

Preble County Board of Developmental Disabilities
Board Meeting Minutes
March 19, 2026

BOARD IN-SERVICE: MUI/UI Overview; Jason Winterrowd – WestCON Investigative Agent

The Preble County Board of Developmental Disabilities held their monthly meeting on Thursday March 19, 2026 at 112 W. Main Street; Eaton, Ohio. The meeting was called to order at 6:00 p.m. by Ms. Garrett.

I. ROLL CALL

Stephanie Garrett; yes	Jodi Long; yes	Jason Heggs; yes
Mike Blakeley; yes	Jacob Kovach; yes	Eva Howard; yes

II. PRAYER

Mike Blakeley 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

Katie West, Preble County Assistant Prosecuting Attorney
Ryan Woodward, Clemans Nelson & Associates, Inc. Account Manager/Shareholder

VI. PRESENTATION OF MINUTES

The minutes of January 29, 2026 Board Meeting were reviewed. A motion was made by Jodi Long and seconded by Eva Howard to approve the **Regular Board Meeting Minutes of the January 29, 2026 meeting** as presented.

Ms. Garrett asked for a voice vote. Motion passed unanimously.

VII. PRESENTATION OF FINANCIAL REPORTS

Steve McEldowney gave an overview of the monthly financial report for the months of January 2026 and February 2026. A motion was made by Jodi Long and seconded by Mike Blakeley to approve the **January 2026 and February 2026 Financial Reports** as presented.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes	Jodi Long; yes	Jason Heggs; yes
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Mike Blakeley; yes Jacob Kovach; yes Eva Howard; yes

Motion passed.

VIII. NEW BUSINESS

A. Personnel Actions:

New Hires:

None

Resignations:

Ashley Moore, Full-Time- SSA 3.31.2026

Open Positions:

SSA, Full-Time; Replace Moore

Behavior Support Coordinator, Full-Time; HOLD

Early Intervention Manager, Full-Time; Replace - Fuller HOLD

SSA, Full-Time; NEW - HOLD

SSA, Full-Time; Replace- Armstead HOLD

SSA, Full-Time; Replace- Forney HOLD

Promotions/Transfers:

None

B. Policies/Procedures:

Change to Policy

509 - Eligibility Determination

513 - Preadmission Screening and Resident Review (PASRR)

514 - Self-Administration or Assistance with Prescribed Medication

Policies Rescinded

208 - Credit Card

New Policy

343 - Stipends

519 - Provider Certification Summary Suspension Orders

Date Change and Reformatting Only

207 - Contracts

330 - Drug Free Workplace

A motion was made by Jodi Long and seconded by Mike Blakeley to approve the above changes to the current policies. Motion passed unanimously.

IX. LEADERSHIP REPORTS

Ms. Pettit provided an update on the current HR initiatives. She noted that revisions to the 2025 Strategic Plan are in progress, and she is actively collecting input from the Leadership Team. She also shared that she met with several employees in early March as part of the Culture Survey focus group. The feedback gathered will be reviewed with the Leadership Team to identify potential improvements, which will then be discussed at an upcoming All-Staff meeting in the next few months. She informed the group that an All-Staff meeting and Appreciation Breakfast will take place on March 26th, where employees will be recognized for their continued hard work and dedication to the organization and those we serve. Additionally, she has been collaborating with Administrative Assistant Danielle Denlinger on several HR projects. Lastly, she will begin recruitment for the open SSA position, working closely with SSA Manager Brooke Warren throughout the process.

Ms. Warren provided an update from the SSA department and highlighted several key points. She reported that, so far in 2026, she has allocated 9 Level 1 waivers and 3 Individual Options waivers. She noted that numerous updates are currently taking place at the state level in Ohio, as well as within county boards. She explained that requesting additional waivers from the state may be a possibility moving forward, and that we may have to actually have a waiting list, which we really try not to do. A new assessment tool is being piloted across the state, and assessors of this tool will be trained in April. This new tool is called the InterRAI. This new assessment tool is just being introduced to the county boards who will in turn provide information to the individuals and families served. Two individuals will participate in the initial sample group and will work directly with an assessor from WestCON. The purpose of this new assessment is to better evaluate waiver needs and determine the appropriate funding. Lastly, Ms. Warren shared that she will be working with H.R. Director Stacy Pettit to recruit for the open SSA position following a recent resignation within the department.

