

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Organizational Board Meeting Minutes
Tuesday, Jan. 28, 2020 – 6:00 P.M.
801 W. Union Street, Athens, Ohio 45780

**The Mission of the Athens County Board of Developmental Disabilities is to serve our
community with compassion, innovation, and transparency**

1. Margaret Demko, Board President, called the meeting to order at 6:03 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
DEMKO	Present
JOLLEY	Present
LEWIS	Present
OLIVER	Present

(No roll call necessary) Administrative Staff in Attendance:

Dr. Kevin Davis	Superintendent
Becky Martin	Director of Education
Steve Kramer	Director of Finance
Richard Suehrstedt	Director of Service & Support
Doug Mitchell	Director of Employment Options
Robert Withem	Director of Transportation & Facilities
Gwen Brooks	Director of Human Resources
Arian Smedley	Assistant Superintendent

*See sign-in sheet for full list of attendees.

3. Oliver read the Mission Statement.
4. Dr. Jolley motioned to approve the agenda.

MOTION#: 01-28-01
MOTION: JOLLEY
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
CARRIES: YES

1. Demko announced the re-appointment of Dr. Jason Jolley, whose term is effective January 1, 2020, through December 31, 2023; and the appointment of Dr. Carolyn Lewis, whose term is effective January 1, 2020, through December 31, 2023. Dr. Davis provided an update on the remaining board vacancy. He stated a committee has been formed to work through the process of identifying an individual served to fill that slot. He will keep the board updated as the committee makes progress.

2. Board members read and signed required documents:
 - a. Oath of Office (Exhibit 1, Page 1-2).
 - b. Declaration (Exhibit 2, Pages 3-4).
 - c. Ethics Statement (Exhibit 3, Pages 5-6).
 - i. Ethics is Everybody's Business (Exhibit 4, Page 7-26).
 - ii. Ohio Ethics Laws (Exhibit 5, Page 27-52).
 - iii. Ohio Ethics Bulletin (Exhibit 6, Page 53-55).

3. Oliver motioned to elect the following board members as Officers (Exhibit 7, page 56):
 - a. Demko as President of the Athens County Board of DD.
 - b. Dr. Jolley as Vice President of the Athens County Board of DD.
 - c. Bond as Secretary of the Athens County Board of DD.

MOTION#: 01-28-02
 MOTION: OLIVER
 SECOND: ALLEN
 AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
 CARRIES: YES

4. Committee Assignments:
 - a. Dr. Allen motioned to elect Bond, Oliver, and Dr. Lewis to serve on the Ethics Committee, which will meet when issues arise that require review from such entity (Exhibit 7, Page 56 & Exhibit 8, Page 57).

MOTION#: 01-28-03
 MOTION: ALLEN
 SECOND: BOND
 AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
 CARRIES: YES

- b. Motion to elect Demko, Dr. Jolley, and Dr. Allen to serve on the Finance/Personnel Committee, and committee will meet as deemed necessary (Exhibit 7, Page 56).

MOTION#: 01-28-04
 MOTION: ALLEN
 SECOND: BOND
 AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
 CARRIES: YES

5. Dr. Jolley motioned to approve the board meeting calendar, as recommended, on the fourth Tuesday of each month at 6:00 p.m., or as noted (Exhibit 9, Page 58).

MOTION#: 01-28-05
 MOTION: JOLLEY

SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
CARRIES: YES

6. Oliver motioned to approve the board training schedule, as recommended (Exhibit 10, Page 59).

MOTION#: 01-28-06
MOTION: OLIVER
SECOND: LEWIS
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
CARRIES: YES

7. Dr. Jolley motioned to approve providing public notice of all board meetings as required by ORC 121.22. Notice shall be provided through local media, posted at all ACBDD office locations, the ACBDD website, and the ACBDD's Facebook page.

MOTION#: 01-28-07
MOTION: JOLLEY
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
CARRIES: YES

8. Board members discussed their email usage (Exhibit 11, Page 60). Dr. Davis walked the board members through the exhibit in the packet, which was an email from the prosecutor's office recommending they use their official ACBDD-issued email address for all ACBDD Board Member business. He also stated Kris Dunlap, IT Manager, was present to assist board members to provide technical assistance related to gaining access to that email account.

9. Bond motioned to adjourn the organizational meeting at 6:20 p.m.

MOTION#: 01-28-08
MOTION: BOND
SECOND: ALLEN
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER
CARRIES: YES