

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, September 22, 2020 – 6:00 P.M.  
801 W. Union Street, Athens, Ohio 45701

**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 6:02 p.m.
2. Arian Smedley did roll call (all attended via Zoom).

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

Administrative Staff in Attendance:

Dr. Kevin Davis	Superintendent
Steve Kramer	Director of Finance & Operations
Gwen Brooks	Director of Human Resources
Richard Suehrstedt	Director of Service & Support Administration
Becky Martin	Director of Educational Services
Doug Mitchell	Director of Employment Options
Autumn Brown	Director of the Office of Integrate Athens
Tristin Lawrence	SSA Manager
Scott Zielinski	Medicaid Manager
Arian Smedley	Assistant Superintendent

3. Introductions of other attendees.

Barb North-Moss, SSA, PGO  
Kris Dunlap, IT Manager  
Tina Wilson, IA Coordinator

4. Dr. Lewis read the Mission Statement.
5. Dr. Jolley motioned to approve agenda.

MOTION#: 09-22-01  
MOTION: JOLLEY  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

6. New Business:

**Items for review and discussion:**

- a. Dr. Davis introduced our newest board member, Katie Conner. She was appointed by Judge Robert Stewart's office. He said we are glad to have her on the board. He also share that the local paper ran an article about the appointment, including a quote from Conner, which was, "I am honored to serve on the board and look forward to speaking up for others with disabilities, like me." Conner thanked everyone and said she is honored.
- b. Dr. Davis provided a number of updates to related to the ACBDD's response to COVID-19.
  - Antibody Test Clinic for staff – Dr. Davis shared this will be at Beacon. This is voluntary and open to all staff. The cost of this is covered by the board's insurance. The cost for staff of the ESC will be covered by the board. Flu shots will be offered on the same day.
  - Updates related to Beacon School – As promised, Dr. Davis updated the board on whether or not we are ready to increase the number of students in the building at one time. At this time, given our current rate of occurrence, he recommended staying at one student per classroom until at least the October board meeting. Demko asked if parents have offered feedback on how things are going. Martin said she has not heard complaints from parents. She added staff members and parents are doing well, have embraced the changes, and have stepped up. Dr. Jolley asked for continued flexibility in regards to counting attendance, due to some students' difficulties engaging in the live sessions. Martin confirmed that will be the case. Demko asked if all students are accounted for. Martin confirmed they are.
  - Updates related to changes in waiver costs since start of pandemic (Exhibit 1, Pages 1-2) – Dr. Davis walked the board through the exhibit in the packet. As has been the trend, we are spending more in Homemaker Personal Care (HPC). However, we are also spending less in Adult Day Services and Transportation, resulting in some savings for the board at this time.

- c. There was a discussion about Juneteenth and the addition of other possible holidays. Board members with additional information were invited to present to the full board. No action was taken at this time.
- d. Dr. Jolley motioned to approve the updated policies of Batch 6 (Exhibit 2, Page 3, plus digital packet).

MOTION#: 09-22-02  
MOTION: JOLLEY  
SECOND: LEWIS  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- e. Dr. Davis walked the board members through the updated policies of Batch 7 (Exhibit 3, Page 4, plus digital packet).
- f. Board members discussed future meetings and trainings. Dr. Jolley recommended a training on Sunshine Law.
  - Next meeting: Tuesday, October 27, 6 p.m.

**Motions for vote:**

- a. Dr. Lewis motioned to approve the August Special Board Meeting Minutes (Exhibit 4, Pages 5-6).

MOTION#: 09-22-03  
MOTION: LEWIS  
SECOND: BOND  
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER  
ABSTAIN: CONNER  
CARRIES: YES

- b. Bond motioned to approve the August Regular Board Meeting Minutes (Exhibit 5, Pages 7-11).

MOTION#: 09-22-04  
MOTION: BOND  
SECOND: LEWIS  
AYES: ALLEN, BOND, DEMKO, JOLLEY, LEWIS, OLIVER  
ABSTAIN: CONNER  
CARRIES: YES

- c. Dr. Allen motioned to approve renewed stipend for ESC Paraprofessionals assigned to Beacon School (Exhibit 6, Pages 12-13).

