**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**August 10, 2023**

**Call to Order**

Board President, Louis Borowicz called the meeting of the Delaware County Board of Developmental Disabilities to order at 6:31 p.m. on Thursday, August 10, 2023.

**Roll Call**

Members present: Louis Borowicz, David Moser, Ted Klecker, Howard Heffelfinger, and Kim Pirie

Members absent: Dana Lehman and Dennis Mowrey

RESOLUTION 23-08-01

David Moser moved to excuse Dana Lehman and Dennis Mowrey from the August 10, 2023 Board meeting. Ted Klecker seconded the motion. The motion carried.

**Public Comments**

Eric Penkal provided an update on the Guardianship Services Board.

Sara Arango, Branch Manager and Molly Meyers LaBadie, Deputy Director, with the Delaware County District Library presented information about the Accessibility Grant request to install an adult changing table at the Orange Branch location.

Members from Team Heart and Sole thanked the Board for their continued support.

Mike Anderer, Director of Acquisition and Development with 814 Commercial Real Estate presented a development request for the Board’s consideration.

**Approval of Minutes**

RESOLUTION 23-08-02

Howard Heffelfinger moved to approve the minutes from the June 8, 2023 Board Meeting as presented. David Moser seconded the motion. The motion carried.

**Approval of Financial Reports**

Senior Director of Operations and Finance, Amy Funk reviewed the June and July 2023 financial reports.

RESOLUTION 23-08-03

David Moser moved to approve the list of June expenditures and the financial reports as submitted. Ted Klecker seconded the motion. The motion carried.

RESOLUTION 23-08-04

Kim Pirie moved to approve the list of July expenditures and the financial reports as submitted. Howard Heffelfinger seconded the motion. The motion carried.

**Ethics Council Report**

The Ethics Council met at 6:15 p.m. to review two staff requests and four direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the staff requests, or the entity submitted for review: ASUR Supported Living Services; Cornerstone Supported Living, LLC; Ninas Health Care Fairfield; and RISA Home Healthcare Agency Corp.

RESOLUTION 23-08-05

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

*Building Utilization Committee Report*

Committee Chair, Howard Heffelfinger, reported that the committee met on June 29, 2023 and held an executive session. No committee action followed.

**Executive Session**

David Moser moved for the Board to enter into executive session for the purpose of ORC 121.22(G)(2): To consider the sale of property at competitive bidding. Ted Klecker seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; David Moser, yes; Ted Klecker, yes; Howard Heffelfinger, yes; Kim Pirie, yes. The motion carried.

The Board entered into executive session at 7:02 p.m.

The regular meeting of the Board reconvened at 7:40 p.m.

**New Business - Board Action Items**

1. Accessibility Grant Request from The Delaware County District Library Orange Branch

RESOLUTION 23-08-06

David Moser moved to approve the Accessibility Grant request from the Delaware County District Library Orange Branch to install an adult changing table. Ted Klecker seconded the motion. The motion carried.

1. Abuse Neglect and Exploitation MOU for Partner Agencies

RESOLUTION 23-08-07

Howard Heffelfinger moved to approve the Abuse, Neglect, and Exploitation MOU for partner agencies. Kim Pirie seconded the motion. The motion carried.

1. Direct Services Contract

RESOLUTION 23-08-08

David Moser moved to table the Direct Services Contract. Howard Heffelfinger seconded the motion. The motion carried.

1. The Alpha Group of Delaware, Inc. Janitorial Contract

RESOLUTION 23-08-09

Ted Klecker moved to authorize the Superintendent to sign and execute the janitorial contract with The Alpha Group of Delaware, Inc. David Moser seconded the motion. The motion carried.

1. ROI for Specialized Medical Equipment and Supplies

RESOLUTION 23-08-10

David Moser moved to approve the ROI for Specialized Medical Equipment and Supplies. Ted Klecker seconded the motion. The motion carried.

1. Letter of Intent from Summit Housing

RESOLUTION 23-08-11

Kim Pirie moved to authorize the Superintendent to sign the letter of intent from Summit Housing. Howard Heffelfinger seconded the motion. The motion carried.

1. Compliance Policy

RESOLUTION 23-08-12

David Moser David Moser moved to adopt the Compliance policy as presented. Ted Klecker seconded the motion. The motion carried.

1. Title XX

RESOLUTION 23-08-13

Kim Pirie moved to approve and authorize the Superintendent to sign the Title XX agreement. David Moser seconded the motion. The motion carried.

1. Letter of Agreement with the Bureau of Engraving and Printing for Currency Readers

RESOLUTION 23-08-14

Ted Klecker moved to approve the Superintendent to sign the letter of agreement with the Bureau of Engraving and Printing for currency readers. Kim Pirie seconded the motion. The motion carried.

1. Building Utilization Committee Appointment

Louis Borowicz appointed Ted Klecker to the Finance Committee.

1. Consideration of Development Request

RESOLUTION 23-08-15

David Moser moved to authorize the Superintendent to sign a document provided by attorney Tom Johnson, to reject the development plan request. Howard Heffelfinger seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

Superintendent Kristine Hodge reviewed the June and July 2023 Enrollment and Personnel reports.

**Adjournment**

RESOLUTION 23-08-16

David Moser moved to adjourn the meeting. Howard Heffelfinger seconded the motion. The motion carried. The meeting adjourned at 7:54 p.m.

Respectfully submitted,

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Jennifer Bianchi

Executive Assistant