

MINUTES

March 29, 2022

5:00 pm

- The regular March meeting of the Defiance County Board of Developmental Disabilities was held March 29, 2022 at Defiance County Board of DD.
- The meeting was called to order by Ms. Jami Cameron, President at 5:00 PM. Board members present were Ms. Beth Headley, Mr. Otto Nicely, Ms. Roberta Phlipot, Ms. Ruby Schindler and Ms. Erika Steece. Ms. Stephanie Meyer, Board Member attended by Zoom. Others present were Ms. Debra Guilford, Interim Superintendent, Mr. Travis Hammer, Principal, Mr. Bret Mack, Director of Business Operations, Ms. Pat Uhlenhake, Director of Community Services, and approximately 10 others consisting of Board employees and members of the public.
- Motion was made by Ms. Phlipot and seconded by Ms. Nicely to approve the February 22, 2022 Board Meeting minutes.

Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the February 2022 Expenditures. Bret inquired with The County Auditor about Pipeline Tax Levy Revenue. The County Auditor reported the agency receives about \$200,000.00 annually. The appeal is ongoing and the agency will not have to be pay back any revenue received. If Pipeline loses the appeal, we may receive additional revenue in the future.

Motion approved unanimously.
- Management Reports were reviewed with in person reports presented by Superintendent, Deb Guilford, Principal, Travis Hammer, Director of Community Services, Pat Uhlenhake and Public Relations Coordinator, Jenna Peper.
- Motion was made by Mr. Nicely and seconded by Ms. Phlipot to approve the quote from Creative Sign Resources for \$35,000.00 for the Exterior Signage and installation on East Second Street.

Motion approved by 6, Ms. Schindler opposed.
- Motion was made by Ms. Phlipot and seconded by Ms. Meyer to approve the 2022-2023 school and 12-month agency calendar.

Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Steece to approve purchase and installation of blinds for entire building from Coleman's Blinds at a cost of \$17,938.91.

Motion approved unanimously.
- Motion was made by Ms. Headley and seconded by Mr. Nicely to approve automatic payroll deductions for those employees selecting additional insurance coverages including one or more of the following: Life, Short Term, Critical Illness or Accident from an outside Insurance agency.

Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the addendum contract with NOWAC for the file review, TCM Billing and Self-Advocacy funds management.

Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Ms. Philipot to approve the contract with Triangular Processing Inc. for non-Medicaid services.
Motion approved unanimously
- Motion was made by Ms. Philipot and seconded by Mr. Nicely to approve the Memorandum of Understanding regarding virtual learning sessions for two students.
Motion approved unanimously
- Motion was made by Ms. Schindler and seconded by Ms. Headley to endorse the hiring of Jennifer Mulka, Community Programs Assistant, effective March 29, 2022.
Motion approved unanimously.
- Motion was made by Ms. Philipot and seconded by Ms. Headley to approve the Resolution pertaining to the Provision of Educational Services for 2022-2023 School Year.
Motion approved unanimously
- Motion was made by Ms. Philipot and seconded by Ms. Steece to approve contribution of \$37,200.00 to Defiance County Residential Housing, Inc. toward the new construction of the Jackson Avenue homes.
Motion approved unanimously
- Motion was made by Ms. Schindler and seconded by Ms. Steece to accept the resignation of Tina Lantow, Instructor, effective August 1, 2022.
Motion approved unanimously
- Motion was made by Mr. Nicely and seconded by Ms. Steece to accept the resignation of Deb Weisenburger, Director of Early Intervention Services, effective April 15, 2022.
Motion approved unanimously
- Motion was made by Ms. Schindler and seconded by Ms. Headley to support OACBDD proposed 6.5% rate increase for provider supplemental increase.
Motion approved unanimously
- Motion was made by Ms. Schindler and seconded by Mr. Nicely to allow Debra Guilford, Interim Superintendent to enter into a shared service agreement with Williams County Board of DD for Director of Children's Services, sharing equally with costs.
Motion approved unanimously
- Motion was made by Ms. Headley and seconded by Mr. Nicely to approve Policy number 5.7.19 for the use of DCBDD Credit Cards.
Motion approved unanimously
- Motion was made by Ms. Schindler and seconded by Ms. Steece to accept the resignation of Hannah Wilson, Instructor, effective August 10, 2022.
Motion approved unanimously
- Motion to go into Executive Session at 6:04 p.m. to discuss the employment of a public employee and hiring of a Superintendent.
The roll was called and the vote resulted as follows:
Ms. Cameron–yes, Ms. Headley–yes, Ms. Meyer–excused due to technical difficulties, Mr. Nicely–yes, Ms. Philipot–yes, Ms. Schindler–yes, Ms. Steece–yes.
Motion approved unanimously.
- The Board came out of Executive Session at 7:24 p.m. and declared no action was taken while in Executive Session.
- Motion was made by Ms. Schindler and seconded by Ms. Philipot to adjourn at 7:25 p.m.
Motion approved unanimously.