**Delaware County Board of Developmental Disabilities**

**Board Meeting Minutes**

**September 12, 2024**

**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, September 12, 2024.

**Roll Call**

Members present: Louis Borowicz, Ted Klecker, Howard Heffelfinger, Dana Lehman, Kim Pirie, Michael Fulton and Erica Fouss

**Introductions**

Director of Communications and Community Engagement, Chase Waits introduced Lindsay Fitzsimmons in her new role as Information and Referral Specialist. Lindsay shared information about herself and her previous work experience with the Board.

**Public Comments**

Dawn Meigs with the Self-Advocates of Delaware County presented information about the Advocacy

Grant request to have members attend the Synergy Conference.

Liz Owens, CEO with the Alpha Group and TAG Community Living, along with Barb Rollins, Board Member for TAG Community Living, Jim Cornett, Director of Operations for TAG Community Living and Jim Martin, Board Member for the Alpha Group, provided a presentation regarding the Alpha Group and TAG Community Living.

**Approval of Minutes**

RESOLUTION 24-09-01

Ted Klecker moved to approve the minutes from the August 8, 2024 Board Meeting as presented. Dana Lehman seconded the motion. The motion carried.

**Approval of Financial Reports**

RESOLUTION 24-09-02

Senior Director of Operations and Finance, Amy Funk reviewed the August 2024 financial reports. Kim Pirie moved to approve the list of August expenditures and the financial reports as submitted. Michael Fulton seconded the motion. The motion carried.

**Ethics Council Report**

The Ethics Council met at 6:15 p.m. to review 2 staff requests and 1 direct service contract for potential conflicts. The Council found that no conflicts currently exist with the staff requests or entity submitted for review: Align Health, LLC.

RESOLUTION 24-09-03

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

**Executive Session**

RESOLUTION 24-09-04

Erica Fouss moved that the Board enter into executive session for the purpose of ORC 121.22 (G) (2): to consider the sale of property at competitive bidding. Michael Fulton seconded the motion. The roll call vote was as follows: Louis Borowicz, yes; Ted Klecker, yes; Howard Heffelfinger, yes; Dana Lehman, yes; Kim Pirie, yes; Michael Fulton, yes; Erica Fouss, yes. The motion carried.

The Board entered into executive session at 6:54 p.m.

The regular meeting of the Board reconvened at 7:15 p.m.

**New Business - Board Action Items**

1. Facility Relocation Agreement

RESOLUTION 24-09-05

Dana Lehman moved to approve the language of the Terms-Facility Relocation Agreement and authorize the Superintendent to execute the agreement. Erica Fouss seconded the motion. The motion carried.

1. Transfer of Property

RESOLUTION 24-09-06

Howard Heffelfinger moved to authorize the Superintendent to execute agreements concerning the transfer of 7991 Columbus Pike, Lewis Center, Ohio 43035 to Delaware County as part of the agency’s planned move to the Social Services Administration Facility. Kim Pirie seconded the motion. The motion carried.

1. Ethics Council and Appeals Committee Membership

RESOLUTION 24-09-07

Louis Borowicz appointed Erica Fouss to the Ethics Council and Appeals Committee

1. Finance Committee Membership

RESOLUTION 24-09-08

Louis Borowicz appointed Erica Fouss to the Finance Committee and Michael Fulton as the Chair for the Finance Committee.

1. Direct Service Provider Appreciation Proclamation

RESOLUTION 24-09-09

Michael Fulton moved to adopt the Direct Service Provider Appreciation Proclamation. Erica Fouss seconded the motion. The motion carried.

1. Advocacy Grant Request from Self-Advocates of Delaware County

RESOLUTION 24-09-10

Ted Klecker moved to approve the Advocacy Grant request from the Self-Advocates of Delaware County in the amount of $1,033.98. Dana Lehman seconded the motion. The motion carried.

1. Letter of Intent from Summit Housing for Community Residential Renovation Project (1)

RESOLUTION 24-09-11

Kim Pirie moved to authorize the Superintendent to sign the letter of intent from Summit Housing for the community residential renovation project (1). Erica Fouss seconded the motion. The motion carried.

1. Letter of Intent from Summit Housing for Community Residential Renovation Project (2)

RESOLUTION 24-09-12

Erica Fouss moved to authorize the Superintendent to sign the letter of intent from Summit Housing for the community residential renovation project (2). Dana Lehman seconded the motion. The motion carried.

1. Letter of Intent from Summit Housing for Community Residential Renovation Project (3)

RESOLUTION 24-09-13

Ted Klecker moved to authorize the Superintendent to sign the letter of intent from Summit Housing for the community residential renovation project (3). Kim Pirie seconded the motion. The motion carried.

1. Janitorial Agreement

RESOLUTION 24-09-14

Howard Heffelfinger moved to authorize the Superintendent to sign and execute the janitorial service agreement through CRP with The Alpha Group. Michael Fulton seconded the motion. The motion carried.

1. Universal Changing Table Lending Agreement

RESOLUTION 24-09-15

Michael Fulton moved to approve the use of the portable universal changing table, the terms and use of the agreement, and authorize the Superintendent to execute the agreement. Kim Pirie seconded the motion. The motion carried.

1. Delaware for Democracy/DCBDD Election Official Leave Policy

RESOLUTION 24-09-16

Ted Klecker moved to adopt the Delaware for Democracy/DCBDD Election Official Leave policy as presented. Erica Fouss seconded the motion. The motion carried.

1. Revised Behavior Support Policy

RESOLUTION 24-09-17

Michael Fulton moved to approve the revised Behavior Support policy as presented. Howard Heffelfinger seconded the motion. The motion carried.

1. Request of Interest for Psychological Evaluation and Consultation Services

RESOLUTION 24-09-18

Dana Lehman moved to approve the Request of Interest for Psychological Evaluation and Consultation Services. Kim Pirie seconded the motion. The motion carried.

**Department Reports**

*Enrollment and Personnel*

Chase Waits reviewed the August 2024 Enrollment and Personnel reports.

**Adjournment**

RESOLUTION 24-09-19

Howard Heffelfinger moved to adjourn the meeting. Kim Pirie seconded the motion. The motion carried. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

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Jennifer Bianchi

Executive Assistant