



Delaware County Board of Developmental Disabilities

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

Personnel and Programs Committee Meeting Minutes

Thursday, September 14, 2023

Call to Order

Howard Heffelfinger, Chairperson of the Personnel and Programs Committee, called the meeting to order at 5:15 p.m. on Thursday, September 14, 2023.

Roll Call

Members present: Howard Heffelfinger, Ted Klecker and Kim Pirie

Others present: Kristine Hodge, Superintendent; Amy Funk, Senior Director of Operations and Finance; Tina Overturf, Senior Director of Programs and Services; Mike Dancho, Director of Programs and Services; Adam Thacker, Director of Programs and Services; Allison Walters, Director of Human Resources; Chase Waits, Director of Communications and Community Engagement; and Jennifer Bianchi, Executive Assistant

Public Comments

None.

Approval of Minutes

Ted Klecker moved to approve the minutes from the January 10, 2023 Personnel and Programs Committee meeting as presented. Kim Pirie seconded the motion. The motion carried.

Executive Session

Ted Klecker moved that the Committee enter into executive session for the purpose of ORC 121.22 (G) (1): to consider the compensation of a public employee or official. Kim Pirie seconded the motion. The roll call vote was as follows: Howard Heffelfinger, yes; Ted Klecker, yes; Kim Pirie, yes.

The Committee entered into executive session at 5:17 p.m.

The regular meeting of the Committee reconvened at 5:48 p.m.

Action Items

Personnel

- Reclassify Lead Fiscal Specialist to Business Operations Analyst Position

Kim Pirie moved to recommend that the Board reclassify the Lead Fiscal Specialist to a Business Operations Analyst position effective September 16, 2023. Ted Klecker seconded the motion. The motion carried.

- Create, Post, and Fill Payroll Specialist Position

Ted Klecker moved to recommend that the Board create, post, and fill a Payroll Specialist position. Kim Pirie seconded the motion. The motion carried.



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- Rescind One Fiscal Technician Position

Kim Pirie moved to recommend that the Board rescind one Fiscal Technician position. Ted Klecker seconded the motion. The motion carried.

- Create, Post, and Fill Two Service and Support Administrator Positions

Ted Klecker moved to recommend that the Board create, post, and fill two Service and Support Administrator positions. Kim Pirie seconded the motion. The motion carried.

- Create, Post, and Fill Investigative Agent Position

Kim Pirie moved to recommend that the Board create, post, and fill an Investigative Agent position. Ted Klecker seconded the motion. The motion carried.

Programs

- Revised Funding for Services Policy

Kim Pirie moved to recommend that the Board approve the revised Funding for Services policy effective January 1, 2024. Ted Klecker seconded the motion. The motion carried.

- Rescind EI Funding Policy

Kim Pirie moved to recommend that the Board rescind the EI Funding policy effective December 31, 2023. Ted Klecker seconded the motion. The motion carried.

- Rescind SSA Funding Policy

Kim Pirie moved to recommend that the Board rescind the SSA Funding Policy effective December 31, 2023. Ted Klecker seconded the motion. The motion carried.

- Family Support Services Policy

Kim Pirie moved to recommend the Board adopt the Family Support Services policy following the removal of the income guidelines section. The Committee also requests that the Prosecutor's office review the policy for approval. This policy will be effective January 1, 2024. Ted Klecker seconded the motion. The motion carried.

- Request of Interest for Family Support Services Program

Kim Pirie moved to recommend that the Board approve to publish a request of interest for a Family Support Services program. Ted Klecker seconded the motion. The motion carried.

- Rescind Request of Interest for Specialized Medical Equipment and Supplies

Kim Pirie moved to recommend that the Board rescind the request of interest for specialized medical equipment and supplies. Ted Klecker seconded the motion. The motion carried.



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- Direct Services Contract

Ted Klecker moved to recommend that the Board approve the Direct Services contract for 2024. Kim Pirie seconded the motion. The motion carried.

- I Am Boundless Contract

Kim Pirie moved to recommend that the Board approve the I Am Boundless contract. Ted Klecker seconded the motion. The motion carried.

Adjournment

Kim Pirie moved to adjourn the meeting. Ted Klecker seconded the motion. The motion carried. The meeting adjourned at 6:10 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Bianchi".

Executive Assistant