

# Defiance County Board of DD Meeting Minutes

April 25, 2023

5:00 pm

- The April regular board meeting of the Defiance County Board of Developmental Disabilities was held April 25, 2023 at the Defiance County Board of DD.
- Swearing in of Clayton Crates, Board Member, with term of 3/30/2023 – 12/31/2025.
- The meeting was called to order by Ms. Jami Cameron, President, at 5:00 p.m. Board members present were Mr. Clayton Crates, Ms. Beth Headley, Ms. Stephanie Meyer, Ms. Roberta Phlipot, Ms. Erika Steece, and Ms. Ruby Schindler. Approximately 15 others consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the March 28, 2023 Board Meeting minutes.  
*Motion approved unanimously.*
- Motion was made by Ms. Phlipot and seconded by Ms. Headley to approve the March 2023 Expenditures.  
*Motion approved unanimously.*

## Agency/Department Reports:

Congratulations to Jean Jacques on her upcoming retirement! We wish her the best.

We have a .85 levy up for renewal in 2024. Heidi Hull and Karrah Rath will be meeting with the Commissioners to request to go on the ballot this fall.

Amy Westrick is beginning to see families as a PLAY Project facilitator, which is an evidence-based treatment for Autism. Katie Freese completed the Pivotal Response Training program and is using this approach with families who also have children with Autism. Community Screenings have been completed for Defiance County and 143 children were screened at 2 locations. The number of EI referrals continues to rise, with 49 children currently enrolled in services and 17 waiting for evaluations. We are utilizing NOWAC for some evaluations and service coordination to help with the increased volume.

Heidi Hull and TJ Hammer met with Diana Savage and Kent Purk from Beilharz. The list of concerns from the April 12, 2022 Facilities Committee walk through were reviewed, along with the floor plan of the building. The facilities committee will meet to review recommendations once received.

Additional security measures were added to the EI and SSA space. They can now see visitors through a monitor screen and talk with them prior to allowing entry. They can also open the door remotely.

Jenny Vincent and Jenna Peper are reaching out to local Special Olympic Historians to make sure we have accurate dates for our State Special Olympics Championship banner for the gymnasium.

19 individuals (ages 9 and up) have signed up for the inaugural Animal and Me event in partnership with the Defiance County Fair.

The groundbreaking for the Jackson Street Home took place on April 19, 2023. There was a nice turnout, including the women who will be residents of one of the new homes, their families, providers, elected officials, staff from our agency, and others. These fully accessible and affordable homes are invaluable community resources, and we are excited for the individuals who will have the opportunity to live in them.

Grandparent's Day was a huge success. There were over 100 grandparents and many were very complimentary of the event. Thanks to everyone who made the day so special.

- Agency sign on East Second Street was discussed. Jenna Peper explained that we failed to get consent from the property owner to install a new sign. We will explore the option of updating the sign that is currently in place.
- Condolences to the family of Sarah Wolfrum, a dedicated Instructor Assistant at Good Samaritan School since September of 2021. Sarah passed away on April 16, 2023 and will be missed greatly by staff and students.
- Recognition of April Staff Anniversaries: Dennis Myers, (Director of Early Intervention- Shared Contract with Williams), April 5, 2022, 1 year.
- Motion was made by Ms. Philipot and seconded by Ms. Schindler to endorse the hiring of Hailey Bok, Substitute Instructor Assistant, effective April 10, 2023.  
*Motion approved unanimously.*
- Motion was made by Ms. Meyer and seconded by Ms. Headley to approve revised position description for Evening Custodian.  
*Motion approved unanimously.*
- Motion was made by Ms. Steece and seconded by Ms. Meyer to approve an allocation of \$200.00 from the Gifts and Donations fund for a memorial tree for the agency and paver through the Defiance Visitor's Bureau for Sarah Wolfrum.  
*Motion approved unanimously.*
- Motion was made by Ms. Philipot and seconded by Ms. Meyer to approve the cost of \$2,000.00 for typical preschool student's tuition for the 2023-2024 school year.  
*Motion approved unanimously.*
- Motion was made by Ms. Schindler and seconded by Ms. Steece to approve the cost of \$6,000.00 per student for LEA Contracts for excess costs for the 2023-2024 school year.  
*Motion approved unanimously.*
- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the Agency/School; Calendar for the 2023-2024 school year.  
*Motion approved unanimously.*

- Motion was made by Ms. Philipot and seconded by Ms. Headley to approve the lunch and milk prices for the 2023-2024 School Year. Preschool to Intermediate \$3.10, Vocational and Transition \$3.60, Milk \$.50, Adult \$4.00.
- Motion was made by Ms. Schindler and seconded by Ms. Headley to appoint Maggie Fisher to the Guardianship Services Board.
- Motion was made by Ms. Philipot and seconded by Ms. Meyer to approve the addendum to the Superintendent's 5/5/2022-5/4/2023 Contract, effective 4/25/2023.
- Motion to go into Executive Session at 5:25 p.m. to discuss the employment of a public employee, collective bargaining, and compensation of public employees.  
The roll was called and the vote resulted as follows:  
Ms. Cameron-yes, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Philipot-yes, Ms. Schindler-yes, Ms. Steece-yes.
- The Board exited Executive Session at 6:30 p.m. and declared no action was taken while in Executive Session.  
The roll was called and the vote resulted as follows:  
Ms. Cameron-yes, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Philipot-yes, Ms. Schindler-yes, Ms. Steece-yes.
- Motion was made by Ms. Philipot and seconded by Ms. Schindler to approve Superintendent Contract 5/5/2023-5/4/2024.
- Motion was made by Ms. Headley and seconded by Ms. Schindler to adjourn.  
*Motion approved unanimously.*

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Stephanie Meyer, Board Secretary

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Date