

**October, 2025**

**LCBDD MEETING MINUTES:**

**I. ROLL CALL**

II. The meeting was called to order by Ms. Valerie Robb at 5:25 p.m. on Thursday, October 2, 2025 at the Logan County Board of Developmental Disabilities, Bellefontaine, Ohio. Those in attendance were Ms. Valerie Robb, Ms. Bridget Hawkins, Mr. John Godwin, Mr. Frank Giannola, Mr. Scott Steiner and Mrs. Melanie Reames.

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

**III. Moment of Silence**

**IV. ADOPTION OF AGENDA**

A motion was made by Ms. Hawkins and seconded by Mr. Steiner to approve the motions agenda for the October 2, 2025 board meeting. Motion passed unanimously.

**V. PUBLIC PARTICIPATION – Chloe Grisez and Dennis Grisez**

**VI. APPROVAL OF MINUTES**

A motion was made by Mr. Steiner and seconded by Mr. Giannola to approve the minutes of the September 4, 2025 board meeting, as written. Motion passed unanimously.

**VII. PRESENTATION OF FINANCIAL REPORTS**

Mrs. Eckard presented the 2026 budget proposal. The projected carryover for 2025 is \$4,552,384. The anticipated operating expenses for 2026 are \$9,153,151, with expected revenue of \$6,566,716, resulting in a projected 2026 carryover of \$2,397,752. Based on this carryover, Rick Black from Nineteen Services, recommended for the Board to go on the ballot in the spring or fall of 2026.

Reductions in expenses for 2026 include repairs, utilities, and property/liability insurance, reflecting the consolidation to a single building. STRS expenses were also reduced due to staff retirements and new hires at lower salaries. Special Olympics funding was reduced to stipends for coaches and also entry fees for state games, with the option for fundraising to cover additional costs.

Reductions in revenue reflect the loss of building lease income due to the consolidation. RTC will lease their portion of the building directly from the County Commissioners.

The proposed 2026 budget includes a 4% salary increase for staff. A 3% increase would reduce costs by only \$33,000 compared to a 4% salary increase. Health insurance costs increased 5% in July 2025 and are expected to increase by a minimum of an additional 5% in July 2026. A 4% raise will help to offset the health insurance cost increases for staff.

Mrs. Eckard presented the monthly financials for August. Year-to-date financials show expenses at 66% and revenue at 106%. The expense and revenue summaries for August 2025 were reviewed as well as the fund balances. The financials for funding held at WestCon were reviewed. The Star Ohio accounts holds funds that are planned for capital improvements.

**VIII. CONFIRMATION OF EXPENDITURES & BUDGETARY TRANSACTIONS**

A motion was made by Mr. Giannola and seconded by Mr. Godwin to confirm the payment of expenditures August 1 – August 31, 2025, as included in the board packet. Motion passed unanimously.

A motion was made by Mr. Godwin and seconded by Mrs. Reames to approve the budgetary transactions for August 1 – August 31, 2025, as included in the board packet. Motion passed unanimously.

## **IX. PRESENTATION OF ADMINISTRATIVE REPORTS**

### **Superintendent**

Ms. Oldiges reported that the West Liberty Lions Club will hold a ribbon cutting ceremony for the new restroom, which includes a universal changing table, at the Lions Club Park on October 14 at 5:30 pm. This will be the first public universal changing table in Logan County.

Ms. Oldiges announced that at last month's Logan County Board of DD Foundation meeting, the Foundation discussed joining the Logan County Education Foundation to offer graduating seniors in Logan County the opportunity to receive a \$1,500 scholarship. This scholarship would be available to students pursuing careers in social work, special education, behavioral science, psychology, or human services. The Foundation hopes to award the first scholarships to students graduating in spring 2026.

Ms. Oldiges reported that the County Auditor's Office recently went through an audit. A finding was noted regarding funds held by the Board at WestCon, which the County Auditor indicated they were previously unaware of. The agreed-upon corrective measure is to submit WestCon financials to the County Auditor at the end of each year. These funds, held by WestCon for 33 years, are used to support client services and Medicaid Waiver Match.

October is National Disability Employment Awareness Month (NDEAM). The Board received the Spotlight Grant from WPKO for the month of October to help highlight NDEAM. Additional efforts to raise awareness include digital billboards and newspaper articles. As part of the month's activities, a Sensory-Friendly Movie event will be held on October 25 at Cinema 8 in Bellefontaine.

