



# Delaware County Board of Developmental Disabilities

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## **Delaware County Board of Developmental Disabilities**

### **Regular Board Meeting**

**May 13, 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, May 13, 2021.

#### **Roll Call**

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

#### **Public Comments**

Debbie Sonner, parent of a person served with DCBDD, spoke on behalf of Focus on Abilities to seek someone for the role of Chair of Finances. Contact information was given for interested parties.

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

#### **Introductions**

Superintendent, Kristine Hodge introduced Leah Ochsenhirt, new SSA, Amber Waweru, in her new role as SSA Supervisor, and Tina Davenport, also in her new role as SSA Supervisor. Leah, Amber and Tina shared information about themselves and their previous work experience with the Board.

#### **Approval of Minutes**

##### RESOLUTION 21-05-01

Dennis Mowrey moved to approve the minutes from the April 8, 2021 Board Meeting as presented. Ted Klecker seconded the motion. The motion carried.

#### **Approval of Financial Reports**

##### RESOLUTION 21-05-02

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

#### **Ethics Council Report**

The Ethics Council met at 6:15 p.m. to review two staff requests and six direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the staff requests or the entities submitted for review: Child Behavior Support Services, LLC; Happy Hands OT, LLC;



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Pathfinder Progress, LLC; Pristine Home Healthcare, LLC; Specialized Speech Technologies, Inc.; Total Educational Solutions, Inc. dba TES Therapy.

## RESOLUTION 21-05-03

Dana Lehman moved to approve the Ethics Council Report as presented. Steve Finney seconded the motion. The motion carried.

## **Board Committee Updates**

### *Finance Committee*

Committee Chair, David Moser reported that the committee met on April 29, 2021 and discussed the options for the 2.1 Mil Levy. Another Finance Committee meeting will be held to discuss additional options following the Superintendent's conversation with the County Auditor. The committee recommends that the Board approve the extension of the Diversity and Inclusion Consulting contract through December 2021.

### *Personnel and Programs Committee*

Committee Chair, Howard Heffelfinger reported that the committee met on May 3, 2021 and also recommends that the Board approve the extension of the Diversity and Inclusion Consulting contract through December 2021. The committee also recommends that the Board approve the revised policies including: Family and Medical Leave Act, Leadership Development, Employee Ethics, Dress Code, and Lactation Breaks.

## **Executive Session**

### RESOLUTION 21-05-04

Ted Klecker moved that the Board enter into executive session for the purpose of ORC 121.22 G(1): to consider the discipline of a public employee or official. David Moser seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; Howard Heffelfinger, yes; David Moser, yes; Dana Lehman, yes; Stephen Finney, yes; Ted Klecker, yes; and Dennis Mowrey, yes. The motion carried and the Board moved to Executive Session at 7:00 p.m.

The regular session of the Board meeting resumed at 7:27

## **New Business - Board Action Items**

A. Retirement Proclamation for Jennifer McCleese

### RESOLUTION 21-05-05

Dana Lehman moved to approve the Retirement Proclamation for Jennifer McCleese. Steve Finney seconded the motion. The motion carried.

B. Stark County Health Insurance

### RESOLUTION 21-05-06

Howard Heffelfinger moved to approve the current health insurance premium contribution rates of eighty-eight (88) percent for the Board and twelve (12) percent for employees continue for the 2022 fiscal year. David Moser seconded the motion. The motion carried.



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## C. Ohio School Plan

### RESOLUTION 21-05-07

Steve Finney moved to approve the insurance package and authorize Superintendent Hodge to execute the insurance agreement. Ted Klecker seconded the motion. The motion carried.

## D. Orange Corporate Condo Association Board Member Nominees

### RESOLUTION 21-05-08

David Moser moved to reappoint Melinda Draper and Jared Zirillo as a representative to the Orange Corporate Condo Association Board for a three-year term. Howard Heffelfinger seconded the motion. The motion carried.

