



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

December 9, 2021

Call to Order

Board Vice President, Howard Heffelfinger called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:30 p.m. on Thursday, December 9, 2021.

Roll Call

Members present: Howard Heffelfinger, David Moser, Stephen Finney and Ted Klecker

Members absent: Louis Borowicz, Dana Lehman and Dennis Mowrey

RESOLUTION 21-12-01

Steve Finney moved to excuse Louis Borowicz, Dana Lehman and Dennis Mowrey from the December 9, 2021 Board meeting. David Moser seconded the motion. The motion carried.

Amended Agenda

RESOLUTION 21-12-02

David Moser moved to amend the agenda to add a resolution to waive the statutory attendance of Board members. Steve Finney seconded the motion. The motion carried.

Public Comments

None.

Introductions

Superintendent, Kristine Hodge introduced Community Outreach Advocate, Courtney Hines, PR and Community Education Manager, Chase Waits and Behavior Support SSA, Karen Lewis in their new roles with DCBDD as well as new Service and Support Administrators, Shaye Scott and Mandy Wilcox to the Board. Courtney, Chase, Karen, Shaye and Mandy shared information about themselves and their previous work experience with the Board.

Approval of Minutes

RESOLUTION 21-12-03

Ted Klecker moved to approve the minutes from the November 10, 2021 Board Meeting as presented. David Moser seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 21-12-04

Jared Zirillo, Director of Operations/Business Manager, reviewed the November 2021 financial reports. Steve Finney moved to approve the list of November expenditures and the financial reports as submitted. Ted Klecker seconded the motion. The motion carried.

Ethics Council Report

The Ethics Council met at 6:15 p.m. to review two staff requests and twenty-seven direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the staff requests and the entities submitted for review: ABC Therapies, Inc.; Bridges to Independence, Inc.; Bright Communicators,



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LLC; Buckeye Therapy Services, LLC; Casa Speech, LLC; Center for Cognitive and Behavioral Therapy; Children's Center for Developmental Enrichment; Circle of Hands Foundation; Columbus Area Speech Therapy, Inc.; Cornerstone Speech Therapy, LLC; Creative Foundations; Embrace Health Agency, LLC; Grady Memorial Hospital; Guy Time, LLC; I Am Boundless; Jeannette C. Simios, SLP, LLC; Keller Speech Therapy, LLC; King Enterprise, LLC dba Equine Alley TR; Love for Mankind, LLC; MPQH Healthcare Professionals, LLC; Nu Hearts; PT for Kids, LLC; Recreation Unlimited; Relate and Grow, LLC; Sensory Solutions; We Speak; Wellwood Enterprises Unlimited

RESOLUTION 21-12-05

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

Board Committee Updates

Personnel and Programs Committee

Committee Chair, Howard Heffelfinger reported that the committee met on Monday, November 29 and recommends that the Board approve the revised Service and Support Administration policy and the revised Performance Evaluation policy. The Committee also recommends that the Board approve the 2022 Administrative contracts and to create, post, and fill the Office Assistant position.

Executive Session

RESOLUTION 21-12-06

Steve Finney moved that the Committee enter into executive session for the purpose of ORC 121.22 (G) (1): to consider the continued employment of a public employee or official and to consider the compensation of a public employee or official. David Moser seconded the motion. The roll call vote was as follows: Howard Heffelfinger, yes; David Moser, yes; Steve Finney, yes; Ted Klecker, yes. The motion carried.

The Board entered into executive session at 6:42 p.m.

The regular meeting of the Board reconvened at 6:57 p.m.

New Business - Board Action Items

A. Resolution to Waive the Statutory Attendance of Board members

RESOLUTION 21-12-07

David Moser moved to waive the statutory attendance of Board members. Steve Finney seconded the motion. The motion carried.

B. Present and Approve Slate of Board Officers

RESOLUTION 21-12-08

Steve Finney moved to approve the slate of Board Officers as presented by the Nominating Committee, which will be voted on at the January meeting: Louis Borowicz, President; David Moser, Vice President; Ted Klecker, Secretary. David Moser seconded the motion. The motion carried.

C. 2022 Board Meeting Schedule

RESOLUTION 21-12-09



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Steve Finney moved to approve the Board meeting schedule for 2022. Ted Klecker seconded the motion. The motion carried.

D. Administrative Contracts

RESOLUTION 21-12-10

David Moser moved to approve the Administrative Contracts as recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

E. Revised Service and Support Administration Policy

RESOLUTION 21-12-11

Ted Klecker moved to approve the revised Service and Support Administration Policy as recommended by the Personnel and Programs Committee. David Moser seconded the motion. The motion carried.

F. Revised Performance Evaluation Policy

RESOLUTION 21-12-12

Steve Finney moved to approve the revised Performance Evaluation Policy as recommended by the Personnel and Programs Committee. David Moser seconded the motion. The motion carried.

G. Revised On-Call Policy

RESOLUTION 21-12-13

Ted Klecker moved to approve the revised On-Call Policy, now titled Emergency Response and On-Call Compensation Policy as recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

H. Create, Post, and Fill Office Assistant Position

RESOLUTION 21-12-14

David Moser moved to approve to create, post, and fill the Office Assistant position as recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

I. Letter of Intent from Summit Housing for Purchase of 360 North West Street

RESOLUTION 21-12-15

David Moser moved to authorize the Superintendent to sign the letter of intent from Summit Housing for the purchase of 360 North West Street. Ted Klecker seconded the motion. The motion carried.

J. Letter of Intent from Summit Housing for Renovations to 360 North West Street

RESOLUTION 21-12-16

Steve Finney moved to authorize the Superintendent to sign the letter of intent from Summit Housing for the renovations to 360 North West Street. Ted Klecker seconded the motion. The motion carried.

K. Letter of Intent from Summit Housing for Renovations to 184 Liberty Street

RESOLUTION 21-12-17



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David Moser moved to authorize the Superintendent to sign the letter of intent from Summit Housing for the renovations to 184 Liberty Street. Steve Finney seconded the motion. The motion carried.

L. Brosius, Johnson, & Griggs, LLC Contract

RESOLUTION 21-12-18

Steve Finney moved to authorize the Superintendent to sign the Brosius, Johnson, & Griggs, LLC contract. Howard Heffelfinger seconded the motion. David Moser abstained. The motion carried.

M. Keeping Families Together Grant

RESOLUTION 21-12-19

David Moser moved to approve the submission of the Keeping Families Together grant. Ted Klecker seconded the motion. The motion carried.

N. ProCard Request for Chase Waits

RESOLUTION 21-12-20

Steve Finney moved to approve the ProCard request for Chase Waits. David Moser seconded the motion.

Superintendent Report

Kristine Hodge reported on the following topics: 3rd annual Technology First conference on November 17, participation in the 2021 Hunger Games, development of monthly training program for providers, Discovery Series on December 14, Sensitive Santa at the Columbus Zoo, annual planning with the Self-Advocates, Life after Graduation training at the Ohio State School for the Blind, Lifetime of Giving nominations, planning virtual events for DD Awareness Month in March 2022, Chase Waits started his new role as PR & Community Education Manager and interviews have begun to fill his previous position as the Community Relations Specialist, Training Specialist, Serena Jordan's last day is December 17, and other position vacancy updates.

Department Reports

Enrollment and Personnel

Kristine Hodge reviewed November 2021 Enrollment and Personnel reports.

Adjournment

RESOLUTION 21-12-21

David Moser moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 7:22 p.m.

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

Executive Assistant