

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**February 24, 2025**

**I. Call to Order**

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:06 p.m. Other Board Members present included the following: Dave Hartman, Kelly Smith, Debbie Bokmuller, and Mark Gryskiewicz. Lisa Dreaden and Adina Kolar were excused.

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

Others present included the following: Sandra Thomas Fain, Keisha Thomas, and Wayne Carroll.

**II. General Session**

Mr. Olah stated that there is a revised Agenda that was distributed to the Board. He also stated that Ms. Dreaden, Board Secretary, is not in attendance and asked for a volunteer to take Minutes. Mr. Hartman volunteered.

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Mission Statement Affirmation**

The Mission Statement was recited.

**C. Recognitions**

**1. Staff Retirement**

Ms. Maleckar announced the retirement of Tom Core (SSA). Ms. Maleckar read the Retirement Proclamation. Mr. Core was not present.

**2. Board Member Retirement**

Mr. Olah read the Retirement Proclamation for Wayne Carroll. Mr. Carroll has served several terms on the MCBDD Board since 1997. He has been a dedicated Board Member and advocate for individuals with disabilities in Medina County. Mr. Carroll was present to accept his retirement plaque and proclamation. Thanks were extended to Wayne for many years of service to individuals with developmental disabilities in Medina County.

**D. Approval of Minutes**

**1. Approval of the Minutes from the Nominating Committee Meeting, January 27, 2025**

A Motion was made by Mr. Hartman, seconded by Mr. Gryskiewicz, to approve the Minutes from the Nominating Committee Meeting on January 27, 2025. The Motion was approved with a unanimous “yes” vote.

## **2. Approval of the REVISED Minutes from the Annual Organizational Meeting, January 27, 2025**

A Motion was made by Ms. Bokmuller, seconded by Mr. Gryskiewicz, to approve the REVISED Minutes from the Annual Organizational Meeting on January 27, 2025. Corrections were submitted and made prior to the meeting. The Motion was approved with a unanimous “yes” vote.

## **3. Approval of the Minutes from the Regular Board Meeting, January 27, 2025**

A Motion was made by Mr. Gryskiewicz, seconded by Ms. Smith, to approve the Minutes from the Regular Board Meeting on January 27, 2025. The Motion was approved with a unanimous “yes” vote.

### **E. Presentations**

#### **1. 2024 Annual Report**

Ms. Maleckar reviewed the 2024 Annual Report which included, but was not limited to, data in the following areas:

- 2024 Notables
- Revenue & Expenses
- Medicaid Funding
- ARPA Grant Funds
- Increases in number of:
  - People Served
  - Providers
  - People Attending DD-related Trainings
  - People Who Used the Mobile Changing Unit

Mr. Harman stated he would like to see better signage for the Mobile Changing Unit. Ms. Hetkey will look into this. Mr. Gryskiewicz asked if the number of providers we work with is up or down from last year. Ms. Maleckar stated it is up. Ms. Bokmuller stated it would be an interesting data point to know how many independent providers are a provider for a family member. Ms. Maleckar stated we will look into this. Ms. Smith asked if we know what attributed to the increase in the number of people served. Ms. Maleckar stated some have moved here from other counties and with the recent addition of more qualifying diagnoses for EI, that number has steadily increased. Ms. Maleckar stated that she will share the information in this report at meetings she attends at other county agencies and council meetings, etc.

#### **2. ARPA Wrap Up Report**

Ms. Maleckar stated that ARPA funds are DODD and State funds. Ms. Maleckar reviewed the ARPA Grant Report which included information regarding the four areas of funds use:

- Supported Connections (\$49,500)
- Community Experiences (\$11,222)
- Universal Changing Tables (\$58,759)
- Accessible Communities (\$10,100)

Ms. Smith asked if we will get these grant funds again. Ms. Maleckar stated that we will not; this was a one-time grant. Ms. Maleckar stated that due to the successful outcomes, we will continue to fund some programs with local funds.

#### **F. Old-Business**

There was no Old-Business.

#### **G. New Business**

##### **1. Excess Property Resolution #07-25 (ACTION)**

A Motion was made by Mr. Hartman, seconded by Ms. Bokmuller, to approve Resolution #07-25 to declare the requested items as Excess Property in accordance with ORC 307.12. Ms. Maleckar stated, for the new Board Members, that this is the process we must follow for any items with a value of \$500 or more. There was no discussion. The Motion was approved with a unanimous “yes” vote.