The 2024 Annual Report will be presented to the Board at the November Board meeting.

An all-staff in-service was held on September 19<sup>th</sup>. Sharon Emerick presented topics that included Tough Conversations, The Truth Saves Time and Navigating Change.

Three HVAC units will be replaced at the Discovery Center this year. Once these units are replaced, all HVAC units at the facility will have been updated. Periodically, changes in refrigerant standards increase replacement costs. Rise Mechanical had three units available using the older refrigerant and agreed to install them in 2025, with billing to the Board in 2026. These costs are included in the proposed 2026 budget.

The kitchen renovation for the new office space for the SSA Department has started. Ms. Oldiges invited board members to see the progress after the board meeting.

The buildings recently underwent a fire inspection and passed with no findings.

Repairs for the small bus have been completed. The bus had broken down in New Carlisle while returning from a Special Olympics event.

### **SSA Director**

Mr. Moyer shared that the SSA Department has received 99 referrals so far this year, 49 of these were found eligible for services.

Mr. Moyer met with Opportunities for Ohioans with Disabilities (OOD) Counselors regarding the new digital referral procedure. This procedure is expected to improve the speed and efficiency of assisting individuals in finding employment.

There are currently six children in placement at a developmental center, intermediate care facility, or residential treatment facility, highlighting the increasing needs for children and teens in Logan County.

Mr. Moyer applied for the Keeping Families Together (KFT) Grant. The Board received \$35,000, which can be used for items that will help support families. Ms. Oldiges noted that WestCon had also applied for KFT funds. Each county that is part of the WestCon COG will receive \$2,200 to use as well. Mr. Moyer also applied for a grant through United Way.

### **HR Director**

Mrs. Nichols provided staffing updates. Brandi Hamilton, who is filling the vacant SSA position, started on September 15<sup>th</sup>.

Open enrollment for health insurance will be through October.

Several staff received service year awards at the recent in-service. Sydney Shouse and Brooke Wage received 5-year awards. Gail Hawley, Fran Smith, Donna Johnson and Jason Moyer received 10-year awards. Becky Robison and Kelli Bader received 20-year awards.

### **Early Intervention Director**

Mrs. Rose reported that staff from the Family and Children First Council recently joined the Early Intervention Department at their most recent Parkside Pals event to hand out winter coats to those in need.

A developmental screening will be held on October 16 for children birth through Pre-K.

Families receiving early intervention services were recently invited to a day at Marmon Valley Farms where the children had the opportunity to ride and interact with the horses.

Mrs. Rose shared the Department of Children and Youth 2025 report for Logan County.

### **Preschool Director**

Ms. Sulich reported that there are currently 126 preschoolers enrolled.

Dominos reached out to the preschool and offered to provide pizza's once a month for the classrooms. The West Liberty Lions Club is also donating sensory balls to the preschool.

The preschool will have a therapy dog visit one classroom on a trial basis. Pending positive outcomes, visits may be extended to all classrooms.

## **X. NEW BUSINESS**

In New Business, Ms. Oldiges reviewed contracts with Mark Rodney Productions to create 4 short videos to use on the website and Facebook that explains services offered by the Board. Also reviewed was a Memorandum of Understanding with the Midwest Regional Service Center for the Early Childhood Education Grant and a Title XX Grant Agreement with the Ohio Department of Developmental Disabilities.

Ms. Oldiges reviewed 4 policies. There were no changes to Policy 5.2.12 Solicitation. There were minor language changes regarding reporting to the HR Director and removing Business Director in Policy 5.5.2 Complaint Resolution. One sentence was deleted from Policy 12.1.1 Teen Recreation due to phrasing. Policy 5.6.11 Expense Reimbursement was changed to add the statement "If an employee is working remotely, the mileage of their commute will be deducted from the total day's claimed mileage reimbursement. After the commute deduction, mileage will only be reimbursed from the shortest distance of either the office or the home/remote location.

A proposed salary schedule for 2026-2028 was presented. Most changes were to the minimum salaries. They were increased so that the board can be more competitive when trying to hire new staff that would start at the bottom of the schedule.

Due to the board consolidating into one building there will be extra furniture that will no longer be needed, including furniture that is currently being utilized by RTC that was purchased by the Board. The Board cannot legally sell these items to RTC. They would need to be listed on Gov.Deals or offered to other county agencies.

