

September, 2025

LCBDD MEETING MINUTES:

I. ROLL CALL

- II.** The meeting was called to order by Ms. Bridget Hawkins at 5:25 p.m. on Thursday, September 4, 2025 at the Logan County Board of Developmental Disabilities, Bellefontaine, Ohio. Those in attendance were 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 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 September 4, 2025 board meeting. Motion passed unanimously.

V. PUBLIC PARTICIPATION - None

VI. APPROVAL OF MINUTES

A motion was made by Mrs. Reames and seconded by Mr. Giannola to approve the minutes of the August 7, 2025 board meeting, as written. Motion passed unanimously.

VII. PRESENTATION OF FINANCIAL REPORTS

Ms. Oldiges presented the monthly financials for July. Year-to-date financials show expenses at 58% and revenue at 100%. The expense and revenue summaries for July 2025 were reviewed as well as the fund balances.

The Capital Fund will increase in August financials due to moving funding for the kitchen renovation project, which will begin on September 9. The board has spent more on transportation this year due to the county losing the ODOT Transportation Contract. To ensure that people receiving services are still able to access employment and medical appointments the board has been assisting with some of the transportation costs.

VIII. CONFIRMATION OF EXPENDITURES & BUDGETARY TRANSACTIONS

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

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

IX. PRESENTATION OF ADMINISTRATIVE REPORTS

Superintendent

Ms. Oldiges reported that she and Mrs. Eckard met with Rick Black from Nineteen Services to discuss the board's financial needs and the potential of placing a levy on the ballot. Mr. Black recommended targeting either November 2026 or May 2027. Details of how much to put on the ballot will be forthcoming.

The accessible restroom with the universal changing table at the West Liberty Lions Club Park was not finished in time for the Labor Day Festival, but they are hoping to have it open soon.

Ms. Oldiges reported on proposed changes to the YMCA contract, specifically the removal of custodial services. Management is reviewing staff job duties to enable staff to assist with providing transportation for individuals served, thereby reducing costs associated with an outside transportation provider. The Board currently owns one 12-passenger van, a minivan, and a CRV.

The Logan County Board of DD Foundation received a check for \$12,973.72 from the Indian Lake Eagles from their 2nd quarter gambling profits.

The Heath Department completed an inspection at the Discovery Center. There were no findings reported.

The Mobi-Mat was installed at Old Field Beach at Indian Lake and a ribbon cutting ceremony was held.

SSA Director

Mr. Moyer shared that the SSA Department has received 87 referrals so far this year, 42 of these were found eligible for services.

Mr. Moyer noted that he attended Westcon's SSA Director's meeting where they discussed the InterRAI assessment, which will replace current assessments including the AAI and DDP. InterRAI will not be able to be completed by SSAs.

Mr. Moyer met with Equal Access Transportation from Union County to explore options for addressing transportation gaps for individuals with developmental disabilities in Logan County. He also met with Roots & Rise, an adolescent and family resource center that provides mental health counseling, educational and behavior support, and other services. The center accepts Medicaid and some private insurance.

HR Director

Mrs. Nichols provided staffing updates. Brandi Hamilton was hired to fill the Service and Support Administrator vacancy. The only opening that is currently open is for substitute custodians.

Open enrollment for health insurance will begin in October.

The United Way Director will be presenting at the annual in-service on September 19 to help kick off the campaign that starts in October.

Early Intervention Director

Mrs. Rose reported that the Early Intervention Department received 11 referrals. She noted that referrals are being made at younger ages, which is beneficial since receiving services earlier supports better growth and development.

Early Intervention staff participated in the WIC Baby Shower and National Night Out at Lakeview as part of outreach efforts.

Mrs. Rose is developing a plan to complete evaluations and assessments internally, as WestCon is no longer providing this support.

Preschool Director

Ms. Sulich reported that there are 53 children on IEP's and 65 peer mentors currently enrolled at preschool. West Liberty Salem Schools opened another classroom therefore they will not be sending any children to the Discovery Center.

The teachers have time built into their schedules this year to review IEPs and ETRs, which has helped them to manage their workload.

X. NEW BUSINESS

In New Business, Ms. Oldiges discussed amending the RTC contract effective January 1, 2026. The Board will vacate the offices at 1851 St. Rt. 47 West by the end of 2025, after which RTC will need to execute a

lease agreement with the county commissioners. The Board also discussed bringing the RISE program back in-house. A current staff member is already providing similar services, which could be expanded to include activities such as career exploration. This change would result in cost savings, as the current contract pays RTC \$80,000 annually for RISE services.

