

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, October 24, 2023 – 6:00 P.M.
Beacon School – 801 W. Union Street

**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 6:00 p.m.
2. Arian Smedley did roll call.

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| ALLEN | Present |
| BOND | Absent |
| CONNER | Present |
| DEMKO | Present |
| JOLLEY | Present |
| LEWIS | Present |
| OCHES | Present |

Staff / Others in Attendance:

| | |
|--------------------|---|
| Dr. Kevin Davis | Superintendent |
| Arian Smedley | Assistant Superintendent |
| Scott Zielinski | Director of Finance |
| Gwen Brooks | Director of HR |
| Tristin Lawrence | Director of Services & Support |
| Chris Linscott | Director of Facilities & Transportation |
| Stephanie Kendrick | MUI Coordinator |
| Angela Carter | Director of Employment Options |
| Becky Martin | Director of Education |
| Jerry Swackhamer | SSA, PGO |
| Doug Mitchell | Transition, ABEA |
| Crestlyn Chaney | Beacon, ABEA |
| Sue Orth | PP, ABEA |
| Jessica Pickrell | PP, ABEA |

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

MOTION#: 10-24-23-1
MOTION: JOLLEY
SECOND: OCHES

AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES

CARRIES: YES

5. New Business:

Items for review and discussion:

- a. Dr. Davis arranged for a presentation on *PersonnelPlus*, which was provided by Director Carter. The presentation highlighted changes over the past year and new initiatives of the division. There was some discussion about the benefits of their service but also the barriers of transportation.
- b. Dr. Davis shared the board has two members whose terms are ending; both of whom are requesting re-appointment (Exhibit 1, Pages 1).
- c. With regard to the budget update, Dr. Davis re-shared the three budget forecasts from last month and invited board members to pose any questions, if they had any (Exhibit 2, Pages). He also shared the names of board members who serve on the Finance & Personnel Committee, which he recommends meeting every two months, starting in February 2024. He added the list may change in January during the Organizational Meeting.
- d. Dr. Davis provided an update on accreditation, which included some basic overview information on the process itself and what areas of the agency are reviewed. He walked the board members through the handout, which detailed that the ACBDD is expected to receive a three-year ward. He added the DODD accreditation team had many positive things to say about what they learned and what they saw during their visit and review. Demko and Dr. Jolley also shared the positive feedback they heard during their interview.
- e. Dr. Allen motion to approve updates to Administrative Policy 5 – Board Meeting Conduct (Exhibit 3, Pages).

MOTION#: 10-24-23-2

MOTION: ALLEN

SECOND: OCHES

AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES

CARRIES: YES

- f. Board members discussed future meetings/trainings. The next meeting is Tuesday, December 12, 6:00 p.m.

Motions for vote:

- a. Dr. Jolley motioned to approve September 2023 Board Meeting Minutes (Exhibit 4, Pages).

MOTION#: 10-24-23-3
MOTION: JOLLEY
SECOND: OCHES
AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

- b. Dr. Lewis motioned to approve contract with Health Recovery Services (HRS) for psychological services, pending Prosecuting Attorney’s approval (Exhibit 5, Pages).

MOTION#: 10-24-23-4
MOTION: LEWIS
SECOND: ALLEN
AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

- c. Oches motioned to approve Services Agreement with Athens County Public Library (Exhibit 6, Page).

MOTION#: 10-24-23-5
MOTION: OCHES
SECOND: CONNER
AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 7, Pages).
Report stands. He added that he is now officially a certified ADA Coordinator, which is a first for the agency.
- b. Director of Education, Becky Martin (Exhibit 8, Pages).
Report stands. She shared a few dates of upcoming events – Friday at 10 a.m. the Beacon Singers will be performing, Trick-or-Treat is scheduled for 12:30 and a party at 1 on the same day; Nov. 17 at 1 will be the school’s Thanksgiving potluck.
- c. Director of Finance, Scott Zielinski (Exhibit 9, Pages).
Report stands. He shared news of the agency securing an additional \$70,000 from the second round of Keeping Families Together funding opportunity through DODD. This funding will be used to support Summer Camp.
- d. Director of Human Resources, Gwen Brooks (Exhibit 10, Pages).

Report stands. She added she will be getting ready for insurance Open Enrollment.

- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 11, Page).
Report stands. He highlighted the roof project is completed. Altogether, the agency spent \$750,000, which is \$109,000 more than what was anticipated. Dr. Davis stressed the work should last another 20 years or more.
 - f. MUI Coordinator, Stephanie Kendrick (Exhibit 12, Page).
Report stands.
 - g. Director of Service and Support, Tristin Lawrence (Exhibit 13, Pages).
Report stands. In addition to successfully completed the DODD accreditation review, the department also recognized Case Management Appreciation Week. Next big things for the department is attending the OACB annual conference.
 - h. Director of Employment Options, Angela Carter (Exhibit 14, Page).
Report stands. She highlighted the success of the recent Halloween party and thanked the staff for making that go so well. She added another party is expected during Christmastime. Demko agreed the party was very successful.
 - i. Director of Integrate Athens, Autumn Brown (Exhibit 15, Pages).
Report stands.
 - j. Assistant Superintendent, Arian Smedley (Exhibit 16, Pages).
Report stands. She highlighted EI is happy to have successfully completed the DODD accreditation review. With regard to Transition Services, she highlighted the department is helping with the continuation of the Beacon Brew Café. Tomorrow from 9-11 will be the first Café.
7. No comments from Visitors relative to the agenda.
8. With regard to comments from Unions relative to the agenda, Chaney asked for an update on the staff engagement survey. Demko shared an update on that is forthcoming.
9. No comments from the Board.
10. Dr. Allen motioned to enter into Executive Session per ORC 121.22 (G)(1) to consider the employment of a public employee at 6:38 p.m.

MOTION#: 10-24-23-6

MOTION: ALLEN

SECOND: LEWIS

AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES

CARRIES: YES

11. Dr. Lewis motioned to adjourn at 6:50 p.m.

MOTION#: 10-24-23-7

MOTION: LEWIS

SECOND: ALLEN

AYES: ALLEN, CONNER, DEMKO, JOLLEY, LEWIS, OCHES

CARRIES: YES