

BOARD MEETING MINUTES

October 16, 2023

BOARD IN-SERVICE - 5:30 p.m.: Talent Management and Benefits presented by Stacy Pettit, Human Resources & Organizational Development Director

The Miami County Board of Developmental Disabilities held their monthly meeting on Monday, October 16, 2023 at 6:07 p.m. at 1625 Troy-Sidney Rd., Troy, Ohio.

I. ROLL CALL

Mandy Via	- Present	Deon Metz	- Present
Jerry Herbe	- Present	Joe Fulker	- Present
Shawn McKinney	- Present	DJ Gayhart	- Excused
Michelle Fong	- Present		

II. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in giving the Pledge of Allegiance led by Ms. Via.

III. INTRODUCTION OF STAFF/GUESTS

The following staff were in attendance: Brian Green, Kathy Greenawalt-Cherry, Melissa Nichols, Sandy Landers, Stacy Pettit, Linda Hinger and Carol Helman.

IV. PRESENTATION BY GUESTS

None

V. PRESENTATION OF MINUTES

The minutes of the September 18, 2023 meeting were reviewed. A motion to accept the minutes was made by Mr. Fulker and seconded by Mr. Metz. Ms. Via asked for a voice vote. The motion carried.

VI. PRESENTATION OF FINANCIAL REPORTS

A. Monthly Financial Reports: Sandy Landers, Business Manager, reviewed the financial report for September 2023. A motion to accept the report was made by Ms. Fong and seconded by Mr. Herbe. Ms. Via asked for a voice vote. The motion carried.

B. Monthly Bills: The September 2023 bills were presented for approval. A motion to ratify the Superintendent's actions in payment of the September 2023 bills was made by Mr. McKinney and seconded by Ms. Fong. Ms. Via asked for a roll call vote.

Resignations/Contract Non-Renewal/Retirement/Termination:

Floyd Gregg Resignation Business and Operations Director 10.6.2023

- D. Policies/Procedures:** The Superintendent recommended the adoption of the Policies and Procedures listed below:

Change to Policy:

- EI-1 Early Intervention Services – added an additional bullet under “Exiting Early Intervention Services”
- F-6a Procedure for Employee Reimbursement – minor changes to wording for consistency

Date Change Only:

- F-6 Employee Reimbursement
- F-7 Cell Phone
- F-25 Procurement Card Usage
- F-26 Fees for Services to Eligible Individuals
- F-27 Capital Asset Physical Inventory
- F-28 Expenditure of Agency Funds for Public Purpose
- G-21 Safety
- G-27 Addressing MUI and UI
- G-42 Sales and Solicitation
- G-50 Business Associates
- G-73 Building Access Control
- P-31 Intermittent Employees
- T-3 Use and Operation of Board Owned Vehicles
- T-4 Driving Vehicles Other than Board Owned

A motion to accept the changes to the Policies and Procedures was made by Mr. Herbe and seconded by Mr. Metz. Ms. Via asked for a voice vote. The motion carried.

- E. Other:** None

IX. COMMENTS:

- Ms. Nichols reported that the Regional Advocacy Conference was held at the end of September in the gym. It included 7 counties and approximately 150 people attended. Her team will be looking at possibly holding next year’s conference at a more community-based location such as Edison. The Synergy Conference was a successful trip for the group with a lot of mentoring provided by those who have attended before. Riverside set up a Universal Changing Station at the Mum Festival and Fall Farm Fest which was well received by the community. Leadership Troy was at Riverside last week for their monthly meeting. One of their projects is Serve Troy and three volunteers worked on a Saturday to replace the boards on the softball field dugout benches and build a flag stand for the Aktion Club banner.

- Ms. Greenawalt-Cherry shared that EI has been busy with onboarding new hires and working with the two new EI managers who are growing into their new roles. A developmental specialist was recently hired and a second will be starting October 30. The service coordinator posting will close on Friday and interviews will begin soon after. EI numbers are holding steady, but the needs of the children are greater. OT in-person hours have been exhausted and PT hours are at capacity. She is working with the PT agency to increase the therapist's time and is also looking at having the therapist assess a child in-person and if they can be seen virtually, they would be connected with a company through DODD.

X. EXECUTIVE SESSION

A motion to enter into Executive Session at 6:26 p.m. to discuss the employment and compensation of a public employee was made by Mr. Metz and seconded by Mr. Herbe. Ms. Via asked for a roll call vote.

Mandy Via	-	Yes	Deon Metz	-	Yes
Jerry Herbe	-	Yes	Joe Fulker	-	Yes
Shawn McKinney	-	Yes	DJ Gayhart	-	Excused
Michelle Fong	-	Yes			

The motion carried.

A motion to adjourn from Executive Session at 7:07 p.m. was made by Mr. Metz and seconded by Mr. Herbe. Ms. Via asked for a voice vote. The motion carried.

XI. NEXT MEETING: Monday, November 20, 2023

XII. ADJOURNMENT

A motion to adjourn the meeting at 7:08 p.m. was made by Mr. McKinney and seconded by Mr. Metz. Ms. Via asked for a voice vote. The motion carried.

Meeting adjourned.

Minutes approved by:



AMANDA VIA, PRESIDENT

11/20/2023
DATE



MICHELLE FONG, RECORDING SECRETARY

11/20/2023
DATE