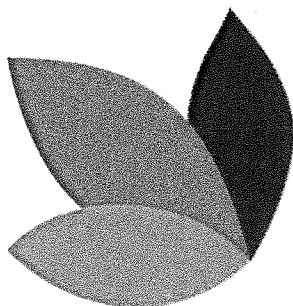


**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

April 16th, 2025
Board Meeting Minutes



**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

Board Meeting Agenda

April 16, 2025

Training: 6pm SSA Functions and Waivers

I. Call to Order and Roll Call:

- a. Roll Call 2025 Board
- b. Approval of Minutes from March, 2025

II. Financials:

- a. Financial Statement Review February Revised
- b. Financial Transactions and Voucher Approvals February Revised
- c. Financial Statement Review March
- d. Financial Transactions and Voucher Approvals March

III. New Business:

- a. Approvals:
 - i. LFSA
 - ii. Grant Dolly Parton Imagination Library
 - iii. Agency Calendar
- b. Board Status Reports/Program Reports:
- c. Issues:
 - i. Budget Commission
 - ii. IT Updates
 - iii. Annual Plan Goals

IV. General Announcements:

V. Other Business-Comments from the floor:

VI. Executive Session:

- a. Pursuant to ORC 121.22 G(1)- To consider the employment and compensation of a public employee.

VII. Adjournment:

Next Board Meeting: May 21, 2025

Adjourn @ 7:46

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

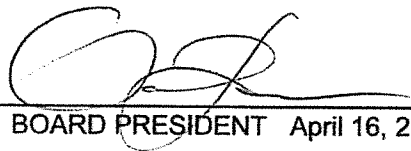
April 16, 2025

April, 16 2025 Board Meeting

Roll Call 2025 Board

ROLL CALL:

Mrs. Janson	<u>Here</u>	<i>Absent</i>
Mrs. Keiper	<u>Here</u>	<i>Absent</i>
Mrs. Wilder	<u>Here</u>	<i>Absent</i>
Mr. Lair	<u>Here</u>	<i>Absent</i>
Mr. Miller	<u>Here</u>	<i>Absent</i>
Mr. Sanchez	<u>Here</u>	<u><i>Absent</i></u>
Mr. Welty	<u>Here</u>	<i>Absent</i>



BOARD PRESIDENT April 16, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

April 16, 2025

Resolution: 25-22(A)

BE IT RESOLVED to approve the March, 19 2025 Board meeting minutes.

MOTION:

Janson

SECOND:

Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson
Mrs. Keiper
Mrs. Wilder
Mr. Lair

<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain

Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Sanchez	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Abstain
Mr. Welty	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain



BOARD PRESIDENT April 16, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

RESOLUTION # 25- 3- (B)

Financial Transactions

February, 2025

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated 4/16/25 approved the following purchase order certifications and financial transactions for the General Operating, Donation, Residential, and Construction Funds (accounts with no activity not shown).

Operating Fund (2027)

Payroll and Related Encumbrances:

<u>Account</u>	<u>Amount</u>	<u>Pay Dates:</u> 2/7/25, 2/21/25
501 - Salaries	\$ 284,965.72	
502 - Medicare	\$ 4,031.62	
504 - PERS	\$ 38,160.91	
505 - Workers Comp	\$ -	
506 - Unemployment	\$ -	
507 - STRS	\$ 1,143.40	
	<u>\$ 328,301.65</u>	

Purchase Orders:

<u>Vendor</u>	<u>Fund</u>	<u>Amount</u>	<u>Description</u>	<u>Number</u>
DEX IMAGING LLC	2027	\$ 36,923.00	3 Copy Machines/Printers	2025-00001936
GRIGGS, DEBRA	2063	\$ 5,000.00	Transportation	2025-00001773
GEAUGA DOOR SALES & SERVICE	4023	\$ 7,340.00	Install 2 Garage Doors - Maintenance Garage	2025-00001736
LEYGRAAF, NANCY JO	2063	\$ 5,000.00	Transportation	2025-00001774
METROPOLITAN POOLS	2027	\$ 2,000.00	Pool Maintenance	2025-00001755
TRU COMMUNITY	2063	\$ 35,000.00	Adult Day/Transportation	2025-00001775
VECCHIO, SUSAN	2027	\$ 800.00	Travel Expenses, Other	2025-00001943
		<u>\$ 92,063.00</u>		

MOTION: *Tanson*

SECOND: *WV*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain
Mrs. Keiper	<u>Yes</u>	No	Abstain
Mrs. Wilder	<u>Yes</u>	No	Abstain
Mr. Lair	<u>Yes</u>	No	Abstain

Mr. Miller	<u>Yes</u>	No	Abstain
Mr. Sanchez	<u>Yes</u>	No	Abstain
Mr. Welty	<u>Yes</u>	No	Abstain



President

BY OFFICIAL ACTION OF THE BOARD

4/16/25

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

RESOLUTION # 25- 4- (B)

