

MINUTES

August 23, 2022

5:00 pm

- The regular August meeting of the Defiance County Board of Developmental Disabilities was held August 23, 2022 at Defiance County Board of DD.
- The meeting was called to order by Ms. Jami Cameron, President at 5:00 p.m. Board members present were Ms. Beth Headley, Ms. Stephanie Meyer, Mr. Otto Nicely, Ms. Roberta Philipot, Ms. Ruby Schindler, and Ms. Erika Steece. Others present were Ms. Heidi Hull, Superintendent; Mr. Dennis Myers, Director of Early Intervention; Mr. Travis Hammer, Principal; Ms. Nicole Rigelman, Director of Business Operations; Ms. Pat Uhlenhake, Director of Community Services; and Ms. Jenna Peper, Communications and Community Engagement Manager. Approximately 10 others consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the July 19, 2022 Board Meeting minutes.

Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Philipot to approve the July 2022 Expenditures.

Motion approved unanimously.
- Management Reports were reviewed with in person reports presented by Heidi Hull, Superintendent; Dennis Myers, Director of Early Intervention; Travis Hammer, Principal; Pat Uhlenhake, Director of Community Services; and Jenna Peper, Communications and Community Engagement Manager.
- Recognition of August Staff Anniversaries: Candy Weirauch, Secretary, 8/16/2021 (1 year); Jenna Peper, Communications and Community Engagement Manager 8/16/2021, (1 year); Travis Hammer, Principal, 08/1/2021; Cindy Turpening, Instructor Assistant, 8/16/2021 (1 year); Jenny Vincent, Physical Ed/Special Olympics, 8/17/2020 (2 years); Michael Mohr, Bus Driver, 8/15/19 (3 years); Sara Snyder, Instructor Assistant, 8/15/19 (3 years); Sydnie Fitzwater, Instructor, 8/15/19 (3 years); Dorrene Beltz, Bus Assistant, 8/21/17 (5 years); Stephanie Zachrich, Speech-Language Pathologist 8/21/17 (5 years); Amanda Westrick, Instructor 8/21/17 (5 years); Craig Clayton, Service and Support Administration, 8/10/15 (7 years); Robyn Helmke, Instructor, 8/20/12 (10 years); Rick Davis, Bus Driver, 8/22/01 (11 years); Michelle Steingass, Instructor Assistant 8/22/11 (11 years); Megan Jacques, Instructor Assistant, 8/16/10 (12 years); Mindy Liffick, Instructor, 8/24/04 (18 years); Valerie Wagner, Physical Therapist Assistant, 8/24/99 (23 years); Lori Bruce, Program Assistant, 8/24/1998 (24 years); Holly Wendling, Occupational Therapist 8/24/98 (24 years); and Mary Fitzenrider-Cox, Instructor Assistant, 8/26/85 (37 years).
- Motion was made by Ms. Schindler and seconded by Mr. Nicely to acknowledge the hiring of Nichole Rigelman, Director of Business Operations, effective August 11, 2022; and Brittany Harris, Instructor Assistant/Bus Assistant, effective August 15, 2022.

Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Ms. Steece to approve the bus drivers for the 2022-2023 school year: Rick Davis, Michael Mohr, Maria Glover, Scott Heater, and Bernie Herr (Substitute).

Motion approved unanimously.

- Motion was made by Mr. Nicely and seconded by Ms. Schindler to approve the bus stops and to authorize the Superintendent to make changes as necessary.

Motion approved unanimously.

- Motion was made by Ms. Philipot and seconded by Ms. Meyer to approve the Tax Rate Resolution for 2023.

Motion approved unanimously.

- Motion was made by Ms. Philipot and seconded by Ms. Meyer to approve Defiance Area Foundation Donor Advised Fund Agreement with Defiance County Board of Developmental Disabilities.

Motion approved unanimously.

- Motion was made by Ms. Philipot and seconded by Ms. Headley to transfer \$25,000 from Gifts and Donations to establish Defiance County Board of DD fund with the Defiance are Foundation with the understanding that these funds will be utilized in compliance with Defiance County board of DD Policy.

Motion approved unanimously.

- Motion was made by Ms. Meyer and seconded by Ms. Headley to approve NOWAC: Shared HRC Policy.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve contract amendment for Jodi Martinez for the additional service of Physical Therapy Assistant supervision, effective 8/24/2022 to 12/31/2022.

Motion approved unanimously.

- Motion was made by Ms. Philipot and seconded by Ms. Steece to approve the Agreements with Hicksville Exempted Schools and Central Local Schools for one-on-one students.

Motion approved unanimously.

- Motion to go into Executive Session at 5:36 p.m. to discuss personnel matters.

The roll was called and the vote resulted as follows:

Ms. Cameron—excused, Ms. Headley—excused, Ms. Meyer—yes, Mr. Nicely—yes, Ms. Philipot—yes, Ms. Schindler—yes, Ms. Steece—yes.

Motion approved unanimously.

- The Board exited Executive Session at 6:20 p.m. and declared no action was taken while in Executive Session.

Motion approved unanimously.

- Motion was made by Mr. Nicely and seconded by Ms. Steece to approve salary adjustments as recommended by the finance committee.

Motion approved unanimously.

- Motion was made by Ms. Phlipot and seconded by Ms. Headley to move \$800.00 from “Other” funds for Self-Advocacy.

Motion approved unanimously.

- Motion was made by Mr. Nicely and seconded by Ms. Schindler to donate \$300.00 to PAR/Synergy.

Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Mr. Nicely to approve a \$2.00 per hour stipend for current Instructor Assistants that have their Certificate and fill in as an Instructor. Increase for Sub Instructors will be \$15.72 per hour and Sub Assistants will be \$14.72 per hour.

Motion approved unanimously.

- Motion was made by Ms. Phlipot and seconded by Ms. Schindler to adjourn at 6:15 p.m.

Motion approved unanimously.