

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, June 25, 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. Pam Bond, Board Secretary, called the meeting to order at 6:00 p.m.
2. Arian Smedley did roll call.

|        |                   |
|--------|-------------------|
| BOND   | Present           |
| CONNER | Present           |
| DEMKO  | Present – virtual |
| GÜT    | Present           |
| JOLLEY | Absent            |
| 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 SSA                         |
| Stephanie Kendrick | MUI Coordinator                         |
| Chris Linscott     | Director of Transportation & Facilities |
| Autumn Brown       | Director of Integrate Athens            |
| Angela Carter      | Director of Personnel <i>Plus</i>       |
| Amy Goldsberry     | SSA, PGO                                |
| Robin Evans        | Intern, SSA                             |

3. Dr. Lewis read the Mission Statement.
4. Oches motioned to approve the agenda.

|          |                                        |
|----------|----------------------------------------|
| MOTION#: | 6-25-24-1                              |
| MOTION:  | OCHES                                  |
| SECOND:  | GÜT                                    |
| AYES:    | BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES |
| CARRIES: | YES                                    |

5. New Business:

**Items for review and discussion:**

- a. Dr. Davis provided the board with an update on the Budget, which included updates on the Healthy Futures Workgroup, Finance & Personnel Committee meeting, strategic plan, PGO and Teamsters updates (Handout 1).

Healthy Futures Workgroup – This group has existed since the Spring of 2022, formed as a result of responses to the agency’s Employee Engagement Survey. The group has representation from across the agency. The group reviewed cost savings ideas that were generated from staff. The group has presented several batches of proposals to the Superintendent, who has then shared the results with the board. This day’s presentation included a summary of the previously reviewed proposals, a batch of recently reviewed proposals, and a list of proposals that have yet to be reviewed.

Finance & Personnel Committee meeting – Dr. Davis reviewed the agenda from the meeting and next steps.

Strategic Plan – Dr. Davis shared the development of the next strategic plan are underway. He extended an invitation to a board member to attend the committee meeting days, August 6 & 8. Any board member is welcome to attend one or both days, if there is interest and availability. Bond has volunteered to attend.

PGO negotiations – Dr. Davis shared we met recently and successfully reached a Tentative Agreement. The proposal will be presented to the PGO membership soon.

Teamsters – Dr. Davis shared negotiations with this group start July 23<sup>rd</sup>. A board member is welcome to join us, if there is interest and availability. Oches has volunteered to attend.

- b. Dr. Davis walked the board members through an IT update (Handout 2). The investigation is ongoing.
- c. Dr. Davis shared we will be doing another Board survey, similar to the one from previous years. He shared the results from last year’s survey as a handout (Handout 3).
- d. Dr. Davis walked the board members through the first Staff Engagement Action Items update (Handout 4). This is an incomplete document, but serves as an example of what will be presented to the board on a monthly basis.
- e. Oches motioned to accept the new ESC Salary Schedule for Beacon School Paraprofessionals and to forgo the ACBDD stipend indefinitely (Exhibit 1, Page 1).

Discussion: Dr. Davis expressed his appreciation to the ESC board for making this change, a first time this has existed. This change came as a result of his presentation to all the ESC school

superintendents, when he shared a number of updates, including the struggles Beacon School has with retaining ESC paraprofessionals. Because this was such a significant increase, the superintendents asked that the ACBDD forgo issuing its additional stipend indefinitely.

MOTION#: 6-25-24-2

MOTION: OCHES

SECOND: GÜT

AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES

CARRIES: YES

- f. Dr. Davis walked the board members through the Beacon School Incident Review & Corrective Action Plan (Exhibit 2, Pages 2-4). The review included a summary of the incident, and the outcome of the investigation. In addition, it included immediate, intermediate, and long-term plans. Dr. Davis highlighted the last two bullets in the long-term planning section. A survey will be sent out to all parents / guardians on Monday, July 8. Güt asked about the type of training offered to staff who start after the first of the year. Dr. Davis acknowledged there is a gap in this area that Martin is actively working to correct.
  
- g. Board member reviewed the reminders on future meetings/trainings:
  - i. Board Training: Tuesday, Aug. 27, 5:00 p.m.
  - ii. Next regular meeting: Tuesday, Aug. 27, 6:00 p.m.

