

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
June 24, 2024

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:04 p.m. Other Board Members present included the following: Wayne Carroll, Dave Hartman, Mark Gryskiewicz, and Lisa Dreaden. Ann Salek and Sandra Thomas Fain were excused.

Staff present included the following: Stacey Maleckar, Annie Finnerty, Shannon Lees, Diana Davis, Sabrina Johnson, Carey Bates, Celeste Bajorek, Patti Hetkey, Bobby Richards, Ed Dryer, Tracey Lambdin, and Rose Marie Koty.

Others present included the following: Betty Olah.

II. General Session

A. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Mission Statement Affirmation

The Mission Statement was recited.

C. Recognitions

1. Retirement – Celeste Bajorek

Stacey Maleckar, Superintendent, read the Retirement Proclamation for Celeste Bajorek. Ms. Bajorek stated it has been an honor to finish her career at MCBDD. Ms. Bajorek will be missed by staff and students. The Board wished Ms. Bajorek the very best in her upcoming retirement.

D. Approval of Minutes

1. Approval of the Minutes from the Ethics Committee Meeting, May 13, 2024

A Motion was made by Mr. Carroll, seconded by Mr. Hartman, to approve the Minutes from the Ethics Committee Meeting on May 13, 2024. The Motion was approved with a unanimous “yes” vote.

2. Approval of the Minutes from the Regular Board Meeting, May 13, 2024

A Motion was made by Mr. Hartman, seconded by Mr. Gryskiewicz, to approve the Minutes from the Regular Board Meeting on May 13, 2024. Mr. Hartman questioned if MCBDD acquired the plaque for the Donor Scholarship Recipients and Ms. Maleckar replied they are working on that. The Motion was approved with a unanimous “yes” vote.

E. Old-Business

There was no Old-Business.

F. New Business

1. Appropriation Increase Resolution #19-24 (ACTION)

A Motion was made by Mr. Carroll, seconded by Mr. Hartman, to approve Resolution #19-24 to authorize the Medina County Auditor to make the following 2024 Budget Appropriation increase from \$0.00 to \$1,200.00. The purpose of increasing the appropriation for the Donated Fund Children Services account was due to receiving a donation (Apr) for campership expenses. This expense was not originally included in the 2024 Donated Fund budget. The Motion was approved with a unanimous “yes” vote.

2. Momentum Agencies Rental Agreement Resolution #20-24 (ACTION)

A Motion was made by Mr. Carroll, seconded by Mr. Gryskiewicz, to approve Resolution #20-24 to authorize the Superintendent to enter into a rental agreement with Momentum Agencies for Mobile Restroom Rental Services. The contract will be effective from July 1, 2024, through June 30, 2027 for an amount not to exceed \$156,600.00 for up to 60 full-day rentals. Mr. Hartman questioned if all the funding was from the ARPA Funds, if the agreement was for one year, and insurance amounts. Ms. Bates stated the agreement is for three years, the ARPA Funds must be used in 2024 then MCBDD begins using local funds, and we only pay if we use it. Mr. Hartman questioned if Public Relations, as a contact, is the best option. Ms. Bates stated MCBDD does have an ARPA Committee and after much discussion were in agreement that Ms. Hetkey should be the main contact person because she is aware of and involved in all community events involving MCBDD. This rental also includes a driver and someone to maintain the vehicle. Ms. Bates reviewed the insurance amounts and stated Momentum submitted the appropriate insurance documents and stated that the Prosecutor’s office approved this contract with the revisions. Ms. Dreaden asked what would be the number of how many days this vehicle would be used and Ms. Bates estimated approximately 24 days in calendar year 2024. MCBDD sponsorship will be noted at each event. Mr. Olah stated other counties are currently using Momentum and this is not restrictive to only those with DD, this could also benefit others such as Veterans, etc. Momentum is nationally known and located in California. Ms. Bates concluded stating that MCBDD will promote this. The Motion was approved with a unanimous “yes” vote.

3. Procurement Card Use Resolution #21-24 (ACTION)

A Motion was made by Mr. Hartman, seconded by Mr. Gryskiewicz, to approve Resolution #21-24 to request authorization from the Medina County Commissioners for use of the following NEW procurement card and cancellation of use; Home Depot/Bobby Carpenter Jr. issued new card and Home Depot/Michael Sherpa cancelled (no longer employed). The Motion was approved with a unanimous “yes” vote.

