

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**October 28, 2024**

**I. Call to Order**

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:09 p.m. Other Board Members present included the following: Mark Gryskiewicz, Sandra Thomas Fain, Ann Salek, Wayne Carroll, Dave Hartman, and Lisa Dreaden.

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

Others present included the following: Keisha Thomas, Jim Budzik (Labor Attorney), and Delphenia Gilbert (SandiCare).

**II. General Session**

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Mission Statement Affirmation**

The Mission Statement was recited.

**III. Executive Session**

A Motion was made by Mr. Carroll, seconded by Ms. Thomas Fain, to enter into Executive Session at 5:10 p.m. for: Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Invited to stay: Mr. Budzik and Ms. Davis.

Mr. Budzik will provide a report to the Board via email by 11/15 to allow a decision to be made in the Executive Session at the 11/18 Board Meeting.

The Board exited Executive Session at 6:03 p.m.

**Continued General Session**

**C. Recognitions**

**1. Retirement**

Ms. Maleckar announced the retirement of Tobie Murat, SSA, and read the Board proclamation.

## **D. Approval of Minutes**

### **1. Approval of the Minutes from the Regular Board Meeting, September 23, 2024**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Carroll, to approve the Minutes from the Regular Board Meeting on September 23, 2024. Ms. Dreaden and Mr. Hartman abstained, all others voted “yes.” The Motion was approved.

### **2. Approval of the Minutes from the Special Board Meeting, October 7, 2024**

A Motion was made by Mr. Carroll, seconded by Mr. Gryskiewicz, to approve the Minutes from the Special Board Meeting on October 7, 2024. Ms. Dreaden, Ms. Salek, and Ms. Thomas Fain abstained, all others voted “yes.” The Motion was approved.

## **E. Presentation**

### **1. 2025-2027 Strategic Plan Draft**

Ms. Maleckar reviewed the three Focus Areas: Community Partnerships, Well-Being, and Thriving Work Force. Mr. Carroll questioned why the five-year plan has switched to a three-year plan. Ms. Maleckar stated the five-year plan was too far out to plan. Mr. Carroll stated it is important to be clear about who the MCBDD is now. Mr. Hartman stated he would like to see the measurable outcome of the plan. Ms. Maleckar stated the measurable outcomes will be in the 2025 Action Plan, which will be presented to the Board at the November Board meeting. Ms. Hetkey will post the 2025-2027 Strategic Plan draft for public comment 11/4 – 11/8. Ms. Maleckar will bring the 2025-2027 Strategic Plan draft back to the Board for approval in November. Ms. Maleckar will present a draft of the 2025 Action Plan to the Board in November and will bring back to the Board in December for approval.

## **F. Follow Up**

Mr. Carroll questioned why enrollment at Windfall School is higher in the higher grades. Mr. Lambdin stated that many schools do well with the younger students but can struggle when the children get a bit older and have challenging behaviors. Mr. Lambdin also stated we are seeing a trend in fifth, sixth, and ninth grades in which schools are asking for help as well as the parents wanting their children here. Mr. Carroll questioned how many children that attended Windfall Preschool returned to Windfall School and is there something we can do while they are in preschool to help them be successful later. Mr. Lambdin stated every child is different; we have to look at each individual child, their road signs, etc. Casey Smith, Intervention Specialist, has developed a relationship with National Design Mart Flooring Store in Medina for students to gain experience in the work force. Ms. Dreaden commented that MCBDD was a great place for her daughter and Mr. Hartman remarked that no one does it better than MCBDD.

## **G. Discussion Items**

### **1. 2025 Budget Changes**

Ms. Bates reviewed the budget changes since the 10/7, 2025 Budget Draft Review Meeting and noted that on 11/8 the budget is due to the county.

## **H. Old-Business**

There was no Old-Business.

## **I. New Business**

**1. 2025 Budget Allocation Resolution #32-24 (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Ms. Salek, to approve Resolution #32-24 to approve the 2025 Budget Allocation for total revenue of \$25,713,339.00, total expenditures of \$28,363,101.00, and total reserves of \$10,996,008.00 (capital and general reserves). The Motion was approved with a unanimous “yes” vote.

