

Preble County Board of Developmental Disabilities  
Board Meeting Minutes  
May 23, 2024

**BOARD IN-SERVICE:** Behavior Supports; Jeanne Stuntz, Director- Dynamic Pathways Inc.

The Preble County Board of Developmental Disabilities held their monthly Meeting on Thursday May 23, 2024 at 200 Eaton Lewisburg Road; Eaton, Ohio. The meeting was called to order at 6:01 p.m. by President Stephanie Garrett. Ms. Howard and Mr. McNew gave prior notice of their absence.

**I. ROLL CALL**

Eva Howard; absent      Jacob Kovach; yes      Mike Blakeley; yes      Jodi Long; yes  
Angela Wilson; yes      Curt McNew; absent      Stephanie Garrett; yes

**II. PRAYER**

Ms. Garrett led the Board in prayer.

**III. PLEDGE OF ALLEGIANCE**

Everyone in attendance joined in by reciting the Pledge of Allegiance, led by Mr. Blakeley.

**IV. INTRODUCTION OF STAFF/GUESTS**

Brian Green, Superintendent; Melissa Nichols, Communications Manager; Sandy Landers, Business Manager; Kathy Greenawalt-Cherry, EI Director, and Stacy Pettit, HR Director; Hollie Morgan, Executive Assistant. Brooke Warren, SSA Manager, joined the meeting via zoom.

**V. PRESENTATION BY GUESTS**

None

**VI. PRESENTATION OF MINUTES**

The minutes of April 18, 2024 Board Meeting were reviewed. A motion was made by Jacob Kovach and seconded by Jodi Long to approve the **Regular Board Meeting Minutes of the April 18, 2024 meeting** as presented.

Ms. Garrett asked for a voice vote. Motion carried.

**VII. PRESENTATION OF FINANCIAL REPORTS**

Sandy Landers gave an overview of the monthly financial report for the month of April 2024. A motion was made by Jacob Kovach and seconded by Mike Blakeley to approve the **April 2024 Financial Report** as presented.

Ms. Garrett asked for roll call.

Eva Howard; absent      Jacob Kovach; yes      Mike Blakeley; yes      Jodi Long; yes  
Angela Wilson; yes      Curt McNew; absent      Stephanie Garrett; yes

Motion carried.

**VIII. OLD BUSINESS**

Building Plans- Mr. Green shared the following:

- New Address 1239 N. Maple Street; Eaton, Ohio
- Team traveling in June to Elements IV in Dayton, Ohio
- Finance meeting with Commissioners scheduled
- Rezoning residential plot
- Building drawings are in final stages
- Current Lease options

**IX. NEW BUSINESS**

**A. Resolution- Coverage of Additional Cost to A.S.K. Playground CBDG Project**

A motion was made by Mike Blakeley and seconded by Angela Wilson approving to cover the additional costs to complete the A.S.K. Playground CBDG Project for an amount not to exceed \$312,000 and to appropriate the \$312,000 into the capital fund line item 053-753-121554.

Ms. Garrett asked for roll call.

Eva Howard; absent	Jacob Kovach; yes	Mike Blakeley; yes	Jodi Long; yes
Angela Wilson; yes	Curt McNew; absent	Stephanie Garrett; yes	

Motion carried.

**B. Ethics Approvals**

None

**C. Personnel Actions**

New Hires

Kathy Greenawalt-Cherry	Full-Time Shared	El Director	5/2/2024
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Open Positions

Behavior Support Coordinator	Full Time	New
Administrative Assistant	Full Time	New
SSA	Full Time	Hold

Promotions/Transfers

Amy Kneisley	Full-Time	Developmental Specialist	4/27/2024
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Resignations

Jennifer Snapp	Full-Time	SSA	5/31/2024
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**D. Policies/Procedures**

Change to Policy- 339 Sick Leave Donation

A motion was made by Jodi Long and seconded by Jacob Kovach approving the change to policy 339 Sick Leave Donation as presented.

Ms. Garrett asked for a voice vote.

Motion carried.

**E. Other - Leadership reports**

Ms. Pettit shared WestCON has begun the compensation survey process with Scott Shriver and should have data in June to begin looking at our benefit packages. She recently attended a regional HR meeting and found neighboring colleagues are significantly adjusting their wages for 2025. She will plan to submit a report in September.

Ms. Warren announced SSA, Jennifer Snapp will be leaving, her last day is May 31, 2024 and will be disbursing her caseload to the other SSA's. She is working on probation evaluations and will begin submitting the Ohio ISP (OISP) into the salesforce platform in the Departments website.

Ms. Nichols shared a sneak peek of the new website home page. She continues to search for grants, attending meetings for the building project and expanding Special Olympics in Preble County.

Ms. Greenawalt- Cherry mentioned the Early Intervention (EI) team is prepping for maternity leaves and will be looking to disburse caseloads and/or duties as needed. Ms. Fuller has been working on the 2025 Service Coordination grant that is due June 7<sup>th</sup>. The team attended a regional EI meeting and found they are much more advanced than other counties.

Ms. Landers shared the Department is still on track for rolling out the 5-year plan in June on their website. Our cost report has been entered and reconciled on our end and once the COG has entered their data, we can sign off and submit.

**X. COMMENTS**

Mr. Green informed the members of a manufacturer challenge regarding the changing table on the Montondo Trailer unit however, the COG feels we will be able to utilize during fair time.

**XI. EXECUTIVE SESSION**

A motion was made by Mike Blakeley and seconded by Jodi Long to enter into executive session per ORC 121.22 (G)(1) to consider employment and/or dismissal of a public employee at 7:05 p.m.

Ms. Garrett asked for a roll call vote.

Eva Howard; absent	Jacob Kovach; yes	Mike Blakeley; yes	Jodi Long; yes
Angela Wilson; yes	Curt McNew; absent	Stephanie Garrett; yes	

Motion carried.

**XII. EXECUTIVE SESSION ADJOURNMENT**

A motion was made by Mike Blakeley and seconded by Jacob Kovach to adjourn from executive session at 7:25 p.m. with no action taken. Ms. Garrett asked for a roll call vote.

Eva Howard; absent	Jacob Kovach; yes	Mike Blakeley; yes	Jodi Long; yes
Angela Wilson; yes	Curt McNew; absent	Stephanie Garrett; yes	

Motion carried.

**XIII. NEXT MEETING:** Thursday June 20, 2024- In-service at 5:30 p.m. and Board meeting at 6:00 p.m.

**XIV. ADJOURNMENT**

A motion was made by Jacob Kovach and seconded by Mike Blakeley to adjourn the meeting at 7:27 p.m.

Ms. Garrett asked for a voice vote.

Motion carried.