

MINUTES OF THE
MONTGOMERY COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES SERVICES
January 21, 2025
NORTHVIEW

I. CALL TO ORDER/BOARD MEMBER ATTENDANCE

Vice Board President, John Serr, called the January 21, 2025 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:06 p.m.

Members In-Person: Vice-President, John Serr; Elizabeth Redmon; Madeline Iseli; Richard Schultze; Valerie Jones; Ralonda Holt; Heath MacAlpine
Interim CEO Kamarr Gage

Mr. Serr opened the meeting by reading the Board's Vision and Mission.

~ Moment of Silence

Mr. Serr asked the Board to observe a moment of silence in memory of those who have passed away since our last Board Meeting, whether they be individuals served or their family members, staff or their family members, or friends of the Board.

II. SPECIAL PRESENTATIONS

A. Oath of Office

The Executive Administrative Assistant administered the Oath of Office to the three new Board Members appointed by the Board of County Commissioners to serve a first term commencing January 1, 2025 and ending December 31, 2028: Ms. Ralonda Holt, Ms. Valerie Jones and Mr. Heath MacAlpine.

B. Approval of 2025 Slate of Officers

Motion: Ms. Iseli moved that the Montgomery County Board of DD Services adopt the Slate of Officers for calendar year 2025 as proposed: President, Mr. John Serr; Vice President, Ms. Elizabeth Redmon, and Secretary, Mr. Richard Schultze. Mr. MacAlpine seconded the motion. The motion carried unanimously.

C. Presentation by Human Services Planning and Development (HSPD) on Shared Human Services Levy

Assistant County Administrator Gerri Pegues and HSPD Assistant Director Patrick Bailey shared a presentation on the Shared Human Services Levy. They provided handouts of the presentation to the Board Members and answered questions as needed.

III. REVIEW AND APPROVAL OF MINUTES

The Board reviewed the December 10, 2024 Board Meeting minutes and took action as below. Four Board Members abstained because they were not present at the December meeting. All three who were present in December approved:

Motion: Mr. Serr moved that the Montgomery County Board of DD Services approve the minutes of the December 10, 2024 Board Meeting. Mr. Schultze seconded the motion. Ms. Iseli, Mr. MacAlpine, Ms. Holt, and Ms. Jones abstained. The motion carried with three in favor.

IV. CEO REPORTS

A. Update by Interim CEO – Kamarr’s written report was included in the Board Packet and, as a result of Kamarr meeting with County Administrator Colbert, the following set of deliverables were agreed upon and Kamarr has been working with the Leadership Team to plan implementation:

- **Explore lowering overhead**
- **Address Budget Gap**
- **Revisit IT plan proposed by DP/BCC IT**
- **Finalize Northview Lease**
- **Vacate Southview to prepare for sale**

B. Approval of 2024 Annual Report, 2025 Annual Plan, 2025-2028 Strategic Plan

In accordance with Board Policies and Ohio Revised Code, the 2024 Annual Report, 2025 Annual Plan, and the 2025-2028 Strategic Plan was presented to the Board for a second reading and approval.

After First Reading on December 10, 2024, this document was made available to the public via the Board’s website, and was reviewed at a Public Hearing held on Tuesday, January 7, 2025.

Janice Rice handed out copies of the Plan to the Board Members. Kamarr thanked all those who attended the Public Hearing. He said we received a lot of great feedback which was reviewed by the Leadership Team and changes were made as appropriate.

Motion: Mr. Serr moved that the Montgomery County Board of DD Services approve the 2024 Annual Report, 2025 Annual Plan, and 2025-2028 Strategic Plan, as presented. Ms. Iseli seconded the motion. The motion carried unanimously.

Mr. Serr thanked Janice for all her hard work on this document. He said every time Janice had to make an edit it would throw the whole formatting of the document off. He said it’s a lot more work than it looks like it would be and it came out very well.

Mr. MacAlpine said it's a great Strategic Plan and it's good to have that vision but the vision is only as good as the financial underpinning to it. He said the commitment to working through the challenges we have as an organization, while not hurting the people we serve in this community and continuing to provide great services, is going to be the challenge for this organization. If we do that, the rest of this will fall into place and it will be a doable thing. If we don't do that, then no matter how many Annual or Strategic Plans we have, we won't get to where we need to be.

C. Article on Extraordinarily Complex Property Tax Work Pushed To Next Session
This article was included in the Board Packet and Kamarr provided an overview stating that the community in general is concerned about property tax hikes and the bottom line is people may have concerns about paying more taxes and this is something we need to keep in mind when considering a levy increase which is tax-dependent.

D. MCBDDS Accreditation Certificate

This certificate was included in the Board Packet. It took a while to receive the final certificate due to a Plan of Correction that needed to take place. We received a three-year certification which is the highest that can be achieved. Kamarr said, while we hope the next Accreditation goes well and we will continue to provide good services, to receive a three-year it is required to exceed the norm and to exceed requires resources. If we don't get the highest award next time it doesn't mean we are not doing great things, it just means we have less resources and have to do things differently. However, we still want to strive to meet that standard.

E. Thank you note(s)

These notes were included in the Board Packet for the Board to read at their convenience and leisure.

V. COMMITTEE REPORTS

A. Ethics Committee – Elizabeth Redmon, Chairperson

1. Ms. Redmon stated that the Ethics Committee reviewed 13 individuals and any conflicts found will be addressed. Minutes will be provided for signature by the Ethics Committee members at the next Ethics Committee meeting. No action was required.

