

Preble County Board of Developmental Disabilities
Board Meeting Minutes
October 16, 2025

BOARD IN-SERVICE: Annual Report – Avery Huff; Community Relations Manager

The Preble County Board of Developmental Disabilities held their monthly meeting on Thursday October 16, 2025 at 112 W. Main Street; Eaton, Ohio. The meeting was called to order at 5:51 p.m. by Ms. Garrett. Angela Wilson gave prior notice of absence and Jacob Kovach joined via zoom.

I. ROLL CALL

Stephanie Garrett; yes Jodi Long; yes Angela Wilson; excused
Mike Blakely; yes Jacob Kovach; yes Eva Howard; yes

II. PRAYER

Mike Blakely led the Board in prayer.

III. PLEDGE OF ALLEGIANCE

Everyone in attendance joined in by reciting the Pledge of Allegiance, led by Eva Howard.

IV. INTRODUCTION OF STAFF/GUESTS

Brian Green, Superintendent; Brooke Warren, SSA Manager; Kathy Greenawalt-Cherry; El Director; Avery Huff, Community Relations Manager; Steve McEldowney, Business Director; Stacy Pettit, H.R. Director and Danielle Denlinger, Administrative Assistant

V. PRESENTATION BY GUESTS

None

VI. PRESENTATION OF MINUTES

The minutes of September 18, 2025 Board Meeting were reviewed. A motion was made by Jodi Long and seconded by Mike Blakely to approve the **Regular Board Meeting Minutes of the September 18, 2025 meeting** as presented.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes Jodi Long; yes Angela Wilson; excused
Jacob Kovach; yes Mike Blakely; yes Eva Howard; abstained

Motion carried.

VII. PRESENTATION OF FINANCIAL REPORTS

Steve McEldowney gave an overview of the monthly financial report for the month of September 2025. A motion was made by Mike Blakely and seconded by Eva Howard to approve the **September 2025 Financial Report** as presented.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Angela Wilson; excused
Jacob Kovach; yes	Mike Blakely; yes	Eva Howard; yes

Motion carried.

VIII. NEW BUSINESS

- A. Proposal for Shared Services:** The Superintendent recommends the Board approve the Shared Services proposal for Miami County Board of Developmental Disabilities and Preble County Board of Developmental Disabilities, as presented.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Angela Wilson; excused
Jacob Kovach; yes	Mike Blakely; yes	Eva Howard; yes

Motion carried.

- B. Table of Organization:** The Superintendent recommends the Board approve the Table of Organization as presented.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Angela Wilson; excused
Jacob Kovach; yes	Mike Blakely; yes	Eva Howard; yes

Motion carried.

- C. Calendar of Operation:** The Superintendent recommends the Board approve the Calendar of Operation for 2026 as presented.

A decision was made by the board to postpone discussion of the proposed 2026 Calendar of Operation until the November 20, 2025, board meeting.

- D. Personnel Actions:**

New Hires:

Denae Bratton	Developmental Specialist	9.19.2025
---------------	--------------------------	-----------

Resignations:

None

Open Positions:

Behavior Support Coordinator, Full-Time- New
Early Intervention Manager, Full-Time; Replace- Fuller HOLD
SSA, Full-Time; Replace- HOLD
SSA, Full-Time; Replace- Armstead HOLD
SSA, Full-Time; Replace- Forney HOLD

Promotions/Transfers:

Danielle Denlinger Intermittent Admin Assistant to Full-Time Admin Assistant
9.22.2025

E. Policies/Procedures:

Change to Policy

324- Holidays

Policies Rescinded

None

New Policy

342- Artificial Intelligence Use

Date Change and Reformatting Only

None

IX. LEADERSHIP REPORTS

Ms. Pettit reported that a draft of the Strategic Plan will be presented at the November board meeting. She continues to conduct research on compensation, focusing on data from Regions Two and Three, as well as shared counties, to gather comparative compensation information. At present, no data has been received from the Preble County Auditor's office regarding compensation increases; however, she anticipates receiving this information in the near future. In preparation for the upcoming open enrollment period, Ms. Pettit will also be reviewing employee benefits and coordinating efforts with the county auditor's office.

