**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**May 8, 2025**

**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, May 8, 2025.

**Roll Call**

Members present: Louis Borowicz, Ted Klecker, Kim Pirie, Howard Heffelfinger, Erica Fouss and Patty Hollingsworth

RESOLUTION 25-05-01

Patty Hollingsworth moved to excuse Michael Fulton from the May 8, 2025 Board meeting. Erica Fouss seconded the motion. The motion carried.

**Public Comments**

There were no public comments.

**Approval of Minutes**

RESOLUTION 25-05-02

Howard Heffelfinger moved to approve the minutes from the April 10, 2025 Board Meeting as presented. Kim Pirie seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 25-05-03

Senior Director of Operations and Finance, Amy Funk reviewed the April 2025 financial reports. Patty Hollingsworth moved to approve the list of April expenditures and the financial reports as submitted. Howard Heffelfinger seconded the motion. The motion carried.

**New Business - Board Action Items**

1. Primary Solutions Agreement

RESOLUTION 25-05-04

Ted Klecker moved to approve the Software License Agreement proposal by Primary Solutions and authorized Superintendent to sign and execute the agreement. Kim Pirie seconded the motion. The motion carried.

1. Verizon Wireless Agreement

RESOLUTION 25-05-05

Patty Hollingsworth moved to approve the GSA purchasing agreement with Verizon Wireless and authorized the Superintendent to sign and execute the agreement. Erica Fouss seconded the motion. The motion carried.

1. Health Insurance Premium Financial Responsibility

RESOLUTION 25-05-06

Howard Heffelfinger moved to approve the current health insurance premium financial responsibility rates of eighty-eight (88) percent for the Board and twelve (12) percent for employees during the coverage period of July 1, 2025 through June 30, 2026. Ted Klecker seconded the motion. The motion carried.

1. Revised Mileage Policy

RESOLUTION 25-05-07

Patty Hollingsworth moved to approve the revised Mileage policy as presented. Kim Pirie seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

Kristine Hodge reviewed the April 2025 Enrollment and Personnel reports.

**Adjournment**

RESOLUTION 25-05-08

Kim Pirie moved to adjourn the meeting. Howard Heffelfinger seconded the motion. The motion carried. The meeting adjourned at 6:44 p.m.

Respectfully submitted,



Jennifer Bianchi

Executive Assistant