The Board reviewed the Energy Professionals, LLC contract, which would lock in a rate of .07759 per kilowatt-hour for two years.

The preschool contract discussed in executive session at the August meeting was reviewed.

Ms. Oldiges reviewed six policies. There were no changes to Policy 5.4.2 Lifting. There were minor language changes to Policy 5.2.13 Workplace Violence. There were language changes and additions to Policy 9.1.2 PLAY Project and Policy 8.1.1 Support Services. Policy 5.6.7 Personal Leave was amended so that leave is calculated on a pro-rated basis and added to an employee's credit 30 days after the employment date, reduced from the previous 90 days. Policy 9.1.1 Early Intervention included minor language changes and updated OAC rule numbers.

The Board discussed cancelling the December meeting since they had added a meeting in July.

XI. MOTIONS/RESOLUTIONS

1. Mr. Steiner moved and Mrs. Reames seconded to approve to notify RTC of an amendment to the 2025 contract, as discussed in the board meeting. Motion passed unanimously.
2. Mrs. Reames moved and Mr. Giannola seconded to approve the contract with Energy Professionals, LLC as included in the board packet, pending prosecutor's approval. Motion passed unanimously.
3. Mr. Giannola moved and Mr. Godwin seconded to approve Policy 9.1.1 Early Intervention, as included in the board packet. Motion passed unanimously.
4. Mr. Godwin moved and Mr. Steiner seconded to approve Policy 5.4.2 Lifting, as included in the board packet. Motion passed unanimously.
5. Mr. Steiner moved and Mrs. Reames seconded to approve Policy 9.1.2 PLAY Project, as included in the board packet. Motion passed unanimously.
6. Mrs. Reames moved and Mr. Giannola seconded to approve Policy 8.1.1 Support Services, as included in the board packet. Motion passed unanimously.
7. Mr. Giannola moved and Mr. Godwin seconded to approve Policy 5.2.13 Workplace Violence, as included in the board packet. Motion passed unanimously.
8. Mr. Godwin moved and Mr. Steiner seconded to approve Policy 5.6.7 Personal Leave, as included in the board packet. Motion passed unanimously.
9. Mr. Giannola moved and Mr. Steiner seconded to approve to cancel the board meeting in December, as discussed in the board meeting. Motion carried unanimously.
10. Mr. Steiner moved and Mrs. Reames seconded to approve the Preschool Contract, pending prosecutor's approval. Motion carried unanimously.

ADJOURNMENT

Mr. Giannola moved and Mr. Godwin seconded to adjourn the meeting at 5:53 p.m. The motion passed unanimously.

Next Board Training: Thursday, October 2, 2025 @ 5:00 p.m. - Budget

Next Board Meeting: Thursday, October 2, 2025 at 5:30 p.m.



**September 2025 Board Meeting
 July 2025 Financial Reports
 Report by: Kari Eckard**

Monthly Financials

The following reports are included for the month end 7/2025.

- A) LCBDD Revenue Report
- B) LCBDD Expense Report
- B) LCBDD Voucher Detail Report Board ratification

- As of July 31, 2025, the Year-to-Date (YTD) budget target for both revenue and expenses are set at **58%**.
- YTD operating **revenue** stands at \$6,377,340, which represents more than **100%** of the budgeted revenue. This is due to receiving the 2nd half of the 2024 levy funds in July.
- YTD operating **expenses** as of 7/31/2025 amount to \$4,385,446, reflecting **47%** of the budget expenses.
- The FY25 waiver match supplemental (or 5th invoice) was \$691,304, which you will see recorded on August financials presented in October. The total waiver match paid for FY25 was **\$1,912,592**.
- FY26 waiver match is estimated at **\$1,835,684**. That is **\$614,396** more than estimated for FY25. This increase of **67%** will affect how we plan our FY26 operating budget, which will be presented initially to the finance committee and then to the full board in October.

Fund Balances: 07/31/2025	
General Fund - 2080	\$ 7,620,932
Gift & Donation Fund - 2081	\$ 6,185
Community Support Fund - 2082	\$ 863,431
ARPA Preschool - 2853	\$ 15,176
Capital Fund - 4010	\$ 99,202
WestCON	\$ 908,472
Total	\$ 9,513,398

