



Henry County Board of Developmental Disabilities

135 East Maumee Avenue, Napoleon, OH 43545

HENRY COUNTY BOARD OF DD MEETING MINUTES

September 18, 2024

Board Members Present: Dan Bischoff, Tim Davis, Greg Heath
Amy Rosebrock, Nichole Tripp

Superintendent: Kelly Aldrich

Staff Present: Keri Bunke, Melinda Camp, Tracy Deblin,
Jessica Harmon, Heather Obermyer,
Blake Stambaugh

Visitors: None

The Henry County Board of Developmental Disabilities (HCBDD) Regular Board meeting was held on September 18, 2024 at 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Greg Heath and roll call was taken. Nelda Irving was excused from the meeting.

Approval of Minutes, Revisions, or Additions to the Agenda

Resolution 24-52: The HCBDD approve the minutes of the July 17, 2024 regular board meeting.

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 24-52 was unanimously approved.

Old Business from the Board

Kelly Aldrich, Superintendent shared that last meeting a board member brought up the topic of Special Olympic resources. The Special Olympics program has their own budget and bank account separate from the board and monitored by Special Olympics Ohio. They are funded by United Way, fundraisers, and donations. We currently support Special Olympics by employing coordinators and providing vehicles for transportation. There has been discussion about a gymnasium for the Special Olympics program. Ms. Aldrich recommended a committee to be formed in January 2025, to discuss the possibility of a gymnasium and funding sources for it. All members of the board were in favor of forming a committee.

New Business from the Board

Resolution 24-53: The HCBDD appoint Greg Heath as Board President for the remainder of 2024.

A motion was made by Mr. Bischoff and seconded by Mr. Davis. Greg Heath will now serve as Board President for the remainder of 2024. Discussion was held for Vice President. A motion was made by Greg Heath and seconded by Nichole Tripp for Dan Bischoff to be appointed as Vice President for the remainder of 2024. Roll call was taken and Resolution 24-53 was unanimously approved.

Resolution 24-54: The HCBDD approve the Ethics Council recommendation regarding a conflict-of-interest notification.

A motion was made by Ms. Rosebrock and seconded by Mrs. Tripp. Greg Heath, Board President shared the Ethics Council did not find a conflict of interest regarding a current employee mentoring for another county Board. Roll call was taken and Resolution 24-54 was unanimously approved.

Mr. Heath mentioned he will not be seeking re-appointment in 2025. Mr. Heath also brought up the purchase of a new a/c unit from Fitzenrider, who is contracted with the board for preventative maintenance. The purchase was approved by the finance committee prior to the September board meeting. Mr. Heath expressed his opinion that three quotes should have been obtained. Other board members expressed that the purchase was warranted, based on the circumstances. Ms. Rosebrock, finance committee chair, requested that we look at the purchasing process that other county boards are following for the next meeting.

Updates from the Superintendent:

Ms. Aldrich shared a few updates with the board.

Our agency has spent \$154,000 of \$232,000. At the end of the year, we will put together a presentation to share all the great things we have done in the community with ARPA fund.

Law enforcement training is on October 17 here at HOPE, facilitated by OACB. We have invited local law and first responders to a 6-hour training session. The training is titled, Encounters with People with Intellectual and Developmental Disabilities. If any board members would like to attend, please let me know.

OACB Winter conference is December 4th-6th. Trainings will be approved for board member annual training.

Business Manager Report

Resolution 24-55: The HCBDD approve the July and August 2024 financial reports as presented.

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 24-55 was unanimously approved.

Resolution 24-56: The HCBDD adjustments to the 2024 fiscal budget as presented.

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Tracy Deblin, Business Manager, explained this is due to unexpected costs in maintenance. Roll call was taken and Resolution 24-56 was unanimously approved.

Resolution 24-57: The HCBDD approve the 2025 preliminary budget as presented.

A motion was made by Mr. Bischoff and seconded by Mr. Davis. Mrs. Deblin shared there were no changes to the expenses and a decrease in a few revenue lines as discussed at the finance committee meeting. Roll call was taken and Resolution 24-57 was unanimously approved. Greg Heath abstained from voting.

Contracts and Addendums

Resolution 24-58: The HCBDD approve the contract and addendums as presented.

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 24-58 was unanimously approved.

Personnel/Policies

Greg Heath, Board President thanked the following employees for their years of service:

Darwin Becker, 1 year
Renita Kuehner, 3 years
Jessica Harmon, 6 years
Christina Clark, 7 years
Cheryl Lewis, 12 years

The Board reviewed personnel actions resignation notice from Stacy Jackson effective October 2, 2024.

Resolution 24-59: The HCBDD approve the revised job descriptions as presented.

A motion was made by Ms. Rosebrock and seconded by Mr. Davis. Special Olympics job description will now include Community Inclusion Bowling. Ms. Aldrich shared that Special Olympics cannot charge athletes to play. Due to the large number that participated in bowling, this was the best way to continue the program with no disruption. Roll call was taken and Resolution 24-59 was unanimously approved.

Executive Session

Resolution 24-60: The HCBDD approve entering into executive session to discuss employment of a public employee.

A motion was made by Mr. Heath and seconded by Ms. Rosebrock. Roll call was taken and Resolution 24-50.2 was unanimously approved.

Time In: 4:46 p.m.
Time out: 5:15 p.m.

No Action Taken

Resolution 24-60.1: The HCBDD approve Superintendent employment contract as presented.

A motion was made by Mr. Bischoff and seconded by Mr. Davis. The contract presented includes a term of three years commencing on January 1, 2025. Roll call was taken and Resolution 24-60.1 was unanimously approved.

Adjournment

Resolution 24-61: The HCBDD approve to adjourn the September 18, 2024 Regular Board meeting.

A motion was made by Mr. Davis and seconded by Mrs. Tripp. Roll call was taken and Resolution 24-61 was unanimously approved.

Nelda Irving, Secretary

Date

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