**2. Non-Federal Share of Medicaid Expenditures Resolution #33-24 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Hartman, to approve Resolution #33-24 to allow the Medina County Board of DD to spend up to a total of \$10,451,000.00 in calendar year 2025, to pay the non-federal share of Medicaid services as required by Section 5126.0511 (B) of the Ohio Revised Code. This amount shall be adequate to assure that Medicaid services will be available in the county in a manner that conforms to all applicable state and federal laws. The Motion was approved with a unanimous “yes” vote.

**3. 2024 Medina County Sheltered Industries, Inc. Contract Amendment Resolution #34-24 (ACTION)**

A Motion was made by Mr. Carroll, seconded by Mr. Hartman, to approve Resolution #34-24, to authorize the Superintendent to enter into a contract amendment with Medina County Sheltered Industries, Inc. for locally funded day array services, individual employment supports, career planning and non-medical transportation (NMT) services. The contract is effective January 1, 2024 through December 31, 2024, for an amount not to exceed \$180,000.00. Mr. Carroll gave a shout out to Windfall Industries who sponsored this year’s Halloween Dance. The Motion was approved with a unanimous “yes” vote.

**4. Gym Bleacher Replacement Proposal Resolution #35-24 (ACTION)**

A Motion was made by Mr. Hartman, seconded by Ms. Thomas Fain, to approve Resolution #35-24, to authorize the Superintendent to accept the scope of work for a proposal with Farnham Equipment Company for gym bleacher replacement. Mr. Gryskiewicz questioned if MCBDD has ever worked with Farnham Equipment Company and Mr. Richards, Director of Operations, stated we have not; however, we have been talking with them for two years. The Motion was approved with a unanimous “yes” vote.

**5. Abolishment and Creation of Position Resolution #36-24 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Gryskiewicz, to approve Resolution #36-24, to abolish the following position: 12 Month Language Development Specialist, and to create a Nine Month Language Development Specialist position. Mr. Carroll asked if anyone is currently in this position and Ms. Maleckar stated that this position is Ms. Schell’s current position; Ms. Schell has been hired as the new EI Coordinator replacing Marcy Batke. The Motion was approved with a unanimous “yes” vote.

**6. Appropriation Transfer Resolution #37-24 (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Gryskiewicz, to approve Resolution #37-24, to authorize the Medina County Auditor to make the following appropriation transfers: \$2,000.00 from School Age Salaries to School Age Supv/Supp and STRS accounts. Mr. Carroll questioned the title School Supv/Supp and asked if we had that title for school staff. Ms. Bates stated that it is the account name, not a title. The Motion was approved with a unanimous “yes”

vote.

### **7. Appropriation Transfer Resolution #38-24 (ACTION)**

A Motion was made by Ms. Dreaden, seconded by Ms. Thomas Fain, to approve Resolution #38-24, to authorize the Medina County Auditor to make the following Appropriation Transfers (\$7,000.00) from School Age Salaries and Preschool Subs to School Age Subs. The Motion was approved with a unanimous “yes” vote.

### **8. Excess Property Resolution #39-24 (ACTION)**

A Motion was made by Mr. Hartman, seconded by Mr. Carroll, to approve Resolution #39-24, to declare the requested items as Excess Property and unusable by the Medina County Board of Developmental Disabilities. The Motion was approved with a unanimous “yes” vote.

### **9. Excess Property Resolution #40-24 (ACTION)**

A Motion was made by Mr. Hartman, seconded by Ms. Salek, to approve Resolution #40-24, to appoint a Delegate and an Alternate to attend, vote, and give authority to use their discretion in representing the Board’s best interest at the OACB Delegate Assembly to be held Wednesday, December 4, 2024, in Columbus. The Delegate is, Wayne Carroll, and the Alternate is Dave Hartman. Ms. Lees, Executive Administrator, will be preparing both attendees’ paperwork to attend the OACB Annual Convention. The Motion was approved with a unanimous “yes” vote.