##### **2. 2026 Agency Calendar & 2025-2026 Windfall School Calendar Resolution #08-25 (ACTION)**

A Motion was made by Ms. Bokmuller, seconded by Ms. Smith, to approve Resolution #08-25 to approve the 2026 Agency Calendar and 2025-2026 Windfall School Calendar as presented. There was no discussion. 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 questions from the Board. Ms. Bokmuller requested that moving forward we include the number of EI referrals in the report.
- Financial Reports – Ms. Bates reviewed.
  - Revenue: Ms. Bates gave a brief overview of the report for the new Board Members.
    - \$6,891.51 – Fourth quarter 2024 Sales Tax.
    - Other Revenue – School lunch accounts and GovDeals.
    - Federal Grants – National School Lunch Program.
    - State Grants – Reduced lunch refund of \$1.60.
    - Refunds – Provider returned unused DODD ARPA grant funds. This was not known at budgeting time and will cause us to exceed the revenue budget for refunds in 2025.
    - Donations - \$15.00 cash found in Community Supports Dept. program file; deposited to Donated Funds.
  - Expenditures: Ms. Bates gave a brief overview of the report for the new Board Members.
    - Dental – Two months, Jan/Feb.
    - Fees – Second quarter FY25 Admin Fees, \$90,832.07.
    - Liability Insurance/Violence – 5% increase for liability (industry standard), 0% increase for violence, \$345.
    - Vehicle Insurance – 5% increase (industry standard), \$10,108.
    - Travel/Training - \$4,934.00 for Operating Mileage, \$5,415.00 for Training (including OACB Conference).
    - Contract Services - \$94,290.00 (prior year expense).

- Contract Projects - \$321,590.00 (prior year expense). \$299,640.00 for CAP housing project. \$17,500.00 DODD ARPA expense for NMT. \$4,450.00 for provider support programs.
- Other Expenses – Annual Membership Dues for OACB (\$49,230.00), OPRA (\$3,000.00), and other professional dues.
- Equipment - \$1,599.00 for wall padding on school side.
- Match – Third quarter FY25 (\$1.8M) and five individuals in a developmental center (\$38K).
- Prior year expense total - \$479,926.00, 13% of total expenses for January 2025.
- General Reserve – amount is about \$40,000.00 under budgeted amount; will not be revising the budgeted amount. General Reserve is based on 40% of prior year expenditures. This is projected at budget time and recalculated once the books close for the year.
- Capital Reserve – budgeted amount is from initial cash transfer (when the rule went into effect) less each year’s capital improvement budget. Total capital funds cannot exceed 25% of replacement value.
- Ms. Maleckar reviewed the process for utilizing CAP Housing funds.
- Cash Balance
  - \$35.8M.
- Monthly Cash Flow
  - \$3.3M use of Fund Balance; we have projected that deficit spending will begin in 2025.
- Voucher Report
  - No questions.

### **Approval of Financial Reports Resolution #09-25 (ACTION)**

A Motion was made by Mr. Gryskiewicz, seconded by Ms. Smith, to approve Resolution #09-25 to approve the Financial Reports for January, 2025. The Motion was approved with a unanimous “yes” vote.

- Enrollee Stats
  - Ms. Maleckar stated she has no concerns regarding this report.
- Personnel Control Report
  - Ms. Maleckar reviewed open positions. No concerns.
- Performance Outcomes for 2025
  - Ms. Maleckar stated that there are Performance Outcomes both related to the Strategic Plan and not related to the Strategic Plan. She stated the Board will receive a quarterly report regarding the status of these outcomes.

### **III. Open Forum**

Wayne Carroll: Mr. Carroll gave a brief statement of appreciation regarding his time as an MCBDD Board Member. He stated he is concerned about the “Science of Reading,” a system picked by the state of Ohio, and whether it allows for individualization of individuals with disabilities, rather than using data based on averages. Mr. Lambdin stated that this is just one tool in the toolbox of teachers. The state wants to use research-based methods and we want to ensure our teachers have all the tools they need to assist the students in reaching their IEP goals. Mr.

Lambdin stated the teachers do a great job of communicating with parents and the home school districts in regard to the progress of the students’ IEPs goals and other needs.

Mr. Hartman asked if we have a plan in regard to the possible cuts in state programs that may affect individuals with disabilities. Ms. Maleckar stated that we, along with OACB, are working with both state and federal legislators regarding this and that there are a lot of unknowns at this point.

**IV. Executive Session**

No Executive Session was held.

**V. Adjournment**

A Motion was made by Ms. Bokmuller, seconded by Mr. Olah, to adjourn the meeting at 6:24 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