

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, December 12, 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 6:07 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
CONNER	Present
DEMKO	Present
JOLLEY	Present
LEWIS	Present – virtually
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
Becky Martin	Director of Education
Autumn Brown	Director of Integrate Athens
Amy Goldsberry	SSA, PGO
Crestlyn Chaney	Beacon, ABEA
Susan Cablish-Kristofco	Beacon, ABEA

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

MOTION#: 12-12-23-1  
MOTION: JOLLEY  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

5. New Business:

**Items for review and discussion:**

- a. Dr. Davis announced it was last meeting for Dr. Allen, whose term was ending. A few moments were taken to express appreciation to Dr. Allen for his eight years of dedicated volunteer service to the Board.
  
- b. Dr. Davis provided the board an update on Beacon School practices and initiatives (Exhibit 1, Pages 1-8). He walked the board members through the exhibits in the packet, starting with the updated list of initiatives at the school that are designed to support students and staff. The second exhibit is a new procedure called the Health and Safety Behavioral Crisis Response Procedure that was developed at the request of the ABEA. This procedure outlines how students with significant behaviors may be sent home and then referred to the new Crisis Intervention Team (if not already referred).

Dr. Davis added the new procedure does not violate the current Emergency Removal policy, which has been in place since 1997. He added it is very rare this policy has needed to be implemented.

Discussion included the following topics:

- Involvement of the LEA
- The concern that this is contradictory to the mission of the school given Beacon School is designed for students with significant needs
- The desire to involve parents sooner
- Clarification of the amount of time dedicated to de-escalation as outlined in the procedure
- The elements of due process
- The impact the new CIT team is having on student behaviors
- How the process could mean developing an even more individualized plan to for the students that is designed to be helpful
- Stressing the importance of doing all that we can to give the students of Beacon School the opportunity to learn in school
- Differentiating between expected and not expected behaviors of a student's disability
- The perception that the procedure does not put student needs first
- Adding that the new plans developed for students served by the CIT have shown to improve behaviors by 50%
- The board wanting to re-commit and re-affirm its support for individuals with developmental disabilities, including offering in-school instruction

Dr. Jolley made a motion to reaffirm the Board's support/value of in-school education for all the students who attend Beacon and authorized the management team and staff to take whatever steps needed to allow students to remain in the school setting.

MOTION#: 12-12-23-2  
MOTION: JOLLEY  
SECOND: LEWIS  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- c. For the budget update, Dr. Davis said this will be reviewed later in the agenda when the board is asked to approve the operating budget for 2024 (See item k under section “Motions for vote”). In addition, he shared the two new vans have arrived, at a cost of \$175,000. The vans were on display in front of the building, giving board members a chance to see and tour them.
- d. Dr. Davis provided an update on the staff survey (Exhibit 2, Pages 9-19). He walked the board members through the exhibit in the packet, which listed all of the survey questions, including the 10 new open-ended questions developed with input from every union. He added Oches served on the committee to help finalize the questions. The survey has been sent and will remain open until December 18. Responses go to MEORC, and results will be sent to Demko. There was discussion about the response rate and the hope that the majority of staff participate.
- e. Dr. Davis provided a final update on accreditation (Exhibit 3, Pages 20-23). He walked the board members through the exhibits, which included the actual certificate, a letter detailing the agency’s strengths, and the two minor citations that had approved Plans of Corrections in place.
- f. Oches motioned to permit Administration to hire an engineer to explore the costs associated with expanding parking at the Admin/Beacon building and to complete other concrete work at the bus garage location.

MOTION#: 12-12-23-3  
MOTION: OCHES  
SECOND: ALLEN  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- g. Dr. Davis shared information on the end-of-year turkey/ham offer to Beacon School families. 24 families received a ham and 20 families received a turkey, for a total of \$1,400.
- h. Board members reviewed the 2024 Program Calendar for 260-day employees (Exhibit 4, Page 24).
- i. Board members discussed future meetings/trainings:
  - Organizational meeting: Tuesday, January 23, 6:00 p.m.

