

## Defiance County Board of DD Meeting Minutes

April 22, 2025

5:15 pm

- The April regular board meeting of the Defiance County Board of Developmental Disabilities was held April 22, 2025 at the Defiance County Board of DD.
- The meeting was called to order by Ms. Jami Cameron at 5:18 p.m. Board members present were Mr. Clayton Crates, Ms. Beth Headley, Ms. Kim Hurtig, Ms. Stephanie Meyer, Ms. Roberta Phlipot, and Ms. Ruby Schindler. Approximately 4 others, consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Hurtig and seconded by Ms. Schindler to approve the March 22, 2025 Board Meeting minutes.  
*Motion approved unanimously.*
- Motion was made by Ms. Schindler and seconded by Ms. Phlipot to approve the March 2025 Expenditures.  
*Motion approved unanimously.*
- Program updates:
  - a. Human Rights Committee looking for a parent or guardian to serve on this committee. They are virtual and are the second Tuesday of the month from 1 p.m. - 3:30p.m. There is a \$50.00 stipend.
  - b. ODEW - Ohio Department of Education and Workforce Document – the deadline to sign this document was today and this was completed.
  - c. Parking Lot– The project is under way. The crew ran into issues with unsuitable soil and a water line leak. Both situations were rectified and the project is still anticipated to come in under the board approved budget.
- Informational:
  - a. The Board Training at Defiance College April 30, 2025 – Dinner at 5:00 p.m., presentations begin at 5:30 p.m.
  - b. Past Graduate Recognition May 16, 2025 at 5:00 p.m.
  - c. Preschool Graduation May 23, 2025 at 9:30 a.m.
- Motion was made by Ms. Meyer and seconded by Mr. Crates to approve the revised Developmental Specialist and Service Coordinator position descriptions, and the new Program Support Specialist position description.  
*Motion approved unanimously.*
- Motion was made by Ms. Phlipot and seconded by Ms. Hurtig to approve the revised table of organization to include the position of Program Support.  
*Motion approved unanimously.*

- Motion was made by Ms. Meyer and seconded by Ms. Schindler to approve the Agency/School Calendar for the 2025-2026 school year .

*Motion approved unanimously .*

- Motion was made by Ms. Meyer and seconded by Ms. Phlipot to approve the outside employment of NC as a tutor for student EH, who is also a child of a board member and a student in NC's class. Funds for tutoring will come from an outside grant.

*Motion approved; 6 votes yes; 1 abstained*

- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the revised ISS Policy, which is updated to include 1:1 Assistant for community camps.

*Motion approved unanimously.*

- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve the 2025-2026 Student Handbook.

*Motion approved unanimously.*

- Motion was made by Ms. Phlipot and seconded by Ms. Hurtig to adjourn at 5:46 p.m.

*Motion approved unanimously.*

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Roberta Phlipot, Board Recording Secretary

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Date