Ms. Greenawalt-Cherry provided an update on the Early Intervention (EI) program and the ongoing activities within the department. She reported that the EI team continues to maintain compliance with state requirements, including meeting deadlines for referrals and the IFSP (Individualized Family Service Plan) process. She expressed enthusiasm about the team's hard work and the positive impact they are having on the families they serve. She also shared that the newest Developmental Specialist, Denae Bratton, has officially completed her probationary period and is now carrying a full caseload while continuing to participate in Evidence-Based Coaching with another Developmental Specialist. Ms. Greenawalt-Cherry concluded by commending her team for their dedication and the high-quality work they consistently deliver to support families in the community.

Ms. Huff reported that Developmental Disabilities Awareness Month has been recognized throughout March, with a Spirit Week planned for next week to conclude the national celebration. On social media, the organization has been spotlighting several Adult Day Service programs in Preble County to show appreciation for the work they do on behalf of

the individuals served by the board. She also shared that she and several staff members will be attending the Business Expo on March 20th and 21st at the Preble County Fairgrounds Expo Building. She expressed enthusiasm about engaging with community members and sharing the organization's mission during the event. Lastly, Ms. Huff noted that she has been working on updating the PCBDD website to enhance accessibility for all users, supported by webinars and additional training opportunities.

Mr. McEldowney shared an update from the Business Office. He is in the process of entering the actual 2025 cost in the cost projection spreadsheet. As previously discussed, the Cost Projection Report is due April 1st, and he is finalizing the necessary tasks for its submission. He noted an increase in waiver utilization, which aligns with trends seen across the state of Ohio. Additionally, he is collaborating with the EI department on the Fiscal Year 2027 application. He reported that Title XX funds are due next month. He also confirmed that the newly ordered laptops have arrived and were set up by VC3, the organization's IT partner. Fiscal Specialist Karen McCain worked closely with VC3 to configure the laptops and distribute them to staff members who needed them. Mr. McEldowney also recognized that Karen celebrated 30 years of service with the county board at the end of January and commended her long-standing dedication and contributions to the organization.

Mr. Green provided updates from his SEC meeting in Columbus and an overview of the county board system's current condition. He elaborated that there is an ongoing discussion regarding state subsidy funding. Specifically, there are several counties near Preble that are facing financial emergency and have begun reducing operating hours and cutting expenses. Several additional counties have submitted emergency funding requests to DODD as well for this year. This marks the 1st time in history that the county board system, as a whole, is operating with deficit spending. The State of Ohio has allocated \$14 million to support county boards; however, the total amount requested has already exceeded the available funds. He noted that the Early Intervention program is 100% funded by the county board, and due to financial constraints, several counties stopped providing EI services. All in all, OACB (Ohio Association of County Boards) is actively developing plans and strategies to support county boards across the state addressing the financial long-term sustainability of our system.

X. OTHER

XI. COMMENTS

XII. EXECUTIVE SESSION: Motion to enter into executive session per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

A motion was made by Jodi Long and seconded by Mike Blakeley to enter into Executive Session at 6:40 p.m.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes

Jodi Long; yes

Jason Heggs; yes

Mike Blakeley; yes

Jacob Kovach; yes

Eva Howard; yes

Motion passed.

Adjournment from Executive Session

A motion was made by Eva Howard and seconded by Jodi Long adjourning from Executive Session at 7:52 pm. Motion passed unanimously.

Other Business from Executive Session

A motion was made by Jacob Kovach and seconded by Mike Blakeley to hire Steve Postalakis as legal counsel for the board and any employee in matters coming before the Preble County Board of Developmental Disabilities.

Ms. Garrett asked for a roll call.

Stephanie Garrett; yes

Jodi Long; yes

Jason Heggs; yes

Mike Blakeley; yes

Jacob Kovach; yes

Eva Howard; yes

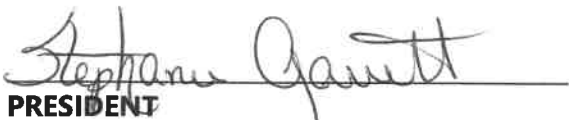
Motion passed.

- XIII. NEXT MEETING** – Thursday, April 16, 2026 at 6:00 p.m. – SSA and Waiver Services Overview – In-service at 5:30 p.m.

XIV. ADJOURNMENT

A motion was made by Mike Blakeley and seconded by Jacob Kovach to adjourn the meeting at 8:06 p.m.

Ms. Garrett asked for a voice vote. Motion passed unanimously.


PRESIDENT


DATE


RECORDING SECRETARY

06/22/2026
DATE

