

Meeting Minutes

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
December 16, 2024

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:11 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, Paula Majoros, and Marie Friss.

Others present included the following: Keisha Thomas.

II. General Session

A. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Mission Statement Affirmation

The Mission Statement was recited.

Mr. Olah stated that a Revised Agenda was presented to the Board. A Motion was made by Sandra Thomas Fain, seconded by Ann Salek, to approve the Revised Agenda. The Motion was approved with a unanimous “yes” vote.

C. Recognitions

1. Staff Retirements

Ms. Maleckar announced the retirement of two staff; Robin Dickson, SSA, and Sharon Strozyk, SSA Secretary. Ms. Maleckar read the Retirement Proclamations for both staff. Neither staff were present to accept the proclamation.

2. Board Member Retirements

Mr. Olah announced the retirement of two Board Members, Sandra Thomas Fain and Ann Salek. Mr. Olah read a short bio for each and thanked them for their years of dedicated service to individuals with developmental disabilities. A short reception was held.

D. Approval of Minutes

1. Approval of the Minutes from the Regular Board Meeting, November 18, 2024

A Motion was made by Mr. Carroll, seconded by Mr. Gryskiewicz, to approve the Minutes from the Regular Board Meeting on November 18, 2024. The Motion was approved with a unanimous “yes” vote.

E. Follow Up

1. How many people were included in the Midwest locally funded day service and NMT contract? There are three individuals covered under this contract.
2. How many Windfall Preschool students returned to Windfall School after attending their LEA? None from the last preschool session. Mr. Carroll requested that parents be made aware of the option to utilize the Ombudsman for assistance.
3. Share the Action Plan Monitoring Tool with the Board. This was presented to the Board. The Board thanked Ms. Maleckar and stated it contained the information they were looking for and provides a better understanding of how the 2025 Action Plan will be carried out. Ms. Maleckar stated the 2024 Action Plan Annual Summary will be presented to the Board at the January Board Meeting.

F. Discussion Items

1. Board Member Self Evaluation

Ms. Lees stated that the 2024 Board Member Self Evaluation has been moved to an electronic format and will be sent out the morning of December 17, 2024. The new format will be done in Survey Monkey. The Board requested to also use Survey Monkey to complete the Superintendent's annual evaluation. Ms. Hetkey will create the evaluation document in Survey Monkey.

G. Old-Business

There was no Old-Business.

H. New Business

1. 2025 Action Plan Approval Revolution #51-24 (ACTION)

A Motion was made by Mr. Carroll, seconded by Ms. Thomas Fain, to approve Resolution #51-24 approving the 2025 Action Plan as presented. Mr. Carroll asked when the 2025 Action Plan will be presented to the County Commissioners. Ms. Maleckar stated we do not present the Action Plan to the County Commissioners. The Motion was approved with a unanimous "yes" vote.

2. North East Ohio Network (NEON) Council of Governments Representative and Alternate Resolution #52-24 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Salek, to approve Resolution #52-24 to approve Superintendent Stacey Maleckar as authorized representative and Assistant Superintendent Annie Finnerty as the alternate to represent the MCBDD at council meetings and in business matters of NEON Council of Governments effective January 1, 2025 through December 31, 2025. The Motion was approved with a unanimous "yes" vote.

3. Approval of 2025 Board Meeting Calendar Resolution #53-24 (ACTION)

A Motion was made by Ms. Thomas Fain, seconded by Mr. Gryskiewicz, to approve Resolution #53-24, to approve the proposed Board Meeting Calendar for year 2025 as presented to the Board. A brief discussion was held regarding the meeting date in May. No revisions to the calendar were requested. The Motion was approved with a unanimous "yes" vote.

4. Employment Contracts Resolution #54-24 (ACTION)

A Motion was made by Mr. Carroll, seconded by Mr. Gryskiewicz, to approve Resolution #54-24, to approve employment contracts for a period of two years beginning January 1, 2025 through December 31, 2026 for Lillian Selva (Confidential Financial Data Specialist), Zachary Kascak (IT Help Desk), and Angela Baratuci (Community Relations Specialist). Mr. Hartman asked if these positions were non-bargaining; Ms. Maleckar stated the positions are non-bargaining and that after an initial one-year contract, if performance goals are met, staff may be moved to a two-year contract. The Motion was approved with a unanimous “yes” vote.

