

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, Jan. 28, 2025 – 6:15 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 6:13 p.m.
2. Arian Smedley did roll call.

|             |                   |
|-------------|-------------------|
| BOND        | Present           |
| CONNER      | Present           |
| DEMKO       | Present           |
| GÜT-ZIPPERT | Present           |
| JOLLEY      | Present           |
| LEWIS       | Present – virtual |
| OCHES       | Present           |

Staff / Others in Attendance:

|                    |   |
|--------------------|---|
| Dr. Kevin Davis    | Superintendent                                    |
| Arian Smedley      | Assistant Superintendent                          |
| Scott Zielinski    | Director of Finance                               |
| Tristin Lawrence   | Director of Human Resources                       |
| Angela Carter      | MUI Coordinator                                   |
| Stephanie Kendrick | Director of Service & Support Administration      |
| Becky Martin       | Director of Education                             |
| Chris Linscott     | Director of Transportation & Facilities           |
| Autumn Brown       | Director of Integrate Athens & Employment Options |
| Heather Clemons    | PersonnelPlus, ABEA                               |
| Doug Mitchell      | Transition, ABEA                                  |
| Phoenix Wade       | SSA, PGO  |
| Sara Kemplin       | SSA, PGO  |
| Paul Richard       | Transportation / Facilities, Teamsters            |

3. Oches read the Mission Statement.
4. Dr. Güt-Zippert motioned to approve amended the agenda.

MOTION#: 1-28-25-1  
MOTION: GÜT-ZIPPERT  
SECOND: JOLLEY

AYES: BOND, CONNER, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES

5. New Business:

**Items for review and discussion:**

- a. Dr. Davis provided the board with a levy update, which included reviewing previously shared documents (Exhibit 1, Pages 1-4). He walked the board members through the timeline in the packet, which was the same one presented last fall. He shared we may be slightly ahead of schedule based on what is on the timeline, but we should know more within the next month or two.

Dr. Davis also walked the board members through the “Evaluation of Levy Situation” document in the packet, which was also presented last fall. He added that unless there are dramatic changes between now and the time when the board is asked to vote on the matter, it is likely the recommendation will be to simply renew the term levy. There was brief discussion about levy options, with the term and the continuing levies.

Lastly, Dr. Davis walked the board members through the document focused on the levy committee. It lists who currently is on the committee and offered details about upcoming training. Dr. Davis stressed the importance of no staff members serving on the committee.

- b. Dr. Davis walked the board members through the Staff Engagement Improvement Plan for 2025, which was previously shared in the fall (Exhibit 2, Page 5). He added that progress on the Staff Engagement Improvement items / objectives will be shared with the board quarterly, along with the Manager List items.
- c. Dr. Davis provided a hand-out, which was a finalized version of the 2024 Manager List (Exhibit 3, Pages 6-7). The handout shared where each objective stands.
- d. Dr. Davis provided an update on the Beacon School Staff Recruitment & Retention efforts. After several discussions with ABEA leadership, it was suggested that administration explore four areas. All but one item has been addressed. All items are listed below.
  - i. Flex time for staff – addressed
  - ii. Teachers attending specials – addressed
  - iii. Recruiting another lifeguard and more substitute staff – addressed
  - iv. Consider cost of living raise – cannot be addressed right now; will be explored during negotiations
- e. Reminders on future meetings/trainings:
  - i. Board training: Tuesday, Feb. 25, 2025, 5:00 p.m.
  - ii. Regular meeting: Tuesday, Feb. 25, 2025, 6:00 p.m.

**Motions for vote:**

- a. Güt-Zippert motioned to approve December Board Meeting Minutes (Exhibit 4, Pages 8-15).

MOTION#: 1-28-25-2  
MOTION: GÜT-ZIPPERT  
SECOND: OCHES  
AYES: BOND, CONNER, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- b. Oches motioned to approve Superintendent Professional Development Plan (Exhibit 5, Page 16).

MOTION#: 1-28-25-3  
MOTION: OCHES  
SECOND: GÜT-ZIPPERT  
AYES: BOND, CONNER, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- f. Dr. Lewis motioned to approve Administration making plans and entering into necessary agreements related to the 2025 Ray's Days! Summer Camp (Exhibit 6, Pages 17-20).

Discussion: Board members and administration discussed the success of the camp last year and plans for this year.

MOTION#: 1-28-25-4  
MOTION: LEWIS  
SECOND: GÜT-ZIPPERT  
AYES: BOND, CONNER, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- c. Dr. Jolley motioned to approve a 5% cost-of-living increase retroactive to January 1, 2025, in annual salary for non-union employees (managers, administrative assistants), who were employed in their current position on or before January 1, 2025, excluding the Superintendent (Exhibit 7, Page 21).