- Next regular meeting: Tuesday, January 23, 6:15 p.m.

**Motions for vote:**

- aa. Dr. Allen motioned to approve updated Personnel Policy 1-9 Drug-Free Workplace, which accounts for the recent legalization of marijuana (Handout).

Discussion: Board members discussed scenarios when staff have substances in their vehicles. It was clarified it is not permitted on the property, but there also must be just cause to search a vehicle. It was also discussed about whether the substances are in your system. It was clarified that anyone can be tested if they are under suspicion of being under the influence. Applicants who refuse to cooperate in a drug test or who test positive may not be hired.

MOTION#: 12-12-23-4  
MOTION: ALLEN  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- a. Dr. Jolley motioned to approve October 2023 Board Meeting Minutes (Exhibit 5, Pages 25-29).

MOTION#: 12-12-23-5  
MOTION: JOLLEY  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- b. Dr. Lewis motioned to approve ATCO Legacy Fund Recommendations (Exhibit 6, Pages 30-31).

Discussion: Dr. Davis reminded the board members of who serves on the committee. He added the committee recommended going slightly over the \$20,000, which he is in support of. He also shared that after this cycle is complete, the ATCO Legacy Fund will have approximately \$63,000 remaining. Board members requested end-of-program reporting this time. Lastly, Dr. Davis shared an award ceremony will take place on Friday, Dec. 22<sup>nd</sup>, from 10-11 in the Beacon School cafeteria.

MOTION#: 12-12-23-6  
MOTION: LEWIS  
SECOND: JOLLEY  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES

CARRIES: YES

- c. Oches motioned to approve contract with Kella Rice to serve as lifeguard, pending Prosecuting Attorney's approval (Exhibit 7, Pages 32-34).

MOTION#: 12-12-23-7

MOTION: OCHES

SECOND: ALLEN

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

CARRIES: YES

- d. Dr. Allen motioned to approve contract with Adrienne Nagy, PT, for PT services, and custom home/equipment modifications and wheelchair evaluations, pending Prosecuting Attorney's approval (Exhibit 8, Pages 35-37).

Dr. Davis highlighted the rate increase (from \$50 to \$72.50) and the reduction in hours (from 125 to 100). So far this year, she has billed 28 hours.

MOTION#: 12-12-23-8

MOTION: ALLEN

SECOND: OCHES

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

CARRIES: YES

- e. Dr. Jolley motioned to approve contract with Primary Solutions, pending Prosecuting Attorney's approval (Exhibit 9, Pages 38-40).

MOTION#: 12-12-23-9

MOTION: JOLLEY

SECOND: OCHES

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

CARRIES: YES

- f. Bond motioned to approve contract with Blaugrund Haynes Kessler Myers & Postalakis, pending Prosecuting Attorney's approval (Exhibit 10, Pages 41-43).

MOTION#: 12-12-23-10

MOTION: BOND

SECOND: ALLEN

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

CARRIES: YES

- g. Lewis motioned to approve the use of federal subgrant funds from Part B of the Individuals with Disabilities Education Act (IDEA) during calendar year 2024, including the submission of the required OnePlan and subsequent funding application (Exhibit 11, Pages 44-46).

MOTION#: 12-12-23-11  
MOTION: LEWIS  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- h. Dr. Allen motioned to approve proposal for additional non-waiver SSA (Exhibit 12, Pages 47-48).

Discussion: Dr. Davis walked the board members through the exhibit in the packet. In addition, he shared average caseload sizes have exceeded the caps outlined in the union contract.

MOTION#: 12-12-23-12  
MOTION: ALLEN  
SECOND: BOND  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- i. Oches motioned to approve payment of \$20,688.28 to Athens County Commissioners for 2020-2021 State Audit Costs (Exhibit 13, Page 49).

MOTION#: 12-12-23-13  
MOTION: OCHES  
SECOND: LEWIS  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- j. Dr. Allen motioned to approve 2024 FSS allocation (Exhibit 14, Page 50).

