**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**June 8, 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, June 8, 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 new Service and Support Administrators, Shosh Cohn, Mary Kay Hale and Jennifer Rainey, as well as Julie Streb in her new role as Funding Specialist. Shosh, Mary Kay, Jennifer and Julie shared information about themselves and their previous work experience with the Board.

**Public Comments**

None.

**Approval of Minutes**

RESOLUTION 23-06-01

Howard Heffelfinger moved to approve the minutes from the May 11, 2023 Board Meeting as presented. Dana Lehman seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 23-06-02

Senior Director of Operations and Finance, Amy Funk reviewed the May 2023 financial reports. David Moser moved to approve the list of May 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 two staff requests and one direct service contract for potential conflicts. The Council found that no conflicts currently exist with the staff requests, or the entity submitted for review: F&M Healthcare Plus Corp.

RESOLUTION 23-06-03

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

**New Business - Board Action Items**

1. Establish New Fund for Early Intervention Service Coordination Grant

RESOLUTION 23-06-04

David Moser moved, in accordance with ORC 5705.09, to approve the establishment of a new fund (Org Key) for 30152506 for an Early Intervention Service Coordination Grant Fund. Ted Klecker seconded the motion. The motion carried.

1. Supplemental Appropriations for Account within New Fund

RESOLUTION 23-06-05

Howard Heffelfinger moved to approve the following supplemental appropriations in the amount of $442,431.00 for the following accounts:

30152506-5001 - $240,641

30152506-5101 - $152,203

30152506-5102 - $2,407

30152506-5120 - $33,690

30152506-5131 - $3,490

30152506-5201 - $10,000

David Moser seconded the motion. The motion carried.

1. Advance of Funds to Early Intervention Service Coordination Grant

RESOLUTION 23-06-06

Ted Klecker moved to approve the advance of funds from 29519000-8500 to the following fund and amount:

30152506-8400 - $226,215

Kim Pirie seconded the motion. The motion carried.

1. Ohio School Plan

RESOLUTION 23-06-07

Dana Lehman moved to approve the insurance proposal by Ohio School Plan and authorize the Superintendent to execute the insurance agreement. Howard Heffelfinger seconded the motion. The motion carried.

1. Ohio School Plan Cyber Policy

RESOLUTION 23-06-08

Dennis Mowrey moved to approve the cyber security insurance proposal by Ohio School Plan and authorize the Superintendent to execute the agreement. Ted Klecker seconded the motion. The motion carried.

1. Primary Solutions Contract

RESOLUTION 23-06-09

David Moser moved to approve the software license proposal by Primary Solutions and authorize the Superintendent to execute the agreement. Kim Pirie seconded the motion. The motion carried.

1. Relias Contract

RESOLUTION 23-06-10

Dana Lehman David Moser moved to approve the learning management system proposal by Relias, LLC and authorizes the Superintendent to execute the agreement. Dana Lehman seconded the motion. The motion carried.

1. Verizon Contract

RESOLUTION 23-06-11

Howard Heffelfinger moved to authorize the Superintendent to execute the GAS purchasing agreement with Verizon. David Moser seconded the motion. The motion carried.

1. Building Utilization Committee Appointments

RESOLUTION 23-06-12

Louis Borowicz appointed Board Member, Kim Pirie and DCBDD Staff, Amy Funk and Mike Massaro to the Building Utilization Committee.

1. Orange Corporate Condo Association Board Appointments

RESOLUTION 23-06-13

Howard Heffelfinger moved to authorize Louis Borowicz, Kristine Hodge, David Moser, and Jennifer Bianchi to run for the Orange Corporate Condo Association Board election, and for the Superintendent to be given authority to cast the DCBDD votes in her discretion.

**Department Reports**

*Enrollment and Personnel*

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

**Adjournment**

RESOLUTION 23-06-14

David Moser moved to adjourn the meeting. Dennis Mowrey seconded the motion. The motion carried. The meeting adjourned at 6:55 p.m.

Respectfully submitted,

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Jennifer Bianchi

Executive Assistant