

January, 2026

LCBDD MEETING MINUTES:

I. ROLL CALL

II. The meeting was called to order by Ms. Bridget Hawkins at 5:25 p.m. on Thursday, January 8, 2026 at the Logan County Board of Developmental Disabilities, Bellefontaine, Ohio. Those in attendance were Ms. Bridget Hawkins, Ms. Chloe Grisez, Mr. John Godwin, Mr. Frank Giannola, Mr. Scott Steiner and Mrs. Myranda Joseph.

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

III. ANNUAL ORGANIZATIONAL MEETING

IV. OATH OF BOARD MEMBER

Ms. Becky Robison, Notary Public, read the Oath of Board Member and swore in Board Members Ms. Bridget Hawkins, Ms. Chloe Grisez and Mrs. Myranda Joseph.

V. NOMINATIONS FOR 2026 OFFICERS OF THE BOARD:

President – Ms. Bridget Hawkins

Vice President – Mr. Scott Steiner

Recording Secretary – Mr. Frank Giannola

Mr. Steiner moved and Mr. Godwin seconded to approve the slate of officers for 2026. The motion passed unanimously.

VI. OATH OF OFFICE

Ms. Becky Robison, Notary Public, read the Oath of Office and swore in the nominated officers: Ms. Bridget Hawkins, President; Mr. Scott Steiner, Vice President; and Mr. Frank Ginnola, Recording Secretary.

VII. NOMINATION OF BOARD COMMITTEES:

Executive Finance: Mrs. Myranda Joseph, Ms. Bridget Hawkins, Mr. Scott Steiner

Ethics Council: Mr. John Godwin, Mr. Frank Giannola, Ms. Bridget Hawkins

*President services as ex-officio on all committees

Mr. Giannola moved and Mr. Godwin seconded to approve the board committees for 2026 as noted. Motion passed unanimously.

VIII. ADJOURNMENT FROM ORGANIZATIONAL MEETING TO REGULAR MEETING

Mr. Godwin moved and Mr. Giannola seconded to adjourn the organizational meeting and move into the regular board meeting at 5:35 p.m. The motion passed unanimously.

IX. Moment of Silence

X. ADOPTION OF AGENDA

A motion was made by Mr. Steiner and seconded by Mrs. Joseph to approve the motions agenda for the January 8, 2026 board meeting. Motion passed unanimously.

XI. APPROVAL OF MINUTES

A motion was made by Mrs. Joseph and seconded by Ms. Grisez to approve the minutes of the November 6, 2025 board meeting, as written. Motion passed unanimously.

XII. PRESENTATION OF FINANCIAL REPORTS

Mrs. Eckard presented the monthly financial reports. Year-to-date financials for October 2025 showed expenses at 86%, compared to a target budget of 83%, and revenues at 113%, compared to a target budget of 83%. Year-to-date financials for November 2025 showed expenses at 91%, compared to a target budget of 92%, and revenues at 115%, compared to a target budget of 92%.

VIII. CONFIRMATION OF EXPENDITURES & BUDGETARY TRANSACTIONS

A motion was made by Ms. Grisez and seconded by Mr. Steiner to confirm the payment of expenditures for October 1, 2025 – November 30, 2025, as included in the board packet. Motion passed unanimously.

A motion was made by Mr. Steiner and seconded by Mr. Giannola to approve the budgetary transactions for October 1, 2025 – November 30, 2025, as included in the board packet. Motion passed unanimously.

IX. PRESENTATION OF ADMINISTRATIVE REPORTS

Superintendent

The Superintendent board report was included in the board packet for review. Ms. Oldiges noted that all staff have moved to The Discovery Center and the SSA Department is settling into their new space.

SSA Director

The SSA board report was included in the board packet for review.

HR Director

The HR board report was included in the board packet for review.

Early Intervention Director

The Early Intervention board report was included in the board packet for review.

Preschool Director

The Preschool board report was included in the board packet for review.

X. NEW BUSINESS

Ms. Oldiges reviewed five contracts and agreements for approval, including:

- An agreement with MRESC for instructional assistant services
- An addendum to the West Con contract increasing the cost by \$25,000 to include assessment services
- A contract with Primary Solutions for record-keeping and financial software
- The CY 2026 RMTS Implementation Plan with DODD
- A consulting agreement with Davis Tax LLC

Ms. Oldiges reviewed eight policies. Most policies included no changes or minor language revisions. Policy 5.6.11, Expense Reimbursement, included additions in accordance with guidance from the Ohio Department of Taxation.

Policies with minor language changes included:

- Policy 5.6.8 Sick Leave
- Policy 5.3.2 Training

Policies with no changes included:

- Policy 5.6.1 Administrative Leave
- Policy 14.1.2 HIPAA Electronic Security
- Policy 14.1.1 HIPAA
- Policy 7.1.9 Technology First

In addition, a new policy, Policy 5.6.18 Compensation, was reviewed.

