**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**January 11, 2024**

**Call to Order**

Board President, Louis Borowicz called the meeting of the Delaware County Board of Developmental Disabilities to order at 6:36 p.m. on Thursday, January 11, 2024.

**Roll Call**

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

**Introductions**

Superintendent, Kristine Hodge introduced Elicia Dumolt in her new role as Medicaid and Funding Supervisor and new Investigative Agent, Ridge Caldwell. Elicia and Ridge shared information about themselves and their previous work experience with the Board.

**Public Comments**

None

**Approval of Minutes**

RESOLUTION 24-01-01

Kim Pirie moved to approve the minutes from the December 9, 2023 Board Meeting as presented. Dana Lehman seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 24-01-02

Senior Director of Operations and Finance, Amy Funk reviewed the December 2023 financial reports. David Moser moved to approve the list of December 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 18 direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entities submitted for review: A Way with Words, LLC; Achieve Psychological and Academic Service, LLC; Circle of Hands, LLC; Communication Counts, LLC; EP Counseling, LLC; Helping Hands Center for Special Needs, Corp (dba Bridgeway Academy); Impact Care Ohio, LLC; Jeannette Simios, SLP, LLC; Lisa Lyall, MA, CCC-SLP, LLC; Nationwide Childrens Hospital Corp; Professional Speech Services, Inc.; Rehab2You, LLC; Relate & Grow, LLC; Sigmund Pediatric Speech Therapy, LLC; SLP2U, LLC; Stephanie Wheeler, MA, CCC-SLP, LLC; Sunbury Speech Therapy, LLC; and Upperhands Homehealth and Social Services, LLC.

RESOLUTION 24-01-03

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

**Executive Session**

RESOLUTION 24-01-04

Ted Klecker 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 compensation 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: Louis Borowicz, yes; David Moser, yes; Ted Klecker, yes; Howard Heffelfinger, yes; Dana Lehman, 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 7:32 p.m.

**New Business - Board Action Items**

1. Superintendent Performance Evaluation

RESOLUTION 24-01-05

Kim Pirie moved to authorize the Board President to execute the Superintendent’s performance evaluation and place it in the appropriate file. Dana Lehman seconded the motion. The motion carried.

1. Superintendent Contract

RESOLUTION 24-01-06

Ted Klecker moved to authorize the Board President to execute the Superintendent’s employment contract effective January 1, 2024. David Moser seconded the motion. The motion carried.

1. Superintendent Salary Increase

RESOLUTION 24-01-07

Kim Pirie moved to approve a four percent increase to the Superintendent’s salary effective the first pay period of 2024. Dana Lehman seconded the motion. The motion carried.

1. Bylaws

RESOLUTION 24-01-08

David Moser moved to approve the 2024 Bylaws as presented. Ted Klecker seconded the motion. The motion carried.

1. Revised Table of Organization

RESOLUTION 24-01-09

Howard Heffelfinger moved to approve the revised Table of Organization as presented. Dana Lehman seconded the motion. The motion carried.

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

RESOLUTION 24-01-10

Kim Pirie moved to approve that the Delaware County Board of Developmental Disabilities set aside a total of $14,063,802 in calendar year 2024 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. David Moser seconded the motion. The motion carried.

1. Resolution to Not Provide Educational Services

RESOLUTION 24-01-11

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. Ted Klecker seconded the motion. The motion carried.

1. Resolution to Authorize Local Funding for Individuals Eligible on or After January 1, 2024

RESOLUTION 24-01-12

Howard Heffelfinger moved to authorize the Superintendent to approve local funding for individuals eligible on or after January 1, 2024. David Moser seconded the motion. The motion carried.

1. Memorandum of Understanding Between the Guardianship Services Board and the Delaware County Board of Developmental Disabilities

RESOLUTION 24-01-13

Dana Lehman moved to approve the Memorandum of Understanding between the Guardianship Services Board and the Delaware County Board of Developmental Disabilities. David Moser seconded the motion. The motion carried.

1. Agreement to Fund the Delaware County Guardianship Services Board

RESOLUTION 24-01-14

Howard Heffelfinger moved to table the agreement to fund the Delaware County Guardianship Services Board until February 2024. David Moser seconded the motion. The motion carried.

1. Letter of Intent from Summit Housing

RESOLUTION 24-01-15

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

1. Revised Alcohol and Drug-Free Workplace Policy

RESOLUTION 24-01-16

David Moser moved to approve the revised Alcohol and Drug-Free Workplace policy as presented, now titled Drug and Alcohol-Free Workplace. Ted Klecker seconded the motion. The motion carried.

1. Revised Leave Conversion Policy

RESOLUTION 24-01-17

Howard Heffelfinger moved to approve the revised Leave Conversion policy as presented. Dana Lehman seconded the motion. The motion carried.

1. Revised Sick Leave Policy

RESOLUTION 24-01-18

Kim Pirie moved to approve the revised Sick Leave policy as presented. David Moser seconded the motion. The motion carried.

1. Rescind Sick Leave Payouts Upon Separation Policy

RESOLUTION 24-01-19

David Moser moved to rescind the Sick Leave Payouts Upon Separation policy. Ted Klecker seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

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

**Adjournment**

RESOLUTION 24-01-20

David Moser moved to adjourn the meeting. Kim Pirie seconded the motion. The motion carried. The meeting adjourned at 8:23 p.m.

Respectfully submitted,

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Jennifer Bianchi

Executive Assistant