

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, March 26, 2024 – 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. Dr. Jason Jolley, Board Vice President, called the meeting to order at 6:01 p.m.
2. Arian Smedley did roll call.

BOND	Present
CONNER	Present
DEMKO	Absent
GÜT	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
Chris Linscott	Director of Facilities & Transportation
Stephanie Kendrick	MUI Coordinator
Autumn Brown	Director of Integrate Athens
Angela Carter	Director of Personnel <i>Plus</i>
Becky Martin	Director of Education
Amy Goldsberry	SSA, PGO
Crestlyn Chaney	Beacon, ABEA

3. Dr. Jolley read the Mission Statement.
4. Oches motioned to approve the amended agenda, noting the addition of Item D, under motion for vote, approval of contract with Memory Book.

MOTION#: 3-26-24-1
MOTION: OCHES
SECOND: GÜT
AYES: BOND, CONNER, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

5. New Business:

Items for review and discussion:

- a. Regarding the budget update, Dr. Davis walked the board members through two handouts, the 10-year cost projections and a budget update summary sheet.

Regarding the 10-year cost projection sheet, Dr. Davis shared a few details to keep in mind:

- The projections were prepared with the assumption the agency passes its term levy
- The projections do not include “creep,” due to its unpredictability
- The projections assume the agency adds four new waivers each year

He directed the board to pay close attention to the “In-Year Variance” for each year, which demonstrates the agency going into the red as early as 2026. He added the agency has approximately five to six years before things will be of concern financially, and so he stressed the next five to six years of planning will be critically important.

He suggested the board review the document and come back with questions at the next board meeting. He reminded the board the Finance & Personnel committee (Dr. Jolley, Oches, and Demko) will be meeting regularly this year and will reference the updated 10-year cost projections.

Dr. Jolley requested comparative projections from other county boards, which Dr. Davis stated should be available by this summer.

Lastly, Dr. Davis walked the board members through the budget summary sheet, which outlined some positive things that have so far impacted the budget and some of the things that cause some concern and uncertainty that will need to be considered in future planning.

There was also discussion about options for the term levy and the pros and cons of each.

- b. Regarding the Staff Engagement Survey update, Dr. Davis walked the board through a summary sheet handout. The document outlined what the group did and how it went. The next meeting is scheduled for April 1. Oches commented that the meeting went well and noted the positive attitudes among participants. Amy Goldsberry and Becky Martin, both on the workgroup, agreed. Oches also shared plans for the next meeting.
- c. Regarding the Polar Bear Plunge update, Dr. Davis walked the board members through a summary sheet handout. The focus of the update was on the amount of the proceeds (\$20,000) and the priorities for the funds (renovations to the pool).

- d. Regarding the Summer Camp update, Dr. Davis walked the board members through a summary sheet handout. The focus of the update was on the dates, the new name (Ray's Days Summer Camp), when applications will be ready, that interviews have started, and a few proposed ideas for camp.
- e. Regarding the ACBDD's Winter newsletter, Dr. Davis briefly commented on the publication, which highlights various updates from across the agency from the last several months (Enclosed).
- f. Regarding the ACBDD's Special Edition, Dr. Davis briefly commented on the success of this year's edition, in partnership with Ohio University (Enclosed).
- g. Dr. Davis walked the board through the Beacon School 2024-2025 calendar (Exhibit 1, Page 1).
- h. Board members discussed future meetings/trainings:
 - Finance & Personnel meeting: Tuesday, April 23, 5:00 p.m.
 - Next regular meeting: Tuesday, April 23, 6:00 p.m.

Motions for vote:

- a. Dr. Güt motioned to approve the February 2024 Board Meeting Minutes (Exhibit 2, Pages 2-7).

MOTION#: 3-26-24-2
 MOTION: GÜT
 SECOND: OCHES
 AYES: BOND, CONNER, GÜT, JOLLEY, LEWIS, OCHES
 CARRIES: YES

- b. Bond motioned to approve payment of the ACBDD's share of the Munis software system's annual fee (Handout).

MOTION#: 3-26-24-3
 MOTION: BOND
 SECOND: LEWIS
 AYES: BOND, CONNER, GÜT, JOLLEY, LEWIS, OCHES
 CARRIES: YES

- c. Bond motioned to approve resolution thanking Ohio University's E.W. Scripps School of Journalism and The Post for their collaboration on this year's Special Edition (Exhibit 3, Page 8).

MOTION#: 3-26-24-4
MOTION: BOND
SECOND: GÜT
AYES: BOND, CONNER, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

- d. Bond motioned to approve contract for Memory Book, pending prosecuting attorney's approval (Handout).

MOTION#: 3-26-24-4
MOTION: BOND
SECOND: OCHES
AYES: BOND, CONNER, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 4, Pages 9-20).
Report stands. In addition, he provided a report on the recent all-staff in-service, which was held on March 19. He went over the agenda for the half-day event, which included several agency updates, a training on ethics from the Ohio Ethics Commission, a review of the agency's inclusive efforts, and the announcement of the staff recognition awards. A survey asking staff their opinions on the event along with suggestions for improvement was sent out later in the day. Dr. Davis went over the results of the survey with the board.
- b. Director of Education, Becky Martin (Exhibit 5, Pages 21-22).
Report stands. She reminded the board members that prom will be April 5. They are welcome to attend. Students from Athens City Schools and Gallia's DD school will be in attendance.
- c. Director of Finance, Scott Zielinski (Exhibit 6, Pages 23-32).
Report stands. He added he'll be offering presentations to each staff member on the agency's overall financial picture. He hopes to accomplish this before summertime.
- d. Director of Human Resources, Gwen Brooks (Exhibit 7, Pages 33-36).
Report stands.
- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 8, Page 37).
Report stands. He highlighted the positive results from the latest fire inspection. He also highlighted the completion of the painting project at the Harper Street location.
- f. MUI Coordinator, Stephanie Kendrick (Exhibit 9, Page 38).

Report stands.

- g. Director of Service and Support, Tristin Lawrence (Exhibit 10, Pages 39-44).
Report stands.
 - h. Director of Employment Options, Angela Carter (Exhibit 11, Page 45).
Report stands. She highlighted the progress made in the Job Club program. Dr. Jolley shared a comment from a community member complimenting the services received from PersonnelPlus and the SSA department.
 - i. Director of Integrate Athens, Autumn Brown (Exhibit 12, Pages 46-50).
Report stands. She thanked the board members for helping to make DD Awareness Month as success.
 - j. Assistant Superintendent, Arian Smedley (Exhibit 13, Pages 51-57).
Report stands.
7. No comments from Visitors relative to the agenda.
8. No comments from Unions relative to the agenda.
9. Regarding comments from the Board, Dr. Lewis praised the publications prepared by staff. She thanked the staff for their hard work. Dr. Güt expressed appreciation for having materials in the board packet that are easily accessible. She thanked the staff for making the reports clear and easy to follow and understand. She also expressed appreciation for the transparency in the sharing of information.
10. Bond motioned to adjourn at 6:38 p.m.

MOTION#: 3-26-24-5
MOTION: BOND
SECOND: GÜT
AYES: BOND, CONNER, GÜT, JOLLEY, LEWIS, OCHES
CARRIES: YES