

RICHLAND COUNTY BOARD
OF
DEVELOPMENTAL DISABILITIES
AGENDA

MEETING DATE: March 26, 2025
MEETING TIME: 11:45 a.m.
MEETING LOCATION: Administration Building

- I. ROLL CALL.
- II. APPROVE AGENDA OF MARCH 26, 2025—MOTION.
- III. CONSENT AGENDA—MOTION.
 - A. Board.
 - 1. Minutes of February 26, 2025.
 - 2. Ethics Council:
 - a. Contracts—Resolution.
 - 3. Superintendent Development Plan (Enclosure).
- IV. REGULAR AGENDA.
- V. BOARD EDUCATION.
 - A. Financial Reports.
 - 1. Cash Balance.
 - 2. Summary of Revenue and Expenditures.
 - 3. Expenditures Month to Date Actual to Budget.
 - 4. Revenue Month to Date Actual to Budget.
- VI. POLICY DISCUSSION.
 - A. Board Self-Assessment Against Board Means Policies (according to the monitoring schedule).
 - 1. Board Job Description—Policy 3.2.
 - 2. Delegation to the Superintendent—Policy 4.3.
- VII. ASSURANCE OF SUCCESSFUL SUPERINTENDENT PERFORMANCE.
 - A. Receipt of Monitoring Report—Treatment of Individuals—Policy 2.1 (Feb.); Challenges Monitoring (if any); Vote on Compliance—MOTION.
 - B. New Operational Worries (if any).
 - C. Next Monitoring Report.
 - 1. Treatment of Staff—Policy 2.2.
- VIII. COMMUNITY LINKAGE.
 - A. SSA/Medicaid Updates with Rodney Willis, Director of Medicaid Services and Juanita Shenberger, Director of SSA following today's meeting.
- IX. ANNOUNCEMENTS.
- X. ITEMS FOR NEXT AGENDA.
- XI. COMMENTS FROM FLOOR.
- XII. EXECUTIVE SESSION.
- XIII. ADJOURNMENT.

APRIL MEETING DATES:

Ethics Council—April 23, 2025, 11:25 a.m.—Administration Building
Board Meeting—April 23, 2025, 11:45 a.m.—Administration Building

RICHLAND COUNTY BOARD
OF
DEVELOPMENTAL DISABILITIES
MINUTES
FEBRUARY 26, 2025

Minutes of the Richland County Board of Developmental Disabilities held Wednesday, February 26, 2025, at 11:45 a.m. at the Administration Building, 314 Cleveland Avenue, Mansfield, Ohio.

ROLL CALL

The following Board Members were present:

Mr. Stephen Swank
Mrs. Amanda Chapman
Ms. Regina Jefferson
Mr. Mike Ziegelhofer
Mr. Luke Trieber
Mrs. Jennifer Wagner

The following Board Members were absent and excused:

Mr. Richard Otto

Also in attendance:

Mrs. Michele Giess, Superintendent
Mrs. Alicia Bailey, Director of HR & Finance
Mr. Rodney Willis, Director of Medicaid Services
Mrs. Julie Litt, Director of Education and Therapy Services
Mrs. Juanita Shenberger, Director of Service and Support
Mrs. Jessica Winans, Director of Residential
Mrs. Melissa Cole, Director of Operations and Administrative Services

Mr. Ziegelhofer welcomed everyone and called the meeting to order.

APPROVE AGENDA OF FEBRUARY 26, 2025

Mr. Trieber made a motion to approve the agenda; seconded by Ms. Jefferson. Motion carried unanimously.

CONSENT AGENDA

There being no changes to the consent agenda, Mr. Swank made a motion to approve; Mrs. Chapman seconded. Motion carried unanimously.

A. Operations.

1. Bids.

- a. Friend's Office—Copy Paper.
- b. Englefield Oil Co. —Gasoline and Diesel Fuel.

B. Board.

- 1. Minutes of January 22, 2025.
- 2. Contracts—Resolution.

