

**Lucas County Board of Developmental Disabilities**

**March 24, 2025**

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

Time: 6:00 P.M.

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

Member Absent: Mr. Conor Smenner

*Note: Preceding the Board meeting, the Board members participated in Board Training conducted by Ms. Erica McElmurry, MUI Coordinator, titled "MUI Rule Training."*

I. Call to Order/Welcome:

Mr. Ron Volk, President, called the meeting to order at 6:01 p.m. Following roll call, the Board excused the absence of Mr. Conor Smenner. Mr. Volk then welcomed everyone to the meeting.

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

- A. The Miller Family with the Special Recognition award for March 2025. Melanie and Ezra Miller along with their family were in attendance to receive their award.
- B. Ms. Pamala Banner, Secretary in the Service and Support Administration Department, as the Staff Person of the Month for March 2025.

Mr. Volk thanked everyone for their hard work and then opened the floor for public comments. There were no public comments.

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, Mr. Bill Axe made a motion to approve the Consent Agenda dated March 24, 2025 as submitted. Seconded by Ms. Tyler-Folsom. Motion carried unanimously.

- 1. February 24, 2025 Board Meeting Minutes:

To approve the February 24, 2025 Board Meeting minutes as submitted.

2. No Correspondence:

There was no correspondence this month.

3. Limited Employment Contract:

To approve the following limited contract:

Rebecca Woody, Executive Administrative Assistant, 3/11/25 to 3/10/27

4. Service Contracts:

a) Voucher – R.W.: To approve a Voucher for R.W. effective May 1, 2025 through April 30, 2026, in an amount not to exceed Fifty-Eight Thousand, Two Hundred Four Dollars (\$58,204.00).

b) Voucher – T.B.: To approve an Individual Budget Services Agreement with Wiley Homes for T.B. effective May 1, 2025 through April 30, 2026, in an amount not to exceed Fifty-Three Thousand, Two Hundred Thirty-Seven Dollars and Sixty Cents (\$53,237.60).

c) Clearwater COG Amendment.: To approve amended Contract with Clearwater COG for the term of January 1, 2025 through December 31, 2025, at a cost not to exceed Five Hundred Twenty-Nine Thousand, One Hundred Eighty-Two Dollars (\$529,182.00).

d) ViaQuest, Inc. Amendment: To approve an Amendment to extend the Agreement with ViaQuest Residential Services, effective April 1, 2025 through December 31, 2025.

5. Superintendent Professional Development Plan:

To approve the Annual Professional Development Plan for Superintendent Michele Myerholtz.

6. Policy Amendment: 6-1, Transportation Services/Driving Standards:

To approve policy amendments to Policy 6-1, Transportation Services and 6-2 Driving Standards as outlined in memo dated March 17, 2025.

B. Topics Requiring Board Discussion:

1. Finance Report

**(Board Motion)**

Mr. Steve Tucker, Director of Finance, highlighted the financials for February 2025.

After discussion, Ms. Tyler-Folsom made a motion to approve the Financial Report for February 2025. Seconded by Dr. Quinn. Motion carried unanimously.

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

The Payment Schedule for February 2025 stands as submitted. Mr. Volk made a motion to approve the payment schedule for February 2025. Seconded by Mr. Axe. Motion carried unanimously.

III. Presentation: Executive Development Program Participants

There were five employees who participated in the Ohio Association of County Boards of DD (OACB) 2024 Executive Development Program (EDP). Every EDP participant was required to complete a group capstone project with their peers across the state. The goal of these capstone projects is to identify a unique solution to a major challenge that is currently threatening the success of Ohio's DD service delivery system.

Several participants of the 2024 OACB Executive Development Program shared their EDP experience as well as provided a brief summary of their capstone project:

- Lori Balogh, Community Inclusion and Employment Manager;
- Angelica Ruiz, Fiscal Manager; and
- Nabil Shaheen, Community Outreach and Communications Manager.

The EDP participants thanked the Board for their support of the OACB Executive Development Program.

IV. Program Priorities and Goals Update:

- A. Management Letter: Superintendent Myerholtz highlighted the February 2025 Management Letter.
- B. Statistics/Metrics: February 2025 figures were provided in the Metrics Report dated March 20, 2025.
- C. Provider Community:
  1. Preferred Properties, Inc.: The Executive Director report for February 2025 was provided by Ms. Cheryl Wilson.

D. Supplemental Reports:

1. Family and Advocate Forum Summary: A summary of the March 11<sup>th</sup>, 2025 Family and Advocate Forum held at 9:30 a.m. via Zoom and in-person at the Larc Lane Center was provided.
2. MUI Unit Report: A status of February 2025 MUI unit activities was provided. There were 77 MUIs filed in February 2025.
3. Human Rights Committee (Annual Report): The annual Human Rights Committee Report for 2024 was provided.

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 March 17, 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 agenda for the Annual Board meeting on Monday, April 28, 2025 at 6:00 p.m. has been finalized. The meeting will begin promptly at 6:30 p.m.

The keynote speaker, feature presentations and special recognitions will follow the official business of the Board such as the review and approval of Board minutes.

- E. Annual Report to the Community (first draft): Board members were asked to review the first draft of the 2024 Annual Report. Please submit any recommendations or comments to Mr. Nabil Shaheen, Community Outreach and Communications Manager.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Friday, April 18, 2025: Spring Holiday-Facilities Closed

- B. Monday, April 28, 2025: LCBDD Annual Meeting  
6:00 p.m. – Larc Lane Center – 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 6:40 p.m. to discuss Pending Litigation with the Attorney, Client Matters Required to be kept Confidential by Federal or State Law and Collective Bargaining. Seconded by Ms. DeSloover. Motion carried unanimously by roll call vote:

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

Motion by Ms. DeSloover to return to regular session at 7:16 p.m. following discussion of the above. Seconded by Ms. Kerr. 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 - absent  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk voted - yes

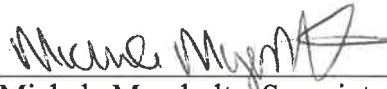
IX. New Business:

- A. There was no action taken from Executive Session.  
B. The Ethics Council convened immediately after the Board meeting.

X. Adjournment:

Ms. Tyler-Folsom made a motion to adjourn at 7:16 p.m. Seconded by Dr. Quinn. Motion carried unanimously.

Respectfully submitted,



Michele Myerholtz, Superintendent



Attest:

Bill Axe, Recording Secretary



Approved by:

Ronald C. Volk, President