

**Lucas County Board of Developmental Disabilities**

**January 27, 2025**

Place of Meeting: Larc Lane Center  
1155 Larc Lane, Toledo, Ohio

Time: 5:30 P.M.

Members Present: Mr. Ron Volk, President, presided  
Mr. Bill Axe, Ms. Megan DeSloover, Ms. Karen Kerr, Dr. Eileen Quinn, Mr. Conor Smenner and Ms. Cheryl Tyler-Folsom

Members Absent: N/A

I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 5:34 p.m. Following roll call, Mr. Volk welcomed everyone to the meeting.

Mr. Volk then introduced and welcomed new Board Member, Ms. Karen Kerr.

Mr. Volk opened the floor for public comments. Mr. Anwar Christian addressed the Board.

II. Action Items:

A. Consent Agenda:

Mr. Volk opened the floor to Board members and asked if there were any topics to be removed from the Consent Agenda and placed on the Topics for Board Discussion section. After hearing no topics be removed from the Consent Agenda, Ms. Tyler-Folsom made a motion to approve the Consent Agenda dated January 27, 2025 as submitted. Seconded by Dr. Quinn. Motion carried unanimously.

1. December 16, 2024 Board Meeting Minutes:

To approve the December 16, 2024 Board Meeting minutes as submitted.

2. No Correspondence:

There was no correspondence this month.

3. Service Contracts:

a) Dynamic Pathways:

To approve the renewal of the attached Agreement with Dynamic Pathways for the period of February 1, 2025 through January 31, 2026 at a cost not to exceed Forty-Five Thousand Dollars (\$45,000.00).

b) Nineteen Services Amendment

To approve the attached Second Amendment to the Amended 2023-2024 Agreement with Nineteen Services, Inc. for Medicaid Billing Services correcting the contract amended amount at a cost not to exceed Twenty-Six Thousand Dollars (\$26,000.00).

4. LCBDD Board member Code of Ethics

To approve the “Code of Ethics for the Lucas County Board of Developmental Disabilities.”

5. Reserve Fund Transfer

To approve a transfer of an amount not to exceed \$5,529,142 from the LCBDD General Fund to the LCBDD Reserve Fund to maintain compliance with ORC Section 5705.222(C) regarding the maximum Reserve Fund balance.

6. Liability and Vehicle Insurance Bids

To renew the Board’s liability and vehicle insurance with Ohio School Plan in accordance with the attached Coverage Proposal submitted by Hylant for 2025 at a cost not to exceed Forty-Seven Thousand, Seven Hundred Ninety-One Dollars (\$47,791.00).

7. Policy Amendment: 2-3.2, Expense Reimbursement

To approve amendments to Policy 2-3.2, Expense Reimbursement as outlined in memo dated January 16, 2025.

8. EFNWO Housing, LLC Master Contract

To approve the Master Contract with EFNWO Housing, LLC.

9. Approval of New Position

To approve the following position: BSW/MSW Internship.

10. Finance Department Purchase Order(s)

To approve the 2025 super blanket purchase orders as attached to memo dated January 27, 2025.

B. Topics Requiring Board Discussion:

1. Election of Officers **(Board Motion)**

Mr. Volk made a motion to approve the slate of officers as recommended by the Nominating Committee for 2025 as follows:

President: Mr. Ron Volk  
Vice-President: Mrs. Cheryl Tyler-Folsom  
Recording Secretary: Mr. Bill Axe

Seconded by Mr. Axe. Motion carried unanimously.

2. Appointment of Ethics Council **(Board Motion)**

After discussion, Mr Volk made a motion to appoint to the Board's Ethics Council for 2025: Mr. Bill Axe, Ms. Megan DeSloover and Ms. Cheryl Tyler-Folsom. Seconded by Mr. Axe. Motion carried unanimously.

3. Finance Report **(Board Motion)**

Mr. Steve Tucker, Director of Finance, highlighted the financials for December 2024.

After discussion, Mr. Axe made a motion to approve the Financial Report for December 2024. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

4. Resolutions and Vouchers **(Board Motion)**

Mr. Tucker highlighted the Payment Schedule for December 2024. Ms. DeSloover made a motion to approve the payment schedule for December 2024. Seconded by Dr. Quinn. Motion carried unanimously.

III. Presentation: There was no formal presentation scheduled this month.

IV. Program Priorities and Goals Update:

A. Management Letter: Superintendent Myerholtz highlighted the December 2024 Management Letter.

B. Statistics/Metrics: December 2024 figures were provided in the Metrics Report dated January 23, 2025.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director report for December 2024 was provided by Ms. Cheryl Wilson.

D. Supplemental Reports:

1. MUI Unit Report: A status of December 2024 MUI unit activities was provided. There were 71 MUIs filed in December 2024.

