**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**September 14, 2023**

**Call to Order**

Board Vice President, David Moser called the meeting of the Delaware County Board of Developmental Disabilities to order at 6:30 p.m. on Thursday, September 14, 2023.

**Roll Call**

Members present: David Moser, Ted Klecker, Howard Heffelfinger, Dennis Mowrey and Kim Pirie

Members absent: Louis Borowicz and Dana Lehman

RESOLUTION 23-09-01

Howard Heffelfinger moved to excuse Louis Borowicz and Dana Lehman from the September 14, 2023 Board meeting. Dennis Mowrey seconded the motion. The motion carried.

**Introductions**

Superintendent, Kristine Hodge, introduced new Service and Support Administrator, Allie O’Mara, Susan Eckman in her new role as Training Specialist, and Shosh Cohn in their new role as Behavior Support Specialist. Allie, Susan, and Shosh shared information about themselves and previous work experience with the Board.

**Public Comments**

Joann Roders with the Self Advocates of Delaware County presented information about the Advocacy Grant request to have members attend the Synergy Conference.

Shay Reddy with Orange23, LLC asked for the Board’s support regarding the proposed development plans.

**Approval of Minutes**

RESOLUTION 23-09-02

Kim Pirie moved to approve the minutes from the August 10, 2023 Board Meeting as presented. Ted Klecker seconded the motion. The motion carried.

**Approval of Financial Reports**

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

RESOLUTION 23-09-03

Dennis Mowrey moved to approve the list of August expenditures and the financial reports as submitted. Kim Pirie seconded the motion. The motion carried.

**Ethics Council Report**

The Ethics Council met at 6:15 p.m. to review two staff requests and two direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the staff requests, or the entities submitted for review: Speaking of Speech Therapy Services, LLC; and Upperhands Home Health & Social Services, LLC.

RESOLUTION 23-09-04

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

*Personnel and Programs Committee Report*

Committee Chair, Howard Heffelfinger, reported that the committee met on September 14, 2023 and held an executive session. The recommends that the Board approve to reclassify the Lead Fiscal Specialist to Business Operations Analyst position, approve to create post and fill a Payroll Specialist position, approve to rescind one Fiscal Technician Position, approve to create post and fill two Service and Support Administrator positions, approve to create post and fill an Investigative Agent Position, approve the revised Funding for Services Policy, approve to rescind the EI Funding Policy, approve to rescind the SSA Funding Policy, adopt Family Support Services Policy, approve the Request of Interest for a Family Support Services Program, rescind the Request of Interest for Specialized Medical Equipment and Supplies, approve the Direct Service Contract for 2024, and approve and authorize the Superintendent to execute the I Am Boundless Contract.

**Executive Session**

RESOLUTION 23-09-05

Howard Heffelfinger moved for the Board to enter into executive session for the purpose ORC 121.22 (G)(1): To consider the compensation of a public employee or official, and for the purpose of ORC 121.22(G)(2): To consider the sale of property at competitive bidding. Dennis Mowrey seconded the motion. The roll call vote was as follows: David Moser, yes; Ted Klecker, yes; Howard Heffelfinger, yes; Dennis Mowrey, yes; Kim Pirie, yes. The motion carried.

The Board entered into executive session at 6:44 p.m.

The regular meeting of the Board reconvened at 7:28 p.m.

**New Business - Board Action Items**

1. Direct Service Provider Appreciation Proclamation

RESOLUTION 23-09-06

Dennis Mowrey moved to approve the Direct Service Provider Appreciation Proclamation. Ted Klecker seconded the motion. The motion carried.

1. Advocacy Grant Request from Self-Advocates of Delaware County

RESOLUTION 23-09-07

Howard Heffelfinger moved to approve the Advocacy Grant request from the Self-Advocates of Delaware County to attend the Synergy Conference. Kim Pirie seconded the motion. The motion carried.

1. Reclassify Lead Fiscal Specialist to Business Operations Analyst Position

RESOLUTION 23-09-08

Kim Pirie moved to reclassify the Lead Fiscal Specialist position to a Business Operation Analyst position, effective September 16, 2023. Ted Klecker seconded the motion. The motion carried.

1. Create, Post, and Fill Payroll Specialist Position

RESOLUTION 23-09-09

Howard Heffelfinger moved to create, post, and fill a Payroll Specialist position. Ted Klecker seconded the motion. The motion carried.

1. Rescind One Fiscal Technician Position

RESOLUTION 23-09-10

Ted Klecker moved to rescind one Fiscal Technician position. Howard Heffelfinger seconded the motion. The motion carried.

1. Create, Post, and Fill Two Service and Support Administrator Positions

RESOLUTION 23-09-11

Kim Pirie moved to create, post, and fill two Service and Support Administrator positions. Dennis Mowrey seconded the motion. The motion carried.

1. Create, Post, and Fill Investigative Agent Position

RESOLUTION 23-09-12

Ted Klecker David Moser moved to create, post, and fill an Investigative Agent position. Howard Heffelfinger seconded the motion. The motion carried.

1. Revised Funding for Services Policy

RESOLUTION 23-09-13

Howard Heffelfinger moved to approve the revised Funding for Services policy, which will take effect on December 31, 2023. Ted Klecker seconded the motion. The motion carried.

1. Rescind Early Intervention Funding Policy

RESOLUTION 23-09-14

Kim Pirie moved to rescind the Early Intervention Funding policy effective December 31, 2023. Howard Heffelfinger seconded the motion. The motion carried.

1. Rescind Service and Support Administration Funding Policy

RESOLUTION 23-09-15

Dennis Mowrey moved to rescind the Service and Support Administration Funding policy effective December 31, 2023. Ted Klecker seconded the motion. The motion carried.

1. Family Support Services Policy

RESOLUTION 23-09-16

Dennis Mowrey moved to adopt the Family Support Services policy, with the income guidelines section removed. This policy will take effect on January 1, 2024. Ted Klecker seconded the motion. The motion carried.

1. Amend Family Support Policy

RESOLUTION 23-09-17

Howard Heffelfinger moved to remove the income guidelines from the Family Support Services policy. Kim Pirie seconded the motion. The motion carried.

1. Request of Interest for Family Support Services Program

RESOLUTION 23-09-18

Dennis Mowrey moved to approve the Request of Interest for a Family Support Services Program. Kim Pirie seconded the motion. The motion carried.

1. Rescind Request of Interest for Specialized Medical Equipment and Supplies

RESOLUTION 23-09-19

Ted Klecker moved to rescind the Request of Interest for Specialized Medical Equipment and Supplies. Kim Pirie seconded the motion. The motion carried.

1. Direct Service Contract

RESOLUTION 23-09-20

Kim Pirie moved to approve the Direct Service Contract for 2024. Dennis Mowrey seconded the motion. The motion carried.

1. I am Boundless Contract

RESOLUTION 23-09-21

Kim Pirie moved to approve the I Am Boundless contract. Howard Heffelfinger seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

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

**Adjournment**

RESOLUTION 23-09-22

Dennis Mowrey moved to adjourn the meeting. Kim Pirie seconded the motion. The motion carried. The meeting adjourned at 7:56 p.m.

Respectfully submitted,

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Jennifer Bianchi

Executive Assistant