5. Abolishment and Creation of Position Resolution #55-24 (ACTION)

A Motion was made by Mr. Carroll, seconded by Mr. Hartman, to approve Resolution #55-24, to abolish the following position: SSA Secretary (union); and create the following position: Confidential Secretary (non-bargaining). Mr. Carroll asked about the difference in the two positions and if the union was alright with losing a position. Ms. Maleckar stated that because the confidential secretary is a non-union position, they are able to assist with confidential issues involving staff and other duties more confidential in nature. She also stated that the union was fine with having the position eliminated. Mr. Olah did not cast a vote on this Motion. All other Board Members voted “yes.” The Motion was approved.

6. 2024/2025 CRU For You Contract Resolution #57-24 (ACTION)

A Motion was made by Ms. Salek, seconded by Ms. Thomas Fain, to approve Resolution #57-24, to authorize the Superintendent to enter into a contract with CRU For You for locally funded day array services and non-medical transportation (NMT) services. The contract will be effective from December 18, 2024 through December 31, 2025, for an amount not to exceed \$65,000.00. Mr. Hartman asked if they are new and Ms. Maleckar stated yes, CRU For You is new to MCBDD and holds all certifications for day and non-medical transportation. Mr. Dryer added that CRU For You is a new provider in general, not just new to Medina County. The Motion was approved with a unanimous “yes” vote.

7. Selection of Nominating Committee for 2025 (ACTION)

Mr. Carroll, Mr. Hartman, and Mr. Gryskiewicz volunteered to be the Nominating Committee members for 2025. The Committee will meet at 4:30 on Monday, January 27, 2025, prior to the Annual Organization Meeting. The Committee will discuss the candidates for Board Officers in 2025 and will present a proposed slate of officers at the Organizational Meeting. No vote taken.

I. Reports Review

- Superintendent’s Report – Ms. Maleckar reviewed and also discussed the following:
 - Delegate Assembly – Mr. Carroll requested a report from the Delegate Assembly Meeting held at the OACB Conference. Mr. Hartman and Ms. Maleckar attended the Delegate Assembly Meeting; Mr. Hartman asked Ms. Maleckar to give a brief report. Ms. Maleckar commented there were updates to bylaws and a resolution to support the elimination of sub-minimum wage certificates. Current certificates will phase out and no new certificates will be issued moving forward. Discussed other wage options for individuals i.e. minimum wage positions similar to piece-rate positions.

- Financial Reports – Ms. Bates reviewed.
 - Revenue
 - At 97%.
 - Fed Grants IDEA, Part B - \$16,896.00 (Grant Total \$29,362.00).
 - ODE Subsidy – Three payments (typically two).
 - No Donations.
 - Expenditures
 - Three pay periods.
 - Special Project – Transferred moved more than needed in early 2024.
 - Capital – Includes \$328,741 in prior year expenses. Budget ok @ 47% CY Exp.
 - Cash Balance
 - \$39.2M.
 - Monthly Cash Flow
 - \$1.35M use of Fund Balance.
 - Voucher Report
 - Board Member questions were addressed.

Approval of Financial Reports Resolution #56-24 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Salek, to approve Resolution #56-24 to approve the Financial Reports for November, 2024. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
 - Ms. Maleckar discussed fluctuations in counts.
- Personnel Control Report
 - Mr. Carroll expressed concern regarding so many positions open in SSA lately. Ms. Maleckar stated the SSA Department has had a lot of retirees which has led to several of the open positions.

III. Open Forum

There were no speakers.

IV. Executive Session

No Executive Session was held.

V. Adjournment

A Motion was made by Ms. Thomas Fain, seconded by Ms. Salek, to adjourn the meeting at 6:37 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