

**Lucas County Board of Developmental Disabilities**

**September 22, 2025**

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

Time: 6:00 P.M.

Members Present: Mr. Bill Axe, Vice President, presided  
Ms. Megan DeSloover, Ms. Karen Kerr and Mr.  
Conor Smenner

Member Present (virtually): Ms. Cheryl Tyler-Folsom

Members Absent: Mr. Ron Volk and Dr. Eileen Quinn

*Note: Preceding the Board meeting, the Board members participated in Board Training conducted by Mr. Stephen Tucker, Director of Finance/CFO, titled "Financials."*

I. Call to Order/Welcome:

Mr. Bill Axe, Vice President, called the meeting to order at 6:04 p.m. Following roll call, the Board excused the absences of Mr. Ron Volk and Dr. Eileen Quinn. Mr. Axe then welcomed everyone to the meeting.

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

- A. Retiree Mary Anne Burns with 40+ years of dedicated service. Ms. Burns was unable to attend. Her recognition plaque will be forwarded to her.
- B. Helping Hands of Ohio with the Special Recognition Award for September 2025. Ms. Sasha Clayborne, Chief Executive Officer, was present to accept the award.
- C. Garcia family with the Special Recognition Award for September 2025. The Garcia family was in attendance to receive their award.
- D. Jacqueline Titsworth, Service and Support Administration Training Facilitator, as the Staff Person of the Month for September 2025. Ms. Titsworth was in attendance to receive her award.

Mr. Axe 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. Axe 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 removed from the Consent Agenda.

After hearing no topics be removed from the Consent Agenda, Ms. Kerr made a motion to approve the Consent Agenda dated September 22, 2025 as submitted. Seconded by Ms. DeSloover. 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 - absent  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk - absent

1. August 25, 2025 Board Meeting Minutes

To approve the August 25, 2025 Board Meeting Minutes as submitted.

2. Correspondence:

To approve the following correspondence as submitted:

- a) September 5, 2025 Correspondence to Ms. Jennifer Cox
- b) September 9, 2025 Correspondence to Ms. Chere Olvera
- c) September 17, 2025 Correspondence to DoDD Grant Committee

3. Contracts:

- a) Individual Budget Service Agreement-M.F.: To approve an increase of Individual Budget/Local Funding for M.F. effective July 18, 2025 through August 19, 2025, in an amount of One Thousand, Nine Hundred Ninety-Five Dollars and Fifty-Four Cents (\$1,995.54).

4. Ethics Council Recommendations

To accept the Ethics Council recommendation as noted in its minutes of August 25, 2025.

5. Policy Amendments

To approve policy amendments to Policies 3-7, Mobile Workforce; 2-4.3, Information Technology Systems; and 2-3.1 Purchasing Authorization.

B. Topics Requiring Board Discussion:

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

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

After discussion, Ms. DeSloover made a motion to approve the Financial Report for August 2025. 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 - absent  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk - absent

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

Payment schedule for August 2025 stands as submitted. Ms. DeSloover made a motion to approve the payment schedule for August 2025. Seconded by Mr. Axe. Mr. Smenner abstained. Motion carried by roll call vote:

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

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

IV. Program Priorities and Goals Update:

- A. Management Letter: Superintendent Myerholtz highlighted the August 2025 Management Letter.
- B. Statistics/Metrics: August 2025 figures were provided in the Metrics Report dated September 18, 2025.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director report for August 2025 was provided by Ms. Cheryl Wilson. Superintendent Myerholtz indicated that she will forward the Rental Property report prepared by Ms. Wilson to the Board.

D. Supplemental Reports:

1. MUI Unit Report: A status of August 2025 MUI unit activities was provided. There were 75 MUIs filed in August 2025.
2. OCI Semi-Annual Report: Mr. Kevin Hofmann, OCI Manager, is concentrating on developing partnerships in underserved communities to share what the Board does and how we can assist.

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 12, 2025 prepared by Mr. Joe Stanford, 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.

VI. Old Business

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

VII. Board Calendar of Events:

- A. Board Strategic Planning Retreat: Monday, October 6, 2025  
5:30 p.m. – 7:30 p.m. – Larc Lane Center-Training Center
- B. LCBDD Board Meeting: Monday, October 27, 2025  
5:30 p.m. – Larc Lane Center-Training Center

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

VIII. Executive Session:

Ms. Kerr made a motion to go into Executive Session at 6:38 p.m. to discuss Pending Litigation with the Attorney and Client Matters Required to be kept Confidential by Federal or State Law. Seconded by Ms. Tyler-Folsom. 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 - absent  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk - absent

Motion by Ms. DeSloover to return to regular session at 7:07 p.m. following discussion of the above. Seconded by Ms. Tyler-Folsom. 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 - absent  
Mr. Conor Smenner voted - yes  
Ms. Cheryl Tyler-Folsom voted - yes  
Mr. Ron Volk - absent

IX. New Business:

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

X. Adjournment:

Mr. Axe thanked everyone for attending tonight's meeting. Mr. Smenner made a motion to adjourn at 7:08 p.m. Seconded by Mr. Axe. Motion carried unanimously.

Respectfully submitted,

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Michele Myerholtz, Superintendent/CEO

Attest:

  
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Bill Axe, Recording Secretary

Approved by:

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Ronald C. Volk, President