

## Lucas County Board of Developmental Disabilities

September 25, 2023

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

Time: 5:45 P.M.

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

Member Absent: n/a

*Note: Preceding the Board meeting, the Board members participated in Board Training conducted by Kristin Aemisegger, Director of Service and Support Administration; and Michele Myerholtz, Interim Superintendent, titled "Multi-System Youth."*

### I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 5:51 p.m. Following roll call, Mr. Volk then welcomed everyone to the meeting.

During the presentation of Special Recognition Awards, the Board recognized:

- A. Patricia Stephens, retiree with 26 years of service. Ms. Stephens was in attendance to accept her award.
- B. Zepf Center staff: Mirisa Castellese, Bobbi Constantinoff, and Jackie Strack with the September 2023 Special Recognition Award. All were in attendance to accept their awards.
- C. Tammy Jones, Investigative Agent, as the September 2023 Staff Person of the Month. Ms. Jones was in attendance to accept her award.

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

### II. Board 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. There were no topics to be removed from the Consent Agenda.

After hearing no topics be removed from the Consent Agenda, Ms. Willis made a motion to approve the Consent Agenda dated September 25, 2023 as submitted. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

1. August 28, 2023 Board Meeting Minutes

To approve the August 28, 2023 Board Meeting Minutes as submitted.

2. No Correspondence

There is no correspondence this month.

3. Limited Employment Contracts

There are no limited employment contracts for renewal this month.

4. Contracts

There are no contracts requiring Board review this month.

5. Ethics Council Recommendation

To accept the Ethics Council recommendation as noted in its minutes of August 28, 2023.

6. Records Management Bid

To award a one-year contract to SC Strategic Solutions for Option One, at a cost not to exceed Two Hundred Seventy Thousand, Five Hundred dollars (\$270,500.00), subject to negotiating a satisfactory contract.

7. Policy Amendments

To approve policy amendments to Policy 2-3.1 Purchasing Authorization as referenced in memo dated September 14, 2023.

B. Topics Requiring Board Discussion:

1. Finance Reports

**(Board Motion)**

Ms. Angie Ruiz, Fiscal Manager, presented amended Financial reports for the months of January 2023 through May 2023. She indicated some expenses were reclassified to their appropriate accounts. After discussion, Mr. Volk made a motion to approve amended Financial reports for January 2023 through May 2023. Seconded by Mr. Axe. Motion carried unanimously.

Ms. Ruiz highlighted Financial reports for the months of June 2023, July 2023 and August 2023. After discussion, Mr. Axe made a motion to approve the Financial reports for June 2023, July 2023 and August 2023. Seconded by Ms. DeSloover. Motion carried unanimously.

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

Ms. Ruiz indicated that the payment schedule for August 2023 stands as submitted. Ms. Willis made a motion to approve the payment schedule for August 2023. Seconded by Ms. DeSloover. Motion carried unanimously.

June 2023 and July 2023 payment schedules were approved last month.

Amended payment schedules for January 2023 through May 2023 were presented.

III. Presentation:

Mr. Amr Elaskary, Manager from Clark Schaefer Hackett, highlighted the 2022 independent auditor's report and financial statements. There were no significant deficiencies, nor audit adjustments.

After discussion, Ms. Tyler-Folsom made a motion to approve the 2022 audit of the Lucas County Board of Developmental Disabilities as completed and presented by Clark Schaefer Hackett firm. Seconded by Mr. Axe. Motion carried unanimously.

IV. Program Priorities and Goals Update:

A. Management Letter: Interim Superintendent Myerholtz highlighted the Management Letter for August 2023.

B. Statistics/Metrics: August 2023 figures were provided in the Metrics Report dated September 19, 2023.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director report for August 2023 was provided by Ms. Cheryl Wilson. The report stands as submitted.

D. Supplemental Reports:

1. Family and Advocate Forum: A summary was provided of the September 12<sup>th</sup>, 2023 Family and Advocate Forum held in-person at 9:30 a.m. at the Larc Lane Center-Training Center as well as offered virtually. Ms. Alaina Bowers, External Affairs Manager for the Office of Ohio Treasurer Robert Sprague, was the guest speaker. She spoke about STABLE Accounts

which are administered by the Treasurer's office. It is a tax-free savings investment account for individuals with developmental disabilities.

2. MUI Unit Reports – A status of August 2023 MUI unit activities was provided. There were 87 MUIs filed in August 2023.

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 September 25, 2023 prepared by Mr. Bradley King, Attorney.

Mr. King indicated that there are several pending legislation bills in the Ohio House and Senate. He highlighted H.B. 257 which authorizes certain public bodies the ability to meet virtually. This will impact our Board by giving Board members the opportunity to participate in meetings virtually. Mr. King indicated that the first reading on the revision to Board Policy 1-3, Board Meetings was included in the Policy Amendment section (II.A.7.) this month.

He reviewed the criteria for meeting virtually. One-Third of the Board member participants must be live and in-person. There is a chart included in the Board Policy to break that down. Board members must attend at least ½ of the yearly Board meetings in person and the Board member must give the President at least 48-hours notice that it will attend virtually.

This legislation will go into effect October 3<sup>rd</sup>, 2023. The Board Policy will go to the Board in October for review and approval.

Ms. Willis asked if there is an emergency provision to allow for inclement weather dates? Mr. King does not think there is language included; however, he will review again.

Mr. Axe confirmed that virtual access is only for Board members.

Mr. King also highlighted S.B. 134 which modifies homestead property tax exemption for disabled veterans and S.B.135 sponsored by Paula Hicks-Hudson which involves fraud offenses involving state money or property.

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. Board Planning Retreat (scheduling of): The Annual Board Strategic Planning Retreat is scheduled on Wednesday, October 11, 2023 at 5:00 p.m. at Larc Lane Center-Training Center.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Wednesday, October 11, 2023 – Board Strategic Planning Retreat  
5:00 p.m. – 7:00 p.m. – Location: Larc Lane Center – Training Center
- B. Monday, October 23, 2023 – LCBDD Board Meeting  
5:30 p.m. – Location: Larc Lane Center – Training Center
- C. Wednesday, October 25, 2023 – Trunk or Treat  
5:30 p.m. – 7:30 p.m. Location: Larc Lane Center Parking Lot

VIII. Executive Session:

Mr. Volk made a motion to go into Executive Session at 6:42 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law, Collective Bargaining and Superintendent’s Evaluation. Seconded by Mr. Axe. Motion carried unanimously by roll call vote:

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

Motion by Ms. Willis to return to regular session at 7:40 p.m. following discussion of the above. Seconded by Mr. Smenner. Motion carried unanimously by roll call vote:

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


IX. New Business:

- A. Mr. Volk made a motion to approve the amended payment schedules for January 2023 through May 2023. Seconded by Mr. Axe. Motion carried unanimously.
- B. There was no action taken from the Executive Session.

X. Adjournment:

Mr. Volk thanked everyone for attending tonight's Board meeting. Motion by Ms. Tyler-Folsom to adjourn at 7:41 p.m. Seconded by Mr. Volk. Motion carried unanimously.

Respectfully submitted,

  
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Michele Myerholtz, Interim Superintendent

Attest:

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

Approved by:

  
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Ron C. Volk, President