Discussion: Dr. Davis walked the board members through the exhibit in the packet. He also provided an update – as of December 12, all but 56 cents of the 2023 FSS allocation had been spent.

MOTION#: 12-12-23-14  
MOTION: ALLEN  
SECOND: BOND  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- k. Dr. Allen motioned to approve 2024 operating budget (Exhibit 15, Page 51).

Discussion: Dr. Davis walked the board members through the exhibit. He reminded the board members of what has been shared to date – that 2024 might be the last year the agency finishes in the black.

MOTION#: 12-12-23-15  
MOTION: ALLEN  
SECOND: LEWIS  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- I. Dr. Jolley motioned to approve the use of funds in calendar year 2024 to pay the nonfederal share of Medicaid expenditures as required by sections 5126.059 and 5126.0510 of the Ohio Revised Code. The amount appropriated for 2024 shall be \$6,790,814.62, which represents an adequate amount to ensure that the services for which the Medicaid expenditures are made will be available in Athens County in a manner that conforms to all applicable state and federal laws. This appropriated amount represents an ongoing financial commitment of the ACBDD.

MOTION#: 12-12-23-16  
MOTION: JOLLEY  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 16, Pages 52-61).  
Report stands.
- b. Director of Education, Becky Martin (Exhibit 17, Pages 62-63).  
Report stands. She share a time change for the Beacon Singers concert for the 15<sup>th</sup> – it will be at 10:30 instead of 10. She also announced that Breakfast with Santa event raised \$4,534, almost \$800 more than last year.
- c. Director of Finance, Scott Zielinski (Exhibit 18, Pages 64-72).  
Report stands. He shared the management team worked very hard to help create the operating budget for next year.
- d. Director of Human Resources, Gwen Brooks (Exhibit 19, Pages 73-75).  
Report stands.
- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 20, Page 76-77).  
Report stands. He highlighted the vans out front. He also highlighted the increase in miles traveled in providing transportation, which is noted in his report. There was also comment about the positive warranty inspection on the roof.
- f. MUI Coordinator, Stephanie Kendrick (Exhibit 21, Page 78).  
Report stands.

- g. Director of Service and Support, Tristin Lawrence (Exhibit 22, Pages 79-83).  
Report stands. She thanked the board for approving the new hire. Dr. Jolley thanked her for bringing it up for consideration.
  - h. Director of Employment Options, Angela Carter (Exhibit 23, Page 84-85).  
Report stands.
  - i. Director of Integrate Athens, Autumn Brown (Exhibit 24, Pages 86-88).  
Report stands. She shared she continues to be a part of the 317 Crisis Intervention Team training. She added the number of trained law enforcement and first responders has reached 453.
  - j. Assistant Superintendent, Arian Smedley (Exhibit 25, Pages 89-95).  
Report stands. She shared the last Teen Time event of the year is on Thursday. This particular event has the highest RSVPs to date.
7. No comments from Visitors relative to the agenda.
8. With regard to comments from Unions relative to the agenda, Goldsberry thanked the board for approving the new SSA position. Dr. Allen asked if the positions are difficult to fill. Lawrence shared these last few vacancies within the SSA department have yielded exceptional applicants. Dr. Davis added that the SSA department has always been strong, but that the current team of SSAs is by-far the best the agency has ever had.
9. No comments from the Board.
10. Dr. Jolley motioned to enter into Executive Session per ORC 121.22 (G)(1) to consider the employment of a public employee at 7:15 p.m.

MOTION#: 12-12-23-17  
MOTION: JOLLEY  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES

11. Dr. Allen motioned to an amendment to Superintendent Contract, which included adding one more year through 2028.

MOTION#: 12-12-23-18  
MOTION: ALLEN  
SECOND: OCHES  
AYES: ALLEN, BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES  
CARRIES: YES



12. Dr. Allen motioned to adjourn at 8:16 p.m.

MOTION#: 12-12-23-19

MOTION: ALLEN

SECOND: BOND

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

CARRIES: YES