

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, Oct. 22, 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. Margaret Demko, Board President, called the meeting to order at 6:00 p.m.
2. Arian Smedley did roll call.

BOND	Present – virtual
CONNER	Present
DEMKO	Present
GÜT-ZIPPERT	Absent
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 SSA
Autumn Brown	Director of Integrate Athens
Chris Linscott	Director of Transportation & Facilities
Becky Martin	Director of Education
Doug Mitchell	Transition, ABEA
Amy Goldsberry	SSA, PGO
Heather Clemons	PersonnelPlus, ABEA

3. Dr. Jolley read the Mission Statement.
4. Dr. Lewis motioned to approve amended the agenda, to add the ATCO Legacy Fund recommendations provided as a handout.

MOTION#: 10-22-24-1
MOTION: LEWIS
SECOND: OCHES
AYES: BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES

CARRIES: YES

5. New Business:

Items for review and discussion:

- a. Dr. Davis provided the latest information regarding the IT update. He stated the data mining process continues. He is hopeful more information will be shared at the December meeting.
- b. Dr. Davis walked the board members through the exhibit in the packet, regarding board re-appointments (Exhibit 1, Page 1). He shared two board members' terms will end at the end of 2024. This applies to Demko and Conner. Both are eligible for re-appointment, if they wish. Both indicated they are interested in being re-appointed. An update on this will be provided at the December meeting.
- c. Dr. Davis provided several updates related to Staff Engagement (Exhibit 2, Pages 2-21).
 - i. Action Items Update (Pages 2-6) & Tracking (Pages 7-9)
 1. Dr. Davis walked the board members through these updates and the tracking tool. He added the goal will be to make progress in every recommendation by the end of the year.
 - ii. Committees (Pages 10-11)
 1. Dr. Davis walked the board members through the list of active committees. This was shared with the board as an example of the agency's shared decision-making structure. Dr. Davis added staff are always welcome and invited to be members. In addition, these meetings are outside of the normal staff / department meetings and one-on-one supervisor & staff meetings.
 - iii. 2024 Staff Engagement Survey (Pages 12-19)
 1. Dr. Davis walked the board members through this year's staff engagement survey. He provided historical information about this annual practice and plans for this year.
 - iv. HR Summary Numbers (Pages 20-21)
 1. Dr. Davis walked the board members through the HR Summary exhibit, which includes a new data point – staff turnover. This is a new addition to the HR Director's board report and will be provided going forward. He also highlighted the number of grievances in the last five years, which was 2. He said this is an important detail, given we are a public agency with three bargaining units.
- d. Dr. Davis walked the board members through the new Manager / Supervisor Feedback Form (Exhibit 3, Pages 22-25). He shared this came from the recommendation from the Staff Engagement Workgroup, that staff have input in their supervisor's performance evaluation. The new form will be piloted with the Superintendent this fall. If it is deemed successful, it will be used for all managers that supervise staff, starting in 2025. Responses will be anonymous, but it will only be sent to the individuals supervised by that manager.

- e. Dr. Lewis motioned to approve the 2024 ATCO Legacy Fund Recommendations (Handout).

Discussion: Dr. Davis shared all but one proposal was partially funded. He added the committee and the Athens County Foundation worked with each applicant to partially fund a meaningful part of the proposal. Additional data and discussion will be planned for the December board meeting.

MOTION#: 10-22-24-2
MOTION: LEWIS
SECOND: OCHES
AYES: BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

- f. Reminders on future meetings/trainings:
 - i. Organizational meeting: Tuesday, Jan. 28, 6 p.m.
 - ii. Next regular meeting: Tuesday, Jan. 28, 6:15 p.m.

Motions for vote:

- a. Oches motioned to approve September Board Meeting Minutes (Exhibit 4, Page 26-30).

MOTION#: 10-22-24-3
MOTION: OCHES
SECOND: JOLLEY
AYES: BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

- b. Bond motioned to approve disposal of the Sprinter vans by accepting one sealed bid for all three (Exhibit 5, Page 31).

Discussion: Dr. Davis explained these three vehicles are no longer useful to the agency. In addition, given their condition, it is believed that the best approach would be to sell all three together.

MOTION#: 10-22-24-5
MOTION: BOND
SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

- c. Dr. Lewis motioned to approve succession plan for Fiscal & Payroll Specialist and Director of Education / Principal (Exhibit 6, Pages 32-34).

Discussion: Dr. Davis walked the board members through the exhibit. He explained this is for two different key positions within the agency. He shared the goal of this would be to have a one-year overlap with the key position's replacements. This should help create a solid transition

plan for both positions. He included information about the transition for the HR Director role, as well, which was newer information.

MOTION#: 10-22-24-6
MOTION: LEWIS
SECOND: BOND
AYES: BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

- d. Conner motioned to approve Services Agreement with Athens County Public Library (Exhibit 7, Page 35).

MOTION#: 10-22-24-7
MOTION: CONNER
SECOND: LEWIS
AYES: BOND, CONNER, DEMKO, JOLLEY, LEWIS, OCHES
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 8, Pages 36-42).
Report stands.
- b. Director of Education, Becky Martin (Exhibit 9, Pages 43-51).
Report stands. She highlighted Speakin' About Beacon, which was included with her board report.
- c. Director of Finance, Scott Zielinski (Exhibit 10, Pages 52-61).
Report stands. He shared a recent change in DODD's process for disenrolled waivers, initiated from a request to DODD sent by Medicaid Manager Amy Sheridan and Scott, that will now allow individuals to keep state-funded waivers, even when their disenrollment crosses over a fiscal year from their new waiver start date. Prior to this change, individuals would lose the state-funded waiver in this scenario and the county board would enroll the person a locally-funded waiver.
- d. Director of Human Resources, Gwen Brooks (Exhibit 11, Pages 62-65).
Report stands.
- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 12, Pages 66-67).
Report stands. He shared his division recently completed the point-in-time count, which is data used to reflect funding levels for the school. The data is reflecting a trend toward an increase in ridership. He will have more details in his next board report.
- f. MUI Coordinator, Stephanie Kendrick (Exhibit 13, Page 68).
Report stands.

- g. Director of Service and Support, Tristin Lawrence (Exhibit 14, Pages 69-76).
Report stands. She highlighted SSA appreciation during Case Management Appreciation Week. In addition, she shared two internal job changes: Danielle Ward will be the new payment authorization SSA role; Sara Pelfrey will be the new intake & eligibility SSA.
- h. Director of Employment Options, Angela Carter (Exhibit 15, Pages 77-78).
Report stands.
- i. Director of Integrate Athens, Autumn Brown (Exhibit 16, Pages 79-83).
Report stands. She highlighted the work with the OSU Artist Laureate, Shakespeare and Autism experience. She said it was a very positive experience. She said there is a potential to expand the training to other in the county, as well.
- j. Assistant Superintendent, Arian Smedley (Exhibit 17, Pages 84-89).
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. Jolley asked whether a group in Brown's board report (SOCIL) was the same group funded through the ATCO Legacy Fund. Brown confirmed it is. She added that SOCIL's efforts to grow adaptive sports in Athens County is steadily growing and is getting a positive response from the community.

10. Bond motioned to adjourn at 6:41 p.m.

MOTION#: 10-22-24-7

MOTION: BOND

SECOND: OCHES

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

CARRIES: YES