

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, January 26, 2021 – 6:30 P.M.  
Remotely via Zoom

**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 6:31 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
Becky Martin	Director of Education
Steve Kramer	Director of Finance
Tristin Lawrence	Director of Service & Support
Doug Mitchell	Director of Employment Options
Gwen Brooks	Director of Human Resources
Autumn Brown	Director of Integrate Athens
Scott Zielinski	Medicaid Services Coordinator
Arian Smedley	Assistant Superintendent

3. Introductions of other attendees.

Tina Wilson  
Jerry Swackhammer

4. Oliver read the Mission Statement.
5. Oliver motioned to approve agenda.

MOTION#: 1-26-21-01  
MOTION: OLIVER  
SECOND: ALLEN

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

CARRIES: YES

6. New Business:

**Items for review and discussion:**

a. ACBDD's response to COVID-19.

- General updates: Dr. Davis updated the board on the vaccination clinic at Beacon School, specifically for individuals with DD and other health conditions. Beacon School personnel will be eligible for the vaccine soon, as well. He stressed the ACBDD does not determine who is eligible for the vaccine. These decisions are made by the state and implemented by the local health department. The ACBDD's role is to help facilitate the process for those we serve. He also shared the ACBDD will begin its soft reopening starting February 1.
- Updates related to Beacon School: Dr. Davis updated the board about school operations, which is back to providing in-person instruction on every day except Wednesday.
- Updates related to changes in waiver costs since start of pandemic (Exhibit 1, Page 1). Dr. Davis walked the board members through the exhibit in the packet.

b. Dr. Lewis motioned to approve Batch 9 of the updated policies (Exhibit 2, Page 2, plus digital packet).

MOTION#: 1-26-21-02

MOTION: LEWIS

SECOND: JOLLEY

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

CARRIES: YES

c. Board members reviewed Batch 10 of the updated policies and completed their first read. (Exhibit 3, Page 3, plus digital packet).

d. Dr. Davis walked the board members through the exhibit in the packet specific to health care costs for 2021 (Exhibit 4 & 5, Pages 4-5). He shared this is mainly informational for board members. There was brief discussion about the health care costs for each of the three unions, which is the same as what was presented to the board. Swackhammer added he appreciated moving away from using Peoples.

- e. Dr. Davis walked the board members through the exhibit in the packet specifically for cost-of-living increase in annual salary for non-union employees (managers, administrative assistants – excluding the Superintendent), who were employed on or before November 1, 2020 (Exhibit 4 & 5, Page 4-5). Board members decided to collect some additional information on salary increases for union contracts and then revisit this conversation with the Finance & Personnel Committee.
- f. Board members reviewed reminders on future meetings/trainings:
  - Next regular meeting: Tuesday, Feb. 23, 6:00 p.m.
  - Future training: Sunshine Law, early 2021

**Motions for vote:**

- a. Dr. Lewis motioned to approve December Board Meeting Minutes (Exhibit 6, Pages 6-10).

MOTION#: 1-26-21-03  
MOTION: LEWIS  
SECOND: OLIVER  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- b. Dr. Allen motioned to approve the 2021 Superintendent Professional Development Plan (Exhibit 7, Page 11).

MOTION#: 1-26-21-04  
MOTION: ALLEN  
SECOND: LEWIS  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- c. Bond motioned to approve advertisement for the purchase of a new 66 passenger school bus and authorize Superintendent to accept best and/or lowest bid (Exhibit 8, Pages 12-15).

MOTION#: 1-26-21-05  
MOTION: BOND  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- d. Dr. Lewis motioned to approve withdrawing the Athens County Board of DD as a voting member of the SOCOG Board of Directors.

MOTION#: 1-26-21-06  
MOTION: LEWIS  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OLIVER  
CARRIES: YES

- e. Dr. Jolley motioned to approve services contract with SOCOG, pending prosecuting attorney's approval (Exhibit 9, Page 16-19).

MOTION#: 1-26-21-07  
MOTION: JOLLEY  
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 20-25).  
Report stands. He added this year we will be crafting a new three-year strategic plan. He would like again to have board member perspective. Katie Conner, Margaret Demko, and Dr. Allen agreed to serve on the committee. He also shared the ATCO, Inc. board has decided to officially dissolve. The ACBDD has been assisting them through this process. Lastly, he shared the agency went through a successful accreditation review. We received one citation. By comparison, the county right after us received 16 citations. He expressed great appreciation and pride in everyone involved in making that a successful review.
- b. Director of Finance and Operations, Steve Kramer (Exhibit 11, Pages 26-41).  
Report stands.
- c. Director of Human Resources, Gwen Brooks (Exhibit 12, Pages 42-44).  
Report stands.
- d. Director of Facilities and Transportation, Butch Withem (Exhibit 13, Page 45).  
Report stands.
- e. MUI Coordinator, Katie Evans (Exhibit 14, Page 46).  
Report stands.

- f. Director of Service and Support, Tristin Lawrence (Exhibit 15, Page 47-48).  
Report stands.
  - g. Director of Education, Becky Martin (Exhibit 16, Pages 49-52).  
Report stands.
  - h. Director of Employment Options, Doug Mitchell (Exhibit 17, Pages 53-56).  
Report stands.
  - i. Director of Integrate Athens, Autumn Brown (Exhibit 18, Pages 57-59).  
Report stands.
- 8. No comments from Visitors relative to the agenda.
  - 9. No comments from Unions relative to the agenda.
  - 10. No comments from the Board, other than Bond expressing some frustration for meeting virtually.
  - 11. Bond motioned to adjourn at 7:18 p.m.

MOTION#: 1-26-21-08

MOTION: BOND

SECOND: OLIVER

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

CARRIES: YES