

Preble County Board of Developmental Disabilities  
Board Meeting Minutes  
January 11, 2024

**BOARD IN-SERVICE:** No In-Service

The Preble County Board of Developmental Disabilities held their monthly Meeting on Thursday January 11, 2024 at 200 Eaton Lewisburg Road; Eaton, Ohio. The meeting was called to order at 5:34 p.m. by Ms. Garrett.

**I. ROLL CALL**

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

**II. PRAYER**

Mr. McNew led the Board in prayer.

**III. PLEDGE OF ALLEGIANCE**

Everyone in attendance joined in by reciting the Pledge of Allegiance, led by Ms. Garrett.

**IV. INTRODUCTION OF STAFF/GUESTS**

Brian Green, Superintendent; Brooke Warren, SSA Manager; Melissa Nichols, Communications Manager; Sandy Landers, Business Manager; Jenifer K. Overmyer, Judge and Hollie Morgan, Executive Assistant.

**V. PRESENTATION BY GUESTS**

Jenifer K. Overmyer, Judge; swore in the following new Board members prior to the meeting: Eva Howard and Mike Blakeley.

**VI. REORGANIZATION MEETING**

Ms. Garrett turned the meeting over to Mr. Green, Superintendent, to serve as President pro temper for the purpose of reorganization. Mr. Green shared Ms. Garrett proposed keeping the 2023 officers for 2024 prior to the meeting:

President- Stephanie Garrett  
Vice President- Jodi Long  
Secretary- Curt McNew

With no further discussion, Curt McNew made a motion and Mike Blakeley seconded of keeping the officers the same from year 2023 to 2024.

Mr. Green asked for a roll call vote.

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

Motion carried. Mr. Green turned the meeting over to Ms. Garrett, President.

Ms. Garrett asked the members of the board which committee's they would like to serve for the 2024 year. A brief overview of each committee- Personnel/Finance/Building and Ethics, were also shared.

Mike Blakeley requested Ethics  
Angie Wilson requested Ethics  
Jodi Long requested Ethics  
Jacob Kovach requested Ethics  
Eva Howard requested Personnel/Finance/Building  
Curt McNew requested Personnel/Finance/Building  
Stephanie Garrett requested Personnel/Finance/Building

Ms. Garrett asked for a motion to accept the dates and times of the 2024 Board meetings that were presented.

A motion was made by Mike Blakeley and seconded by Jodi Long to accept the 3<sup>rd</sup> Thursday of every month, excluding July and December, at 6:00 p.m. for monthly Board of Directors Meetings as presented with In-Services beginning at 5:30 p.m.

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

A motion was made by and seconded by to adjourn the re-organizational meeting at 5:41 p.m.

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

**VII. PRESENTATION OF MINUTES**

The minutes of November 16, 2023 Board Meeting were reviewed. A motion was made by Angela Wilson and seconded by Jodi Long to approve the **Regular Board Meeting Minutes of the November 16, 2023 meeting** as presented.

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

**VIII. PRESENTATION OF FINANCIAL REPORTS**

Sandy Landers gave an overview of the monthly financial report for the months of November and December 2023. A motion was made by Eva Howard and seconded by Mike Blakeley to approve the **November and December 2023 Financial Reports** as presented.

Ms. Garrett asked for roll call.

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

Motion carried.

**IX. OLD BUSINESS**

Mr. Green shared schematic designs and gave a brief update on building plans.

**X. NEW BUSINESS**

**A. 2024 Superintendent Professional Development Plan**

A motion was made by Jodi Long and seconded by Angela Wilson approving the 2024 Superintendent Professional Development Plan as presented.

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

**B. Table of Organization**

A motion was made by Mike Blakeley and seconded by Jacob Kovach approving the Table of Organization as presented.

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

**C. Resolution for Appropriation and Transfer of Funds.**

A motion was made by Mike Blakeley and seconded by Jodi Long approving the following resolution as presented. Whereas the Preble CBDD received additional Medicaid dollars for Targeted Case Management services for calendar year 2020 in the amount of \$185,202.86; and whereas these dollars may be used for capital projects, The Board therefore approves an additional appropriation of \$35,202.86 to the General Fund transfer out account 011-052-109110. The board also approves the transfer of the total appropriated funds of \$185,202.86 from 011-052-109110 to the Capital Fund transfers account 053-450-022410.

Ms. Garrett asked for a roll call vote.

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

Motion carried.

**D. Proposal Contract EI Physical Therapy Services**

A motion was made by Mike Blakeley and seconded by Angela Wilson approving the contract with Glow Bright Therapy, LLC, with a maximum cost of \$9,500.

Ms. Garrett asked for a roll call vote.

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

Motion carried.

**E. Mobile Trailer Restroom Adult Changing Unit**

Mr. Green shared a brief overview of the 24' Disability Restroom Trailer. He will send dates of local festivals in the County to WestCON in hopes of securing the trailer for use.

Angela Wilson mentioned they have several trucks that could pull the trailer and she would volunteer her husband Ron, to drive.

**F. Leadership Reports**

Ms. Nichols shared she will be announcing new board members on social media and in the local paper. She will also be assisting Brian with identifying previous grant research to help with funding the new building project and finish up the website with Shout It

Out Designs.

Ms. Garrett asked about sharing information on behalf of the Eclipse on our website.

Due to the absence of Early Intervention team members, Ms. Warren shared EI had 1 resignation in December. Amy Kneisley, Developmental Specialist, will remain with us covering the caseload. The newest DS is doing very well and carrying her own caseload and doing home visits on her own.

Ms. Greenawalt-Cherry continues oversight with the department. Ms. Fuller has been connecting with peers in Miami County for leadership meetings.

Ms. Warren shared the SSA department has 3 new SSA's. The substitute SSA from WestCON will be returning in March to assist with transitioning the remainder of plans to the new Ohio ISP along with some training in the department.

She and her team will be focusing on implementing the new OAC rule 5160-44-32; Eligibility to be a Paid Provider and Requirements for Parents as Paid Providers.

Ms. Wilson expressed the need to have more information shared on "how to become a provider"- Ms. Warren will give her WestCON provider contact information.

**G. Ethics Approvals**

None

**H. Personnel Actions**

New Hire: Jennifer Snapp, SSA- 1.4.2024

Resignation: Veronica Bever-Woehrmann, Developmental Specialist- 12.29.2023

Open Positions:

SSA- 1 full time

Developmental Specialist- 1 full time

Behavior Support Coordinator- 1 full time

Service Coordinator/Admin.- 1 full time position- on hold

**I. Policies/Procedures**

None

**XI. OTHER**

None

**XII. COMMENTS**

None

**XIII. NEXT MEETING:** Thursday February 15, 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 6:50 p.m.

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