

MINUTES

December 20, 2022

5:00 pm

- The regular December meeting of the Defiance County Board of Developmental Disabilities was held December 20, 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 Phlipot, and Ms. Ruby Schindler. Ms. Erika Steece was excused. Others present were Ms. Heidi Hull, Superintendent; Mr. Travis Hammer, Principal; Ms. Pat Uhlenhake, Director of Community Services; and Ms. Jenna Peper, Communications and Community Engagement Manager. Approximately 3 others consisting of Board employees and members of the public were also present.

- Motion was made by Ms. Meyer and seconded by Ms. Headley to approve the November 22, 2022 Board Meeting minutes.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Phlipot to approve the November 2022 Expenditures.

Motion approved unanimously.

- Management Reports were reviewed with brief in person reports presented by Heidi Hull, Superintendent; Travis Hammer, Principal; Pat Uhlenhake, Director of Community Services; and Jenna Peper, Communications and Community Engagement Manager.

- Recognition of December Staff Anniversaries:

Bernie Herr, Maintenance/Custodian, (12/18/2017), 5 years.

- Motion was made by Ms. Phlipot and seconded by Ms. Meyer to accept the hiring of Karrah Rath, Director of Business Operations, effective December 7, 2022.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Headley to accept the resignation of Makayla Clellan, effective 12/22/2022.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the 2023 Board Meeting Dates.

Motion approved unanimously.

- Motion was made by Mr. Nicely and seconded by Ms. Phlipot to approve employment contracts for Teri Mitchell (Operations Manager, effective 1/1/2023–12/31/2024), Bernie Herr (Facilities and Transportation Manager, effective 1/1/2023–12/31/2024), and Karrah Rath (Director of Business Operations, effective 12/7/2022–12-31-2023).

Motion approved unanimously.

- Motion was made by Ms. Meyer and seconded by Ms. Schindler to approve an addendum to the NOWAC contract to include Early Intervention services.
Motion approved unanimously.
- Motion was made by Mr. Nicely and seconded by Ms. Meyer to approve the shared services contract with the Williams County Board of DD for Director of Early Intervention, effective 1/1/2023–12/31/2023.
Motion approved unanimously.
- Motion was made by Ms. Meyer and seconded by Ms. Headley to approve 2023 Vendor Agreement with Kaitlyn’s Cottage, effective 1/1/2023 –12/31/2023.
Motion approved unanimously.
- Motion was made by Ms. Philipot and seconded by Ms. Headley to adjourn at 5:15.
Motion approved unanimously.

Stephanie Meyer, Board Secretary

Date