

April, 2025

LCBDD MEETING MINUTES:

I. ROLL CALL

II. The meeting was called to order by Ms. Valerie Robb at 5:28 p.m. on Thursday, April 3, 2025 at the Logan County Board of Developmental Disabilities, Bellefontaine, Ohio. Those in attendance were Ms. Bridget Hawkins, Ms. Valerie Robb, Mr. Frank Giannola, Ms. Kelly Paxton and Mr. Scott Steiner.

Other attendees were Ms. Krista Oldiges, Mr. Jason Moyer, Ms. Lisa Sulich, Mrs. Staci Nichols, Mrs. Liz Rose, Mrs. Kari Eckard and Mrs. Ashley Shefbuch.

III. Moment of Silence

IV. ADOPTION OF AGENDA

A motion was made by Mr. Steiner and seconded by Mr. Giannola to approve the motions agenda for the April 3, 2025 board meeting. Motion passed unanimously.

V. PUBLIC PARTICIPATION - None

VI. APPROVAL OF MINUTES

A motion was made by Mr. Giannola and seconded by Ms. Hawkins to approve the minutes of the March 6, 2025 board meeting, as written. Motion passed unanimously.

VII. PRESENTATION OF FINANCIAL REPORTS

Business Director, Mrs. Kari Eckard, presented monthly financials. Year-to-date financials show expenses at 14.4% compared to the budget target of 16.7%. Revenue was 12.5% compared to the budget target of 14.4%. The expense and revenue summaries through February of 2025 were reviewed as well as the fund balances.

In IT, Wi-Fi access points were updated in both buildings.

VIII. CONFIRMATION OF EXPENDITURES & BUDGETARY TRANSACTIONS

A motion was made by Ms. Hawkins and seconded by Ms. Paxton to confirm the payment of expenditures February 1 – February 28, 2025, as included in the board packet. Motion passed unanimously.

A motion was made by Ms. Paxton and seconded by Mr. Steiner to approve the budgetary transactions for February 1 – February 28, 2025, as included in the board packet. Motion passed unanimously.

IX. PRESENTATION OF ADMINISTRATIVE REPORTS

Superintendent

Ms. Oldiges informed the board that the kitchen equipment has sold on GovDeals.com and is in the process of being picked up by the buyers. The kitchen ceiling will need to be tested for asbestos. Once this is completed then the kitchen remodel will be advertised for public bids.

The Board held several events in March for DD Awareness Month which included a community basketball game, sensory friendly movie, and an inclusive neighborhood event at the library.

The Logan Board of DD Foundation met in March. The Foundation will be working on creating guidelines for a \$1,500 scholarship for high school seniors graduating that will be going into social work, psychology,

special education or human services degrees. The first scholarship will be awarded in the spring of 2026. The Foundation also received the first quarter donation from the Indian Lake Eagles 3615 from the gambling profits which totaled around \$10,000. This funding will be used to install accessible door openers in the restrooms at The Discovery Center.

A Mobi-mat was purchased through a grant from United Way and will be installed this summer at Old Field Beach. The Student United Way also awarded the Board a Youth Allocation Grant for \$6,500 to support advocacy and education services for children during the summer months.

Facility updates included the completion of the HVAC project at The Discovery Center, boiler repairs at the board office, replacement of five fire extinguishers, and a backflow valve replacement following an inspection by OVIS.

SSA Director

Mr. Moyer reported that the Major Unusual Incidents (MUI) Committee completed its annual review for 2024. There has been an increase of MUIs filed annually since 2022, going from 45 up to 71 MUIs. There were increases in alleged physical abuse, law enforcement, and non-accidental/suspicious deaths.

Mr. Moyer met with Mary Rutan Pharmacy representatives to explore options for improving local access to medication delivery services, as current providers offer limited availability. The need for prescriptions to be delivered has increased due to the limited transportation options currently in Logan County.

