

Defiance County Board of DD Meeting Minutes

January 23, 2024

5:15 pm

- The January regular board meeting of the Defiance County Board of Developmental Disabilities was held January 23, 2024 at the Defiance County Board of DD.
- The meeting was called to order by Ruby Schindler, at 5:25 p.m. Board members present were Ms. Jami Cameron, Mr. Clayton Crates, Ms. Beth Headley, Ms. Roberta Phlipot, and Ms. Ruby Schindler. Board Member Stephanie Meyer was present remotely via Zoom. Approximately 9 others consisting of Board employees and members of the public were also present.
- Motion was made by Ms. Phlipot and seconded by Ms. Headley to approve the December 12, 2023 Ethics Meeting minutes.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Cameron and seconded by Ms. Phlipot to approve the December 12, 2023 Board Meeting minutes.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Cameron and seconded by Ms. Meyer to approve the December 2023 Expenditures.
Motion approved unanimously via roll call vote.
- Kylee McCague, Early Intervention Parent, shared her experience with the PLAY project. Amy Westrick, Developmental Specialist, who is PLAY Certified, provided information about the program and the positive impact it makes in regard to child development and a child's ability to interact with family and others.
- The leadership team presented the Fourth Quarter 2023 Strategic Plan Updates and reviewed the 2024 Strategic Priorities in the following areas: Culture, Engagement, Technology, and Resources
- Motion was made by Ms. Phlipot and seconded by Ms. Meyer to approve the Resolution pertaining to the Required Medicaid Match Payment for the 2024 Calendar Year.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Cameron and seconded by Ms. Headley to approve the Resolution Declaring the month of March as "Developmental Disabilities Awareness Month".
Motion approved unanimously via roll call vote.

- Motion was made by Ms. Phlipot and seconded by Mr. Crates to approve the contract with Kaitlyn's Cottage for Multi-System Youth Programming for 1/1/2024 through 6/30/2025.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Headley and seconded by Ms. Meyer to accept the resignation of Erika Steece, Board Member, effective 12/12/2023.
Motion approved unanimously via roll call vote.
- Recognition of January Staff Anniversaries:

Jodi Martinez, (E.I. Physical Therapist), (1/2/2017), 7 years; Alexa Polsdorfer, (Early Intervention Service Coordinator), (1/27/2020), 4 years; Lynae Sanchez, Instructor Assistant, (1/12/2023), 1 year; Michelle Schmunk, Custodian/Maintenance, (1/23/2023), 1 year; and Gina Theobald, Food Service Manager, (1/8/2018), 6 years.
- Motion was made by Ms. Headley and seconded by Ms. Phlipot to endorse the hiring of Jennifer Laboe, Instructor, effective 1/2/2024; Kevin Kaplan, Service and Support Administration, effective 1/29/2024; Norma McZee, Bus Assistant, effective 1/16/2024; Tonya Jacob, Instructor Assistant, effective 1/22/2024.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Meyer and seconded by Ms. Cameron accept the resignation of Maria Glover, Bus Driver, effective 1/10/2024, and Carrie Sheets, Instructor Assistant, effective 1/12/2024.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Phlipot and seconded by Ms. Meyer to approve the Early Childhood Education Sliding Fee Scale Policy, which applies to applicable children who receive typical preschool services.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Cameron and seconded by Mr. Crates to approve the new mileage reimbursement rate of \$0.67 per mile, effective January 1, 2024
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Meyer and seconded by Mr. Crates to approve the Memorandum of Understanding between the Defiance, Fulton, and Williams Boards of Commissioners, the Defiance, Fulton, and Williams Boards of DD, the Four County ADAMHS Board; and the Guardianship Services Board dated 1/1/2024 – 12/31/2024, renewable for up to five additional years.
Motion approved unanimously via roll call vote.
- Motion was made by Ms. Cameron and seconded by Ms. Headley to rescind Family Support Services Policy and replace with Individual Support Services Policy.
Motion approved unanimously via roll call vote.

- Motion was made by Ms. Cameron and seconded by Ms. Meyer to rescind the following policies: 4.1.1.6 Staffing Requirements for Senior Program; 4.1.1.7 Senior Advisory Council; 4.19 Transporting Individuals to and from Worksites; 4.19.1 Suspension/Cancellation of Transportation Due to Weather; 4.19.2 Days Transportation not Provided.

Motion approved unanimously via roll call vote.

- Motion was made by Ms. Phlipot and seconded by Ms. Cameron to approve the Residential Housing Contract.

Motion approved unanimously via roll call vote.

- Motion was made by Ms. Phlipot and seconded by Mr. Crates to adjourn at 6:15 p.m.

Motion approved unanimously via roll call vote.

Stephanie Meyer, Board Secretary

Date