



135 East Maumee Avenue, Napoleon, OH 43545

HENRY COUNTY BOARD OF DD MEETING MINUTES

March 19, 2025

Board Members Present: Samantha Andonian, Daniel Bischoff,
Chris Buchhop, Kim Cordes, Tim Davis,
Nichole Tripp

Superintendent: Kelly Rieke

Staff Present: Keri Bunke, Melinda Camp, Tracy Deblin,
Jessica Harmon, Heather Obermyer,
Blake Stambaugh

Visitors: Lisa Owen

The Henry County Board of Developmental Disabilities (**HCBDD**) Regular Board meeting was held on March 19, 2025 at 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Daniel Bischoff and roll call was taken. Amy Rosebrock was excused from the meeting.

Approval of Minutes, Revisions, or Additions to the Agenda

Resolution 25-19: The HCBDD approve the minutes of the February 19, 2025 Regular Board meeting.

A motion was made by Mr. Davis and seconded by Mr. Buchhop. Roll call was taken and Resolution 25-19 was unanimously approved.

New Business from the Board

Resolution 25-20: The HCBDD approve a board member to join the Ethics Council.

A motion was made by Mrs. Tripp and seconded by Mr. Buchhop. Kim Cordes replaced Chris Buchhop on Ethics Council. Roll call was taken and Resolution 25-20 was unanimously approved.

Updates from the Superintendent:

Kelly Rieke, Superintendent, shared a few updates with the board.

Our all-staff in-service was held on March 18th with a training conducted by “Reel Experiences”. The training was focused on team development and ways to support each other.

Reminder for Board member training at Defiance College on April 30th from 5:00-7:30 p.m. This will be a panel discussion about Board Member 101 and the services we provide. RSVPs are due by April 7th.

We have attended the commissioners’ meeting and area village council meetings proclaiming March as DD awareness month, decorated the Chamber window in Napoleon and staff and individuals read to third graders in our local schools.

Business Manager Report

Resolution 25-21: The HCBDD approve the February 2025 financial reports as presented.

A motion was made by Mrs. Cordes and seconded by Mr. Buchhop. Roll call was taken and Resolution 25-21 was unanimously approved.

Resolution 25-22: The HCBDD approve the fund transfer as presented.

A motion was made by Mr. Davis and seconded by Mr. Buchhop. The fund transfer was to increase the cash balance in the reserve fund required to cover employee accrued and vested sick and vacation leave liability based on yearend time reports submitted to the county auditor’s office. Roll call was taken and Resolution 25-22 was unanimously approved.

Contracts and Addendums

Resolution 25-23: The HCBDD approve the contracts and addendums as presented.

A motion was made by Mr. Buchhop and seconded by Mrs. Andonian. A renewal with Henry County Transportation contract was reviewed. This contract has also been reviewed by Katie Nelson, Assistant Prosecuting Attorney. Roll call was taken and Resolution 25-23 was unanimously approved.

Personnel/Policies

Mr. Bischoff, Board President thanked Kathy Bishop for her 35 years of service.

Resolution 25-24: The HCBDD approve the revised policies as presented.

A motion was made by Mrs. Andonian and seconded by Mr. Buchhop. The policy committee met and recommended changes to 5.28 Staff Recognition and Appreciation. 1.08 Committees and Ethics Council and 6.04 Early Intervention had minor updates. Roll call was taken and Resolution 25-24 was unanimously approved.

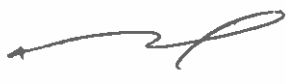
Departmental Reports

Blake Stambaugh, SSA Director, broke his report down and shared information about the Service and Support Administration department, including waivers and MUIs with the board.


Adjournment

Resolution 25-25: The HCBDD approve to adjourn the March 19, 2025 Regular Board meeting.

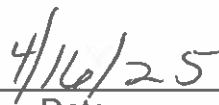
A motion was made by Mr. Buchhop and seconded by Mr. Davis. Roll call was taken and Resolution 25-25 was unanimously approved.



Amy Rosebrock, Secretary



Daniel Bischoff President



Date

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