



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 13, 2020

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 13, 2020.

Roll Call

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

Members Absent: Tracie Davies Toot and Dana Lehman

RESOLUTION 20-02-01

Steve Finney moved to excuse Tracie Davies Toot and Dana Lehman from the February 13, 2020 Board Meeting. David Moser seconded the motion. The motion carried.

Introductions

Superintendent Kristine Hodge introduced new Service Coordinator, Bethany Miesse and new Service and Support Administrator, Kelly Jacoby. Bethany and Kelly shared information about themselves and their previous work experience with the Board Members.

Public Comments

Anne Flanery asked the Board to review the staff nominations for Lifetime of Giving and return the votes by Wednesday, February 19, 2020.

Approval of Minutes

RESOLUTION 20-02-02

Howard Heffelfinger moved to approve the minutes from the January 9, 2020 Annual Organization Board Meeting. Steve Finney seconded the motion. The motion carried.

RESOLUTION 20-02-03

David Moser moved to approve the minutes from the January 9, 2020 regular Board Meeting as presented. Ted Klecker seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 20-02-04

Jared Zirillo, Director of Operations/Business Manager, reviewed the January 2020 financial reports. Steve Finney moved to approve the list of January expenditures and the financial reports as submitted. David Moser seconded the motion. The motion carried.



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Ethics Council Report

The Ethics Council met at 6:15 p.m. to review one staff request from outside employment and 23 direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review: A Brighter Living, LLC; Adalea's Personal and Financial Assistance, LLC; Adus Care, LLC; Advanced Pediatric Therapies, LLC; Best of Friends Home Care Services; Bocare, LLC; Cray, Nicole M. dba NCray, LLC; Developmental Associates; Guardian Care Services, LLC; Helping Hands Center for Special Needs dba Bridgeway Academy; Horizon Healthcare Services, LLC; K E Green Speech and Language LLC dba Premier Speech; Kari S. Watts, PhD BCBA D, LLC; Love for Mankind, LLC; Mercy Home Health Services, LLC; New Spring Special Education Services, LLC; Ninas Healthcare Agency; Pathways to Independence of Central Ohio; Prina Health Care, LLC; Rehab2You, LLC; Roma G, LLC; Spectrum Therapy, LLC; We Joy Sing, Inc.

RESOLUTION 20-02-05

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

Personnel and Programs Committee Update

Howard Heffelfinger, Committee Chair, reported that the committee met on Tuesday, February 4, 2020 and recommends that the Board adopt the following policy revision: Administrative Leave, American with Disabilities Act, Assault and Battery; renamed Assault Leave, Certifications and Licenses, Recognition of Service and Retirement; revised to two separate policies for staff Board members, and Vehicle Accident. The Committee also recommends the Board adopt the Records Retention Schedule. The Committee discussed the Board training plan, which will be presented at the March Board meeting, and the Compensation and Funding policies, which are currently being developed.

Building Utilization Committee Update

Howard Heffelfinger, Committee Chair, reported that the committee met on Tuesday, February 4, 2020 and held an executive session.

Executive Session

RESOLUTION 20-02-06

Howard Heffelfinger moved that the Board enter into executive session for the purpose of ORC 121.22 (G)(2): to consider the purchase of property for public purposes, the sale of property as competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Steve Finney seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; Howard Heffelfinger, yes; David Moser, yes; Steve Finney, yes; Ted Klecker, yes. The motion carried.



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The Board entered into executive session at 6:46 p.m.

The regular meeting of the Board reconvened at 7:35 p.m.

New Business - Board Action Items

- A. Memorandum of Understanding between DCBDD and the Delaware County Board of Commissioners

RESOLUTION 20-02-07

Howard Heffelfinger moved to authorize the Superintendent to execute the memorandum of understanding between DCBDD and the Delaware County Board of Commissioners. David Moser seconded the motion. The motion carried.

- B. Administrative Leave Policy

RESOLUTION 20-02-08

David Moser moved to adopt the revised Administrative Leave policy as presented. Steve Finney seconded the motion. The motion carried.

- C. Americans with Disabilities Act Policy

RESOLUTION 20-02-09

Howard Heffelfinger moved to adopt the revised Americans with Disabilities Act policy as presented. David Moser seconded the motion. The motion carried.

- D. Assault Leave Policy

RESOLUTION 20-02-10

Steve Finney moved to adopt the revised Assault Leave policy as presented. Howard Heffelfinger seconded the motion. The motion carried.

- E. Certifications and Licenses Policy

RESOLUTION 20-02-11

David Moser moved to adopt the revised Certifications and Licenses policy as presented. Steve Finney seconded the motion. The motion carried.

- F. Recognition of Service and Retirement Policy

RESOLUTION 20-02-12

David Moser moved to adopt the Recognition of Service and Retirement policy as presented. Ted Klecker seconded the motion. The motion carried.

- G. Recognition of Board Member Years of Service Policy

RESOLUTION 20-02-13

Howard Heffelfinger moved to adopt the Recognition of Board Member Years of Service policy as presented. David Moser seconded the motion. The motion carried.



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H. Vehicle Accident Policy

RESOLUTION 20-02-14

David Moser moved to adopt the Vehicle Accident policy as presented. Howard Heffelfinger seconded the motion. The motion carried.

I. DCBDD Records Retention Schedule

RESOLUTION 20-02-15

Steve Finney moved to approve the records retention schedule as presented. David Moser seconded the motion. The motion carried.

Superintendent Report

Kristine Hodge reported on the following topics: Parks and Resources meeting for DD input; Bishop Backer day at OWU; DD Awareness month preparation; Provider Meet and Greet; Gazette article on the strategic plan; DSP Appreciation month video; LEAD Advisory Committee; Delaware County Housing Alliance; MSS workgroup; Delaware County Legislature meeting and advocating for adult changing tables in public restrooms; Early Intervention workgroup; completion of Admin Team leadership training; Strategic Planning committees developing work plans; Crisis Communication training; State of the County; March DD Awareness events distributed to Board; Public Safety Day at Mingo; Employee Appreciation Day; and DD Awareness coffee sleeves and coasters to be distributed at Fresh Start and Coffee Vault in Delaware.

Department Reports

Enrollment, Personnel, HR Annual, PR and Community Education Annual, Operations, and Programs and Services

Kristine Hodge reviewed December 2019 Enrollment, Personnel, HR Annual, PR and Community Education Annual, Operations, and Programs and Services reports.

Adjournment

RESOLUTION 20-02-16

David Moser moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Jennifer Kenney". The ink is dark and the signature is fluid, with a long, sweeping underline.

Executive Assistant