



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

February 11, 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, February 11, 2021.

Roll Call

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

Members Absent: Howard Heffelfinger

RESOLUTION 21-02-01

Steve Finney moved to excuse Howard Heffelfinger from the February 11, 2021 Board Meeting. Ted Klecker seconded the motion. The motion carried.

Public Comments

None

Approval of Minutes

RESOLUTION 21-02-02

David Moser moved to approve the minutes from the January 14, 2021 Annual Organizational Board Meeting as presented. Ted Klecker seconded the motion. The motion carried.

RESOLUTION 21-02-03

Steve Finney moved to approve the minutes from the January 14, 2021 regular Board Meeting as presented. Dana Lehman seconded the motion. The motion carried.

RESOLUTION 21-02-04

David Moser moved to approve the minutes from the January 22, 2021 Special Board Meeting as presented. Ted Klecker seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 21-02-05

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

Ethics Council Report



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The Ethics Council met at 6:15 p.m. to review three staff requests and nine direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the staff request or the entities submitted for review: Best of Friends Home Care Services; Boundless Behavioral Health; Love for Mankind, LLC; Nancy K. Mangini, LLC; PT for Kids, LLC; The Missing Piece, LLC; EP Counseling, LLC; and Journey Together, LLC.

RESOLUTION 21-02-06

Ted Klecker 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 Member, Ted Klecker reported that the committee met on and recommends that the Board approve the revised policies including the Resolution of Complaints Policy, Employment First Policy, Use of Social Media Policy, and Public Records Policy, as well as adopting the COVID-19 Emergency Face-to-Face Visit Policy. The Committee also discussed filling the Early Intervention Supervisor's position, which will be vacant upon Beth Amato's retirement at the end of February.

New Business - Board Action Items

A. Retirement Proclamation for Beth Amato

RESOLUTION 21-02-07

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

B. Revised Resolution of Complaints Policy

RESOLUTION 21-02-08

David Moser moved to approve the revised Resolution of Complaints Policy as presented and recommended by the Personnel and Programs Committee. Ted Klecker seconded the motion. The motion carried.

C. Revised Employment First Policy

RESOLUTION 21-02-09

Dana Lehman moved to approve the revised Employment First Policy as presented and recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

D. Revised Use of Social Media Policy

RESOLUTION 21-02-10

Steve Finney moved to approve the revised Use of Social Media Policy as presented and recommended by the Personnel and Programs Committee. David Moser seconded the motion. The motion carried.



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E. Revised Public Records Policy

RESOLUTION 21-02-11

Ted Klecker moved to approve the revised Public Records Policy as presented and recommended by the Personnel and Programs Committee. David Moser seconded the motion. The motion carried.

F. COVID-19 Emergency Face-to-Face Visit Policy

RESOLUTION 21-02-12

David Moser moved to adopt the COVID-19 Emergency Face-to-Face Visit Policy as presented and recommended by the Personnel and Programs Committee. Ted Klecker seconded the motion. The motion carried.

Superintendent Report

Kristine Hodge reported on the following topics: Provider Relief Grant, DSP vaccine coordination, Charting the Life Course training, comp plan requests for interest, fraudulent unemployment claims, Discovery Series, Lifetime of Giving nominees, DD awareness month activities, and the Board training plan for 2021.

Department Reports

Enrollment, Personnel, and Provider Reports

Kristine Hodge reviewed January 2021 Enrollment and Personnel reports as well as the Annual HR report, the Annual PR report, the Quarterly Programs and Services report and the Quarterly Operations report .

Adjournment

RESOLUTION 21-02-13

David Moser moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 7:49 p.m.

Respectfully submitted,

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

Executive Assistant