



Defiance County Board of DD Meeting Minutes

May 23, 2023

5:00 pm

- The May regular board meeting of the Defiance County Board of Developmental Disabilities was held May 23, 2023 at the 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 Mr. Clayton Crates, Ms. Beth Headley, Ms. Stephanie Meyer, Ms. Roberta Phlipot, Ms. Erika Steece, and Ms. Ruby Schindler. Approximately 16 others consisting of Board employees and members of the public were also present.

- Motion was made by Ms. Phlipot and seconded by Ms. Schindler to approve the April 25, 2023 Board Meeting minutes.
Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the April 2023 Expenditures.
Motion approved unanimously.

Agency/Department Reports:

Personnel

We are excited to welcome our new Evening Custodian, Cody Cuellar. Cody started on May 15, 2023. Interviews continue for two SSA positions and the open teaching position. We are also interviewing for an open bus driver position.

Finances

Karrah Rath is working on the annual County Board Cost Report, which is due on June 30, 2023. We are in the process of evaluating the need for a new school bus. We currently run four bus routes. Two of our buses are new this year. The service life of a school bus is 250,000 miles. The table below includes information on our other four buses.

Bus Number and Status	Year	Miles
3 – in use (newest, keep running)	2014	129,550
6 – in use (will be moved to backup status)	2010	179,007
4 – back up (estimated to have just 2 more years due to rust)	2010	125,034
5 – to be sold	2010	214,250

The current estimate of a new bus from Bluebird is approximately \$116,000. International's price is roughly \$130,000 - \$140,000. Bernie Herr will continue to gather information to make a purchase recommendation at the June meeting.

Early Intervention

There are currently 54 children enrolled in EI and 21 going through the evaluation process. Dennis Myers and his team continue to adjust to accommodate the increased numbers.

The service coordinators from Defiance and Williams Counties have been meeting weekly to collaborate. One of the service coordinators expressed that working in partnership with their counterpart has been very useful. The service coordinator will begin a train the trainer eligibility course late this summer. The intent of the program is to increase efficiency by ensuring we are not taking the time to evaluate children who automatically qualify for Early Intervention services.

Facilities

Beilharz is finishing up our building analysis and would like to schedule a meeting after the conclusion of the school year to go over the results.

The flooring grant has been approved through the Bureau of Worker's Compensation. The grant will cover 80% of the cost of our new flooring and installation is scheduled for June 6 – June 30, 2023.

We received a call from an agency called Ameresco with an offer to help facilitate our agency in accessing funds from the state of Ohio to improve our energy efficiency. A meeting is scheduled for Monday, May 22nd to learn more about the opportunity. A mechanical analysis will take place on June 1, 2023 to determine if the program will benefit our agency.

Communications

Our website was updated to link people who are looking for early intervention services directly to Northwest Ohio Early Intervention's website for the most up to date information.

We will also be placing up to date documents (school calendar, staff contact list, etc.) on our website.

Jenna Peper reached out to the Island Park Manor management company to inquire about painting the sign to align with our branding guidelines. She is still waiting for a response.

Community Contributions

The inclusion training at the Defiance Public Library was a success. The presentation generated good discussion and interest in our program.

This is our second year accessing the Community Partner Membership Program through the Toledo Zoo. Anyone who is eligible to receive services through the Defiance County board of DD can receive a 50% discount on a zoo membership.

We will be assisting the Friends of the Defiance Public Library in running their drink tent at the 2023 Art in the Park. This volunteer opportunity is open to any board member, individual served, or staff who would like to participate.

Jenna Peper secured 3 promotional billboards for October 16 – November 12, 2023 to promote our agency services. The will be located in Hicksville, Sherwood, and Defiance.

Jenna Peper, Kendra Vittorio, and Katie Freese are partnering with Buckeye Roofing on their 2nd Annual "See the Able, Not the Label" Autism Awareness event on September 9, 2023 from 12:00 pm – 4:00 pm. Our team will be providing a station with multiple sensory activities for the event. Buckeye roofing was gracious to offer to donate half of the proceeds to the Defiance County Board of DD.

Megan Jacques is volunteering her time to coordinate a Special Abilities T-Ball program. This year, 30 athletes, ages 3 -14, have signed up to participate. The dates for the games are May 31st and June 14th.

We continue to discuss a partnership with Julie Voll from Defiance County Family and Children First Council regarding a contract for FCFC service coordination. Since we are still in the process of hiring two SSAs, and we are looking at a potential July 1, 2023 implementation date. Julie is working with the County Prosecutor's Office to draft a contract for presentation at the June board meeting.

Good Samaritan School

A tree planting ceremony was held on May 16, 2023, to honor Sarah Wolfrum. We had a beautiful day and staff and students were all able to attend the ceremony in remembrance of Sarah.

Preschool graduation was a big success. We had 11 students graduate this year.

The students' last day of school is May 25th and the teacher's last day is May 26th.

Celebrations

Over 100 people attended the Cinco de Mayo dance on May 5th. Guests enjoyed dancing, karaoke, pizza, cookies, glow sticks, etc.! We had the opportunity to see many individuals who have not attended in several years, and we received great feedback!

- Recognition of May Staff Anniversaries: Heidi Hull, Superintendent, May 5, 2022 (1 year); Pat Uhlenhake, Director of Community Operations, May 31, 2016 (7 years).

- Motion was made by Ms. Phlipot and seconded by Ms. Headley to endorse the hiring of John (Cody) Cuellar, Evening Custodian, effective May 16, 2023.

Motion approved unanimously.

- Motion to go into Executive Session at 5:17 p.m. to discuss the employment and compensation of a public employee and collective bargaining.

The roll was called and the vote resulted as follows:

Ms. Cameron-yes, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Phlipot-yes,

Ms. Schindler-yes, Ms. Steece-yes.

- The Board exited Executive Session at 5:47 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. Phlipot-yes,

Ms. Schindler-yes, Ms. Steece-yes.

- Motion was made by Ms. Phlipot and seconded by Ms. Meyer to approve the contract with Travis Hammer, Principal, effective August 1, 2023 to July 31, 2025.

Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Ms. Phlipot to approve the Ethics Council recommendation regarding outside employment of Instructor Assistant as a Family Support Services respite provider.

Motion approved unanimously.

- Motion was made by Ms. Headley and seconded by Ms. Phlipot to approve the Ethics Council recommendation regarding outside employment of employee's immediate family member as a direct support professional for a Defiance County provider service agency.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Phlipot to approve the Ethics Council recommendation to approve the Family Support Services purchase of adaptive equipment for the child of an employee.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Meyer to adjourn.

Motion approved unanimously.

Stephanie Meyer, Board Secretary

Date