**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**June 12, 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, June 12, 2025.

**Roll Call**

Members present: Louis Borowicz, Ted Klecker, Kim Pirie, Howard Heffelfinger, Michael Fulton, and Patty Hollingsworth

RESOLUTION 25-06-01

Patty Hollingsworth moved to excuse Erica Fouss from the June 12, 2025 Board meeting. Michael Fulton seconded the motion. The motion carried.

**Public Comments**

Joe Longenbaker, Bryan Longenbaker, Kevin Rearick, Annette Rearick, Nathan Rearick, Randy Boring, and Leslie Jordan with Team Heart and Sole provided information about their Advocacy Grant request.

Sue Hetrick, Executive Director of The Center for Disability Empowerment, her son Mica and intern Rachel provided information about their Advocacy Grant request.

Amee Sword with the Wornstaff Memorial Public Library provided information about their Accessibility and Inclusion Grant request.

**Approval of Minutes**

RESOLUTION 25-06-02

Ted Klecker moved to approve the minutes from the May 8, 2025 Board Meeting as presented. Howard Heffelfinger seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 25-06-03

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

**Ethics Council Report**

The Ethics Council met at 6:15 P.M. to review one professional services contract for potential conflicts. The Council found that no conflicts currently exist with West Central Ohio Network Council of Governments.

RESOLUTION 25-06-04

Howard Heffelfinger moved to approve the Ethics Council report as presented. Michael Fulton seconded the motion. The motion carried.

**Executive Session**

RESOLUTION 25-06-05

Patty Hollingsworth moved that the Board enter executive session for the purpose of ORC 121.22 (G)(3): conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Kim Pirie seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; Ted Klecker, yes; Kim Pirie, yes; Howard Heffelfinger, yes; Michael Fulton, yes; Patty Hollingsworth, yes. The motion carried.

The Board entered executive session at 6:57 p.m.

The regular meeting of the Board reconvened at 7:19 p.m.

**New Business - Board Action Items**

1. Advocacy Grant Request from Team Heart and Sole

RESOLUTION 25-06-06

Howard Heffelfinger moved to approve the Advocacy Grant request from Team Heart and Sole in the amount of $2,500.00. Michael Fulton seconded the motion. The motion carried.

1. Advocacy Grant Request from The Center for Disability Empowerment

RESOLUTION 25-06-07

Patty Hollingsworth moved to approve the Advocacy Grant request from The Center for Disability Empowerment in the amount of $2,500.00. Ted Klecker seconded the motion. The motion carried.

1. Accessibility and Inclusion Grant Request from Wornstaff Memorial Public Library

RESOLUTION 25-06-08

Ted Klecker moved to approve the Accessibility and Inclusion Grant request from the Wornstaff Memorial Public Library in the amount of $2,711.82 and waive the requirement to provide Matching Funds. Michael Fulton seconded the motion. The motion carried.

1. Guardianship Services Board Appointee

RESOLUTION 25-06-09

Patty Hollingsworth moved to appoint Roxanne Richardson to the Guardianship Services Board for a partial term ending December 31, 2025. Howard Heffelfinger seconded the motion. The motion carried.

1. Part C Early Intervention Service Coordination Grant

RESOLUTION 25-06-10

Patty Hollingsworth moved to authorize the Superintendent to sign and execute State fiscal year 2026 Early Intervention Service Coordination Grant agreement with the Ohio Department of Children and Youth. Ted Klecker seconded the motion. The motion carried.

1. Supplemental Appropriation for Evaluation and Assessment

RESOLUTION 25-06-11

Michael Fulton moved to approve the supplemental appropriation for increasing the Early Intervention Service Coordination Fund (30152506-5342) in the amount of $129,311.00. Patty Hollingsworth seconded the motion. The motion carried.

1. West Central Ohio Network Council of Governments Agreement

RESOLUTION 25-06-12

Ted Klecker moved to authorize the Superintendent to sign and execute the Early Intervention Evaluation and Assessment agreement with West Central Ohio Network Council of Governments. Kim Pirie seconded the motion. The motion carried.

1. Ohio School Plan General Liability and Pollution Policy

RESOLUTION 25-06-13

Patty Hollingsworth moved to approve the insurance proposal by Ohio School Plan and authorize the Superintendent to sign and execute the insurance agreement. Kim Pirie seconded the motion. The motion carried.

1. Ohio School Plan Cyber Policy

RESOLUTION 25-06-14

Michael Fulton moved to approve the cyber security insurance proposal by Ohio School Plan and authorize the Superintendent to sign and execute the insurance agreement. Howard Heffelfinger seconded the motion. The motion carried.

1. Clothing Allowance Policy

RESOLUTION 25-06-15

Kim Pirie moved to adopt the Clothing Allowance policy as presented. Patty Hollingsworth seconded the motion. The motion carried.

1. Revised Electronic Equipment Policy

RESOLUTION 25-06-16

Michael Fulton moved to approve the revised Electronic Equipment policy as presented, now titled Technology Use. Patty Hollingsworth seconded the motion. The motion carried.

1. Revised Major unusual incidents and unusual incidents to ensure health, welfare, and continuous quality improvement Policy

RESOLUTION 25-06-17

Kim Pirie moved to approve the revised Major unusual incidents and unusual incidents to ensure health, welfare, and continuous quality improvement policy as presented, now titled Major Unusual Incidents and Unusual Incidents. Michael Fulton seconded the motion. The motion carried.

1. Revised Public Records Policy

RESOLUTION 25-06-18

Patty Hollingsworth moved to approve the revised Public Records policy as presented. Ted Klecker seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

Adam Thacker, Director of Programs and Services reviewed the May 2025 Enrollment and Personnel reports.

**Adjournment**

RESOLUTION 25-06-19

Kim Pirie 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