Discussion: Dr. Davis walked the board members through the exhibit in the packet. He reminded board members he had advocated for this for the first time in 2018 as a way to provide better pay for ESC aides. He added the outcome resulted in better retention of ESC aides to Beacon School. The additional \$2/hour stipend cost approximately \$46,000 during the 2019-2020 school year. He added it is a worthwhile investment. Dr. Jolley asked what work the ESC aides are doing right now, given the limited in-person instruction. Dr. Davis said they are all working, either with the student in the building, with live video sessions, or helping with pre-recorded material/preparing material to be sent home.

MOTION#: 09-22-05  
MOTION: ALLEN  
SECOND: OLIVER  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- d. Dr. Lewis motioned to approve proposed pay increase for substitute bus drivers (Exhibit 7, Page 14).

Discussion: Dr. Davis walked the board members through the exhibit in the packet. He said the increase of \$1/hour will help with recruitment and retention. Currently, we have one substitute bus driver. Ideally, we would have two or three. During the 2019-2020 school year, we used 46 hours of substitute bus driving hours.

MOTION#: 09-22-06  
MOTION: LEWIS  
SECOND: BOND  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- e. Oliver motioned to approve proposed diversity training for all staff (Exhibit 8, Pages 15-21).

Discussion: Dr. Davis walked the board members through the exhibit in the packet, specifically the cost, which is \$5,730. He added diversity training could also be provided to the board. The training would be done in smaller groups, and so there would be five or six small group workshops to cover the material adequately. Demko asked if this is in the budget. Kramer said it was not specifically budgeted, but there were many line items not used this year because

of COVID, for example the Personnel*Plus* Gala. He said we will have no issue covering this cost.

MOTION#: 09-22-07  
MOTION: OLIVER  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- f. Dr. Lewis motioned to approve resolution in support of Dr. Vickie Edwards for her recent donation of face masks (Exhibit 9, Page 22).

MOTION#: 09-22-08  
MOTION: LEWIS  
SECOND: OLIVER  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

7. Board Reports – *Written reports only this month; no in-person updates:*

- a. Superintendent, Dr. Kevin Davis (Exhibit 10, Pages 23-29).  
Report stands.
- b. Director of Finance and Operations, Steve Kramer (Exhibit 11, Pages 30-39).  
Report stands.
- c. Director of Human Resources, Gwen Brooks (Exhibit 12, Pages 40-42).  
Report stands.
- d. Director of Facilities and Transportation, Butch Withem (Exhibit 13, Page 43).  
Report stands.
- e. MUI Coordinator, Katie Evans (Exhibit 14, Page 44).  
Report stands.
- f. Director of Service and Support, Richard Suehrstedt (Exhibit 15, Page 45).  
Report stands.
- g. Director of Education, Becky Martin (Exhibit 16, Page 46-49).  
Report stands.

- h. Director of Employment Options, Doug Mitchell (Exhibit 17, Pages 50-53).  
Report stands.
  - i. Director of Integrate Athens, Autumn Brown (Exhibit 18, Pages 54-56).  
Report stands. She highlighted celebrating DSP Appreciation Week, which involved delivering baskets and cards to agency and independent providers.
8. No comments from Visitors relative to the agenda.
9. No comments from Unions relative to the agenda.
10. Regarding comments from the Board, Dr. Jolley stated he needed to correct the spelling in the resolution for Dr. Edwards. Dr. Davis said that will be corrected. Dr. Davis expressed he is proud of the agency, from top to bottom, for how well the staff have responded to COVID-19. He stated he is always proud to lead this agency, but the last six months have been an incredible demonstration of commitment, dedication, and compassion. The staff have been flexible and understanding, and he appreciates that very much.
11. Bond motioned to adjourn at 6:50 p.m.

MOTION#: 09-22-09

MOTION: BOND

SECOND: ALLEN

AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER

CARRIES: YES