B. Finance Committee – Richard Schultze, Chairperson

1. Approval of 2025 – 2029 Northview Lease Agreement

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the above recommendation to authorize the Interim CEO to sign and enter into the lease of Northview for 2025 through 2029 with the Board of County Commissioners, Montgomery County, Ohio. Ms. Redmon seconded the motion. The motion carried unanimously.

2. Approval to explore Migration of MCBDDS IT to Montgomery County Data Processing (MCDP) IT

Motion: Mr. Schultze moved that the Montgomery County Board of DD Services approve the above recommendation to authorize the Interim CEO to explore the possible migration and cost savings of the MCBDDS IT Department moving to the MCDP Department. Ms. Jones seconded the motion. The motion carried unanimously.

3. Review of Program Vouchers

These Program Vouchers were provided in the Board Packet and included expenditures that are over \$1,000.00. No action was required and there were no questions.

4. Resolutions Calendar – There were no Resolution Calendar items for January

5. Financial Reports

The Financial Reports were provided in the Board Packet. Mr. Schultze asked for a Special Board Meeting to be set up to go over these reports. The Special Board Meeting is set up to take place at 6 p.m. on Wednesday, January 29, 2025 at Northview 8114 N. Main St. Dayton, OH 45415.

Andrew said we ended the year at 104.5% for Revenue, 102% for Expenses, and at \$13.3M for our Fund Balance which is approximately 22.4% of our operating budget. We ended 2024 with a slightly higher cash balance than we anticipated so that's definitely good for us. Overall that was due to the cost report settlement that came in late for a little over \$2M. Moving forward, due to the financial challenges already mentioned, things will look different.

C. Human Resources Committee – Madeline Iseli, Chairperson

There were no Human Resources items for January

D. Policy Committee – John Serr, Chairperson

1. **First Reading of Selected Policies**

Mr. Serr gave a first reading of the following policies. No action was required:

VII.064	Background Investigations
VII .241	Fraud Reporting
VII .55	Staff Reporting of Violations of Statutes and Rules

2. **Second Reading and Approval of Selected Policies**

Mr. Serr gave a second reading of the following policies:

VII .08	Performance Evaluation
VII.152	Personal and Administrative Leave
VII.152b	Leave Donation Program
VII .17	Staff Growth and Development
VII.84	Telework

Motion: Mr. Serr moved that the Montgomery County Board of DD Services approve the policies listed above. Ms. Redmon seconded the motion. The motion carried unanimously.

3. Request to Rescind

The following policies were rescinded because content still needed has been combined with other policies as noted below:

Policy VII.065 Notification of Criminal Charges is being rescinded as the content has been combined with VII.064 Background Investigations.

Policy VII.36 Staff Recognition and Awards is being rescinded primarily to reduce spending. The personal leave designated for longevity has been modified and absorbed in the procedures of policy VII.152 (Personal and Administrative Leave), and the gift cards designated for retirement have been modified and absorbed in the procedures of policy VII.34 (Separation from Service).

VII.065	Notification of Criminal Charges
VII.36	Staff Recognition and Awards

Motion: Mr. Serr moved that the Montgomery County Board of DD Services approve to Rescind Policies VII.065, and VII.36 as listed above. Ms. Holt seconded the motion. The motion carried unanimously.

4. Emergency Approval

The following policy was presented to the Board for waiving of first reading and proceeding to second reading/approval. This policy has been reviewed and modified by the subject matter expert, and has been presented to Legal Counsel.

Due to the time sensitive nature of the proposed changes, Policy VII.10 (Work Schedule for Full-Time and Part-Time Employees) revisions cannot wait until the February Board meeting. The policy change will remove the reduced workweek language for eligible employees.

VII.10	Work Schedules for Full-Time and Part-Time Employees
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Motion: Mr. Serr moved that the Montgomery County Board of DD Services approve Policy VII.10 Work Schedules for full-time and part-time employees. Ms. Redmon seconded the motion. The motion carried unanimously.

VI. SPECIAL REPORTS

The following updates/reports were included in the Board Packet for the Board Members to review at their convenience and leisure.

A. Monthly Updates for DDS Departments

VII. ANNOUNCEMENTS-EVENTS-STORIES

The following items/articles were included in the Board Packet for the Board Members to review at their convenience and leisure:

- A. Link included in Board Packet to newsletters and events calendar
- B. Jennifer Corcoran receives OACB Partners in Excellence Award
- C. Link included in the Board Packet to the Goodwill Easterseals Holiday Event.
- D. Retirement of SSA Supervisor Tom Shepherd
- E. DeWine, OOD announce 2025 webinar series on disability inclusion
- F. Link included in Board Packet: Governor DeWine Unveils First of 29 Planned Universal Changing Stations at Ohio Rest Areas | Ohio Department of Transportation

VIII. OTHER BUSINESS

There were no Other Business items for January

IX. VISITORS' TIME

There were several visitors in attendance and, in response to Mr. Serr inviting anyone who wished to speak, none wished to speak.

X. ADJOURNMENT

There being no further business to present to the Board, the meeting was adjourned.

Time: 8:31 p.m.


Board Officer

February 18, 2025

Date

The next meeting of the Montgomery County Board of DDS will be a Special Board Meeting and will take place at 6 p.m. on Wednesday, January 29, 2025 at Northview 8114 N. Main St. Dayton, OH 45415

The next Regular meeting of the Montgomery County Board of DDS will take place at 7 p.m. on TUESDAY, February 18, 2025 at Northview 8114 N. Main St. Dayton, OH 45415

Board Secretary/jn
Reviewed and approved by Interim CEO
Date approved by Board Secretary: January 24, 2025