



Henry County Board of Developmental Disabilities

135 East Maumee Avenue, Napoleon, OH 43545

## HENRY COUNTY BOARD OF DD MEETING MINUTES

June 21, 2023

Board Members Present: Monica Atkinson, Dan Bischoff, Timothy Davis, Greg Heath, Nelda Irving, Amy Rosebrock

Superintendent: Kelly Aldrich

Staff Present: Melinda Camp, Tracy Deblin, Kristie Humbert, Heather Obermyer, Blake Stambaugh, Tiffany Swihart

Visitors: None

The Henry County Board of Developmental Disabilities (HCBDD) Regular Board meeting was held on June 21, 2023 at HOPE Services, 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Monica Atkinson and roll call was taken. Nichole Tripp was excused from the meeting.

### **Resolution 23-48: The HCBDD approve the minutes of the May 17, 2023 Regular Board meeting.**

A motion was made by Mr. Bischoff and seconded by Mr. Davis. Roll call was taken and Resolution 23-48 was unanimously approved.

### **Old Business from the Board**

### **Resolution 23-49: The HCBDD approve the management vacation schedule as presented.**

A motion was made by Mrs. Irving and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-49 was unanimously approved.

### **New Business from the Board**

### **Resolution 23-49.1: The HCBDD approve requesting that the Henry County Board of Commissioners take the necessary steps to place a 2.0 Mil Renewal Levy on the ballot of the November 7, 2023 General Election.**

A motion was made by Mr. Bischoff and seconded by Mr. Davis. Roll call was taken and Resolution 23-49.1 was unanimously approved.

**Resolution 23-50: The HCBDD approve the Superintendent Development Plan for 2023-2024.**

A motion was made by Mrs. Irving and seconded by Mr. Bischoff. Roll call was taken and Resolution 23-50 was unanimously approved.

**Updates from the Superintendent:**

Kelly Aldrich, Superintendent, shared a few updates with the Board.

A construction update was given. The parking lot is done and we expect the new auto lock doors to be installed next week. We are still waiting for the window replacement but that should happen soon also. We are now receiving quotes for landscaping.

Ms. Aldrich also shared that we have started interviewing for the new Early Intervention Director and Special Olympics is having a state send-off on Friday, June 23<sup>rd</sup>.

**Business Manager Report**

**Resolution 23-51: The HCBDD approve the financial reports for May 2023 as presented.**

A motion was made by Mr. Heath and seconded by Mr. Davis. Roll call was taken and Resolution 23-51 was unanimously approved.

**Resolution 23-52: The HCBDD approve the adjustments to the Board's 2023 Fiscal Budget as presented.**

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-52 was unanimously approved.

**Approval of Contracts and Addendums**

**Resolution 23-53: The HCBDD approve contracts and addendums as presented.**

A motion was made by Mr. Davis and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-53 was unanimously approved.

**Personnel/Policies**

Monica Atkinson, Board President thanked the following employees for their years of service:

Kelly Aldrich, 1 year of service  
Kellee Downard, 4 years of service  
Robin Sinn, 21 years of service

Mel Dachenhaus, 24 years of service  
Melinda Camp, 30 years of service

**Resolution 23-54: The Henry County Board of DD approve the revised job description as presented.**


A motion was made by Mr. Bischoff and seconded by Mrs. Irving. Roll call was taken and Resolution 23-54 was unanimously approved.

**Adjournment**

**Resolution 23-55: The HCBDD approve to adjourn the May 17, 2023 Regular Board meeting.**

A motion was made by Mr. Davis and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-55 was unanimously approved.

  
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Nelda Irving, Secretary

  
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Date

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