**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**April 13, 2023**

**Call to Order**

Board President, Louis Borowicz called the meeting of the Delaware County Board of Developmental Disabilities to order at 6:30 p.m. on Thursday, April 13, 2023.

**Roll Call**

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

**Introductions**

Superintendent, Kristine Hodge introduced Adam Thacker in his new role as Director of Programs and Services, Amber Waweru in her new role as Medicaid and Funding Supervisor, Mandy Wilcox in her new role as Service and Support Administration Supervisor, Dia Gallagher in her new role as Funding Specialist and new Services and Support Administrator, Mollie Grubbs. Adam, Amber, Mandy, Dia and Mollie shared information about themselves and their previous work experience with the Board.

**Public Comments**

Adam Howard, with the Delaware Public Health District provided the Board with information about the Accessibility and Inclusion Grant request to install an adult changing table in their new building.

Ed Valeska, with Harlem Township provided the Board information about the Accessibility and Inclusion Grant request to install new accessible picnic tables.

**Approval of Minutes**

RESOLUTION 23-04-01

Dana Lehman moved to approve the minutes from the March 9, 2023 Board Meeting as presented. David Moser seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 23-04-02

Director of Operations/Business Manager, Amy Funk reviewed the March 2023 financial reports. Howard Heffelfinger moved to approve the list of March 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 4 direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review: CG-HHC, LLC; Circle of Hands Foundation; Guardian Care Services, LLC; and Sweet Skills, LLC.

RESOLUTION 23-04-03

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

**New Business - Board Action Items**

1. Accessibility and Inclusion Grant Request from Scioto Area Corps Cooperating Association

RESOLUTION 23-04-04

Howard Heffelfinger moved to approve the Accessibility and Inclusion grant request from Scioto Area Cooperating Association to make the hiking trails at Alum Creek more accessible and inclusive. Dana Lehman seconded the motion. The motion carried.

1. Accessibility and Inclusion Grant Request from Delaware Public Health District

RESOLUTION 23-04-05

Ted Klecker moved to approve the Accessibility and Inclusion Grant Request from Delaware Public Health District to install adult changing tables. Dana Lehman seconded the motion. The motion carried.

1. Accessibility and Inclusion Grant Request from Harlem Township

RESOLUTION 23-04-06

Dennis Mowrey moved to approve the Accessibility and Inclusion grant request from Harlem Township to install accessible picnic tables. Howard Heffelfinger seconded the motion. The motion carried.

1. Amended Nisonger Contract

RESOLUTION 23-04-07

Dana Lehman moved to authorize the Superintendent to sign and execute the amended Nisonger contract. David Moser seconded the motion. The motion carried.

1. West Central Ohio Network Council of Governments Contract

RESOLUTION 23-04-08

Dennis Mowrey moved to authorize the Superintendent to sign and execute the West Central Ohio Network Council of Governments contract. David Moser seconded the motion. The motion carried.

1. Interstate Gas Supply, Inc. Contract

RESOLUTION 23-04-09

Dana Lehman moved to authorize the Superintendent to sign and execute the Interstate Gas Supply, Inc. contract. David Moser seconded the motion. The motion carried.

1. Committees Policy

RESOLUTION 23-04-10

Howard Heffelfinger David Moser moved to adopt the Committees policy as presented. Kim Pirie seconded the motion. The motion carried.

1. Internal Controls Over Federal Awards Policy

RESOLUTION 23-04-11

David Moser moved to adopt the Internal Controls Over Federal Awards policy as presented. Ted Klecker seconded the motion. The motion carried.

1. Uniform Guidance Procurement Policy and Written Standards of Conduct Relating to Conflicts of Interest: American Rescue Plan Act (ARPA) Funds

RESOLUTION 23-04-12

Dennis Mowrey moved to adopt the Uniform Guidance Procurement Policy and Written Standards of Conduct Relating to Conflicts of Interest: American Rescue Plan Act (ARPA) Funds as presented. Kim Pirie seconded the motion. The motion carried.

1. Resolution Adopting Uniform Guidance Internal Controls, Procurement Policies, and Written Standards of Conduct Relating to Conflicts of Interest

RESOLUTION 23-04-13

David Moser moved to adopt the resolution for Uniform Guidance Internal Controls, Procurement Policies, and Written Standards of Conduct Relating to Conflicts of Interest. Dennis Mowrey seconded the motion. A roll call vote was conducted. Louis Borowicz, yes; David Moser, yes; Ted Klecker, yes; Howard Heffelfinger, yes; Dana Lehman, yes; Dennis Mowrey, yes; Kim Pirie, yes. The motion carried.

1. Approval of ARPA Expenditure for Batelle Kits

RESOLUTION 23-04-14

Dana Lehman moved to approve the use of ARPA funds for Batelle Kits. Kim Pirie seconded the motion. The motion carried.

1. Approval of ARPA Expenditure for Laptops and Other Technology for Early Intervention

RESOLUTION 23-04-15

David Moser moved to approve the use of ARPA funds for laptops and other technology for Early Intervention. Howard Heffelfinger seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

Superintendent Kristine Hodge reviewed the March 2023 Enrollment and Personnel reports.

**Adjournment**

RESOLUTION 23-04-16

Dennis Mowrey moved to adjourn the meeting. David Moser seconded the motion. The motion carried. The meeting adjourned at 7:05 p.m.

Respectfully submitted,



Jennifer Bianchi

Executive Assistant