

July, 2025

LCBDD SPECIAL MEETING MINUTES:

I. ROLL CALL

- II.** The special meeting was called to order by Ms. Valerie Robb at 12:02 p.m. on Thursday, July 10, 2025 at the Logan County Board of Developmental Disabilities, Bellefontaine, Ohio. Those in attendance were Ms. Bridget Hawkins, Ms. Valerie Robb, Mr. John Godwin, Mr. Steiner and Mrs. Melanie Reames.

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

III. Moment of Silence

IV. OATH OF OFFICE

Ms. Linda Baker, Notary Public, read the Oath of Office and swore in Board Member, Mr. John Godwin.

V. ADOPTION OF AGENDA

A motion was made by Mr. Steiner and seconded by Ms. Hawkins to approve the motions agenda for the July 10, 2025 board meeting. Motion passed unanimously.

VI. PUBLIC PARTICIPATION - None

VII. APPROVAL OF MINUTES

A motion was made by Ms. Hawkins and seconded by Mrs. Reames to approve the minutes of the June 5, 2025 board meeting, as written. Motion passed unanimously.

VIII. NEW BUSINESS

In new business, Ms. Oldiges reviewed contracts that were included in the board packet for review. Contracts included the Preschool Education Contract, Room and Board Contract, WestCon Contract and several contracts with the Midwest Regional Educational Service Center (MRESC). The Preschool Education Contract for each local school district includes the number of students per school district that the Board will provide special education services for, which includes classroom instruction, therapy services, evaluations and program administration. The contract states that the school district will forward applicable state funding to the Board, provide transportation and pay \$1,000 per student annually. The Preschool Education Contract for Ben Logan School District also includes language for shared costs for a special education instructor.

The Room and Board Contract with Champaign Residential Services is for 2 homes in Belle Center. The Board pays CRSI if there are vacancies in the homes that go over 120 days. The rate increased from \$31.98 up to \$36.55 per day.

The WestCon Contract for Early Intervention Evaluations and Assessments has been increased from 2 evaluation and assessment days up to 4 days per month which equals up to 8 evaluations and assessments per month.

There were several contracts from the Midwest Educational Service Center for the 2025-2026 school year for review. Contracts reviewed included: Instructional Assistant Services for A. Smith and S. Ullom, Speech Language Therapy Services for S. Jones, A. Spar, and M. Harrod, LPDC Coordination Services, Resident Educator Services, Substitute Teacher and Substitute Aide Services, and Absence Management Services. Ms. Oldiges noted that the Absence Management Coordination Contract cost was decreased.

The Board will no longer need to utilize Tiny Eye services for speech therapy with the addition of the Speech Therapy Services contract with M. Harrod.

Ms. Oldiges reported that the Board received two bids for the kitchen renovation project. Link Construction from Bellefontaine was the only company who attended the pre-bid meeting and submitted a bid of \$154,070. Westerheide Construction Company out of Sidney submitted a bid of \$169,900. After reviewing their bids and reaching out for references of past projects, Mote & Associates Inc. submitted a letter of recommendation to proceed with awarding Link Construction to complete the kitchen renovation project.

Ms. Oldiges discussed two positions that are no longer needed. Due to Brooke Wage moving to an Instructor Assistant position and combining buildings, one 9-month administrative assistant position can be abolished. Tiffany Fultz, who is the Administrative Assistant currently at the board office, will be transitioning to Brooke's position. Due to dividing up the Therapy Services Coordinator into a Preschool Manager Position and a separate Occupational Therapist position, the Therapy Services Coordinator position can also be abolished.

Ms. Oldiges noted that Mandy Barry is no longer coordinating a parent support group due to low attendance, however, Heather Barns has been coordinating monthly Tiny Tunes sessions for Early Intervention families that are well attended. Parents are also using this time to connect with other parents. Ms. Oldiges would like to transfer the monthly stipend that was originally approved for Mandy Barry to Heather Barns.

Ms. Oldiges informed the Board that a staff member from the RISE program, operated through RTC, has recently resigned. She noted that there has been ongoing turnover among staff supporting the program over the past two years. If the Board wishes to transition the RISE program back in-house, a 90-day notice must be submitted to RTC.

The Board, in conjunction with the Logan County Sheriff's Office and the Bellefontaine City Police Department, have started the Blue Envelope Campaign for Logan County. Blue envelopes are available for free for anyone in the county with a developmental disability. On the envelope they can write important information about their disability that would be helpful to officers as well as an emergency contact. A sticker is included to put on the window of the car so that officers are aware and can ask for their blue envelope.

IX. MOTIONS/RESOLUTIONS

1. Mrs. Reames moved and Mr. Godwin seconded to approve the 2025-2026 Preschool Education Contracts, as discussed in the board meeting, pending prosecutor's approval. Motion passed unanimously.
2. Mr. Godwin moved and Mr. Steiner seconded to approve the Room and Board Contract with Champaign Residential Services (CRSI), as included in the board packet. Motion passed unanimously.
3. Mr. Steiner moved and Ms. Hawkins seconded to approve the following 2025-2026 Service Agreements with the MRESC: Instructional Assistant Services for A. Smith and S. Ullom, Speech Language Therapy Services for S. Jones, A. Spar, and M. Harrod, LPDC Coordination Services, Resident Educator Services, Substitute Teacher and Substitute Aide Services, and Absence Management Services, as included in the board packet, pending prosecutor's approval. Motion passed unanimously.
4. Ms. Hawkins moved and Mrs. Reames seconded to approve the contract with WestCon for Early Intervention Evaluations and Assessments, as included in the board packet. Motion passed unanimously.

5. Mrs. Reames moved and Mr. Godwin seconded to approve awarding the kitchen renovation bid to Link Construction, in the amount of \$154,070, as discussed in the board meeting. Motion passed unanimously.
6. Mr. Godwin moved and Mr. Steiner seconded to approve to abolish one 9-month Administrative Assistant position, as discussed in the board meeting. Motion passed unanimously.
7. Mr. Steiner moved and Ms. Hawkins seconded to approve to abolish the Therapy Services Coordinator position, as discussed in the board meeting. Motion passed unanimously.
8. Ms. Hawkins moved and Mrs. Reames seconded to approve to advertise for an Occupational Therapist position up to 40 hours per week, as discussed in the board meeting. Motion passed unanimously.
9. Mrs. Reames moved and Mr. Godwin seconded to approve a stipend for Heather Barns, Developmental Specialist, in the amount of \$75.00 per month for organizing and running the Tiny Tunes sessions for Early Intervention families, as discussed in the board meeting. Motion passed unanimously.

ADJOURNMENT

Mr. Godwin moved and Mr. Steiner seconded to adjourn the meeting at 12:23 p.m. The motion passed unanimously.

Next Board Training: No training at August Board Meeting

Next Board Meeting: Thursday, August 7, 2025 at 5:30 p.m.

