



Delaware County Board of Developmental Disabilities

To inspire, empower, and support people to achieve their full potential.

Delaware County Board of Developmental Disabilities

Regular Board Meeting

June 10, 2021

Call to Order

Board President, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:30 p.m. on Thursday, June 10, 2021.

Roll Call

Members present: Louis Borowicz, Howard Heffelfinger, David Moser, Dana Lehman, Stephen Finney, and Ted Klecker

Members absent: Dennis Mowrey

Public Comments

James Cermac, Joe and Brian Longenbaker, and BethAnn and Charlie Chesnes with Team Heart and Sole presented the Board with information regarding their Advocacy and Inclusion Grant request to help further their mission of providing inclusive opportunities for champions to participate in race events.

Judge David Hejmanowski and Magistrate Ben Suffron presented additional information to the Board about the Guardianship Services Board.

Approval of Minutes

RESOLUTION 21-06-01

David Moser moved to approve the minutes from the May 13, 2021 Board Meeting as presented. Ted Klecker seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 21-06-02

Jared Zirillo, Director of Operations/Business Manager, reviewed the May 2021 financial reports. Howard Heffelfinger moved to approve the list of May expenditures and the financial reports as submitted. Dana Lehman seconded the motion. The motion carried.

Ethics Council Report

The Ethics Council met at 6:15 p.m. to review five direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review: Care for You, LLC; Helping Hands Center for Special Needs dba Bridgeway Academy; Ultimate Care Services, Inc.; Ultimate Care Supported Living, LLC; and Boundless Behavioral Health.

RESOLUTION 21-06-03



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David Moser moved to approve the Ethics Council Report as presented. Ted Klecker seconded the motion. The motion carried.

Board Committee Updates

Finance Committee

Committee Chair, David Moser reported that the committee met on Thursday, May 27, 2021 and the recommends that the Board approve a .1 rollback on the 2.1 Levy to 2.0 in 2022. The Committee also recommends that the Board approve the Perry Protech lease and maintenance agreements.

New Business - Board Action Items

A. Agenda Revision to add Human Rights Committee Intergovernmental Agreement

RESOLUTION 21-06-04

Dana Lehman moved to approve an agenda revision to include Human Rights Committee Intergovernmental Agreement. Steve Finney seconded the motion. The motion carried.

B. Human Rights Committee Intergovernmental Agreement

RESOLUTION 21-06-05

Dana Lehman moved to authorize the Superintendent to work with the Delaware County Prosecutor's office to sign an Intergovernmental agreement with another County Board to work with their Human Rights Committee. Howard Heffelfinger seconded the motion. The motion carried.

C. Levy

RESOLUTION 21-06-06

WHEREAS, the Delaware County Board of Developmental Disabilities ("DCBDD") is currently funded, in part, by a 2.1 mill property tax; and,

WHEREAS, the current 2.1 mill property tax of DCBDD is set to expire in 2021; and,

WHEREAS, renewal of the existing 2.1 mill levy with a decrease to 2.0 mills is crucial to DCBDD's continued provision of quality programs and services to its clients; and,

WHEREAS, without the funding provided by a 2.0 mill levy, the Delaware County Board of Commissioners would be required, pursuant to section 5126.05(G) of the Ohio Revised Code, to fund DCBDD programs and services from other available local, state, and federal funds; and,

WHEREAS, in order to submit to the electors of Delaware County the question of levying a renewal of the 2.1 mill tax with a reduction to 2.0 mills for DCBDD programs and services, the Delaware County Board of Commissioners must adopt a resolution of necessity, request and receive the County Auditor's certificate, and adopt a resolution to proceed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:



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1. DCBDD hereby respectfully requests that the Delaware County Board of Commissioners adopt the necessary resolutions for submitting to the electors of Delaware County the question of levying a renewal tax with a decrease for DCBDD programs and services at the general election to be held on November 2, 2021.
2. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.
3. This Resolution shall be in full force and effect immediately upon adoption.

David Moser moved to approve a .1 rollback on the 2.1 Levy to 2.0 in 2022. A roll call vote was taken: Louis Borowicz, yes; Howard Heffelfinger, yes; David Moser, yes; Dana Lehman, yes; Steve Finney, yes; Ted Klecker, yes. The motion carried.

D. Dismiss Dennis Mowrey from June Board Meeting

RESOLUTION 21-06-07

Steve Finney moved to dismiss Dennis Mowrey from the June 10, 2021 Board meeting. Ted Klecker seconded the motion. The motion carried.