### **10. Policy Review and Approval (ACTION)**

A Motion was made by Mr. Gryskiewicz, seconded by Ms. Thomas Fain, to approve the submitted policy revisions. Mr. Carroll questioned the formatting on page 77 (Chapter 4, Section 8) in the section regarding staff certification and licensure; he requested the formatting be cleaned up. Mr. Hartman questioned if MCBDD provides marriage and family therapy as stated in Chapter 4 Section 8. Ms. Davis stated that those services are not provided by MCBDD; the policy language is taken from ORC. Mr. Carroll also commented on Chapter 7, page 108, (section above decision making under SSA) regarding the guardian in regard to decision-making as part of the individual’s Team. Ms. Maleckar reviewed the exact ORC wording and stated we will add to the policy. She also stated that guardians are involved in the decision-making process, along with the individual. Mr. Hartman questioned if Juneteenth was a federal holiday. Ms. Maleckar replied that it is. The Motion was approved with a unanimous “yes” vote.

### **J. Reports Review**

- Superintendent’s Report – Ms. Maleckar reviewed and also discussed the following:
  - Ms. Maleckar introduced Jennie Petrarca, the new SSA Director; Ms. Petrarca gave a brief bio of her work experience. Ms. Maleckar also thanked all the SSA Managers, Andrew Derga, Tracy Ratta, John Thomas, and Brian Sommers for keeping things moving along during this transition.
  - Mr. Carroll asked about the safety precautions being taken while voting is being held at MCBDD. Mr. Richards and Ms. Maleckar stated most staff will be working from home, agency doors to Administration and Windfall School will be locked, and school students will be eating lunch in their classrooms that day.
- Financial Reports – Ms. Bates reviewed
  - Revenue

- \$154,382.37 MAC 3QFY24.
- Fed. Grants – Title XX (EI).
- State Grants – DODD ARPA Reimbursement - \$56,142.00.
- Donation
  - \$300.00 Chatham Volunteer Firemen’s Association - EI.
- Expenditures
  - Capital Equipment: Used Tow Motor - \$16,873.50 (Budgeted \$40K).
  - Contract Repairs: Patio Roof Repair - \$6,255.00.
  - Emergency Funds: Emergency Housing – Hotel and Rent.
  - Special Projects: Provides Support Programs, Momentum, DODD ARPA Grant Expenditure.
  - Gasoline: Diesel Refill Needed for Generator - \$827.00.
  - Equipment: EI Laptop Replacements, Blinds School Side.
  - Capital: Classroom Restroom Renovation, Playground Upgrades – CI/ST.
  - Classroom Pavilion Improvement.
  - Used Fork Lift with Charges.
  - Medicaid Match – Five (5) DC Residents.
- Cash Balance
  - \$34M.
- Monthly Cash Flow
  - \$978K Use of Fund Balance.
  - \$3.9M YTD Use.
  - Taxes Coming October.
- Voucher Report
  - Board Member questions were addressed.

### **Approval of Financial Reports Resolution #41-24 (ACTION)**

A Motion was made by Mr. Carroll, seconded by Ms. Thomas Fain, to approve Resolution #41-24 to approve the Financial Reports for September, 2024. Mr. Hartman questioned how long Camperships go on. Ms. Bates stated only during the summer, but invoices can be sent throughout the year. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
  - Ms. Maleckar reviewed. No concerns or questions.
- Personnel Control Report
  - Ms. Maleckar reviewed. No concerns or questions.
- Focus Area 3 Dashboard
  - Ms. Maleckar reviewed and noted we are on target.
- Quarterly Reports
  - Performance Outcome: Mr. Hartman questioned the 57% completion rate in regard to the fiscal office receiving ISPs no later than 30 days prior to start of span date; Ms. Maleckar stated we will continue to work on this number. Ms. Maleckar stated that we are at 87% for the 15-day timeline and that we are moving in the right direction.

**III. Open Forum**

No speakers.

**IV. Adjournment**

A Motion was made by Ms. Thomas Fain, seconded by Ms. Salek, to adjourn the meeting at 7:19 p.m. The Motion was approved with a unanimous “yes” vote.

**FOR APPROVAL**

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Board Chair  
Medina County Board of DD

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Board Secretary  
Medina County Board of DD

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