Preble County Board of Developmental Disabilities
Board Meeting Minutes
August 20, 2026

BOARD IN-SERVICE: No in person in-service training; Self study available through SharePoint

The Preble County Board of Developmental Disabilities held their monthly Meeting on Thursday August 20, 2025 at 112 W. Main Street; Eaton, Ohio. The meeting was called to order at 5:30 p.m. by Ms. Garrett. Jodi Long gave prior notification of absence. Brooke Warren and Stacy Pettit attended via Zoom.

I. ROLL CALL

Stephanie Garrett; yes	Jodi Long; excused	Eva Howard; yes
Mike Blakeley; yes	Jacob Kovach; 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; EI Director; Avery Huff, Community Relations Manager; Steve McEldowney, Business Director; Stacy Pettit, H.R. and Organizational Development Director and Danielle Denlinger, Administrative Assistant

V. PRESENTATION BY GUESTS

None

VI. PRESENTATION OF MINUTES

The minutes of August 20, 2026 Board Meeting were reviewed. A motion was made by Mike Blakeley and seconded by Eva Howard to approve the **Regular Board Meeting Minutes of the June 18, 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 June and July 2026. A motion was made by Eva Howard and seconded by Jacob Kovach to approve the **June 2026 and July 2026 Financial Reports** as presented.

Ms. Garrett asked for a roll call.

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

Motion passed.

VIII. NEW BUSINESS

A. Table of Organization: The Superintendent recommends the Board approve the Table of Organization as presented.

A motion was made by Mike Blakeley and seconded by Eva Howard to approve the Table of Organization as presented.

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

B. Personnel Actions:

New Hires:
None

Resignations:
None

Open Positions:
None

Promotions/Transfers:
None

C. Policies/Procedures:

Change to Policy
104 – Duties of Board Officers
105 – Responsibilities – Prohibitions of Board Members
107 – Meetings of the Board
322 – Attendance and Work Schedules
402 – Early Intervention Confidentiality
602 – Development and Implementation of Behavioral Support Strategies

Policies Rescinded
None

New Policy
316 – Performance Management
323 – Grievances
325 – Ethics

345 – Talent Management
346 – Workplace Violation Prevention
Workplace Violence Administrative Guidelines
Supervisor Workplace Violence Response Guidelines
349 – Employee Code of Conduct
Probationary Evaluation Guidelines

Date Change and Reformatting Only
109 – Table of Organization

A motion was made by Mike Blakeley and seconded by Jacob Kovach to approve the above changes to the current policies.

Ms. Garrett asked for a roll call.

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

IX. LEADERSHIP REPORTS

Ms. Pettit noted that an SSA position remains open, with interviews scheduled for the following week. She stated that she is preparing for Talent Reviews across all departments, as well as compensation discussions related to the upcoming budget submission from the Business Office. Data from the compensation study will be presented at the September Board meeting. Lastly, she noted that benefits and open enrollment information will be shared soon.

Ms. Warren reported that the SSA department remains busy, with several new transfers from other counties and an increase in new eligibilities. She shared that Tracy Shepherd, the newest SSA, has adjusted very well to the role and provides additional support to the team when needed. Ms. Warren also noted that the department has an open SSA position they hope to fill soon to help provide coverage when staff are out on leave.

Ms. Greenawalt-Cherry provided an update from the Early Intervention department. She shared that the department sends out a Family Questionnaire each year and received a 30% response rate this year, the highest response rate they have achieved. To celebrate, the department was treated to lunch in Dayton. She also reported that Denae Bratton, the newest Developmental Specialist to join the team, has a growing caseload and has completed all six required seminars needed to obtain her five-year licensing credential in November. Referrals continue to remain steady across the county. In addition, Developmental Specialist Ashley Fuller has been assisting Service Coordinator Lauren Fox with specific duties. Lastly, Fiscal Specialist Karen McCain has been providing additional administrative support to help meet the department's needs.

Ms. Huff shared that she attended the Twin Valley South annual school picnic, which had a great turnout. Upcoming events include the eighth-grade countywide career fair and Save A Life Day. The HIT Foundation will also host a career fair in October. Track N' Treat is scheduled for October 8, and she is looking forward to community participation. The Synergy Conference will be held at the end of September, and the team has met with the participant to review the agenda and expectations. She also shared that she has been reaching out to local schools to provide presentations on advocacy and inclusion.

Mr. McEldowney shared that the annual cost report, which was due June 30, has been submitted to the state. He also reported that the Cost Projections Scorecard results were returned and reviewed, and the results showed that the county board's current state of operations is healthy. Mr. McEldowney shared that the proposed 2027 budget will be presented for approval next month. Lastly, he noted that he will attend the annual business managers conference in Columbus on September 10 and 11.

Mr. Green provided brief updates on potential regionalization changes across the state. He provided no further comments.

X. OTHER

XI. COMMENTS

XII. NEXT MEETING: Thursday September 17, 2026 at 6:00 p.m. – Budgeting and Cash Projections In-Service at 5:30 p.m.

XIII. ADJOURNMENT

A motion was made by Mike Blakeley and seconded by Eva Howard to adjourn the meeting at 6:30 p.m.

Ms. Garrett asked for a voice vote.

Motion passed unanimously.

Stephanie Garrett — 9.17.26

PRESIDENT **DATE**

09-22-26

SECRETARY **DATE**