

**RESOLUTION NO. 22-01171**

In the matter of approval of prior meeting ) County Commissioners’ Office,  
minutes from the regular session held on ) Wood County, Ohio  
September 8, 2022. ) September 13, 2022

*WHEREAS*, in accordance with §121.22 (“Sunshine Law”), and §305.11, Revised Code of Ohio, “immediately upon the opening of each day’s session of the board of county commissioners, the records of the proceedings of the session of the previous day shall be read, or provided to each commissioner in written form, by the clerk of the board and, if correct, approved and signed by the commissioners”; and

*WHEREAS*, the Board of County Commissioners met in regular session on the 8<sup>th</sup> day of September 2022 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

*WHEREAS*, the Commissioners’ Agenda for September 8, 2022, was as follows:

*I. 9:19 a.m. -- Reading of minutes from preceding meeting*

Commissioner Herringshaw called the meeting to order and waived the reading of the prior meeting minutes. Administrator Carri Stanley, Clerk Sandy Long, Wood County Engineer John Musteric, Road Engineer Jason Sisco, Wood County Alcohol, Drug Addiction and Mental Health Services Board member Frank McLaughlin and Finance Director Julie Launstein were also present.

*II. -- Consider Approval of Resolutions immediately following item I  
See Resolution Listing*

Engineer Musteric stated resolution 22-01168 is to authorize participation in the Federal Highway Administration Safe Streets for All (FHWA) grant program. He noted the funding is to be used by local jurisdictions, not the Ohio Department of Transportation. This is a competitive grant and Engineer Musteric stated there is a better chance of receiving grant funding if jurisdictions apply jointly. Wood County has partnered with Fulton, Lucas, Ottawa, and Sandusky Counties for a grant to perform a safety action plan. If funding is awarded the five counties will share a 20% grant match (approximately \$16,000) to be paid by the Engineer’s road fund. Mr. Sisco stated that Lucas County is taking the lead for the grant application and covering the cost to apply. This resolution is the first step for Wood County which will allow the creation of a safety action plan. The plan must be in place to be eligible to receive funding. Mr. Sisco stated the minimum funding award is \$200,000. The Commissioners thanked them both for the explanation of the FHWA grant program. Engineer Musteric thanked the Commissioners for their support. Engineer Musteric and Mr. Sisco exited at 9:25 a.m.

No out of state travel requests were submitted. The personnel actions submitted were from the Commissioners’ Office for a change in pay rate for Fiscal Manager DeAnn Stewart, a change in department and position for Wood Haven Finance Manager Dan Scherger to Assistant County Administrator, and a request to post the vacant Finance Manager position internally.

Commissioner LaHote moved to approve the resolutions on the attached listing and Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

*III. -- Staff Reports*

Wood County Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board Quarterly Update (9:27 a.m.) – Mr. McLaughlin stated that WCADAMHS Board Executive Director Deanna Chase resigned on Tuesday effective immediately. Notice of the resignation was sent to Board members, to the state, and other county boards. At this time the Board will not be appointing an interim Executive Director. The position and salary will be reviewed prior to posting the vacant position. The meeting concluded at 9:39 a.m. Mr. McLaughlin and Ms. Launstein exited at this time.

Wood County Board of Developmental Disabilities (Board of DD) Quarterly Update (10:34 a.m.) – Board of DD Superintendent Brent Baer was joined by Director of Health Supports & Provider Relations Joanne Hayward and Board President Ed Metzger to review the attached information. Mr. Baer stated there is an ongoing struggle with workforce. He stated that Wood County is one of the few counties that continues to grow. He noted that Wood County residency has grown 4%-6% since 2016 and in that same time frame the number of residents served by the Board of DD has increased 30%. Mr. Baer stated that approximately 250 Direct Support Professionals (DSPs) are needed at this time. The Board of DD initiated a retention and recruitment payment for DSPs. Every quarter a DSP employee will receive an additional 6.5% payment on wages for hours worked. There are currently 717 DSPs working in Wood County. He anticipates the additional percentage will cost approximately \$1 million in 2023.

Ms. Hayward stated the Board of DD has been present at various public events, including at BGSU and Owens Community College, where they are planting the seed of a career path. Also, they are working with Lucas County regarding retention and recruitment. The Board of DD hosted a workshop for providers offering CPR training, positive support, and many other trainings. There were 47 agencies in attendance. Ms. Hayward stated that next week the Board of DD will be giving providers a goody bag with a gift card for fuel, a resource guide, phone charger, highlighters, and a few other items. Mr. Baer stated September 11-17 is National Direct Support Professionals Week. The Commissioners presented a proclamation designating September 11-17 Direct Support Professionals Week in Wood County. Photos were taken. The meeting concluded at 10:22 a.m. Mr. Baer, Ms. Hayward and Mr. Metzger exited at this time.

