

Preble County Board of Developmental Disabilities  
Board Meeting Minutes  
June 20, 2024

**Board IN-SERVICE:** P.L.A.Y Project; Kathy Greenawalt-Cherry, Early Intervention Director, Amy Kneisley, Developmental Specialist/Play Consultant; Emily Knapke, WestCON Play Consultant.

The Preble County Board of Developmental Disabilities held their monthly Meeting on Thursday June 20, 2024, at 200 Eaton Lewisburg Road; Eaton, Ohio. The meeting was called to order at 6:01 p.m. by President Stephanie Garrett. Ms. Wilson gave prior notice of her absence.

**I. ROLL CALL**

Mike Blakeley: Present	Stephanie Garrett: Present	Eva Howard: Present
Jacob Kovach: Present	Jodi Long: Present	Curt McNew: Present
Angela Wilson: Absent		

**II. PRAYER**

Mr. McNew led the Board in prayer.

**III. PLEDGE OF ALLEGIANCE**

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

**IV. INTRODUCTION OF STAFF/GUESTS**

Brian Green, Superintendent; Kathy Greenawalt-Cherry, Early Intervention Director; Sandy Landers, Business Manager; Stacy Pettit, HR Director, Brooke Warren, SSA Manager.

**V. PRESENTATION BY GUESTS**

None

**VI. PRESENTATION OF MINUTES**

The minutes of the May 23, 2024, Board Meeting were reviewed. A motion was made by Mr. Kovach and seconded by Mr. Blakeley to approve the **Board Meeting Minutes of May 23, 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 May 2024. A motion was made by Ms. Long and seconded by Mr. Blakeley to approve the **May 2024 Financial Report** as presented.

Ms. Garrett asked for roll call.

Mike Blakeley: Yes	Stephanie Garrett: Yes	Eva Howard: Yes
Jacob Kovach: Yes	Jodi Long: Yes	Curt McNew: Yes
Angela Wilson: Absent		

Motion carried

**VIII. OLD BUSINESS**

Building Plans – Mr. Green shared the following:

- Reviewed location options to relocate from current building
- Asked Fernando from App to finalize building plans
- Mr. Green met with Commissioners to update on building plans and move from current building

Levy – Mr. Green shared the following:

- Commissioners made recommendation to run the appropriate levy required to support operations prior to build and notify community of plans to build during campaign
- Ms. Landers shared levy history and cash flow projections
- Board would like Superintendent to evaluate potential to run levy in Spring of 2025
- August 2024 in-service will be Melissa and others on running a levy

**IX. NEW BUSINESS**

A. Ethics Approval

None

B. Personnel Actions

New Hires

None

Open Positions

Behavior Support Coordinator	Full Time	New	
Administrative Assistant	Full Time	New	Offer Made
SSA (2)	Full Time	New	2 Offers Made
SSA	Full Time	Replacement J. Snapp	Offer Made

Promotions/Transfers

None

Resignations/Contract Non-Renewal/Retirement/Terminations

None

C. Policies/Procedures

Changes to Policies - 102 Board Orientation New Member, 103 Governance of Board Operations, 108 Administrative Organization and date change to policy 510 Independent Provider Overtime.

A motion was made by Mr. Blakeley and seconded by Mr. Kovach approving the changes to policies 102 Board Orientation New Member, 103 Governance of Board Operations, 108 Administrative Operations and 510 Independent Provider Overtime as presented.

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

**D. Other – Leadership Reports**

Kathy Greenawalt-Cherry shared that Early Intervention rule goes into effect July 8, 2024. Ashley Fuller, EI Manager last day expected to be Wednesday, June 26, 2024 to begin her maternity leave. Mary Fenhaus maternity leave anticipated to be end of August 2024 with possibility of one week of overlap. Amy Kneisley was P.L.A.Y. certified before and should have her new certification by January 2025 P.L.A.Y. processes completed and there will now be a P.L.A.Y. consult meeting with families before signing up to ensure understanding and commitment to process.

Sandy Landers shared interest in Star Ohio is \$7749. She has completed the cost report and EI Service Coordination grant application. July begins new waiver match.

Stacy Pettit shared drug free workplace supervisor training completed with leaders.

Brooke Warren shared Jennifer Snapp’s resignation. She also shared that Kristy Hudson from WestCON will continue on to help with SSA processes in preparation for accreditation and continuing to mentor and support new SSAs.

**X. COMMENTS**

Ms. Long shared that her work is getting rid of 22 used cubicles that are similar to those in the administrative office in Miami DD if we had interest. Mr. Green will schedule a time to go and evaluate if good fit.

Mr. Green shared that the team would be going to Elements IV to tour facility and evaluate furniture that could be used in move and in new building in the future.

The Board agreed to no Board meeting in July.

**XI. NEXT MEETING**

Thursday, August 15, 2024. In-Service on Levies at 5:30 p.m. and Board Meeting at 6:00 p.m.

**XII. ADJOURNMENT**

A motion was made by Mr. Blakeley and seconded by Mr. Kovach to adjourn the meeting at 6:53 p.m.

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