Discussion: Dr. Davis presented three options for consideration: 3%, 4%, and 5%. He stated he would like to exclude the Superintendent's position from this increase. He added that the agency could do a 5% increase for all of the managers and excluding the Superintendent, for the same cost of doing a 4% increase for all the managers, including the Superintendent. He stated the agency has not filled one management position, but the agency is still doing the same amount of work. For these reasons, he stated he would prefer his percentage be spread out to all the managers. Demko expressed appreciation to Dr. Davis for his leadership and in offering to pass on his increase in order to benefit the management team. All other board members agreed on 5%.

MOTION#: 1-28-25-5  
MOTION: JOLLEY

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

- d. Dr. Jolley motioned to approve payment of the ACBDD's share of the Munis software system's annual fee (Exhibit 8, Page 22).

MOTION#: 1-28-25-6  
MOTION: JOLLEY  
SECOND: BOND  
AYES: BOND, CONNER, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES

- e. Dr. Jolley motioned to approve Terms of Engagement with Bricker Graydon LLP to provide a training on levy campaigning to ACBDD board members and others (Exhibit 9, Pages 23-28).

MOTION#: 1-28-25-7  
MOTION: JOLLEY  
SECOND: BOND  
AYES: BOND, CONNER, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 10, Pages 29-31).  
Report stands. He reminded everyone the Polar Bear Plunge is this Saturday, and he shared we had a board member sign up for the first time. Dr. Jolley signed up to take the plunge. He added the efforts of the VFW Post 9893 are always appreciated, as this is the biggest fundraiser for the Beacon PTA.
- b. Director of Education, Becky Martin (Exhibit 11, Pages 32-46).  
Report stands. She extended thanks to the board for the cost-of-living increase. She added a video project focused on Beacon's transition services and focus on community-based instruction will be filmed tomorrow. This will be done with the help of MEORC.
- c. Director of Finance, Scott Zielinski (Exhibit 12, Pages 47-65).  
Report stands. He highlighted some numbers in his report will look off due to an error made by the state. It has since been corrected after we notified the state of the error. In addition, he shared the agency's waiver projections were off by only \$9,000, which is impressive given the amount of funds that are appropriated. He commended the work of administration and the SSA department for their hard work.
- d. Director of Human Resources, Tristin Lawrence (Exhibit 13, Pages 66-68).  
Report stands.

- e. Director of Facilities and Transportation, Chris Linscott (Exhibit 14, Page 69).  
Report stands. He added the transportation division will be working with the school as two new students start with Beacon.
- f. MUI Coordinator, Angela Carter (Exhibit 15, Page 70).  
Report stands. She highlighted the new MUI rule will be finalized soon. She will provide a training to the board later in the year. She also shared two parents have reached out about possibly joining the MUI Stakeholder Committee.
- g. Director of Service and Support, Stephanie Kendrick (Exhibit 16, Pages 71-74).  
Report stands.
- h. Director of Integrate Athens, Autumn Brown (Exhibit 17, Pages 75-81).  
Report stands. She highlighted the merger of Integrate Athens and Employment Options / Personnel*Plus*, making plans for DD Awareness Month, and planning for Summer Camp.

Demko also shared a compliment of Brown and her leadership from someone in the community regarding her involvement with finding solutions for those who are homeless in the county.

- i. Assistant Superintendent, Arian Smedley (Exhibit 18, Pages 82-86).  
Report stands. She highlighted the first Teen Time event of the year, which will be this Friday, in partnership with the Friday Open Swim group.
7. Regarding comments from Visitors – Sara Kemplin introduced herself. She is a new SSA and a parent of someone served by the agency. Paul Richard, Summer Camp Director, thanked the board for approving plans for this year’s camp. There was additional discussion from administration, board members, and audience members about the success of last year’s camp and plans for this summer.
  8. No comments from Unions relative to the agenda.
  9. Regarding comments from the Board – Dr. Jolley expressed appreciation to his daughters’ SSA, who helped his family through a challenging and stressful situation involving Job & Family Services. Bond shared she has a Hoyer lift available for donation, if anyone could use it. Demko shared a free Mental Health First Aid training will take place on Friday at the Athens library.
  10. Bond motioned to adjourn at 7:03 p.m.

MOTION#: 1-28-25-8  
MOTION: BOND  
SECOND: OCHES  
AYES: BOND, DEMKO, GÜT-ZIPPERT, JOLLEY, LEWIS, OCHES  
CARRIES: YES