



Delaware County Board of Developmental Disabilities

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Delaware County Board of Developmental Disabilities

Regular Board Meeting

August 15, 2019

Call to Order

Board President, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:30 p.m. on Thursday, August 15, 2019.

Roll Call

Members present: Louis Borowicz, Howard Heffelfinger, Tracie Davies Toot, Steve Finney and Ted Klecker

Members absent: David Moser and Dana Lehman

Excused from Meeting

RESOLUTION 19-08-01

Steve Finney moved to excuse David Moser and Dana Lehman from the August 15, 2019 Board Meeting. Howard Heffelfinger seconded the motion. The motion carried.

Introduction

Superintendent Kristine Hodge introduced Tricia Chan-Witcher in her new role as a Support Administrator, and new employees, Joe Brewer, Support Administrator, and Margie Peirano, Receptionist. The Board congratulated Tricia on her new position and welcomed Joe and Margie.

Public Comments

None

Approval of Minutes

RESOLUTION 19-08-02

Howard Heffelfinger moved to approve the minutes from the regular Board meeting on June 20, 2019 as presented. Tracie Davies Toot seconded the motion. The motion carried.

Approval of Financial Reports

RESOLUTION 19-08-03

Jared Zirillo, Director of Operations/Business Manager, reviewed the June and July 2019 financial reports. Steve Finney moved to approve the list of June and July expenditures and the financial reports as submitted. Tracie Davies Toot seconded the motion. The motion carried.

Ethics Council Report

The Ethics Council met at 6:15 p.m. and reviewed seven direct service contracts for potential conflicts. The Council found that no conflicts currently exist with the entries submitted for



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review, which include Adalea's Personal and Financial Assistance; Beyond Homecare; Customized Behavioral Healthcare, LLC; Payne Behavioral Services, LLC; Relate and Grow, LLC; Trisha's Studios; and ViaQuest Behavioral Health of Ohio, LLC.

RESOLUTION 19-08-04

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

Board Committee Updates

Finance Committee

Tracie Davie Toot, Committee Chair Member, reported that the committee met on Wednesday, July 31, 2019 and recommends that the Board approve the appropriation for the completion of the roof project and adopt the budget for 2020 which will be presented at the September 2019 Board meeting.

Personnel and Programs Committee

Howard Heffelfinger, Committee Chair Member, reported that the committee met on Monday, August 5, 2019 and recommends that the Board approve to use the Delaware County Board of Developmental Disabilities endowment funds for self-advocacy scholarships, reschedule the December Board meeting to December 12, 2019, adopt the Master Contract for 2020, and approve the Superintendent Contract.

New Business - Board Action Items

A. Self-Advocacy Grant

Jessie Russell of Self-Advocates of Delaware County presented the grant request for the Synergy conference fees and hotels in the amount of \$2,000. The Self-Advocates requested the Board waive the match required by the grant.

RESOLUTION 19-08-05

Tracie Davies Toot moved to approve the grant request and waive the match. Steve Finney seconded the motion. The motion carried.

B. Title XX

RESOLUTION 19-08-06

Steve Finney moved to approve the Title XX agreement and to authorize Kristine Hodge to sign and execute the agreement. Howard Heffelfinger seconded the motion. The motion carried.

C. Alpha Janitorial Contract

RESOLUTION 19-08-07

Tracie Davies Toot moved to approve the Alpha Janitorial contract and to authorize Kristine Hodge to sign and execute the agreement. Steve Finney seconded the motion. The motion carried.

D. Perry ProTech Lease



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RESOLUTION 19-08-08

Howard Heffelfinger moved to approve the Perry Pro Tech Lease and to authorize Kristine Hodge to sign and execute the agreement. Ted Klecker seconded the motion. The motion carried.

E. Master Contract

RESOLUTION 19-08-09

Howard Heffelfinger moved to adopt the Master Contract for 2020 as presented to the Board, and as recommended by the Personnel and Programs Committee. Ted Klecker seconded the motion. The motion carried.

F. Delegate Assembly Nominations

RESOLUTION 19-08-10

Steve Finney moved to nominate Louis Borowicz for the Delegate Assembly. Ted Klecker seconded the motion. The motion carried.

G. Delaware CBDD Delegate and Alternate

RESOLUTION 19-08-11

Tracie Davies Toot moved to name Louis Borowicz as the Delaware CBDD Delegate and Kristine Hodge as the Delaware CBDD Delegate Alternate. Steve Finney seconded the motion. The motion carried.

H. Supplemental Appropriations for the Capital Reserve Fund

RESOLUTION 19-08-12

Steve Finney moved to create supplemental appropriations for the Capital Reserve fund in the amount of \$14,494.85 for completion of the roof project. Ted Klecker seconded the motion. The motion carried.

I. Scholarship for Self-Advocacy

RESOLUTION 19-08-13

Howard Heffelfinger moved to use the Delaware County Board of Developmental Disabilities Endowment Fund to support opportunities and trainings related to self-advocacy for persons with disabilities through the form of a grant request. Tracie Davies Toot seconded the motion. The motion carried.

