

November, 2024

LCBDD MEETING MINUTES:

I. ROLL CALL

II. The meeting was called to order by Ms. Valerie Robb at 5:33 p.m. on Thursday, November 7, 2024 at the Logan County Board of Developmental Disabilities, Bellefontaine, Ohio. Those in attendance were Ms. Valerie Robb, Ms. Bridget Hawkins, Mr. Scott Steiner, Mr. Frank Giannola and Mrs. Melanie Reames.

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

III. Moment of Silence

IV. ADOPTION OF AGENDA

A motion was made by Ms. Hawkins and seconded by Mrs. Reames to approve the motions agenda for the November 7, 2024 board meeting. Motion passed unanimously.

V. **PUBLIC PARTICIPATION** – Mrs. Rose introduced Jaimie Mattox-Barger and Kaitlyn Overmyer. Mrs. Mattox-Barger is a new Developmental Specialist and Ms. Overmyer is a new Service Coordinator for the Early Intervention Department

VI. APPROVAL OF MINUTES

A motion was made by Mr. Steiner and seconded by Mr. Giannola to approve the minutes of the October 7, 2024 board meeting, as written. Motion passed unanimously.

VII. PRESENTATION OF FINANCIAL REPORTS

Business Director, Mrs. Frail, presented monthly financials. Year-to-date financials show expenses at 67.94% compared to the budget target of 75.0%. Funding from the reserves line will be moved to repairs and rental lines. The operating revenue is 95.71% compared to the budget target of 75.0%. The board has received most of the ESC Early Childhood Education Grant for the 2023-2024 school year. The rent revenue was higher than the amount budgeted due to the increases in rent.

The Ohio Department of Education and Workforce recently completed an audit and no concerns were reported.

In IT, Mrs. Frail reported that RTC will be off the server by November 24, 2024.

VIII. CONFIRMATION OF EXPENDITURES & BUDGETARY TRANSACTIONS

A motion was made by Ms. Hawkins and seconded by Mrs. Reames to confirm the payment of expenditures for September 1 – September 30, 2024, as included in the board packet. Motion passed unanimously.

A motion was made by Mrs. Reames and seconded by Mr. Giannola to approve the budgetary transactions for September 1 – September 30, 2024, as included in the board packet. Motion passed unanimously.

IX. PRESENTATION OF ADMINISTRATIVE REPORTS

Superintendent

Ms. Oldiges shared the 2023 Annual Report with the board members. The report was also sent out to stakeholders and was also posted on the website.

Calvery Christian will be moving the kitchen equipment that they purchased in early December.

Ms. Oldiges and Ms. Sulich set up a table showcasing different types of GPS tracking systems and ID bracelets at the Protect and Play Community Day event on Fox Island that the Family and Children First Council coordinated. There were 74 people who attended the free Sensory Friendly Movie event on October 26.

The Annual Chicken BBQ was a success as all the meals were sold, giving the Foundation almost \$7,000 in profit. Due to only providing lunch this year instead of lunch and dinner as in past years, the Foundation only made around \$500 less than in past years.

Ms. Oldiges emailed RTC concerning the RISE agreement and rent and has not heard back from them. Other provider agencies were offered the opportunity to bid for the RISE agreement. Downsize Farms did not think they would have the staff to be able to take over. As of the board meeting, Ms. Oldiges had not heard back from Capabilities.

Ms. Oldiges has been meeting with the local school districts to review the proposal for the phase-in schedule of billing the schools for the costs of students on IEPs. So far Benjamin Logan, Indian Lake and Riverside schools have agreed to the phase-in schedule. Ms. Oldiges has not heard from Bellefontaine City Schools and still needs to meet with West Liberty Salem School District.

Ms. Oldiges reported that she met with the Budget Commission with Mrs. Frail to present the budget for 2025. The board will be notified around December 10, 2024 if the budget has been approved.

Ms. Oldiges informed the board that the van that was listed on GovDeals sold for \$4,000.

The Indian Lake Eagles notified the board that they will be donating some of the gambling profits to the LCBDD Foundation. The Eagles has also donated funding which was used to purchase pumpkins for the students at The Discovery Center to decorate, as well as additional funding to purchase shaving cream that will be used for the shaving cream skating later this winter.

The HVAC units for The Discovery Center have been delivered and the installation has been scheduled for December.

SSA Director

Mr. Moyer attended a housing coalition meeting concerning warming centers for this winter in Logan County. Those who attended the meeting discussed possible locations and also how to staff the warming centers.

Mr. Moyer reported that the SSA Department has uploaded 100% of their Individual Service Plans to the state database. Counties were asked to have this completed by June 2024 and they have until January to get them all entered or they can be cited.

