

**Lucas County Board of Developmental Disabilities**

**May 18, 2026**

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

Time: 5:30 P.M.

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

Member Absent: Ms. Cheryl Tyler-Folsom

I. Call to Order/Welcome:

Ms. Karen Kerr, Vice-President, called the meeting to order at 5:30 p.m. Following roll call, the Board excused the absence of Ms. Tyler-Folsom. Ms. Kerr then welcomed everyone to the meeting.

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

- A. Retiree Richard Maneval with 31 years of service. Mr. Maneval was in attendance to receive his award.
- B. Jill Harrington, Director of Adult Day Services at Assured Health Services, with the Special Recognition Award for May 2026. Ms. Harrington was in attendance to accept her award.
- C. Sally Orkowski, Quality Assurance Technician, as the Staff Person of the Month for May 2026. Ms. Orkowski was in attendance to receive her award.

Ms. Kerr 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:

Ms. Kerr 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, Mr. Axe made a motion to approve the Consent Agenda dated May 18, 2026 as submitted. Seconded by Ms. DeSloover. Motion carried unanimously.

1. Meeting Minutes: To approve the following Meeting Minutes as submitted:
  - a) March 23, 2026 Board Meeting Minutes
  - b) April 13, 2026 Special Board Meeting Minutes
2. Correspondence: To approve the following correspondence:
  - a) May 7, 2026 Correspondence to Toledo Police Department
3. Service Contracts: There were no service contracts for Board review and approval this month.
4. Ethics Council Minutes: To accept the Ethics Council recommendation as noted in its minutes of March 23, 2026.
5. Policy Amendment: 1-5.2, Resolution of Complaints and Appeals of Adverse Action: To approve policy amendment to Policy 1-5.2 Resolution of Complaints and Appeals of Adverse Action.
6. Payroll Methodology: To acknowledge and approve the use of the pay-period payroll methodology for distribution of annual salaries for management employees and the Superintendent, and to authorize continued use of such methodology as an administrative payroll practice consistent with Board-approved compensation.
7. 2026 Appropriation Transfer Request: To approve the appropriation transfers to the 2026 Operating Fund Budget as noted in the memorandum dated May 18, 2026.

B. Topics Requiring Board Discussion:

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

Steve Tucker, Director of Finance, highlighted the financials for March and April 2026.

After discussion, Mr. Axe made a motion to approve the Financial Reports for March and April 2026. Seconded by Dr. Quinn. Motion carried.

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

Payment schedules for March and April 2026 stand as submitted. Ms. DeSloover made a motion to approve the payment schedules for March and April 2026. Seconded by Mr. Volk. Motion carried. Mr. Smenner abstained.

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 2026 Management Letter. A new section “Project Management” was added to the Management Letter to highlight work being done to create efficiencies in processes and procedures as well as highlight strategic partnerships throughout the community and state.

Mr. Volk suggested that we have an AI status report at a future Board meeting.

- B. Statistics/Metrics: March and April 2026 figures were provided in the Metrics Report dated May 14, 2026.

C. Provider Community:

1. Preferred Properties, Inc.: The Executive Director report for March 2026 provided by Ms. Cheryl Wilson stands as submitted.

D. Supplemental Reports:

1. MUI Unit Report: A status of March and April 2026 MUI unit activities was provided. There were 68 MUIs filed in March and 79 MUIs filed in April 2026. Sarah Diesch, Director of Provider Supports, has seen a 50% increase in emotional abuse category. Provider Supports Department continues to provide training in this area to providers.

Dr. Quinn emphasized the importance of people recognizing how sensitive individuals with developmental disabilities can be to emotional abuse. She also thanked Ms. Diesch for advocating on behalf of those who are unable to advocate for themselves.

2. Lucas County Guardianship Services Board (1<sup>st</sup> Quarter report): The 2026 1<sup>st</sup> Quarter update was provided by Ms. Margaret Telb DiSalle, Executive Director/Legal Counsel stands as submitted. Superintendent Myerholtz shared that there has been some discussion as to increasing our number of slots which means an increase in the contract.
3. Strategic Plan Year 2 (3<sup>rd</sup> Quarter update): The Strategic Plan Year 2 3<sup>rd</sup> Quarter update was provided.

V. Board Governance Matters:

- A. Board Member Comments/Questions/Assignments/Presentations: Vice-President Kerr congratulated Board staff on the successful DD Awareness Month activities held in March.
- B. Legislative Update: A status of legislative activities was provided in a memorandum dated May 11, 2026 prepared by Mr. Joe Stanford, Attorney.
- 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. Memorial Holiday – Facilities Closed: Monday, May 25, 2026
- B. Juneteenth Day – Facilities Closed: Friday, June 19, 2026
- C. Board Inservice: Monday, June 22, 2026 @ 4:45 p.m.
- D. LCBDD Board Meeting: Monday, June 22, 2026 at 6:00 p.m.

VIII. Executive Session:

Ms. DeSloover made a motion to go into Executive Session at 6:04 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 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 - absent
- Mr. Ron Volk voted - yes

Motion by Mr. Axe to return to regular session at 7:20 p.m. following discussion of the above. Seconded by Mr. Volk. 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 - absent
- Mr. Ron Volk voted - yes

IX. New Business:

There was no action taken from Executive Session.

X. Adjournment:

Ms. Kerr thanked everyone for attending tonight's meeting. Mr. Smenner made a motion to adjourn at 7:21 p.m. Seconded by Ms. DeSloover. Motion carried unanimously.

Respectfully submitted,

  
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Michele Myerholtz, Superintendent/CEO

Attest:   
\_\_\_\_\_  
Bill Axe, Recording Secretary

Approved by:   
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Karen Kerr, Vice-President