



# Delaware County Board of Developmental Disabilities

*To inspire, empower, and support people to achieve their full potential.*

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## Delaware County Board of Developmental Disabilities

### Regular Board Meeting

September 18, 2019

#### Call to Order

Board President, Louis Borowicz called the regular meeting of the Delaware County Board of Developmental Disabilities to order at 6:31 p.m. on Wednesday, September 18, 2019.

#### Roll Call

Members present: Louis Borowicz, David Moser, Tracie Davies Toot, Dana Lehman, Steve Finney and Ted Klecker

Members absent: Howard Heffelfinger

#### Excused from Meeting

##### RESOLUTION 19-09-01

David Moser moved to excuse Howard Heffelfinger from the September 18, 2019 Board Meeting. Tracie Davies Toot seconded the motion. The motion carried.

#### Introduction

None

#### Public Comments

Louis Borowicz read the Proclamation of Service for Rosemary Halterman. Rosemary will retire in October after thirty-two (32) years in the human services field.

#### Approval of Minutes

##### RESOLUTION 19-09-02

Steve Finney moved to approve the minutes from the regular Board meeting on August 15, 2019 as presented. Dana Lehman seconded the motion. The motion carried.

#### Approval of Financial Reports

##### RESOLUTION 19-09-03

Jared Zirillo, Director of Operations/Business Manager, reviewed the August 2019 financial reports. David Moser moved to approve the list of August 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 three staff requests and one direct service contract for potential conflicts. The Council found that no conflicts currently exist with the entry submitted for review, Pamela Ann Pridder, LLC.

##### RESOLUTION 19-09-04



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Tracie Davies Toot moved to approve the Ethics Council Report as presented. Steve Finney seconded the motion. The motion carried.

## **Board Committee Updates**

### *Personnel and Programs Committee*

Ted Klecker, Committee Member, reported that the committee met on Tuesday, September 10, 2019 and will recommend that the Board adopt the revised Board meeting calendar, which will be presented at the October Board meeting. The Committee was also informed of permissions from the Delaware County Prosecutor's Office for DCBDD to contract with outside legal counsel regarding high level human resources issues.

## **Executive Session**

### RESOLUTION 19-09-05

David Moser moved that the Board enter into 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 the subject of pending or imminent court action and for the purpose of ORC 121.22 G(5): Matters required to be kept confidential by federal law or regulations or state statutes. Tracie Davies Toot seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; David Moser, yes; Tracie Davies Toot, yes; Dana Lehman, yes; Steve Finney, yes; Ted Klecker, yes. The motion carried.

The Board entered into executive session at 6:41 p.m.

The regular meeting of the Board reconvened at 7:22 p.m.

## **New Business - Board Action Items**

### A. Revised Financial Policy

#### RESOLUTION 19-09-06

David Moser moved to adopt the revised Financial Management Policy as presented. Steve Finney seconded the motion. The motion carried.

### B. Expense Reimbursement Policy

#### RESOLUTION 19-09-07

Dana Lehman moved to approve the Expense Reimbursement Policy as presented. David Moser seconded the motion. The motion carried.

### C. 2020 Budget

#### RESOLUTION 19-09-08

Tracie Davies Toot moved to approve the 2020 Budget as presented. Steve Finney seconded the motion. The motion carried.

### D. Sheriff's Lease

#### RESOLUTION 19-09-09



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Steve Finney moved to approve the fourth amendment to the Sheriff's Lease. Dana Lehman seconded the motion. The motion carried.

E. Revised MUI Policy

RESOLUTION 19-09-10

David Moser moved to adopt the revised MUI Policy as presented. Tracie Davies Toot seconded the motion. The motion carried.

F. Consent Agenda Policy

RESOLUTION 19-09-11

Tracie Davies Toot moved to adopt the Consent Agenda Policy as presented. Steve Finney seconded the motion. The motion carried.

G. Revised Ethics Council Policy

RESOLUTION 19-09-12

Dana Lehman moved to adopt the revised Ethics Council Policy as presented. David Moser seconded the motion. The motion carried.

H. Self-Advocates of Delaware County Grant Request

RESOLUTION 19-09-13

David Moser moved to approve the Self Advocates of Delaware County's request to waive the grant requirements of the reimbursement and match. Steve Finney seconded the motion. The motion carried.

I. FCFC/DCBDD Early Intervention Contract

RESOLUTION 19-09-14

Steve Finney moved to authorize Kristine Hodge to sign the Early Intervention contract with FCFC. Dana Lehman seconded the motion. The motion carried.

## **Superintendent Report**

Kristine Hodge presented her Superintendent's report and informed the Board of recent events including the six month appointment to the Lead Abatement Committee formed by Governor Mike DeWine, participation on the Education Council, the 2019 Block Party, the provider Meet and Greet, the Strategic Planning kickoff meeting, Direct Service Provider Appreciation Week, Administrative Training, Transition Bootcamp, Family Medicaid and Waiver training, the Delaware County Fair booth, OACB Budget Symposium, the staff appreciation breakfast, the State of the Schools, community service projects, and Superintendent mentoring.

## **Department Reports**

### *Enrollment, Personnel, and Provider*

Superintendent Kristine Hodge reviewed August 2019 Enrollment, Personnel, and Provider Reports.



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## **Adjournment**

### RESOLUTION 19-09-15

Howard Heffelfinger moved to adjourn the meeting. Steve Finney seconded the motion. The motion carried. The meeting adjourned at 7:41 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