Ms. Sarah Diesch, Director of Provider Supports, shared that the MUI Rule is out for public comment in February. DoDD is hoping to have the revised rule in place March 23<sup>rd</sup>, 2025. The Provider Supports Department will provide training for providers and Board staff.

Every five years, the MUI Rule gets reviewed and updated. She indicated there is going to be a change in category name and a change in definition. She anticipates that the most impactful on providers and SSAs will be the “unanticipated hospitalization” as the definition is changing and it’s going to be more difficult to track.

Superintendent Myerholtz indicated that Board Member Training on the revised MUI Rule will be held before the March Board meeting.

2. Community Travel Safety (Annual Report): The annual Community Travel Training report for 2024 was provided by Ms. Lori Balogh, Community Inclusion and Employment Manager.
3. EEO Report (Annual Report): The 2024 Annual Affirmative Action Report was provided by Ms. Jessie Hayes, Human Resources Assistant and Interim DEI Manager. Ms. Hayes indicated that 21% of the employees identify as a minority. One of the strategic goals is to be at 25% by the end of 2025.
4. Workforce Sustainability Incentive Program (Annual Report): The 2024 Workforce Sustainability Incentive Program final report was provided. Ms. Diesch indicated that the program was widely used. They did some additional targeted marketing of the program. For 2025, they will keep three of the incentives: BCI/FBI background checks, student incentive and the DSP longevity incentive.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: There were no comments.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated January 16, 2025 prepared by Ms. Mary Anne Burns, Legal Counsel.
- C. Future Service Contracts: Per request of the Board, service contracts will be submitted one month in advance for review. There are no service contracts for Board review this month.
- D. Annual Board Meeting: The Annual Board meeting has been scheduled on Monday, April 28, 2025 at 6:00 p.m. Mr. Volk reminded Board members to give some thought to a possible keynote speaker as well as individuals or organizations to be recognized as Community Partners. Please get this information to Superintendent Myerholtz or Mr. Nabil Shaheen.
- E. Board Member Liaison Assignments: Superintendent Myerholtz noted the changes to the liaison assignments: Mr. Bill Axe asked to be assigned Community Inclusion and will remain the Finance Liaison; Mr. Conor Smenner will be the liaison to the newly added Community Relations department. Superintendent Myerholtz will review the purpose of the liaison assignments with Ms. Kerr at a later date.
- F. Guardianship Services Board – (Quarterly Report): The 2024 4<sup>th</sup> Quarter update was provided by Ms. Carol Conlan, Executive Director for the Lucas County Guardianship Services Board.

VI. Old Business

There were no issues to come before the Board under Old Business.

VII. Board Calendar of Events:

- A. Presidents' Day Holiday (Facilities Closed): Monday, February 17, 2025
- B. LCBDD Board Meeting: Monday, February 24, 2025  
5:30 p.m. – LLC-Training Center
- C. LCBDD Annual Meeting: Monday, April 28, 2025  
6:00 p.m. – LLC-Training Center

For current list of all Board activities: <https://lucasdd.org/upcoming-events>

VIII. Executive Session:

Ms. Tyler-Folsom made a motion to go into Executive Session at 6:02 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law and Employee Compensation. Seconded by Mr. Axe. Motion carried unanimously by roll call vote:

Mr. Bill Axe voted - yes  
Ms. Megan DeSloover voted - yes  
Ms. Karen Kerr voted - yes  
Dr. Eileen Quinn voted - yes  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk voted - yes

Motion by Mr. Volk to return to regular session at 6:27 p.m. following discussion of the above. Seconded by Mr. Axe. Motion carried unanimously by roll call vote:

Mr. Bill Axe voted - yes  
Ms. Megan DeSloover voted - yes  
Ms. Karen Kerr voted - yes  
Dr. Eileen Quinn voted - yes  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk voted - yes

IX. New Business:

A. Mr. Volk made a motion to provide an annual increase as per contract to Superintendent Michele Myerholtz effective March 1, 2025. Seconded by Mr. Axe. Motion carried unanimously by roll call vote:

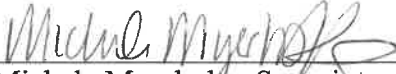
Mr. Bill Axe voted - yes  
Ms. Megan DeSloover voted - yes  
Ms. Karen Kerr voted - yes  
Dr. Eileen Quinn voted - yes  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk voted - yes

B. The Ethics Council convened immediately after the Board meeting.

X. Adjournment:

Mr. Volk thanked everyone for attending tonight's meeting. Ms. Tyler-Folsom made a motion to adjourn at 6:29 p.m. Seconded by Dr. Quinn. Motion carried unanimously.

Respectfully submitted,

  
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Michele Myerholtz, Superintendent

Attest:

  
\_\_\_\_\_  
Bill Axe, Recording Secretary

Approved by:

  
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Ron C. Volk, President