Mr. Moyer is currently responsible for managing the Human Rights Committee. Ms. Oldiges proposed assigning this responsibility to an SSA and providing a stipend to support the role and help reduce Mr. Moyer's workload. Ms. Oldiges recommended a stipend of \$50.00 per pay. The Human Rights Committee is a critical component reviewed during accreditation. It was noted that some other Boards of DD utilize a behavior support specialist to manage this function.

Ms. Oldiges discussed adding a board meeting on February 5, 2026 to the board meeting schedule in case there would need to be further discussions concerning going on the ballot for a new levy in May 2026.

Ms. Eckard presented information regarding the need for the Board to place a levy on the May 2026 ballot. The most recent levy for the Board was passed 20 years ago in 2005 and it has remained relatively flat as it does not increase as property values increase. Ms. Eckard explained that returning to the ballot is necessary due to several factors, including increased Medicaid waiver match requirements resulting from a 30% provider rate increase, as well as an increase in the number of individuals served.

Ms. Eckard noted that best practice is to maintain a 25% annual carryover. Three levy options were presented to the Board:

- Option 1: 2.0 mill levy, generating approximately \$5,000,000 in funding. This option would result in a deficit beginning in year four and would not achieve a 25% carryover at any point during the levy period.
- Option 2: 2.5 mill levy, generating approximately \$5,500,000 in funding. This option would result in a deficit beginning in year six and would achieve the 25% carryover beginning in year two of the levy.
- Option 3: 2.75 mill levy, generating approximately \$6,000,000 in funding. This option would result in a deficit beginning in year seven and would meet the 25% carryover requirement.

Ms. Eckard also noted that currently a 2.5 mill levy would cost approximately \$88.00 per \$100,000 of property valuation per Logan County Auditor, Mr. Jack Reser.

Ms. Oldiges noted that approximately 30 out of 88 County Boards of DD are currently still providing school and/or preschool services. She also reported that all but two of the County Boards of DD that ran levies in November 2025 were successful.

XI. MOTIONS/RESOLUTIONS

1. Mr. Steiner moved and Mr. Giannola seconded to approve the MRESC Service Agreement for Instructional Assistant Services, as included in the board packet. Motion passed unanimously.
2. Mr. Giannola moved and Mr. Godwin seconded to approve the addendum to the West Con Contract, as included in the board packet. Motion passed unanimously.
3. Mr. Godwin moved and Mrs. Joseph seconded to approve the Software Maintenance Agreement with Primary Solutions, as included in the board packet. Motion passed unanimously.

4. Mrs. Joseph moved and Ms. Grisez seconded to approve the CY 2026 RMTS Implementation Plan, as included in the board packet. Motion passed unanimously.
5. Ms. Grisez moved and Mr. Steiner seconded to approve the Consulting Agreement with Davis Tax LLC, as included in the board packet. Motion passed unanimously.
6. Mr. Steiner moved and Mr. Giannola seconded to approve Policy 5.6.1 Administrative Leave, as included in the board packet. Motion passed unanimously.
7. Mr. Giannola moved and Mr. Godwin seconded to approve Policy 5.6.11 Expense Reimbursement, as included in the board packet. Motion passed unanimously.
8. Mr. Godwin moved and Mrs. Joseph seconded to approve Policy 14.1.2 HIPAA Electronic Security, as included in the board packet. Motion passed unanimously.
9. Mrs. Joseph moved and Ms. Grisez seconded to approve Policy 14.1.1 HIPAA, as included in the board packet. Motion passed unanimously.
10. Ms. Grisez moved and Mr. Steiner seconded to approve Policy 5.6.8 Sick Leave, as included in the board packet. Motion passed unanimously.
11. Mr. Steiner moved and Mr. Giannola seconded to approve Policy 7.1.9 Technology First, as included in the board packet. Motion passed unanimously.
12. Mr. Giannola moved and Mr. Godwin seconded to approve Policy 5.3.2 Training, as include in the board packet. Motion passed unanimously.
13. Mr. Godwin moved and Mrs. Joseph seconded to approve Policy 5.6.18 Compensation, as included in the board packet. Motion passed unanimously.
14. Mrs. Joseph moved and Ms. Grisez seconded to approve a stipend of \$50.00 per pay period to manage the Human Rights Committee, as discussed in the board meeting. Motion passed unanimously.
15. Ms. Grisez moved and Mr. Steiner seconded to approve adding a board meeting on February 5, 2026 to the board meeting schedule, as discussed in the meeting. Motion passed unanimously.
16. Ms. Grisez moved and Mr. Steiner seconded to approve a resolution requesting the Board of County Commissioners of Logan County, Ohio to submit to the electors of the county the question of a new tax levy for the Logan County Board of Developmental Disabilities.