**Motions for vote:**

- a. Oches motioned to approve May 2024 Board Meeting Minutes, with the noted edit (Exhibit 3, Pages 5-11).

MOTION#: 6-25-24-3

MOTION: OCHES

SECOND: GÜT

AYES: CONNER, DEMKO, GÜT, LEWIS, OCHES

ABSTAIN: BOND

CARRIES: YES

- b. Lewis motioned to approve agreement with Athens-Meigs Educational Service Center for OT services at Beacon School, pending Prosecuting Attorney's approval (Exhibit 4, Page 12-13).

MOTION#: 6-25-24-4

MOTION: LEWIS

SECOND: OCHES

AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES

CARRIES: YES

- c. Demko motioned to approve contract with TimeClock Plus, pending Prosecuting Attorney's approval (Exhibit 5, Pages 14-15).

MOTION#: 6-25-24-5  
MOTION: DEMKO  
SECOND: GÜT  
AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES  
CARRIES: YES

- d. Oches motioned to approve agreement with i2c Security for upgraded security camera system, pending Prosecuting Attorney's approval (Exhibit 6, Pages 16-31).

Discussion: Dr. Davis shared the agency has received a \$30,000 grant for this project. This means the agency will only need to expend \$15,000 for this project.

MOTION#: 6-25-24-6  
MOTION: OCHES  
SECOND: LEWIS  
AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES  
CARRIES: YES

- e. Güt motioned to approve the MEORC Intent to Purchase Agreement for 2025-2026, pending Prosecuting Attorney's approval (Exhibit 7, Pages 32-47).

MOTION#: 6-25-24-7  
MOTION: GÜT  
SECOND: LEWIS  
AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES  
CARRIES: YES

- f. Oches motioned to approve renewed agreement with the Athens County Family & Children First Council (FCFC), pending Prosecuting Attorney's approval (Exhibit 8, Pages 48-52).

MOTION#: 6-25-24-8  
MOTION: OCHES  
SECOND: DEMKO  
AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES  
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 9, Pages 53-60).  
Report stands. Güt thanked him for addressing the OFIs.
- b. Director of Education, Becky Martin (Exhibit 10, Pages 61-62).  
Report stands.
- c. Director of Finance, Scott Zielinski (Exhibit 11, Pages 63-71).

Report stands. He added a breakdown of all the revenue received during the month was included and will be included going forward. This addition is in response to the Staff Engagement Workgroup recommendations.

- d. Director of Human Resources, Gwen Brooks (Exhibit 12, Pages 72-78).  
Report stands. Krystal Palmer has been hired as an Instructor Assistant. We will be interviewing for SSAs on Friday. In addition, Dr. Davis highlighted the Shoutouts that are included in her report. The Shoutouts have been ongoing for many years and will be included in the HR report going forward.
- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 13, Pages 79-80).  
Report stands.
- f. MUI Coordinator, Stephanie Kendrick (Exhibit 14, Page 81).  
Report stands. She thanked Carter for filling in as MUI Assistant.
- g. Director of Service and Support, Tristin Lawrence (Exhibit 15, Pages 82-87).  
Report stands. She added that as of this day, all ISPs have been fully transitioned to the new OhioISP format. This is ahead of the state-imposed deadline. She praised the good work of the SSA department for successfully meeting / beating this deadline.
- h. Director of Employment Options, Angela Carter (Exhibit 16, Page 88).  
Report stands. She shared the first half of summer programming has gone well, and the department is getting ready for the next session in August.
- i. Director of Integrate Athens, Autumn Brown (Exhibit 17, Pages 89-90).  
Report stands. She reminded everyone about the upcoming ATCO Idol, Take Two event on Sunday. She also shared camp has been going very well. She thanked the transportation team for helping with all of the fieldtrips. She invited board members to visit camp any day.
- j. Assistant Superintendent, Arian Smedley (Exhibit 18, Pages 91-95).  
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, Bond shared her brother is not doing well. In addition, Dr. Davis said it was nice to see Dr. Lewis again in-person.

10. Lewis motioned to adjourn at 6:38 p.m.

MOTION#: 6-25-24-9

MOTION: LEWIS

SECOND: DEMKO  
AYES: BOND, CONNER, DEMKO, GÜT, LEWIS, OCHES  
CARRIES: YES