The Richland County Board of Developmental Disabilities, as witnessed by the signatures below, by a clear majority of the Board members present for the February 26, 2025 meeting, hereby approves the following expense contract and addendum:

CONTRACTS < \$75,000.00:

- Ohio Heartland Community Action Commission, 3 Offices at 255 Hedges Street for Early Intervention, 07/01/2025—06/30/2029: \$900 Per Month, Not to Exceed \$43,200 for Entire Period.
- Clearwater COG, Service and Support File Review, 01/01/2025—12/31/2025: Not to Exceed \$1,235.00.
- Intellinetics, Document Imaging Through Intellivue, 04/01/2025—03/31/2026: Not to Exceed \$6,557.47.
- Primary Solutions, Software and Service for Gatekeeper, 01/01/2025—07/31/2025: Not to Exceed \$18,873.00.

REGULAR AGENDA

A. 2024 Strategic Planning Progress Summary (Enclosure).

Mrs. Cole gave a brief overview of the enclosure that summarizes progress made on each goal in 2024 and encouraged board members to reach out if they have any questions.

BOARD EDUCATION

A. Financial Reports.

1. January.

- a. Cash Balance.**
- b. Summary of Revenue and Expenditures.**
- c. Expenditures: Month/YTD vs Budget.**
- d. Revenue: Month/YTD vs Budget.**
- e. Gift Fund.**
- f. Richland County Foundation.**

Mrs. Bailey reviewed the financial reports and explained that revenue is down 11.1% for the year, which is normal for February. Mrs. Bailey reported the total fund balance as of January 31, 2025 is \$25,952,283. Expenditures were at 179.65% and Revenue was at 44.62%, the target for both is 8.33%.

POLICY DISCUSSION

A. Board Self-Assessment Against Board Means Policies (according to the monitoring schedule).

- 1. Global Governance Commitment—Policy 3.0.**
- 2. Governing Style—Policy 3.1.**

The policies were reviewed and there were no concerns.

ASSURANCE OF SUCCESSFUL SUPERINTENDENT PERFORMANCE

A. Receipt of Monitoring Report—No Report Due.

B. New Operational Worries.

Mrs. Giess informed the board that we are closely monitoring both state and federal budget developments, although the full implications of the changes remain unclear at this stage. Should the Department of Education be dissolved, there are discussions regarding the potential reallocation of services for Medicaid recipients. Additionally, we are tracking ongoing conversations about property taxes and levy funding, including the possibility of eliminating replacement levies.

Mrs. Giess explained that the wage increases for Direct Support Professionals will remain in the budget. The Ohio Association of County Boards of Developmental Disabilities is actively engaged in these discussions and is taking a proactive stance.

Mrs. Giess shared that we have received additional AARPA funding, which was allocated to the purchase of a changing trailer for personal care. We anticipate its arrival by April or May and hope to have it available for Final Fridays. Mrs. Giess encouraged the board to reach out to Troy Smith if they are aware of any locations in need of this resource. Notably, over half of the cost was covered by AARPA funds.

The ribbon-cutting ceremony for the All Inclusive Sterkel park is scheduled for May 23, 2025, and will be accompanied by a community picnic. Mrs. Giess will give me information to the board as it becomes available.

The Administration building's roof is nearing completion. We continue to explore options for office space and are awaiting further details to share. Should we not secure a new location, we will proceed with roof replacement at SSA.

C. Next Monitoring Report.

1. Treatment of Individuals—Policy 2.1.

ANNOUNCEMENTS

Mrs. Giess reviewed the March Awareness events and invited the board members to attend if they are interested.

ITEMS FOR NEXT AGENDA

Juanita Shenberger, Director of SSA and Rodney Willis, Director of Medicaid Services will present SSA and Medicaid Updates at March's board meeting for one hour of training credit.

COMMENTS FROM FLOOR

There were no comments from the floor.

EXECUTIVE SESSION

No executive session was held.

ADJOURNMENT

Mr. Swank made a motion to adjourn the meeting; Mr. Trieber seconded. Motion carried unanimously.

Respectfully submitted,

Melissa Cole
Secretary Pro Tem