(Ohio Revised Code Sections 5705.03, 5705.222 and 5705.25)

(Ohio Revised Code Chapter 5126)

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Logan County Board of Developmental Disabilities, a board subject to the jurisdiction of the Board of Commissioners of Logan County, Ohio; and

WHEREAS, the Board of County Commissioners of Logan, County, Ohio is currently levying 4.95 mills, for the purpose of community developmental disabilities programs and services by the Logan County Board of Developmental Disabilities (the "Existing Levy"), which was approved by the voters of Logan County on May 6, 1986; May 3, 1988; November 8, 1988; November 5, 1996; and May 3, 2005;

NOW, THEREFORE, BE IT RESOLVED by the Logan County Board of Developmental Disabilities, Logan County, Ohio that:

Section 1. It is hereby found and determined that the amount of taxes that may be raised within the ten-mill limitation by levies on the current tax list and duplicate will be insufficient to provide for the necessary requirements of the Logan County Board of Developmental Disabilities.

Section 2. The Logan County Board of Developmental Disabilities desires to initiate proceedings for the submission to the electors of Logan County the question of a new levy, which is a tax that falls within the ten-mill limitation, for the operation of community programs and services authorized by the Logan County Board of Developmental Disabilities, and/or for the acquisition, construction, renovation, financing, maintenance, and operation of developmental disabilities facilities.

Section 3. The Logan County Board of Developmental Disabilities hereby requests the Board of County Commissioners of Logan County, Ohio to pass a resolution as authorized by Ohio Revised Code Section 5705.222 providing that the question of such new tax levy (the "New Levy") be submitted to all of the electors in the entire territory of Logan County at the election to be held May 5, 2026 as all of the territory of the Logan County Board of Developmental Disabilities is located within Logan County, Ohio.

Section 4. The New Levy shall be at a rate not exceeding 2.75 mills for each \$1 of taxable value upon the entire territory of Logan County, for five years renewable.

Section 5. The New Levy shall include a levy on the tax list and duplicate for the 2026 tax year (commencing in 2026, first due in calendar year 2027), if approved by a majority of the electors voting thereon.

Section 6. The Superintendent of the Logan County Board of Developmental Disabilities is hereby authorized and directed to deliver a certified copy of this resolution to the Board of County Commissioners of Logan County, Ohio.

Section 7. All formal actions of the Board of the Logan County Board of Developmental Disabilities concerning and relating to the passage of this resolution were conducted during a regular open meeting and all deliberations of Board members and members of any committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements including Ohio Revised Code Section 121.22.

ADJOURNMENT

Mr. Steiner moved and Mr. Giannola seconded to adjourn the meeting at 6:08 p.m. The motion passed unanimously.

Next Board meeting: Thursday, February 5, 2026 at 5:30 p.m.



January 2026 Board Meeting
October 2025 Financial Reports
Report by: Kari Eckard

Monthly Financials for October

The following reports are included for the month end 10/2025.

- A. LCBDD Revenue Report
 - B. LCBDD Expense Report
 - C. LCBDD Voucher Detail Report Board
- As of October 31, 2025, the Year-to-Date (YTD) budget target for both revenue and expenses are set at **83%**.
 - YTD operating **revenue** stands at \$7,177,947, which represents more than **113%** of the budgeted revenue.
 - YTD operating **expenses** amount to \$7,907,949, reflecting **86%** of the budget expenses.

Fund Balances: 10/31/2025	
General Fund - 2080	\$ 5,366,900
Gift & Donation Fund - 2081	\$ 3,766
Community Support Fund - 2082	\$ 265,255
ARPA Preschool - 2853	\$ 15,176
Capital Fund - 4010	\$ 231,933
WestCON	\$ 825,897
Total	\$ 6,708,927



January 2026 Board Meeting

January 2026 Board Meeting
 November 2025 Financial Reports
 Report by: Kari Eckard

Monthly Financials for November

The following reports are included for the month end 11/2025.

- D. LCBDD Revenue Report
- E. LCBDD Expense Report
- F. LCBDD Voucher Detail Report Board

- As of November 30, 2025, the Year-to-Date (YTD) budget target for both revenue and expenses are set at **92%**.
- YTD operating **revenue** stands at \$7,297,813, which represents more than **115%** of the budgeted revenue.
- YTD operating **expenses** amount to \$8,373,263, reflecting **91%** of the budget expenses.

Fund Balances: 11/30/2025	
General Fund - 2080	\$ 5,042,622
Gift & Donation Fund - 2081	\$ 4,136
Community Support Fund - 2082	\$ 258,893
Capital Fund - 4010	\$ 231,933
WestCON	\$ 779,660
Total	\$ 6,317,244