E. Advocacy and Inclusion Grant Request from Team Heart and Sole

RESOLUTION 21-06-08

A correction will be made by Team Heart and Sole to the form for \$10,000 for a \$5,000 match. Steve Finney moved to approve the grant request for Team Heart and Sole in the amount of \$5,000. David Moser seconded the motion. The motion carried.

F. Letter of Intent from Summit Housing

RESOLUTION 21-06-09

Dana Lehman moved to authorize the Superintendent to sign the letter of intent from Summit Housing for 413 Charles Spring Drive. Ted Klecker seconded the motion. The motion carried.

G. Perry Protech Lease Agreement and Maintenance Agreement

RESOLUTION 21-06-10

Steve Finney moved to authorize the Superintendent to sign and execute the lease and maintenance agreements with Perry Protech. David Moser seconded the motion. The motion carried.

H. Revised COVID-19 Public Health Emergency Face-to-Face Visit Policy

RESOLUTION 21-06-11

Steve Finney moved to approve the revised COVID-19 Public Health Emergency Face-to-Face Visit Policy. Ted Klecker seconded the motion. The motion carried.



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I. Revised Military Leave Policy

RESOLUTION 21-06-12

Ted Klecker moved to approve the revised Military Leave Policy. David Moser seconded the motion. The motion carried.

J. Revised Notification of Absence Leave Request Policy

RESOLUTION 21-06-13

Dana Lehman moved to approve the revised Notification of Absence Leave Request Policy with the minor grammatical correction made. Steve Finney seconded the motion. The motion carried.

K. Revised Ohio Military Leave Policy

RESOLUTION 21-06-14

Ted Klecker moved to approve the revised Ohio Military Leave Policy. David Moser seconded the motion. The motion carried.

L. Revised Outside Employment Policy

RESOLUTION 21-06-15

Howard Heffelfinger moved to approve the revised Outside Employment Policy. Ted Klecker seconded the motion. The motion carried.

M. Revised Parental Leave Policy

RESOLUTION 21-06-16

David Moser moved to approve the revised Parental Leave Policy. Steve Finney seconded the motion. The motion carried.

N. Revised Personal Leave Policy

RESOLUTION 21-06-17

Steve Finney moved to approve the revised Personal Leave Policy. David Moser seconded the motion. The motion carried.

O. Revised Probationary Period Policy

RESOLUTION 21-06-18

Ted Klecker moved to approve the revised Probationary Period Policy. Dana Lehman seconded the motion. The motion carried.

P. Revised Relationships Between Employees and Eligible Individuals Policy

RESOLUTION 21-06-19

David Moser moved to approve the revised Relationships Between Employees and Eligible Individuals Policy, renamed Duty to Uphold the Rights of Eligible Individuals. Steve Finney seconded the motion. The motion carried.



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Q. Revised Resignation Policy

RESOLUTION 21-06-20

David Moser moved to approve the revised Resignation Policy. Howard Heffelfinger seconded the motion. The motion carried.

R. Revised Telecommuting Policy

RESOLUTION 21-06-21

David Moser moved to approve the revised Telecommuting Policy. Steve Finney seconded the motion. The motion carried.

S. Revised Workplace Standards Policy

RESOLUTION 21-06-22

Dana Lehman moved to approve the revised Workplace Standards Policy with a correction to the Time and Attendance section, number six: For payroll purposes only, DCBDD's work week begins at 12:00 a.m. on Saturday and ends at 11:59 p.m. on Friday; corrected to : In accordance with the Fair Labor Standards and for payroll purposes only, DCBDD's work week begins at 12:00 a.m. on Saturday and ends at 11:59 p.m. on Friday. Howard Heffelfinger seconded the motion. The motion carried.

Superintendent Report

Kristine Hodge reported on the following topics: SNAP-Ed Nutrition Nuggets, DODD Technology First Advisory Committee, Delaware County Mobility Discussion, Disability Awareness Training for City of Westerville summer camp counselors, community events staff participation for First Fridays and the Delaware County Fair, new Service Coordinator, Molly Dillon starts on June 28, position vacancy updates, resignation of Mindy Mauk, Quality Assurance and Compliance Specialist, comp plan updates, accreditation plan of correction and trainings, state budget and increase in direct support services and DSP wages, building reentry, and the future of Board meetings in-person or virtual .

Department Reports

Enrollment and Personnel

Kristine Hodge reviewed May 2021 Enrollment and Personnel reports.

Adjournment

RESOLUTION 21-06-23

David Moser moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 7:52 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Jennifer Kenney".

Executive Assistant