J. Letter of Intent: 1210 A/D Rivercrest Drive

RESOLUTION 19-08-14

Tracie Davies Toot moved to authorize Kristine Hodge to sign the Letter of Intent from Summit Housing for renovations at 1210 A/D Rivercrest Drive. Steve Finney seconded the motion. The motion carried.

K. Letter of Intent: 1228 D/E Rivercrest Drive

RESOLUTION 19-08-15



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Steve Finney moved to authorize Kristine Hodge to sign the Letter of Intent from Summit Housing for renovations at 1228 D/E Rivercrest Drive. Howard Heffelfinger seconded the motion. The motion carried.

L. Letter of Intent: 1235 B/C Rivercrest Drive

RESOLUTION 19-06-16

Steve Finney moved to authorize Kristine Hodge to sign the Letter of Intent from Summit Housing for renovations at 1235 B/C Rivercrest Drive. Ted Klecker seconded the motion. The motion carried.

M. Revised Board Meeting Calendar

RESOLUTION 19-08-17

Howard Heffelfinger moved to accept the revised Board meeting calendar which changes the December 19, 2019 meeting to December 12, 2019. Steve Finney seconded the motion. The motion carried.

F. Board Agenda Modification

RESOLUTION 19-08-18

Howard Heffelfinger moved to table the Superintendent Contract and Executive Session until after the Department Reports. Tracie Davies Toot seconded the motion. The motion carried.

Superintendent Report

Kristine Hodge presented her Superintendent's report and informed the Board of recent events including the DCBDD Staff in-service, August's First Friday participation, 2019 Superintendents Conference, participation in Buckeye Valley's open house for students and parents, Olentangy and Big Walnut school district outreach and relationships, support of the Delaware Health District for their Creating Healthy Community grant, DCBDD Block Party, DODD field trip to DCBDD, the upcoming strategic planning process, leadership team roles in the region and state, M-A Architects building assessment, the upcoming Budget Symposium, DCBDD's staff appreciation breakfast in September, and a reminder for next month's Board meeting being held on Wednesday, September 17 due the observance of the Brown Jug holiday on Thursday, September 18.

Department Reports

Enrollment, Personnel, and Provider

Superintendent Kristine Hodge reviewed the June and July 2019 Enrollment, Personnel, Provider Reports and the second quarter MUI, Medicaid Services and Client Update Reports.

Executive Session

RESOLUTION 19-08-19

Howard Heffelfinger moved that the Board enter into executive session for the purpose of ORC 121.22 G(1): To consider the appointment, employment, dismissal, discipline, promotion,



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demotion, or compensation of a public employee, official, licensee, or regulated individual. Tracie Davies Toot seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; Howard Heffelfinger, yes; Tracie Davies Toot, yes; Steve Finney, yes; Ted Klecker, yes. The motion carried.

The Board entered into executive session at 7:13 p.m.

The regular meeting of the Board reconvened at 7:27 p.m.

G. Superintendent Contract

RESOLUTION 19-08-20

A resolution adopted pursuant to R.C. § 5126.0219 agreeing to the contract re-employing Kristine Hodge as superintendent of the Delaware county board of developmental disabilities whereas, the Delaware County Board of Developmental Disabilities (“DCBDD”) desires to employ its own superintendent under a contract pursuant to R.C. § 5126.0219; and, whereas, DCBDD has selected Kristine Hodge (“Employee”) to be re-employed as Superintendent of DCBDD for the term commencing January 1, 2020 and ending on December 31, 2024; and, whereas, Employee has accepted the re-employment as DCBDD Superintendent as indicated by her signature on the attached Employment Contract between DCBDD and Employee (“Employment Contract”); and, whereas, DCBDD has fully reviewed and desires to adopt and enter into the attached Employment Contract; and, whereas, pursuant to R.C. § 5126.0219, to enter into a contract for employment of a Superintendent, the Board shall adopt a resolution agreeing to the contract.

RESOLUTION: NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. DCBDD hereby agrees to the attached Employment Contract, authorizing the re-employment of Kristine Hodge as Superintendent to DCBDD, including all terms and conditions therein and attachments thereto.
2. DCBDD further hereby authorizes DCBDD Board President Louis Borowicz to sign the attached Employment Contract on behalf of the entire DCBDD Board.
3. The signature of DCBDD Board President Louis Borowicz on the Employment Contract shall be binding upon DCBDD as if the Employment Contract had been signed by at least a majority of the DCBDD Board’s entire membership.
4. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.

Howard Heffelfinger moved to adopt the resolution to approve the employment contract for Kristine Hodge. Steve Finney seconded the motion. The motion carried.

Adjournment

RESOLUTION 19-08-21



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Howard Heffelfinger moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Kenney". The signature is written in a cursive, flowing style.

Executive Assistant