



Henry County Board of Developmental Disabilities

135 East Maumee Avenue, Napoleon, OH 43545

HENRY COUNTY BOARD OF DD MEETING MINUTES

February 21, 2024

Board Members Present: Dan Bischoff, Tim Davis,
Greg Heath, Nichole Tripp

Superintendent: Kelly Aldrich

Staff Present: Melinda Camp, Tracy Deblin, Heather Obermyer,
Blake Stambaugh

Visitors: None

The Henry County Board of Developmental Disabilities (HCBDD) Regular Board meeting was held on February 21, 2024 at 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Greg Heath and roll call was taken. Tim Davis joined the meeting via Zoom. Monica Atkinson was excused from the meeting. Nelda Irving was absent from the meeting.

Approval of Minutes, Revisions, or Additions to the Agenda

Resolution 24-15: The HCBDD approve the minutes of the January 17, 2024 Organizational meeting.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Roll call was taken and Resolution 24-15 was unanimously approved.

Resolution 24-16: The HCBDD approve the minutes of the January 17, 2024 Regular board meeting.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Roll call was taken and Resolution 24-16 was unanimously approved.

New Business from the Board

Resolution 24-16.1: The HCBDD grant the Superintendent the authority to approve expenditures for HCBS ARPA grant projects up to \$232,000.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Kelly Aldrich, Superintendent, shared that we were granted \$232,000 that must be spent by 12/31/24. We are currently forming committees and exploring areas where we can make the community more inclusive for individuals with disabilities.

Updates from the Superintendent:

Ms. Aldrich shared a few updates with the board.

The finance committee met to discuss our projections and levy planning. The committee recommended no levy request shall be made in 2024 and a levy review process was set up for the future.

NOWAC is offering board member training on May 1st at Defiance College for two hours of training. Please RSVP to Kelly by April 10th.

March is DD awareness month. Billboards have been hung throughout the county. HOPE Staff along with individuals served will be presenting a proclamation declaring March as DD awareness month at eight village and city council meetings as well as the Henry County Commissioners. We will also be reading to local 3rd graders.

Special Olympics pancake breakfast and polar walk is scheduled for March 16th.

Business Manager Report

Resolution 24-17: The HCBDD approve the January 2024 financial reports as presented.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Roll call was taken and Resolution 24-10 was unanimously approved.

Resolution 24-18: The HCBDD approve the fund transfer as presented.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Tracy Deblin, Business Manager, explained the purpose of the transfer was to decrease the cash balance in the reserve fund based on yearend time reports submitted to county auditor's office. Roll call was taken and Resolution 24-18 was unanimously approved.

Resolution 24-19: the HCBDD approve adjustments to the 2024 fiscal budget for HCBS ARPA Grant use only.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Roll call was taken and Resolution 24-19 was unanimously approved.

Approval of Contracts and Addendums

Resolution 24-20: The HCBDD approve the contracts and addendums as presented.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. A renewal contract for C.L.A.S.S. was presented with the only changes being the COO is now Dennis Howard. Roll call was taken and Resolution 24-20 was unanimously approved.

Personnel/Policies

Greg Heath, Board Vice President thanked the following employees for their years of service:

Phillip Etoll, 3 years
JoAnn Elston, 8 years
Kris Banister, 10 years
Kelly Verbeke, 28 years

Resolution 24-21: The HCBDD approve the revised policies as presented.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Both policies were put into a new policy format. Roll call was taken and Resolution 24-21 was unanimously approved.

Resolution 24-13: The HCDD approve the revised job description as presented.

A motion was made by Mr. Bischoff and seconded by Mrs. Tripp. Minor changes were made and all four job descriptions were put into the new format. Roll call was taken and Resolution 24-22 was unanimously approved.

Adjournment

Resolution 24-23: The HCBDD approve to adjourn the February 21, 2024 Regular Board meeting.

A motion was made by Mr. Davis and seconded by Mrs. Tripp. Roll call was taken and Resolution 24-23 was unanimously approved.



Nelda Irving, Secretary

3/20/24

Date

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