4. Crown Commercial Construction Resolution #22-24 (ACTION)

A Motion was made by Mr. Hartman, seconded by Mr. Carroll, to approve Resolution #22-24 to authorize the Superintendent to accept the scope of work for a proposal with Crown Commercial Construction for Room 102-bathroom remodel. We will not be selecting Option #1 or #2. The cost for the scope of work shall not exceed \$34,557.00. Mr. Hartman requested for future contracts and this contract to have the name and title of who is signing this contract as well as name and title for who is signing for MCBDD. The Motion was approved with a unanimous “yes” vote.

G. Reports Review

- Superintendent's Report
 - Ms. Maleckar reviewed the Superintendent's Report:
 - Ms. Maleckar stated that dressed the SSA Department TCM rate has hit 112% under state wide! Congrats to Ms. Johnson, her managers, and her staff for a great accomplishment!
 - Discussed OhioRISE and WingSpan. Mr. Hartman asked how MCBDD interacts with WingSpan. Ms. Maleckar stated MCBDD is part of the team and WingSpan takes the lead. Mr. Carroll requested the SSAs to solicit comments from participating parents.
 - Ms. Hetkey stated there were approximately 1,200 people for this year's ice cream social and it was a great success! Mr. Carroll questioned what happens to the remaining ice cream and Ms. Hetkey stated Mr. Dryer's department reaches out to providers to see if they are interested in having some.
 - Ms. Hetkey reviewed the Recite Me Tool Bar and its capabilities. Currently, MCBDD is still in test mode, hopefully, next week sometime Ms. Hetkey will push this out.
- Financial Reports – Ms. Bates reviewed the following:
 - Revenue
 - Q1-2024 Sales Tax - \$7,441.65.
 - Q2FY24 (Oct-Dec23) MAC - \$179K.
 - Other Revenue – OSC HD Rebate \$85.83.
 - TXX QFY24.
 - Refunds – Gas Tax Refund \$86.79.
 - Donations: \$150 – School Donation Laura & Bob Calmer - In memory of past student.
 - Expenditures
 - 3 Pay Period Month.
 - 50590 – Special Projects – All Provider Support Programs.
 - Capital Improvements – Barn Camera & Cabling.
 - Match – 5 DC Residents.
 - Cash Balance
 - \$41.6M.
 - Mr. Hartman asked what is the General Reserve amount based on. Ms. Bates stated the General Reserve amount changes every year and can only allocate up to 40% of prior year expenditures.
 - Cash Flow
 - \$1.2M used of fund balance.
 - Voucher Report
 - Board Member questions were addressed.

Voucher Report(s) & Resolution #23-24 (ACTION)

A Motion was made by Mr. Carroll, seconded by Mr. Hartman, to approve Resolution #23-24 to approve the Financial Reports for May, 2024. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
 - Mr. Hartman commented on the Brittco numbers decreasing by 100 and asked if it impacts any statistics. Ms. Maleckar stated this will not affect anything and that it is the reconciliation from Gatekeeper to Brittco. Ms. Bates stated it is data clean up.
- Personnel Control Report
 - Ms. Maleckar stated MCBDD is fully staffed.
- Focus Area 1 Update
 - Ms. Maleckar stated we are on target.
- Bullying Report
 - Ms. Maleckar stated zero incidents.

III. Open Forum

No speakers.

IV. Executive Session

A Motion was made by Mr. Carroll, seconded by Mr. Gryskiewicz, to enter into Executive Session for: Personal Matters. The Board entered into Executive Session at 5:56 p.m. Ms. Davis and Ms. Bates were invited to attend the Executive Session. The Board exited the Executive Session at 6:12 p.m. No business was conducted after the Executive Session.

V. Adjournment

A Motion was made by Mr. Carroll, seconded by Mr. Hartman, to adjourn the meeting at 6:15 p.m. The Motion was approved with a unanimous “yes” vote.

FOR APPROVAL

Board Chair
Medina County Board of DD

Board Secretary
Medina County Board of DD