Ms. Stanley stated that Auditor Oestreich contacted her regarding on-line renewal for dog licenses. He would like to offer a coupon for a one-month free pass to the Dog Park for obtaining a dog license on-line during the first few weeks of the renewal period. Auditor Oestreich stated this would promote the Dog Park and save money spent on mailings. He noted that 5.3% of the dog license fee is for mailing costs. He has discussed the idea with the Dog Warden. More discussion will be held at a later date.

*IV. -- Open Forum Citizens Comments/Concerns*

No one from the public was present. Commissioner LaHote moved to adjourn and Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 10:27 a.m.

*V. 10:30 a.m. -- Meet with Common Pleas Courtroom 1 Staff for Presentation of 2021 Employee Recognition Award*

Commissioners Herringshaw, LaHote and Bowlus presented employee recognition awards for years of service.

*The Board of County Commissioners will attempt to provide reasonable accommodations for any disabled person. Requests for special accommodations shall be made to the Office of the County*

Commissioners twenty-four (24) hours prior to the time such accommodations are required; now therefore, be it

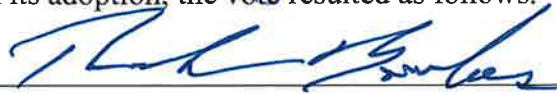
RESOLVED, by the Board of County Commissioners of Wood County, Ohio, that the foregoing minutes be and are hereby approved; and be it further

RESOLVED, that these proceedings shall be kept on file in the office of the County Commissioners and open at all time to public inspection.

Commissioner Bowlus moved and Commissioner Herringshaw seconded the approval of the resolution, and the roll being called on its adoption, the vote resulted as follows:

DR. THEODORE H. BOWLUS

yes



CRAIG LAHOTE

\_\_\_\_\_

ABSENT

DORIS I. HERRINGSHAW, Ed.D.

yes



Board of County Commissioners,  
Wood County, Ohio

Attest:

  
Clerk of said Board

| Resolution | Date     | Description  | PO     | Cost       |
|------------|----------|--|--------|------------|
| 22-01155   | 9/8/2022 | APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 9/6/2022  |        |            |
| 22-01156   | 9/8/2022 | AUTHORIZE PAYMENT OF VOUCHERS  |        |            |
| 22-01157   | 9/8/2022 | AUTHORIZE THE WOOD COUNTY ADMINISTRATOR TO SIGN 2022 DEPARTMENT OF COMMERCE NOTICES RELATED TO THE COUNTY ELEVATORS.   |        |            |
| 22-01158   | 9/8/2022 | AMERICAN INTERIORS - AUTHORIZING AN AMENDMENT TO ORIGINAL PURCHASE ORDER FOR ADDITIONAL MOBILE CUBICLE WALLS FOR USE AT JFS. SAID PURCHASE IS THROUGH STATE TERM CONTRACT #STS714.                               | 42803A | \$2,471.67 |
| 22-01159   | 9/8/2022 | AUTHORIZE LPA FEDERAL LOCAL-LET PROJECT AGREEMENT WITH THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION TO REHABILITATE BRIDGE #8732809 ON EAST BROADWAY ROAD OVER CEDAR CREEK IN WOOD COUNTY, PID #117345.        |        |            |
| 22-01160   | 9/8/2022 | AUTHORIZE PERSONAL SERVICE CONTRACT WITH ANGELA L. SWONGER, LPCC TO PROVIDE SEXUAL BEHAVIOR ASSESSMENTS AND COUNSELING FOR WOOD COUNTY JUVENILE COURT.   |        |            |
| 22-01161   | 9/8/2022 | CONTRACT TO FURNISH EMERGENCY MANAGEMENT BETWEEN WOOD COUNTY AND THE CITY OF BOWLING GREEN.  |        |            |
| 22-01162   | 9/8/2022 | CONTRACT TO FURNISH EMERGENCY MANAGEMENT BETWEEN WOOD COUNTY AND THE VILLAGE OF GRAND RAPIDS.  |        |            |
| 22-01163   | 9/8/2022 | SUPPLEMENTAL APPROPRIATIONS - VARIOUS FUNDS  |        |            |
| 22-01164   | 9/8/2022 | AUTHORIZE CONTRACT WITH ADRIEL, INC. FOR FAMILY SUPPORT SERVICES FOR WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.  |        |            |
| 22-01165   | 9/8/2022 | AUTHORIZE VARIOUS PERSONNEL ACTIONS  |        |            |
| 22-01166   | 9/8/2022 | DECLARING NECESSITY TO TRANSFER FUNDS FOR CALENDAR YEAR 2022 FROM THE HUMAN OR SOCIAL SERVICES LEVY FUND TO THE GENERAL FUND.  |        |            |
| 22-01167   | 9/8/2022 | ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS   |        |            |
| 22-01168   | 9/8/2022 | AUTHORIZING PARTICIPATION IN THE FY2022 FEDERAL HIGHWAY ADMINISTRATION (FHWA) SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT PROGRAM WITH FULTON, LUCAS, OTTAWA AND SANDUSKY COUNTIES FOR THE WOOD COUNTY ENGINEER. |        |            |
| 22-01169   | 9/8/2022 | PAYMENT FOR SERVICES - JULY 2022 CENTRAL SERVICES  |        |            |
| 22-01170   | 9/8/2022 | APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES  |        |            |