## E. Part C Early Intervention Service Coordination and Evaluation and Assessment Contract

### RESOLUTION 21-05-09

Steve Finney moved to authorize the Superintendent to execute the Part C Early Intervention Service Coordination and Evaluation and Assessment Contract contract. Dana Lehman seconded the motion. The motion carried.

## F. Primary Solutions Contract

### RESOLUTION 21-05-10

David Moser moved to authorize the Superintendent to execute the Primary Solutions contract. Ted Klecker seconded the motion. The motion carried.

## G. Delaware County IT Contract

### RESOLUTION 21-05-11

Steve Finney moved to authorize the Superintendent to execute the Intergovernmental Cooperation Agreement with Delaware County Automatic Data Processing Board and DCBDD. Howard Heffelfinger seconded the motion. The motion carried.

## H. Delaware County Maintenance Contract

### RESOLUTION 21-05-12

Howard Heffelfinger moved to authorize the Superintendent to execute the Delaware County Maintenance contract. David Moser seconded the motion. The motion carried.

## I. MEORC Contract Addendum

### RESOLUTION 21-05-13

Steve Finney moved to authorize the Superintendent to execute the addendum to the MEORC contract. Dennis Mowrey seconded the motion. The motion carried.

## J. Extension of Diversity & Inclusion Consultant Contract

### RESOLUTION 21-05-14



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David Moser moved to authorize the Superintendent to execute the extension of the Diversity & Inclusion Consultant contract. Ted Klecker seconded the motion. The motion carried.

## K. Create, Post and Fill Behavior Support SSA Position

### RESOLUTION 21-05-15

Dana Lehman moved to create, post and fill the Behavior Support SSA position. Howard Heffelfinger seconded the motion. The motion carried.

## L. Revised Family Medical Leave Act (FMLA) Policy

### RESOLUTION 21-05-16

Ted Klecker moved to approve the revised Family Medical Leave Act (FMLA) Policy as presented, and as recommended by the Personnel and Programs Committee. David Moser seconded the motion. The motion carried.

## M. Revised Leadership Development Policy

### RESOLUTION 21-05-17

Steve Finney moved to approve the revised Leadership Development Policy as presented, and as recommended by the Personnel and Programs Committee. Howard Heffelfinger seconded the motion. The motion carried.

## N. Revised Employee Ethics Policy

### RESOLUTION 21-05-18

Howard Heffelfinger moved to approve the revised Employee Ethics Policy as presented, and as recommended by the Personnel and Programs Committee. Ted Klecker seconded the motion. The motion carried.

## O. Revised Dress Code Policy

### RESOLUTION 21-05-19

David Moser moved to approve the revised Dress Code Policy as presented, and as recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

## P. Revised Leave Donation Policy

### RESOLUTION 21-05-20

Steve Finney moved to approve the revised Leave Donation Policy with a grammar correction in third paragraph, and as recommended by the Personnel and Programs Committee. David Moser seconded the motion. The motion carried.

## **Superintendent Report**

Kristine Hodge reported on the following topics: new SSA Supervisor staff, new EI Service Coordinator beginning in June, PR Community Outreach: Delaware County employment collaborative quarterly meeting, presentation to Nisonger dual diagnosis clinician, Family



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Outreach and Community Grant Committee meeting, SNAP\_Ed Nutrition , Discovery Series, Delaware County mobility discussion, disability awareness training for Camp Counselors, reception staff returned to full schedules in the building, accreditation, and Family Advisory Council core group.

## **Department Reports**

*Enrollment, Personnel, Quality and Project Development, Operations*

Kristine Hodge reviewed April 2021 Enrollment and Personnel reports and the quarterly Quality and Project Development and Operations reports.

## **Adjournment**

### RESOLUTION 21-05-21

David Moser moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 8:15 p.m.

Respectfully submitted,

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

Executive Assistant