

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Nominating Committee Meeting Minutes
January 27, 2025

I. Call to Order

The Nominating Committee Meeting was held via Microsoft Teams and called to order by Committee Chair, Dave Hartman, at 10:36 a.m. Committee Member Mark Gryskiewicz was present. The third Board Member appointed to the Committee, Wayne Carroll, was not present.

Others present via Microsoft Teams included the following: Stacey Maleckar, Shannon Lees, Zak Kascak, and Bobby Richards.

II. Discussion/Proposed Slate of 2025 Officers

The Nominating Committee met regarding the slate of Board Officers for 2025. Mr. Hartman stated that he had spoken with the current officers and all agreed to continue their role in 2025; therefore, the proposed slate of Board Officers for 2025 was as follows:

President:	<u>Andrew Olah</u>
Vice President:	<u>Mark Gryskiewicz</u>
Secretary:	<u>Lisa Dreaden</u>

Mr. Gryskiewicz agreed with the proposed slate.

III. Adjournment

A Motion was made by Mr. Gryskiewicz, seconded by Mr. Hartman, to adjourn the meeting at 10:38 a.m. The Motion passed with a unanimous “yes” vote.

FOR APPROVAL

Nominating Committee Chair
Medina County Board of DD

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Annual Organizational Meeting Minutes
January 27, 2025

I. Call to Order

The MCBDD Annual Organizational Meeting was called to order by Board President, Andy Olah, at 5:03 p.m. Other Board Members present included the following: Dave Hartman, Adina Kolar, Kelly Smith, and Debbie Bokmuller. Lisa Dreaden and Mark Gryskiewicz were excused.

Staff present included the following: Stacey Maleckar, Shannon Lees, Bobby Richards, Patti Hetkey, Tracey Lambdin, Ed Dryer, Diana Davis, Carey Bates, and Paula Majoros.

Others present included the following: Sandra Thomas Fain, Keisha Thomas, Maria Kolar, Aaron Harrison (County Commissioner).

II. Affirmation of New Board Member

County Commissioner Aaron Harrison administered the Oath of Office to new Board Member Adina Kolar.

III. Introduction of New Board Members

The three new Board Members were introduced by Board President Andy Olah and each gave a brief bio which included the following information:

Kelly Smith – Kelly is a parent of a daughter with developmental disabilities. Kelly works for Feeding Medina County; her duties include communication and marketing, among other things.

Debbie Bokmuller – Debbie is a parent of a son with a developmental disability. Kelly recently retired early from a large agency, where she worked largely in strategic planning, in order to assist her son during a transition time in his life.

Adina Kolar – Adina is an individual with a developmental disability and a self-advocate. Adina is very excited to share her experience and expertise as a Board Member.

IV. Nominating Committee Report and Election of Officers for 2024

The Nominating Committee consisted of Committee Members Mark Gryskiewicz and Dave Hartman. Wayne Carroll did not attend. Mr. Hartman acted as Chair and stated that the Nominating Committee met on January 27, 2025, via Microsoft Teams. After discussion, the Committee agreed to propose the following slate of officers for 2025:

President: Andrew Olah
 Vice Pres: Mark Gryskiewicz
 Secretary: Lisa Dreaden

A Motion was made by Mr. Olah, seconded by Mr. Hartman, to approve Resolution #01-25 to accept the slate of Board Officers for 2025, as presented. With no further discussion and no additional nominations, Mr. Olah abstained and all others voted “yes.” The Motion was approved.

V. 2025 Committee Appointments

Mr. Olah asked for volunteers for both the Donated Funds and Ethics Committees. The volunteers and/or appointments for the two committees are as follows:

Donated Funds: Dave Hartman (Chair), Kelly Smith, Mark Gryskiewicz

Ethics: Andy Olah (Chair), Debbie Bokmuller, Lisa Dreaden

A Motion was made by Mr. Hartman, seconded by Ms. Smith, to approve Resolution #02-25 to accept the 2025 Donated Funds Committee and Ethics Committee appointments. The Motion was approved with a unanimous “yes” vote.

VI. Review and Approval of the 2025 Table of Organization

A Motion was made by Ms. Bokmuller, seconded by Ms. Smith, to approve Resolution #03-25 to accept the 2024 Table of Organization as presented. The Motion was approved with a unanimous “yes” vote.

VII. Required Forms

Ms. Lees reminded the Board Members to complete the following required forms via BODDWorks:

1. Declaration Requirement of S. B. 10
2. Conflict of Interest

Ms. Lees will assist the new Board Members in getting connected to the BODDWorks training site.

VIII. Adjournment

A Motion was made by Mr. Hartman, seconded by Ms. Smith, to adjourn the meeting at 5:20 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

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Regular Board Meeting Minutes
January 27, 2025

I. Call to Order

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:31 p.m. Other Board Members present included the following: Dave Hartman, Kelly Smith, Debbie Bokmuller, and Adina Kolar. Lisa Dreaden was excused. Mark Gryskiewicz arrived at 6:37 p.m.

Staff present included the following: Stacey Maleckar, Shannon Lees, Diana Davis, Carey Bates, Tracey Lambdin, Patti Hetkey, Bobby Richards, Ed Dryer, Jennie Petrarca, and Paula Majoros.

Others present included the following: Sandra Thomas Fain, Keisha Thomas, Maria Kolar, and Aaron Harrison (County Commissioner).

II. General Session

Mr. Olah stated that there is a revised agenda.

A. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Mission Statement Affirmation

The Mission Statement was recited.

Mr. Olah reminded the Board that all discussion and conversations regarding Board business must be in general session, the Open Meetings Act. Mr. Olah also briefly reviewed the process for approving Resolutions for the new Board Members.

C. Recognitions

1. Staff Retirements

Ms. Maleckar announced the retirement of Patricia Kilbane (Windfall School). Ms. Maleckar read the Retirement Proclamation. Ms. Kilbane was not present.

D. Approval of Minutes

1. Approval of the Minutes from the Regular Board Meeting, December 16, 2024

A Motion was made by Mr. Hartman, seconded by Ms. Smith, to approve the Minutes from the Regular Board Meeting on December 16, 2024. The Motion was approved with a unanimous “yes” vote.

E. Presentations

1. 2024 Medina County Poll

Ms. Hetkey reviewed the data from the 2024 Medina County Poll. Data was reviewed for the following areas: Messaging and Awareness, Value of Services, and Communication Demographics. Ms. Hetkey is pleased with the data as we continue to work on reaching stakeholders with meaningful information in the most effective way. Ms. Bokmuller asked how

many participated in the Survey. There were 400 participants. More information regarding the methodology will be sent to the Board Members.

2. 2024 Action Plan Summary

Ms. Maleckar reviewed the following reports and addressed questions from Board Members:

- 2024 Action Plan Summary
- Top Ten Accomplishments of the 2022-2024 Strategic Plan
- 2025 Board Meeting Presentation Schedule

Ms. Maleckar stated that the packet also included 2022 and 2023 Action Plans and the Year End Summaries.

F. Old-Business

There was no Old-Business.

G. New Business

1. Superintendent Salary Increase Resolution #05-25 (ACTION)

A Motion was made by Mr. Olah, seconded by Mr. Hartman, to approve Resolution #05-25 approving a 3% salary increase for the Superintendent. Ms. Bokmuller asked if there are standard metrics for Superintendent evaluations. Ms. Maleckar stated that we are heavily guided by ORC and must align with all state/federal rules and regulations. Mr. Olah stated the high ratings resulting from the CARF and DODD Accreditations are tools used to gauge the accomplishments of the Superintendent. Ms. Maleckar will send her list of accomplishments for 2024 to the new Board Members. The Motion was approved with a unanimous “yes” vote.

2. 2024 Windfall Industries Contract Amendment-2 Resolution #06-25 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Smith, to approve Resolution #06-25 to authorize Superintendent Stacey Maleckar to enter into a contract amendment with Windfall Industries (Medina County Sheltered Industries), for locally-funded services. The contract amendment is for calendar year 2024 and will not exceed \$207,000. Mr. Hartman asked why an amendment is need so early in the year. Ms. Bates responded that this is the 2024 contract and the amendment is needed to round out 2024 billing for an individual who chose Windfall Industries as a provider for a locally-funded service. The Motion was approved with a unanimous “yes” vote.

H. Reports Review

- Superintendent’s Report – Ms. Maleckar reviewed the Superintendent’s Report.
 - Ms. Maleckar reviewed the Superintendent’s Report and addressed any questions from the Board.
- Financial Reports – Ms. Bates reviewed.
 - Revenue & Year-End Summary
 - At 102% YTD.
 - \$744,804.80 - CY21 Cost Report Settlement (MAC-\$54,366.40 and TCM-\$690,438.40).
 - Received Title XX FY24 Q4 payment.
 - \$226.98 - State Grants/State-funded reduced-price meals.

- \$50.00 – Donation for parking lot use during special event.
- Reviewed Year-End Summary.
- Expenditures & Year-End Summary
 - At 94% YTD.
 - December was a two-pay-period month.
 - Special Projects – Provider Support Programs: Workforce training, DSP Referral, DSP U Intern, Success Coach, Momentum Refresh (\$10,440.00).
 - Other Expenses - \$50.00 for voided check that was not reissued (shows up as a negative).
 - Capital YTD negative includes \$328,741.00 of CY23 payments. If remove % actual spent, would be 52%.
 - Reviewed Year-End Summary.
- Cash Balance
 - \$39,123,688.82.
- Monthly Cash Flow
 - \$82K use of Fund Balance.
 - YTD added \$1.04M to fund balance; projection was \$1.2M (under by \$135,536.00).
- Voucher Report
 - Board Member questions were addressed.

Approval of Financial Reports Resolution #04-25 (ACTION)

A Motion was made by Mr. Hartman, seconded by Ms. Smith, to approve Resolution #04-25 to approve the Financial Reports for December, 2024. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
 - No questions or comments from the Board.
- Personnel Control Report
 - No questions or comments from the Board.
- Quarterly Reports
 - All quarterly reports were reviewed: Contracts, Community Provider, Fiscal Indicators, Ombudsman, Performance Outcomes.
 - Ms. Maleckar stated that we issued two more IO Waivers than what we budgeted for.
 - Mr. Hartman asked Ms. Pertraca if she was happy with 55% in regard to the performance outcome related to the fiscal office receiving ISPs no later than 30 days prior to the start of the span date. Ms. Petrarca stated that the rule is actually 15 days and that we adjusted to 30 days to ensure we meet the rule. Knowing this, SSAs are right on target with what the rule states.

III. Open Forum

There were no speakers.

IV. Executive Session

No Executive Session was held.

V. Adjournment

A Motion was made by Mr. Gryskiewicz, seconded by Ms. Smith, to adjourn the meeting at 6:44 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

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