**Delaware County Board of Developmental Disabilities Regular Board Meeting**

**January 13, 2022**

**Call to Order**

Board President, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:32 p.m. on Thursday, January 13, 2022.

**Roll Call**

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

**Public Comments**

None.

**Introductions**

Superintendent, Kristine Hodge introduced Service and Support Administrators Wendy Howard, Julie Kaber, and John Marginean to the Board. Wendy, Julie and John shared information about themselves and their previous work experience with the Board.

**Approval of Minutes**

RESOLUTION 22-01-01

Ted Klecker moved to approve the minutes from the December 9, 2021 Board Meeting as presented. David Moser seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 22-01-02

Kristine Hodge, Superintendent, reviewed the December 2021 financial reports. Steve Finney moved to approve the list of December 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 fourteen direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the staff requests and the entities submitted for review: A Circle of Attachment; Adams, Brandy; Ann-Cecelia Goldin, LLC; Bestcare Ohio, LLC; Boahen Healthcare Services, Ltd.; Dove Support Services; EP Counseling, LLC; Essentials First Therapy, LLC; Humanity Health Care Services, LLC; Independent Beginnings; Nationwide Children’s Hospital; Reliable Independent Dependable Efficient, LLC; Swope, Rhoda M.; and Ultimate Care Supported Living, LLC.

RESOLUTION 22-01-03

Howard Heffelfinger 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 Thursday, January 6 and recommends that the Board approve to Create, Post, and Fill the SSA Supervisor position and rescind the two part-time receptionist positions.

**New Business - Board Action Items**

1. 2022 Bylaws and Table of Organization

RESOLUTION 22-01-04

Dana Lehman moved to approve the 2022 Bylaws and Table of Organization. Ted Klecker seconded the motion. The motion carried.

1. OACB Membership

RESOLUTION 22-01-05

David Moser moved to approve payment of the OACB Membership invoice. Dana Lehman seconded the motion. The motion carried.

1. Resolution for Payment of Non-Federal Share of Medicaid Waiver Expenditures

RESOLUTION 22-01-06

Steve Finney moved to approve that the Delaware County Board of Developmental Disabilities set aside a total of $7,900,000 in calendar year 2022 to pay the Medicaid match obligation for the non-federal share of services as required by Section 5126.0511(B) of the Ohio Revised Code. Howard Heffelfinger seconded the motion. The motion carried.

1. Resolution to Not Provide Educational Services

RESOLUTION 22-01-07

David Moser David Moser moved that the Delaware County Board of Developmental Disabilities will not participate in the provision of or contract for educational services for children ages six through twenty-one years of age. Steve Finney seconded the motion. The motion carried.

1. Continuity of Operations

RESOLUTION 22-01-08

Dana Lehman moved to authorize the Superintendent or designee to have decision-making power with respect to all necessary actions to ensure the continuity of Board operations during the COVID-19 ("coronavirus") pandemic. This decision-making power shall include, but not be limited to, taking all necessary actions regarding Board personnel, staffing assignments, agency protocol, facility use and operations, and procedure related to services provided and individuals served, without requiring prior Board approval. This resolution is continuing in nature, and is meant to promote and protect the health, safety, and welfare of the people we serve and their families, Board staff, providers, and the Delaware County community. Steve Finney seconded the motion. The motion carried.

1. Leave Conversion Policy

RESOLUTION 22-01-09

David Moser moved to approve the Leave Conversion Policy as presented. Dennis Mowrey seconded the motion. The motion carried.

1. Create, Post, and Fill SSA Supervisor Position

RESOLUTION 22-01-10

Howard Heffelfinger moved to approve to create, post, and fill the SSA Supervisor position as recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

1. Rescind Two part Time Receptionist Positions

RESOLUTION 22-01-11

David Moser moved to approve to rescind two part time Receptionist positions as recommended by the Personnel and Programs Committee. Steve Finney seconded the motion. The motion carried.

1. Revised Title XX Policy

RESOLUTION 22-01-12

David Moser moved to approve the revised Title XX Policy as presented. Steve Finney seconded the motion. The motion carried.

1. Advocacy and Inclusion Grant Application for Project STIR Training

RESOLUTION 22-01-13

Steve Finney moved to approve the Advocacy and Inclusion grant request for Project STIR training. Howard Heffelfinger seconded the motion. The motion carried.

**Executive Session**

RESOLUTION 22-01-14

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 investigation of charges or complaints against 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 8:00 p.m.

1. Superintendent Evaluation

RESOLUTION 22-01-15

Howard Heffelfinger moved to authorize the Board President to execute the Superintendent’s evaluation and place it in the appropriate file. Steve Finney seconded the motion.

1. Superintendent Salary Increase

RESOLUTION 22-01-16

Howard Heffelfinger moved to approve a three percent increase to the Superintendent’s salary. Steve Finney seconded the motion. The motion carried.

**Superintendent Report**

Kristine Hodge reported on the following topics: Launched monthly training program for providers to compliment training from DODD and to address areas identified by QA & compliance reviews; Discovery Series conducted on January 11; Supportive Employment with Opportunities for Ohioans with Disabilities, Alpha, Capabilities, and Marion Goodwill; Lifetime of Giving to request nominations; interview with Delaware Gazette about positive outcomes from the pandemic; Summer Program Fair for Dublin City Schools on January 15, remote work schedule for DCBDD staff, 12 staff COVID cases reported, over 40 people served COVID cases reported, PPE delivery and pickups, COVID test kits ordered, meeting with Tracie Davies regarding the new building, meeting with Deanna Brandt regarding the new building as well as the Guardianship Services Board appointments, interviews for SSA Supervisor, OISP pilot, and revising the Eligibility Policy for February Board approval.

**Department Reports**

*Enrollment and Personnel*

Kristine Hodge reviewed December 2021 Enrollment and Personnel reports.

**Adjournment**

RESOLUTION 22-01-17

David Moser moved to adjourn the meeting. Dennis Mowrey seconded the motion. The motion carried. The meeting adjourned at 8:09 p.m.

Respectfully submitted,



Executive Assistant