



135 East Maumee Avenue, Napoleon, OH 43545

HENRY COUNTY BOARD OF DD MEETING MINUTES

June 18, 2025

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

Superintendent: Kelly Rieke

Staff Present: Keri Bunke, Melinda Camp, Tracy Deblin,
Angel Dietrich, Jessica Harmon, Heather Obermyer,
Adina Richardson

Visitors: Lisa Owen

The Henry County Board of Developmental Disabilities (HCBDD) Regular Board meeting was held on June 18, 2025 at 135 East Maumee Avenue, Napoleon, Ohio. The meeting was called to order by Daniel Bischoff and roll call was taken. Tim Davis was excused from the meeting.

Approval of Minutes, Revisions, or Additions to the Agenda

Resolution 25-36: The HCBDD approve the minutes of the May 21, 2025 Regular Board meeting.

A motion was made by Mr. Buchhop and seconded by Mrs. Cordes. Roll call was taken and Resolution 25-36 was unanimously approved.

New Business from the Board

Resolution 25-37: The HCBDD recommends Kim Cordes for Board Secretary for the remainder of 2025.

A motion was made by Mr. Buchhop and seconded by Mrs. Andonian. Roll call was taken and Resolution 25-37 was unanimously approved.

Resolution 25-38: The HCBDD approve Nichole Tripp to join the Finance/Personnel Committee and Tim Davis to join the Ethics Council.

A motion was made by Mr. Buchhop and seconded by Mrs. Tripp. Roll call was taken and Resolution 25-38 was unanimously approved.

Resolution 25-39: The HCBDD approve the Superintendent Development Plan for 2025-2026.

A motion was made by Mr. Buchhop and seconded by Mrs. Cordes. Roll call was taken and Resolution 25-39 was unanimously approved.

Updates from the Superintendent:

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

We are hosting a focus group on June 23rd with the Henry County Health Department to gather information for input into the County Health Assessment.

Shout out to the great community support for the Law Enforcement Torch run and the Brats Bash

We are still in need of a board member. Any recommendations should go to Kelly.

Our county board association, (OACB) is developing a group for county boards to collaboratively explore and address the long-term fiscal sustainability of county board funding streams. The goal of the group is to develop solutions that will be presented at the OACB budget symposium on Aug 6. Contact Kelly if you would like more information about this group or would like to attend the budget symposium.

The Conference Committee on the state operating budget started to meet yesterday for reconciliation. The committee is expected to vote on passage of the bill on Tuesday June 24.

Business Manager Report

Resolution 25-40: The HCBDD approve the May 2025 financial reports as presented.

A motion was made by Mr. Buchhop and seconded by Mrs. Andonian. Roll call was taken and Resolution 25-40 was unanimously approved.

Personnel/Policies

Mr. Bischoff, Board President thanked the following employees for their years of service:

- Caryn Lulfs, 2 years
- Kelly Rieke, 3 years
- Robin Sinn, 23 years
- Melinda Dachenhaus, 26 years
- Melinda Camp, 32 years

Resolution 25-41: The HCBDD approve the revised policies as presented.

A motion was made by Mr. Buchhop and seconded by Mrs. Cordes. Four HIPAA and Computer Security policies were reviewed and revised along with a personnel policy, Probationary and Performance Review Standards. Roll call was taken and Resolution 25-41 was unanimously approved.

Departmental Reports

Angel Dietrich and Adina Richardson, Service Coordinators, shared an outreach PowerPoint that provided information about our Early Intervention program. They plan to share this Power Point with the community in hopes of providing resources and increasing referrals.

Adjournment

Resolution 25-42: The HCBDD approve to adjourn the June 18, 2025 Regular Board meeting.

A motion was made by Mr. Buchhop and seconded by Mrs. Andonian. Roll call was taken and Resolution 25-42 was unanimously approved.



Kim Cordes, Board Secretary



Date

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