HR Director

Mrs. Nichols reported that there are currently three teacher openings. Jill Butler, preschool teacher, and Deb Shotts, program nurse, have notified the Board of their plans to retire at the end of the 2024-2025 school year. Hannah Boy, Therapy Services Coordinator, has submitted a letter of resignation. The Board may look at contracting for OT services. Mrs. Nichols attended the Region 2 HR meeting where other boards that run preschools have stated that they are also having trouble finding teachers to fill open positions.

The Board received the spotlight grant from WPKO for \$7,000, which will be used in October to promote National Disability Employment Awareness Month.

Early Intervention Director

Mrs. Rose reported that they received 11 referrals in March for EI services.

The EI Department held a Splish, Splash and Craft event at the Hilliker YMCA and they are continuing to hold Baby and Me Yoga as well as Tiny Tunes music classes.

Preschool Director

Ms. Sulich reported that staff are being trained on SameGoal and Rediker software systems. The preschool will also receive new free Creative Curriculum for the next 2 school years provided by the state.

There were 13 families that attended the first preschool open house for next school year.

X. NEW BUSINESS

In new business, one contract with Primary Solutions was reviewed. This contract is for business services software.

Ms. Oldiges reviewed three policies. There were minor language changes to Policy 7.1.8 Medicaid Due Process. There were minor language changes and updated OAC rule numbers to Policy 7.1.6 Locally funded Specialized Transportation Services. There were minor language changes regarding the supervision of Special Olympics coaches in Policy 5.1.11 Volunteers and Interns.

The Table of Organization changes, which included a title change for Kelli Bader, was reviewed for approval.

The 2025-2026 calendars for The Discovery Center staff and students were included in the board packet for review.

The board discussed extending the stipend for IT support for the SSA Director for an additional 3 months through the month of June 2025.

XI. MOTIONS/RESOLUTIONS

1. Mr. Steiner moved and Mr. Giannola seconded to approve the contract with Primary Solutions, as included in the board packet. Motion passed unanimously.
2. Mr. Giannola moved and Ms. Hawkins seconded to approve Policy 7.1.6 Locally Funded Specialized Transportation Services, as included in the board packet. Motion passed unanimously.
3. Ms. Hawkins moved and Ms. Paxton seconded to approve Policy 7.1.8 Medicaid Due Process, as included in the board packet. Motion passed unanimously.
4. Ms. Paxton moved and Mr. Steiner seconded to approve Policy 5.1.11 Volunteers and Interns, as included in the board packet. Motion passed unanimously.
5. Mr. Steiner moved and Mr. Giannola seconded to approve the Table of Organization, as included in the board packet. Motion passed unanimously.
6. Mr. Giannola moved and Ms. Hawkins seconded to approve the 2025-2026 calendars for The Discovery Center staff and preschoolers, as included in the board packet. Motion passed unanimously.
7. Ms. Hawkins moved and Ms. Paxton seconded to approve extending the stipend for IT services for the SSA Director for 3 months through the end of June, as discussed in the board meeting. Motion passed unanimously.

ADJOURNMENT

Mr. Giannola moved and Ms. Hawkins seconded to adjourn the meeting at 6:02 p.m. The motion passed unanimously.

Next Board Training: Thursday, May 1, 2025 at 5:00 p.m.

Next Board Meeting: Thursday, May 1, 2025 at 5:30 p.m.



**April Board Meeting
Financial and IT Report
Report by: Kari Eckard**

Monthly Financials

The following reports are included for the month end 2/2025:

- A) LCBDD Expense and Revenue Summary
- B) LCBDD Expense Detail for Board ratification

Highlights:

- Year-to-date operating expenses are 14.4% compared to the budget target of 16.7%.
- Year-to-date operating revenue was 12.5% compared to the budget target of 16.7%.

Fund Balances: 02/28/2025		
General Fund - 2080	\$	5,384,701.69
Gift & Donation Fund - 2081	\$	6,184.97
Community Support Fund - 2082	\$	580,580.42
ARPA Fund - 2850	\$	0.00
ARPA Preschool Fund - 2853	\$	15,176.00
Capital Fund - 4010	\$	26,493.09
WestCON	\$	1,243,975.89
Total	\$	7,257,112.06

IT Updates

- WIFI access points have been installed in both buildings.

