

**Lucas County Board of Developmental Disabilities**

**May 20, 2024**

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, Dr. Eileen Quinn and Ms. Cheryl Tyler-Folsom

Members Absent: Mr. Conor Smenner and Ms. Linnie Willis

I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 5:34 p.m. Following roll call, the Board excused the absences of Mr. Smenner and Ms. Willis. Mr. Volk then welcomed everyone to the meeting.

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

- A. Mental Health and Recovery Services Board of Lucas County with the Special Recognition Award for May 2024. Mr. Scott Sylak, Executive Director; Mrs. Amy Priest, Director of Programs and Services; and Mr. Michael Carter, Director of Community Engagement and Equity were in attendance to accept the award.
- B. Katie Varn, Service and Support Administration Coordinator, as the Staff Person of the Month for May 2024. Ms. Varn was in attendance to receive her award.

Mr. Volk thanked everyone for their hard work and then 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. There were no topics to be removed from the Consent Agenda.

After hearing no topics be removed from the Consent Agenda, Ms. Tyler-Folsom made a motion to approve the Consent Agenda dated May 20, 2024 as submitted. Seconded by Dr. Quinn. Motion carried unanimously.

- 1. April 22, 2024 Annual Meeting Minutes

To approve the April 22, 2024 Annual Meeting Minutes as submitted.

2. No Correspondence

There was no correspondence this month.

3. Service Contract:

- a) A.H. Voucher – To approve an Individual Budget Service Agreement for A.H., effective February 20, 2024 through February 19, 2025, in an amount not to exceed Forty-Three Thousand, Eight Hundred Fourteen Dollars and Seventy-Five Cents (\$43,814.75.)

4. Annual Report to the Community

To approve for publication the 2023 Lucas County Board of DD Annual Report to the Community.

5. Superintendent's Development Plan

To approve the Professional Development Plan for Superintendent Michele Myerholtz submitted with memorandum dated May 20, 2024.

6. Sale of Personal Property

To authorize the sale of personal property, as listed in the attached list dated May 16, 2024, which is no longer needed for public use, is obsolete, or is unfit for the use for which the property was acquired.

7. RFP-Hosted IP Telephony

To accept the bid from AT&T for the Hosted IP Telephony System, for a period of three years, in an amount not to exceed One Hundred Fifty Thousand, Eight Hundred Twenty Dollars and 20 Cents (\$150,820.20), subject to negotiating a satisfactory contract.

8. RFP-Database System & Support

To accept the bid from Brittco for the Database System & Support RFP, for a period of three years, in an amount not to exceed Two Hundred Eight Thousand and Eighty Dollars (\$208,080.00), subject to negotiating a satisfactory contract.

9. Approval of New Position

To approve the following position: SSA Training Facilitator.

10. Policy Amendments

To approve policy amendments to Policies 2-3.1 Purchasing Authorization and 4-1 Eligibility Requirements as referenced in memo dated May 20, 2024.

B. Topics Requiring Board Discussion:

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

Steve Tucker, Director of Finance, highlighted the financials for March and April 2024.

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

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

Payment schedules for March and April 2024 stand as submitted. Ms. DeSloover made a motion to approve the payment schedules for March and April 2024. Seconded by Mr. Axe. Motion carried unanimously.

III. Presentation:

There is no formal presentation this month.

IV. Program Priorities and Goals Update:

A. Management Letter: Superintendent Myerholtz highlighted the March and April 2024 Management Letter.

B. Statistics/Metrics: March and April 2024 figures were provided in the Metrics Report dated May 16, 2024.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director reports for March and April 2024 were provided by Ms. Cheryl Wilson.

D. Supplemental Reports:

1. MUI Unit Report: A status of March and April 2024 MUI unit activities were provided. There were 79 MUIs filed in March and 92 MUIs filed in April 2024.

2. Lucas County Guardianship Services Board (1<sup>st</sup> Quarter Update): The 2024 1<sup>st</sup> Quarter update was provided by Ms. Carol Conlan, Executive Director for the Lucas County Guardianship Services Board.

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 May 20, 2024 prepared by Mr. Brad King, Attorney.
- C. Future Service Contracts: Per request of the Board, service contracts will be submitted one month in advance for review. There is one service contract for Board review this month and action next month.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Memorial Holiday – Facilities Closed: Monday, May 27, 2024
- B. Family & Advocate Forum: Tuesday, June 11, 2024 at 9:30 a.m. - hybrid
- C. Juneteenth Day – Facilities Closed: Wednesday, June 19, 2024
- D. LCBDD Board Meeting: Monday, June 24, 2024 at 5:30 p.m.

Superintendent Myerholtz indicated there will be Board Member Training in June so the Board Meeting start time may be changed. Also, we are hoping to have the MUI Rule training in August or September for Board Members dependent upon when the new rules take effect.

- E. LCBDD Board Meeting: Monday, August 26, 2024 at 5:30 p.m.

VIII. Executive Session:

Ms. Tyler-Folsom made a motion to go into Executive Session at 6:07 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law, and Employment of a Public Official. Seconded by Mr. Volk. 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 – absent  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis - absent

Motion by Mr. Volk to return to regular session at 6:53 p.m. following discussion of the above. Seconded by Dr. Quinn. 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 - absent  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk voted - yes  
Ms. Linnie Willis - absent

IX. New Business:

A. There was no action taken from Executive Session.

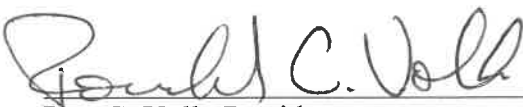
X. Adjournment:

Mr. Volk thanked everyone for attending tonight’s meeting. Ms. Tyler-Folsom made a motion to adjourn at 6:54 p.m. Seconded by Mr. Axe. 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