



Henry County Board of Developmental Disabilities

135 East Maumee Avenue, Napoleon, OH 43545

## HENRY COUNTY BOARD OF DD MEETING MINUTES

June 18, 2024

Board Members Present: Monica Atkinson, Dan Bischoff, Tim Davis,  
Nelda Irving, Amy Rosebrock, Nichole Tripp

Superintendent: Kelly Aldrich

Staff Present: Kris Banister, Melissa Beman, Melinda Camp,  
Tracy Deblin, Phil Etoll, Jessica Harmon,  
Stacy Jackson, Heather Obermyer, Robin Sinn,  
Blake Stambaugh

Visitors: Chris Buchhop, Lisa Owen, LaNae Thompson

The Henry County Board of Developmental Disabilities (HCBDD) Regular Board meeting was held on June 18, 2024 at 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Monica Atkinson and roll call was taken. Greg Heath was excused from the meeting. Service and Support Administrators Kris Banister, Melissa Beman, Phil Etoll, Stacy Jackson, and Robin Sinn introduced themselves and gave a presentation on services adult SSAs provide.

### **Approval of Minutes, Revisions, or Additions to the Agenda**

#### **Resolution 24-42: The HCBDD approve the minutes of the May 14, 2024 regular board meeting.**

A motion was made by Mrs. Irving and seconded by Mr. Bischoff. Roll call was taken and Resolution 24-42 was unanimously approved.

### **New Business from the Board**

#### **Resolution 24-43: The HCBDD approve the Superintendent Development Plan for 2024-2025.**

A motion was made by Ms. Rosebrock and seconded by Mr. Davis. Roll call was taken and Resolution 24-43 was unanimously approved.

### **Updates from the Superintendent:**

Ms. Aldrich shared a few updates with the board.

Accreditation was held on June 5<sup>th</sup> and 6<sup>th</sup>. We will officially receive a 3-year award. Some highlights were the opportunity for transportation services, the number of activities that are available, and the number of individuals employed in the community.

We continue to utilize ARPA funds. More technology purchases were made for our lending library. The construction of the viewing platform is underway at the fair. We are going to place Momentum Refresh, a mobile changing vehicle, at the fairgrounds on August 13<sup>th</sup> and 14<sup>th</sup>. This can be used for toddlers, seniors, anyone that needs extra assistance in the bathroom and it does include a wheelchair lift. We are using funds to decrease the cost to individuals that participate in youth and adult summer camp at Camp Palmer in August. We are also using funds for a HARC pool party for individuals, families, and friends on July 20<sup>th</sup> at the Napoleon city pool.

On June 28<sup>th</sup> at 7:30am there will be a sendoff for Special Olympics state games. 30 athletes will be traveling to Columbus to participate in volleyball, track, bocce and powerlifting.

### **Business Manager Report**

#### **Resolution 24-44: The HCBDD approve the May 2024 financial reports as presented.**

A motion was made by Mr. Bischoff and seconded by Mr. Davis. Roll call was taken and Resolution 24-43 was unanimously approved.

### **Approval of Contracts and Addendums**

#### **Resolution 24-45: The HCBDD approve the contracts and addendums as presented.**

A motion was made by Ms. Rosebrock and seconded by Mrs. Irving. A renewal for Defiance County Board of Commissioners & Defiance County Family and Children First Council was approved. Also approved was a new contract with McLaurin Behavioral Health LLC. Roll call was taken and Resolution 24-45 was unanimously approved.

### **Personnel/Policies**

Monica Atkinson, Board President thanked the following employees for their years of service:

Caryn Lulfs, 1 year  
Kelly Aldrich, 2 years  
Cassandra Seesholtz, 7 years  
Jody Farber, 9 years  
Stephanie Jones, 9 years  
Theresa Myles, 21 years

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Robin Sinn, 22 years

Melinda Dachenhaus, 25 years

Melinda Camp, 31 years.

The Board reviewed personnel actions including the hiring of Angel Dietrich, Service Coordinator and Keri Bunke, Community Relations Coordinator. Both will start on July 1<sup>st</sup>.

**Resolution 24-45.1: The HCBDD approve the revised policy as presented.**

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. 5.29 Remote Work was due for review. Minor changes were made and the board and administrative team felt one day a week was working well and should remain in effect.

**Executive Session**

**Resolution 24-46: The HCBDD approve to enter into executive session to discuss employment of public employee.**

A motion was made by Mr. Bischoff and seconded by Mr. Davis. Roll call was taken and Resolution 24-46 was unanimously approved.

Time in: 4:43 p.m.

Time out: 5:06 p.m.

No Action Taken

**Resolution 24-46.1: The HCBDD hereby the tuition reimbursement repayment plan for Kellee Downard in the amount of \$250.00 per month until a payment is received in full.**

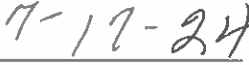
A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. An agreement letter will also be sent to Mrs. Downard. Roll call was taken and Resolution 24-46.1 was unanimously approved.

**Adjournment**

**Resolution 24-47: The HCBDD approve to adjourn the June 18, 2024 Regular Board meeting.**

A motion was made by Mr. Davis and seconded by Mrs. Irving. Roll call was taken and Resolution 24-47 was unanimously approved.

  
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Nelda Irving, Secretary

  
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Date

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