## **XI. MOTIONS/RESOLUTIONS**

1. Mrs. Reames moved and Ms. Hawkins seconded to approve the 2026 Budget, as discussed in the board meeting. Motion passed unanimously.
2. Ms. Hawkins moved and Mr. Steiner seconded to approve the contract with Mark Rodney Productions, as included in the board packet. Motion passed unanimously.
3. Mr. Steiner moved and Mr. Giannola seconded to approve the Memorandum of Understanding with the Midwest Regional Educational Service Center as Included in the Board packet, pending prosecutor's approval. Motion passed unanimously.
4. Mr. Giannola moved and Mr. Godwin seconded to approve the FFY26 Title XX Grant Agreement, as discussed in the board meeting, pending prosecutor approval. Motion passed unanimously.
5. Mr. Godwin moved and Mrs. Reames seconded to approve Policy 5.5.2 Complaint Resolution, as included in the board packet. Motion passed unanimously.
6. Mrs. Reames moved and Ms. Hawkins seconded to approve Policy 5.2.12 Solicitation, as included in the board packet. Motion passed unanimously.
7. Ms. Hawkins moved and Mr. Steiner seconded to approve Policy 12.1.1 Teen Recreation, as included in the board packet. Motion passed unanimously.
8. Mr. Steiner moved and Mr. Giannola seconded to approve Policy 5.6.11 Expense Reimbursement, as included in the board packet. Motion passed unanimously.
9. Mr. Giannola moved and Mr. Godwin seconded to approve the Salary Schedule for 2026-2028, as included in the board packet. Motion carried unanimously.
10. Mr. Godwin moved and Mrs. Reames seconded to approve to list the remaining furniture at the board office on Gov.Deals for sale and/or offer the remaining furniture to other county agencies, including furniture owned by LCBDD currently being utilized by RTC, as discussed in the board meeting. Motion carried unanimously.

## **XII. EXECUTIVE SESSION**

Mrs. Reames moved and Ms. Hawkins seconded to enter into Executive Session at 6:31 p.m. for the purpose of: reviewing a personnel issue in accordance with the ORC Section 121.22 to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. The motion passed unanimously.

Ms. Robb – yes, Mr. Giannola – yes, Mr. Godwin – yes, Ms. Hawkins – yes, Mr. Steiner – yes, Mrs. Reames – yes.

The Board returned from Executive Session at 6:45 p.m.

Ms. Robb – yes, Mr. Giannola – yes, Mr. Godwin – yes, Ms. Hawkins – yes, Mr. Steiner – yes, Mrs. Reames – yes.

## **ADJOURNMENT**

Mr. Giannola moved and Mr. Godwin seconded to adjourn the meeting at 6:45 p.m. The motion passed unanimously.

**Next Board Training: Thursday, November 6, 2025 @ 5:00 p.m. – Intake/Eligibility**

**Next Board Meeting: Thursday, November 6, 2025 at 5:30 p.m.**





**October 2025 Board Meeting  
August 2025 Financial Reports  
Report by: Kari Eckard**

**Monthly Financials**

The following reports are included for the month end 8/2025.

- A. LCBDD Revenue Report
  - B. LCBDD Expense Report
  - C. LCBDD funds held at West Con
  - D. LCBDD Voucher Detail Report Board ratification
- As of August 31, 2025, the Year-to-Date (YTD) budget target for both revenue and expenses are set at **67%**.
  - YTD operating **revenue** stands at \$6,722,985, which represents more than **106%** of the budgeted revenue.
  - YTD operating **expenses** as of 8/31/2025 amount to \$6,199,450, reflecting **66%** of the budget expenses.
  - LCBDD funds held at WestCon have been included to provide a reflection of the funds that are used for client services and Medicaid Waiver Match.
  - Star Ohio accounts hold funds planned for capital improvements and additional funds planned for services and match expenses while earning interest.

<b>Fund Balances: 08/31/2025</b>	
General Fund - 2080	\$ 6,371,442
Gift & Donation Fund - 2081	\$ 6,185
Community Support Fund - 2082	\$ 659,075
ARPA Preschool - 2853	\$ 15,176
Capital Fund - 4010	\$ 84,689
WestCON	\$ 927,817
<b>Total</b>	<b>\$ 8,064,385</b>

