

MINUTES

January 24, 2023

Organizational Board Meeting Minutes

5:00 pm

- The January Organizational Board meeting of the Defiance County Board of Developmental Disabilities was held January 24, 2023 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. Roberta Phlipot, and Ms. Ruby Schindler. Ms. Stephanie Myer, Mr. Otto Nicely, and Ms. Erika Steece was excused. Others present were Ms. Heidi Hull, Superintendent; Mr. Dennis Myers, Director of Early Intervention; 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 Mr. Phlipot and seconded by Ms. Headley to approve Ms. Jami Cameron as Board President.
Motion approved unanimously.

- Motion was made by Ms. Cameron and seconded by Ms. Schindler to approve Ms. Roberta Phlipot as Board Vice-President.
Motion approved unanimously.

- Motion was made by Ms. Phlipot and seconded by Ms. Headley to approve Ms. Stephanie Meyer as Board Recording Secretary.
Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Phlipot to appoint Ms. Roberta Phlipot, Ms. Jami Cameron, and Ms. Beth Headley for the Ethics Council.
Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Ms. Schindler to appoint Ms. Ruby Schindler, Ms. Jami Cameron, and Ms. Roberta Phlipot for the Finance Committee.
Motion approved unanimously.

- Motion was made by Ms. Beth Headley and seconded by Ms. Roberta Phlipot to appoint Mr. Travis Hammer as the Hearing Officer for the Free/Reduced Lunch Applications.
Motion approved unanimously.

- REVIEW AND COMPLETION OF FORMS:
 1. Board Member Responsibilities
 2. HIPAA & Confidentiality Verification
 3. Board Member Eligibility Declaration
 4. Abuser Registry Annual Notice
 5. Board Member Conflicts of Interest
 6. Board Code of Ethics
 7. DCBDD's Mission, Vision, and Core Values
 8. Policy Chapter 2: The Board of Developmental Disabilities 2.1 – 2.14
 9. Rights of Individuals who have Developmental Disabilities in Ohio

- Motion was made by Ms. Philipot and seconded by Ms. Schindler to approve the resolution to designate the Superintendent as the authorized purchasing agent and to grant the Superintendent the authority to authorize expenditures up to \$10,000.00 with the exception of the state mandated quarterly match payments provided the expenditure is within the Board-approved fund budget total.
Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Headley to authorize the Superintendent to adjust revenue estimates and appropriations during 2023.
Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Headley to adjourn.
Motion approved unanimously.

Stephanie Meyer, Board Secretary

Date