The updated waiting list rule which started on November 1, 2024 includes strict timelines for completing assessments and also new content required in determination letters.

A new special transportation rate will be added for community employment beginning January 1, 2025.

Mr. Moyer noted that the board has 7 parents that are paid providers for their children on waivers due to the difficulty of finding providers for their children. Statewide there are 160 paid parent providers.

HR Director

Mrs. Nichols reported there are currently 2 open teacher positions with the board and 1 speech assistant position with the ESC. Interviews have been scheduled with applicants for the speech assistant position.

Staff are currently utilizing the health insurance portal for open enrollment. Mrs. Nichols has been assisting staff through this new process.

Mrs. Nichols will be attending the OACB conference HR track including the records retention workshop as she will be updating this procedure.

There was an increase in staff donating to United Way this year with 59% of staff contributing. The next blood drive will be December 12 at the board office.

Early Intervention Director

Mrs. Rose reported that Tiffany Fultz is assisting the EI Department while their EI Administrative Assistant, Alex Woodruff, is on maternity leave.

Mrs. Rose shared some of the positive comments that were received from a Family Questionnaire concerning Early Intervention services.

The Community Screening that was held on October 17 identified 4 children that needed further testing out of the 6 children that were screened.

X. NEW BUSINESS

In new business, Ms. Oldiges reviewed one policy. Policy 7.1.3 Waiver Waiting List. This policy was updated based on the new rule.

Ms. Oldiges informed the board that the Auditor's office had requested an updated OPERS pick up resolution for the Superintendent and Director positions. The resolution was included in the board packet for review.

Ms. Oldiges notified the board that the grant for the ODOT Mobility Management Program, which was previously awarded to RTC, has been awarded to Bridges Community Action Partnership. Bridges Community Action Partnership has reached out to request contributions towards this program. The board members discussed contributing \$2,000.

XI. MOTIONS/RESOLUTIONS

1. Mr. Steiner moved and Ms. Hawkins seconded to approve Policy 7.1.3 Waiver Waiting List, as included in the board packet. Motion passed unanimously.
2. Ms. Hawkins moved and Mrs. Reames seconded to approve the attached resolution for OPERS Pick-up, discussed in the board meeting. Motion passed unanimously.
3. Mrs. Reames moved and Mr. Giannola seconded to approve \$2,000 for the Mobility Manager Grant for Logan County, as discussed in the board meeting. Motion passed unanimously.

EXECUTIVE SESSION

Mr. Steiner moved and Mrs. Reames seconded to enter into Executive Session at 6:25 p.m. for the purpose of: considering the sale of property (either real or personal) by competitive bid if disclosure of the information would give a competitive advantage to the other side by division (G) (2) of section 121.22 of the Revised Code. Motion passed unanimously.

Mr. Giannola – yes, Ms. Hawkins – yes, Mr. Huffman – absent, Ms. Paxton – absent, Mrs. Reames – yes, Ms. Robb – yes, Mr. Steiner – yes.

The Board returned from Executive Session at 7:08 p.m.

Mr. Giannola – yes, Ms. Hawkins – yes, Mr. Huffman – absent, Ms. Paxton – absent, Mrs. Reames – yes, Ms. Robb – yes, Mr. Steiner – yes.

ADJOURNMENT

Mr. Giannola moved and Mrs. Reames seconded to adjourn the meeting at 7:08 p.m. The motion passed unanimously.

Next Board meeting: Thursday, December 5th, 2024 at 5:30 p.m.



**November Board Meeting
Financial and IT Report
Report by: Jennifer Frail**

Monthly Financials

The following reports are included for month end 9/2024:

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

Highlights:

- Year-to-date operating expenses is 67.94% compared to the budget target of 75.0%.
 - We are moving money from our Reserves into Repairs. We are also moving a little over into Rental from our Reserves.
- Year-to-date operating revenue is 95.71% compared to the budget target of 75.0%.
 - We are at 151.29% for building leases. We budgeted \$61,000.00 and have received \$92,284.75.
 - We are at 99.94% for ESC grant. We have received \$224,109.38 of the \$224,250.00

Fund Balances: 9/30/2024	
General Fund - 2080	\$ 6,930,510.79
Gift & Donation Fund - 2081	\$ 4,710.97
Community Support Fund - 2082	\$ 607,329.06
ARPA Fund - 2850	\$ 24,081.77
Capital Fund - 4010	\$ 307,252.48
WestCON	\$ 1,815,682.32
Total	\$ 9,689,567.39

IT Updates

- Server Migration is almost complete, we are still waiting for everyone to be done with our old Server.