Ms. Warren provided an update from the SSA department and said that they are continuing to support providers. Planning sessions are underway, with the initial planning meeting taking place today, October 16th. There were a total of 3 providers who attended this meeting. The first training session with providers and SSAs is scheduled for November 19th, and lunch will be provided. Ms. Warren reported that two new waiting list assessments were completed this week. Additional activity included transfers of individuals to other counties

and the identification of new individuals eligible for services in Preble County. Currently, there are three appeals at the first level and one at the board level. Ms. Warren noted that some counties utilize outside legal counsel to manage board-level appeals, which can help alleviate the burden on board members. Board member Eva Howard expressed support for this approach.

Ms. Greenawalt-Cherry provided an overview of the Early Intervention survey results, noting a 23% response rate and several comments from participating families. She reported full compliance on 12 of the 13 survey items, with the remaining item showing 85% compliance. This variance was attributed to the fact that not all families have a social-emotional outcome included in their Individualized Family Service Plans (IFSPs), which may also have impacted the overall response rate. Next, she also reported that the newly hired Developmental Specialist, Denaë, is progressing well and demonstrating a strong ability to learn and integrate into the team. In terms of professional development, Ms. Greenawalt-Cherry has been invited to participate in a work group with the Department of Children and Youth. Additionally, she is preparing a presentation for the upcoming OACB annual convention and is actively collecting relevant information for this engagement.

Ms. Huff shared that this year's Track-N-Treat event had a great turnout, despite being held on the rain date of October 14th. She also spoke briefly about the positive experience she and two SSAs had at the SYNERGY Conference. Five individuals served by the board were able to attend, thoroughly enjoyed the event, and gained practical skills to help them advocate for themselves. She concluded by noting that she will continue collaborating with Ms. Pettit on the development of the Strategic Plan, including the incorporation of visually engaging elements to enhance its presentation.

Mr. McEldowney shared that he will be entering data into the county software as October comes to a close. Additionally, he is preparing the necessary documents for the upcoming meetings with the commissioner's office. Finally, he continues to collaborate with the leadership team on the Strategic Plan which will be presented at the November board meeting.

Mr. Green shared a positive update with the board, announcing that board member Angie Wilson has agreed to serve another term. Additionally, he has submitted the appropriate documentation to the Commissioners' Office for the potential appointment of Jason Heggs.

X. OTHER

XI. COMMENTS

Mr. Green informed the board that he and Mr. McEldowney will be attending scheduled meetings with the Preble County Commissioners on October 27th and October 29th. He encouraged board members to attend on the 27th if available, as important matters will be discussed during this session.

XII. EXECUTIVE SESSION

A motion was made by Eva Howard and seconded by Mike Blakely to enter into Executive Session at 7:44 pm.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Angela Wilson; excused
Jacob Kovach; yes	Mike Blakely; yes	Eva Howard; yes

Motion carried.

Adjournment from Executive Session

A motion was made by Eva Howard and seconded by Mike Blakely adjourning from Executive Session at 8:25 p.m.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Angela Wilson; excused
Jacob Kovach; yes	Mike Blakely; yes	Eva Howard; yes

Motion carried.

Other Business from Executive Session

No motions were made during Executive Session.

XIII. NEXT MEETING: Thursday November 20, 2025 at 6:00 p.m. – Advocacy- Synergy In- Service at 5:30 p.m.

XIV. ADJOURNMENT

A motion was made by Jodi Long and seconded by Jacob Kovach to adjourn the meeting at 8:27 p.m.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Angela Wilson; excused
Jacob Kovach; yes	Mike Blakely; yes	Eva Howard, yes

Motion carried.