



Henry County Board of Developmental Disabilities

135 East Maumee Avenue, Napoleon, OH 43545

## HENRY COUNTY BOARD OF DD MEETING MINUTES

May 17, 2023

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

Superintendent: Kelly Aldrich

Staff Present: Melinda Camp, Tracy Deblin, Kristie Humbert,  
Theresa Myles, Blake Stambaugh, Tiffany Swihart

Visitors: Scott Lerch

The Henry County Board of Developmental Disabilities (HCBDD) Regular Board meeting was held on May 17, 2023 at HOPE Services, 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Monica Atkinson and roll call was taken.

### **Resolution 23-39: The HCBDD approve the minutes of the April 19, 2023 Regular Board meeting.**

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-39 was unanimously approved.

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

### **Resolution 23-40: The HCBDD approve the increase of \$20,000.00 to cover the cost of change orders for the Henry County Board of Developmental Disabilities Building Addition and Alterations for a grand total of \$1,175,000.00.**

A motion was made by Mrs. Irving and seconded by Mr. Davis. Roll call was taken and Resolution 23-40 was unanimously approved.

#### **Updates from the Superintendent:**

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

We will be posting a full-time Early Intervention Director position starting June 1<sup>st</sup>. Kristie Humbert, Early Intervention Director, will be helping with the process and our hopes is to have a time of overlap and training as Kristie is set to retire December 31<sup>st</sup>.

Triangular Processing gave a 30-day notice for all Supported Employment. SSA's are working hard to find employment support for 49 individuals who are employed in our community.

Brats Bash is set for June 9<sup>th</sup> from 11 a.m. to 1 p.m. at HOPE Services. This is a fundraiser for Voices of HOPE.

### **Business Manager Report**

#### **Resolution 23-41: The HCBDD approve the financial reports for April 2023 as presented.**

A motion was made by Mr. Bischoff and seconded by Mr. Heath. Roll call was taken and Resolution 23-41 was unanimously approved.

#### **Resolution 23-42: The HCBDD approve the adjustments to the Board's 2023 Fiscal Budget as presented.**

A motion was made by Mr. Heath and seconded by Mr. Davis. Roll call was taken and Resolution 23-42 was unanimously approved.

#### **Resolution 23-43: The HCBDD approve funds transfer as presented.**

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-43 was unanimously approved.

#### **Resolution 23-44: The HCBDD approve the purchase of six computers and docking stations from EK Computer, Inc. for the amount of \$9,147.84 plus a 10% contingency.**

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-44 was unanimously approved.

### **Approval of Contracts and Addendums**

#### **Resolution 23-45: 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 23-45 was unanimously approved.

### **Personnel/Policies**

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

Cassandra Seesholtz, 6 years of service  
Jody Farber, 8 years of service

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Stephanie Jones, 8 years of service  
Theresa Myles, 20 years of service

**Resolution 23-46: The Henry County Board of DD approve the revised policies as presented.**

A motion was made by Mr. Bischoff and seconded by Mr. Heath. Roll call was taken and Resolution 23-46 was unanimously approved.

**Adjournment**

**Resolution 23-47: The HCBDD approve to adjourn the May 17, 2023 Regular Board meeting.**

A motion was made by Mr. Bischoff and seconded by Ms. Rosebrock. Roll call was taken and Resolution 23-47 was unanimously approved.

  
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Nelda Irving, Secretary

6-17-23  
Date

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