

Defiance County Board of DD Meeting Minutes

October 28, 2025

5:15 pm

- The October regular board meeting of the Defiance County Board of Developmental Disabilities was held October 28, 2025 at the Defiance County Board of DD.
- The meeting was called to order by Ms. Jami Cameron at 5:15 pm. Board members present were Mr. Clayton Crates, Ms. Beth Headley, Ms. Kim Hurtig, Ms. Stephanie Meyer, Ms. Roberta Phlipot and Ms. Ruby Schindler. Approximately 7 others, consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Phlipot and seconded by Mr. Crates to approve the September 23, 2025 Board Meeting minutes.
Motion approved unanimously.
- Motion was made by Ms. Headley and seconded by Ms. Schindler to approve September 2025 Financial Documents.
Motion approved unanimously.
- Acknowledgement of the retirement of Bernie Herr, Facilities and Transportation Manager, effective January 1, 2026.
- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the following policies: Cybersecurity, School-Age Attendance, and Student Cell Phone.
Motion approved unanimously.
- Motion was made by Ms. Hurtig and seconded by Ms. Headley to move the November 2025 Board Meeting from November 19th to November 25th at 5:15 pm.
Motion approved unanimously.
- Discussion regarding the Guardianship Services Board's Request for \$10,000 for Calendar 2026. This was tabled until the November 2025 board meeting.
- Motion was made by Ms. Phlipot and seconded by Ms. Headley to approve the Defiance County Board of DD Delegate Ms. Heidi Hull, no Alternate was assigned for the OACB Delegate Assembly on Wednesday, November 19, at 6:00 pm at the Hilton Columbus at Easton.
Motion approved unanimously.
- Motion was made by Ms. Schindler and seconded by Ms. Meyer to approve the health, dental, and vision insurance plan rates for the 2026 Calendar year and to adopt the NBHP Supplemental Insurance Offerings.
Motion approved unanimously.

- Motion to enter into executive session at 5:44 pm to discuss compensation of public employees and collective bargaining.

Motion approved unanimously via roll call.

- Motion to exit executive session at 6:18 pm declaring that no action was taking during executive session.

Motion approved unanimously via roll call.

- Motion was made by Ms. Hurtig and seconded by Ms. Headley to approve the updated Principal, Custodian/Maintenance, and Part-Time Custodian position descriptions and the Table of Organization, all effective 12/31/2025.

Motion approved unanimously.

- Motion was made by Ms. Meyer and seconded by Ms. Phlipot to revise the travel Policy to increase allowable tip from up to 15 percent to up to 20 percent.

Motion approved unanimously.

- Motion was made by Ms. Hurtig and seconded by Mr. Crates to approve the revised Position Description of Cafeteria Assistant.

Motion approved unanimously.

- Motion was made by Ms. Schindler and seconded by Ms. Phlipot to adjourn at 6:22 pm

Motion approved unanimously.

Roberta Phlipot, Board Recording Secretary

Date