**Commissioner's Update**  
**September 8, 2022**

1. DSP Workforce shortage
  - Board(s) of DD response
  - 6.5% Rate increase
  - Recruitment efforts
    - Provider workshops
    - By the numbers
    - Thank you WCJFS
  - DSP Week update
    - Radio spots with Clint Corpe
      - Relationship success stories
    - Gift bags
    - Social media campaign
  - DSP Proclamation
2. Strategic Plan update
  - Multi-System Youth
3. Agency Security
  - Local trainings
  - Homeland security tours
  - Agency forums

BGSU Campus Fest 2022



BGHS Lunch Time Recruitment



Better BG Bash



Chocolate Crawl, Downtown BG



BG Farmers Market

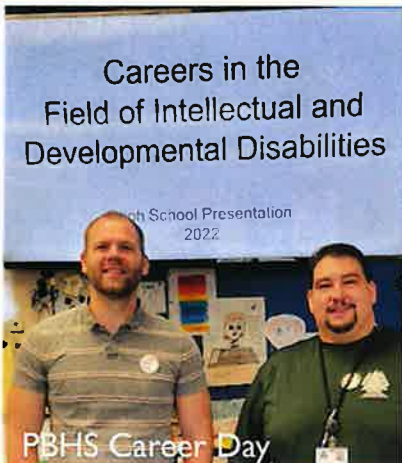


Provider Relations Specialists and PRS Trainer





BGSU Campus Fest



PBHS Career Day



BGSU Expand Your Horizons

**Support EMPOWER INSPIRE**

**Make an Impact**  
Become a  
**DSP**  
TODAY

**A Career for Those that DO!**  
FUN  
FLEXIBLE  
Meaningful  
Transferable Skills

**Types of DSPs**  
RESIDENTIAL  
DAY SERVICES  
EMPLOYMENT  
TRANSPORTATION

**What is a DSP?**  
A DSP is a Direct Support Professional. DSPs work with all ages and abilities of people. You would support a person with developmental disabilities in their home, within their community, or even at their job. The support that DSPs bring to their clients varies in scope and can range from meal prep, personal care, cooking skills, to participating in activities throughout their community.

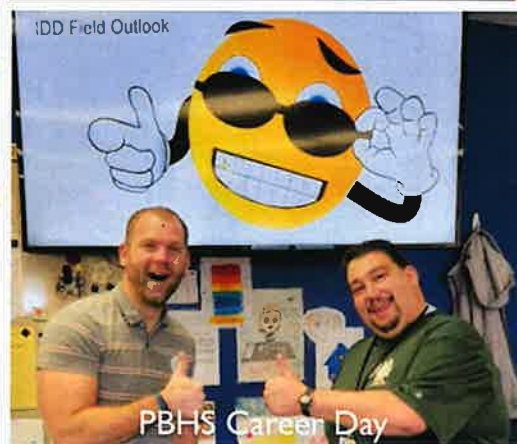
**DSPs Gain Valuable Career Skills!**

**WC Health Dept. Display**

**DSP Recruitment**



Owens Community Action Fair



PBHS Career Day

# Helping People. Changing Lives.

Direct support professionals (DSPs) are individuals who work directly with people that have developmental disabilities in their homes, the community, and their jobs. All DSPs help people live, learn, work and play in their communities.

## What is a developmental disability?

A developmental disability is a disability that began during developed at birth or during childhood that typically lasts for an individual's entire life. Developmental disabilities can result in limitations in major life activities, causing a person to need special care, treatment, or services for an extended period of time. There is a wide range of developmental disabilities an individual can be diagnosed with; common developmental disabilities include intellectual impairments, autism, down syndrome, and cerebral palsy.

## What type of Direct Support Professional (DSPs) jobs are there?

### Residential — Supporting individuals where they live

DSP responsibilities may include:

- Supporting individuals to live as independently as possible;
- Helping to ensure individuals are healthy and safe at home;
- Supporting individuals in their daily life activities such as cooking, cleaning, dressing, and bathing;
- Assist individuals with money management, transportation, and finding and accessing community activities

### Day support — Supporting individuals during the day

DSP responsibilities may include:

- Take individuals into the community for volunteer and recreational activities;
- Teach independence skills and how to be safe in the community;
- Assist individuals to try new things and be more involved in the activities and hobbies of their choice;
- Support individuals in forming relationships with others in the community

### Employment — Helping individuals find and keep a job

DSP responsibilities may include:

- Assisting individuals in identifying their talents, interests, goals, and abilities, and support them to find a job;
- Work with local businesses to connect potential employers with potential employees with disabilities;
- Provide on-site training and coaching to assist individuals at their jobs

**To Apply for Direct Support Professionals Jobs in  
Wood County use this link:**  
<https://www.dspohio.org/>



