

Defiance County Board of DD Meeting Minutes

July 25, 2023

5:15 pm

- The July regular board meeting of the Defiance County Board of Developmental Disabilities was held July 25, 2023 at the Defiance County Board of DD.
- The meeting was called to order by Ms. Roberta Philipot, at 5:15 p.m. Board members present were Mr. Clayton Crates, Ms. Beth Headley, Ms. Stephanie Meyer, Ms. Ruby Schindler and Ms. Erika Steece. Ms. Jami Cameron was excused. Approximately 8 others consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Meyer and seconded by Ms. Steece to approve the June 27, 2023 Board Meeting minutes.
Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the June 2023 Expenditures.
Motion approved unanimously.

Agency/Department Reports: Quarter 2 Strategic Plan Updates:

Technology:

The use of technology helps us all organize our lives and achieve higher levels of independence. As an agency that is striving for maximum efficiency and service coordinators who believe everyone should have access to technology that makes life easier, we have included the use of technology as a priority in our strategic plan.

For people served:

- Last fall, the board approved the Technology First Policy that outlines the implementation of the use of technology in accordance with section 5123.25 of Ohio Revised Code.
- Service and Support Administrators are discussing technological resources with individuals as needs are assessed and plans are developed.
- The SSA team attended the technology festival hosted by Clearwater COG on 6/27/2023 and will attend the Wood County technology festival on 7/26/2023. At these gatherings, vendors present on the latest technological advances and educate SSAs on how the items can enhance the lives of users.
- The SSA team has invited individual providers (MPower Me, Safe at Home, NOWAC/Pack4U – medication dispensers) to speak about their products at SSA meetings.
- The SSA team will utilize various video resources to share with individuals and families who are interested in learning more about technological solutions.

For the agency as a whole:

- The agency continues to look for ways to maximize the use of Brittco to enhance efficiency. This quarter, we have started to use the software for FSS data tracking.
- We are laying the groundwork to become less reliant on paper. There were technicalities that had to be addressed. For example: We needed to establish a credit card policy to allow the agency to purchase software that supports online signatures. We also need to ensure that all staff computers are equipped with this feature.
- New processes will be shared with staff at the annual in-service in August, 2023.
- We received a donation of several televisions that will enhance our use of technology throughout our building.

Resources

- Transportation – Self-directed transportation, which is now funded through the waiver, has opened the door for more flexible transportation services. We currently have five people who have chosen this service.
- Resources for children and families – Our expended partnership with FCFC will assist families in crisis with accessing services that will help them streamline processes and receive crucial stabilization supports to help keep families together. This will also strengthen our relationships with partner agencies and increase our awareness of community resources.
- Recognition of July Staff Anniversaries: None
- Motion was made by Ms. Steece and seconded by Ms. Schindler to accept the resignation of Chris Millen, Instructor, effective 8/9/2023.
Motion approved unanimously.
- Motion was made by Ms. Steece and seconded by Ms. Headley to approve the hiring of Lauren Peterson, Adaptive PE position, effective 8/10/2023.
Motion approved unanimously.
- Building Master Plan Presentation by Beilharz.
- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the Authorization to purchase from school bus bids received by Ohio Schools Council.
Motion approved unanimously.
- Motion was made by Ms. Meyer and seconded by Ms. Headley to approve the Wellness Policy 4.21.
Motion approved unanimously.
- Motion was made by Ms. Meyer and seconded by Ms. Headley to approve the Wellness Committee Policy.
Motion approved unanimously.
- Motion was made by Ms. Meyer and seconded by Ms. Steece to approve the Acceptable Use Policy.
Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the Positive Behavior Intervention and Supports and Restraint and Seclusion Policy and Procedures, which replaces the Good Samaritan School's Restraint and Seclusion Policy for Preschool and School Age.

Motion approved unanimously.

- Motion was made by Ms. Steece and seconded by Ms. Headley to approve the 1:1 Instructor Assistant agreements with Ayersville Local Schools, Central Local Schools, Defiance City Schools and Hicksville Schools.

Motion approved unanimously.

- Motion was made by Ms. Meyer and seconded by Ms. Headley to allocate \$20,000.00 to a Capital Improvement Line.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Headley to allocate \$250,000.00 into the Unappropriated Line.

Motion approved unanimously.

- Motion was made by Ms. Meyer and seconded by Ms. Headley to allocate \$32,795.80 into the Capital Improvement Line in the Defiance CBDD BWC fund.

Motion approved unanimously.

- Review of the 2022 Annual Report

- Motion to go into Executive Session at 5:52 p.m. for the purpose of discussing collective bargaining.

The roll was called and the vote resulted as follows:

Ms. Cameron-excused, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Philipot-yes, Ms. Schindler-yes, Ms. Steece-yes.

- The Board exited Executive Session at 6:53 p.m. and declared no action was taken while in Executive Session.

The roll was called and the vote resulted as follows:

Ms. Cameron-excused, Mr. Crates-yes, Ms. Headley-yes, Ms. Meyer-yes, Ms. Philipot-yes, Ms. Schindler-yes, Ms. Steece-yes.

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

Motion approved unanimously.

Stephanie Meyer, Board Secretary

Date