



# Delaware County Board of Developmental Disabilities

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

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

### **Regular Board Meeting**

**August 11, 2022**

#### **Call to Order**

Board President, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:35 p.m. on Thursday, August 11, 2022.

#### **Roll Call**

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

#### **Introductions**

Superintendent, Kristine Hodge introduced Kristen Kaldor in her new role as Developmental Specialist and new SSA Mallory Workman to the Board. Kristen and Mallory shared information about themselves and their previous work experience with the Board.

#### **Public Comments**

Participants and parents of Team Heart and Sole expressed their gratitude for the grant fund received in 2020.

Orange Township Board members provided information for the Accessibility Grant request for the installation of an adult changing table at the Orange Township Park.

Self-Advocates of Delaware County provided information for the Advocacy and Inclusion Grant request for attendance at the 2022 Synergy Conference.

#### **Approval of Minutes**

##### **RESOLUTION 22-08-01**

Dennis Mowrey moved to approve the minutes from the June 9, 2022 Board Meeting as presented. Dana Lehman seconded the motion. The motion carried.

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

##### **RESOLUTION 22-08-02**

Director of Operations/Business Manager, Amy Funk reviewed the June and July 2022 financial reports. Howard Heffelfinger moved to approve the list of June and July expenditures and the financial reports as submitted. David Moser seconded the motion. The motion carried.

#### **Ethics Council Report**

The Ethics Council met at 6:15 p.m. to review three 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: All R Friends; Deana Snelling, LLC; Food for Good Thought, LLC; Helping Hands Home Healthcare Agency, LLC; and Touba Care, LLC.

##### **RESOLUTION 22-08-03**



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

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

- A. Accessibility Grant Request – Orange Township Park

### RESOLUTION 22-08-04

David Moser moved to approve the Orange Township Park's Accessibility Grant request to install adult changing tables. Dana Lehman seconded the motion. The motion carried.

- B. Advocacy and Inclusion Grant Request – Self-Advocates of Delaware County

### RESOLUTION 22-08-05

Howard Heffelfinger moved to approve the Self-Advocates of Delaware County's grant request to attend the Synergy Conference and to waive the grant requirements of the reimbursement and match. Steve Finney seconded the motion. The motion carried.

- C. Janitorial Contract

### RESOLUTION 22-08-06

Steve Finney moved to authorize the Superintendent to execute the contract with The Alpha Group for janitorial services. Ted Klecker seconded the motion. The motion carried.

- D. WestCon Evaluation and Assessment Contract

### RESOLUTION 22-08-07

Dana Lehman moved to authorize the Superintendent to sign the WestCon contract for evaluation and assessment needs. David Moser seconded the motion. The motion carried.

- E. Adobe Licenses

### RESOLUTION 22-08-08

Steve Finney moved to authorize the Superintendent to purchase the Adobe licenses. Ted Klecker seconded the motion. The motion carried.

- F. Revised Background Investigation Policy

### RESOLUTION 22-08-09

Dana Lehman moved to approve the revised Background Investigation policy as presented. Howard Heffelfinger seconded the motion. The motion carried.

- G. Revised Probationary Period Policy

### RESOLUTION 22-08-10

David Moser moved to approve the revised Probationary Period policy as presented. Steve Finney seconded the motion. The motion carried.

## **Superintendent Report**

Kristine Hodge reported on the following topics: Changing Spaces, remote supports, Advocacy Roundtable, provider meet and greets, Courtney's Corner, COSI changing tables, Block Party on September 1, Accreditation August 22 and 23, Spirit Week for staff, staff picnic, HR new hires, promotions, resignations and separations, current position vacancies, DODD Direct Kim Hauck's visit, Strategic Planning, Modernization/Realignment, Master Contract, Federal Public Emergency extension, DSP retention efforts,



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Cost Report submission, OACB collaboration in Operations department, Auditor's office collaboration in Operations, direct deposit for mileage checks, and Appeals in-service.

## **Department Reports**

### *Enrollment and Personnel*

Superintendent Kristine Hodge reviewed the June and July 2022 Enrollment and Personnel reports, as well as the quarterly Communication and Community Engagement, Operations, Programs and Services, and Quality and Project Development reports.

## **Adjournment**

### RESOLUTION 22-08-11

Steve Finney moved to adjourn the meeting. Dennis Mowrey seconded the motion. The motion carried. The meeting adjourned at 7:26 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Bianchi". The script is cursive and fluid.

Jennifer Bianchi  
Executive Assistant