and the MR/DD is picking up some of the costs of those approximately 60 residents returning to the community.

The Budget and Levy Committee unanimously recommended SSAB approval of MR/DD's 2004 Budget. The SSAB Board approved MR/DD's budget with two abstentions, Thomas Armstrong and William Alford.

COMMENDATION

Mr. Armstrong commented that he felt that the budget review process was thorough, fair and objective and Karen acknowledged the role of Dr. Greg LaForme, former SSAB member and former Chair of the Budget and Levy Review Committee, who had restructured and reformatted the review process. Gene Nixon also acknowledged his appreciation of the summary of the budgets, which had been provided. Karen thanked Dr. Daisy Alford-Smith and her staff for their increased support to the SSAB Board.

HEALTH AND HUMAN SERVICES COMMITTEE QUALITY OF LIFE PROJECT

Robert Pfaff reported that the Quality of Life Working Group continues its efforts on the Quality of Life Project and has been meeting monthly. The project is on time. The entire SSAB Board should have a document of goals and initiatives to review within a couple of months. Bob thanked those who have participated in the Working Group for their effort. Karen stated that she wants to assure that those from the Board, who are not a part of the Working Group, understand the initiatives and goals of that group, as they will come to the SSAB Board for approval. Elizabeth stated that the Working Group, which met this morning, did commit to a draft of the goals and initiatives of the Quality of Life Project, with some modifications. When completed, Julie will send these revised materials to all SSAB members. A special SSAB Board meeting will be held for the Board to consider approval of the goals and initiatives.

HUMAN SERVICES INSTITUTE

Elizabeth stated that in 2003, the SSAB held a recognition luncheon, and in 2004, the event will be expanded to a half day Institute. The Institute will be held on April 2nd at the Crowne Plaza and Judge Glenda Hatchett is the keynote speaker. The Institute will address social service issues in Summit County, let the public know what the SSAB is doing with the Quality of Life Project, highlight the three levy funded agencies and present awards. Bennett Williams and Angela Tucker Cooper have volunteered to be on the planning committee for the Institute. The SSAB Executive Committee will also be involved. A Board member suggested that displays of various human service agencies be held at the Institute and that idea will be explored.

ADULT PROTECTIVE SERVICES

Vivian Celeste Neal stated she had nothing to report on the Adult Protective Services activities and Elizabeth has not heard of any meetings. Elizabeth stated that the Adult Protective Services Department had a collaborative meeting on self-neglect and caregiver neglect on October 1st, and Pat Divoky added that the meeting was held at the Red Cross with about 80 people in attendance. Another collaborative meeting will be held in six months, but a date has not been set. Elizabeth informed the Board that an officer from Cuyahoga Falls, Warren Capps, who had been very active on the APS task force, is on suspension from duty. The reasons for the suspension are unknown at this time, but Mr. Capps, vigorously worked on APS issues in Cuyahoga Falls.

UNFINISHED BUSINESS SOCIAL SERVICES BOARD WEB SITE

An initial draft of the SSAB Web site content was distributed and the contents explained by Pat Divoky. Members were asked to review the content and let her know if there is any feedback or changes. The Web site is not operational yet, but will be shortly.

PRC PLAN

Pat Divoky reported that the Department of Job & Family Services had received word from the State, at the end of August, that the State was requiring a 30-day public comment period regarding the Summit County PRC plan or the County Family Services Planning Committee, (in Summit County this is the SSAB Board), could review the plan. Because of time constraints, the PRC plan was e-mailed to the SSAB Board for their review and comments. One set of questions/comments was received and addressed.

ADJOURNMENT

The meeting was adjourned at 12:45 p.m. The next regular SSAB Board meeting is scheduled for January 21, 2004 at noon.