Voucher Approval - February, 2025

BE IT RESOLVED to confirm the payment of Voucher Schedule
284,741.67

25 4 - O with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 02/01/25	PERIOD 2/1/2025-2/28/2025	YTD		
503 Hospitalization	954,285.00	71,020.22	70,735.22	141,755.44	812,529.56	15%
601 Contract Services	546,961.27	42,523.10	57,477.89	100,000.99	446,960.28	18%
701 Materials and Supplies	185,578.50	3,582.78	1,746.08	5,328.86	180,249.64	3%
801 Equipment	108,000.00	543.82	3,941.99	4,485.81	103,514.19	4%
901 Other	496,393.34	556.00	147,628.84	148,184.84	348,208.50	30%
902 Travel	90,190.92	5,295.15	3,211.65	8,506.80	81,684.12	9%
903 Advertising	70,000.00	555.46	-	555.46	69,444.54	1%
940 Lease Expenses	282,140.59	-	-	-	282,140.59	0%
999 Transfers Out	11,529,000.00	-	-	-	11,529,000.00	0%
TOTAL	14,262,549.62	124,076.53	284,741.67	408,818.20	13,853,731.42	3%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 4 - D with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 02/01/25	PERIOD 2/1/2025-2/28/2025	YTD		
901 Other Expenses	2,500.00	-	-	-	2,500.00	0%
TOTAL	2,500.00	-	-	-	2,500.00	0%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 4 - R with expenditures totaling

188,095.65

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 02/01/25	PERIOD 2/1/2025-2/28/2025	YTD		
601 Service Contracts	11,863,946.90	269,095.31	188,095.65	457,190.96	11,406,755.94	4%
TOTAL	11,863,946.90	269,095.31	188,095.65	457,190.96	11,406,755.94	4%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 4 - C with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 02/01/25	PERIOD 2/1/2025-2/28/2025	YTD		
601 Service Contracts	110,150.00	24,250.00	-	24,250.00	85,900.00	22%
TOTAL	110,150.00	24,250.00	-	24,250.00	85,900.00	22%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 4 - F with expenditures totaling

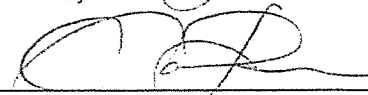
ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 02/01/25	PERIOD 2/1/2025-2/28/2025	YTD		
999 Transfers Out	1,500,000.00	-	-	-	1,500,000.00	0%
TOTAL	1,500,000.00	-	-	-	1,500,000.00	N/A

MOTION:
SECOND:
DISCUSSION:

Roll Call:

Mrs. Janson	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain
Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain

Mr. Miller	Yes	No	Abstain
Mr. Sanchez	Yes	No	Abstain
Mr. Welty	Yes	No	Abstain


President

BY OFFICIAL ACTION OF THE BOARD

4/16/25

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

RESOLUTION # 25- 5- (B)

Financial Transactions

March, 2025

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated 4/16/25 approved the following purchase order certifications and financial transactions for the General Operating, Donation, Residential, and Construction Funds (accounts with no activity not shown).

Operating Fund (2027)

Payroll and Related Encumbrances:

<u>Account</u>	<u>Amount</u>
501 - Salaries	\$ 284,688.51
502 - Medicare	\$ 4,027.53
504 - PERS	\$ 38,161.48
505 - Workers Comp	\$ -
506 - Unemployment	\$ -
507 - STRS	\$ 1,195.67
	<u>\$ 328,073.19</u>

Pay Dates: 3/7/2025, 3/21/2025

Purchase Orders:

<u>Vendor</u>	<u>Fund</u>	<u>Amount</u>	<u>Description</u>	<u>Number</u>
CERVENKA, GEORGE	2027	\$ 300.00	Travel Expenses, Other	2025-00002061
JUAN JAVIER HUESCA AGUIRRE	2027	\$ 14,898.00	Mowing Services	2025-00002071
KOBELLA PLUMBING	2027	\$ 5,000.00	Plumbing Repair/Maint.	2025-00001955
METZENBAUM SHELTERED IND	2063	\$ 30,000.00	Cash Flow Grant	2025-00002086
SIERACKI, HEATHER	2063	\$ 4,000.00	Supported Living/Trans	2025-00002129
SUNNY ACRES AMISH SCHOOL	2063	\$ 2,100.00	Lift Grant	2025-00002133
WEST ROOFING SYSTEMS, INC	2027	\$ 1,050.00	Roof Maintenance Agreement	2025-00002013

\$ 57,348.00

MOTION: *Keiper*

SECOND: *Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain
Mrs. Keiper	<u>Yes</u>	No	Abstain
Mrs. Wilder	<u>Yes</u>	No	Abstain
Mr. Lair	<u>Yes</u>	No	Abstain

Mr. Miller	<u>Yes</u>	No	Abstain
Mr. Sanchez	<u>Yes</u>	No	Abstain
Mr. Welty	<u>Yes</u>	No	Abstain



President

BY OFFICIAL ACTION OF THE BOARD

4/16/25

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

RESOLUTION # 25- 6- (B)

Voucher Approval - March, 2025

BE IT RESOLVED to confirm the payment of Voucher Schedule
3,718,063.78

25 6 - O with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 03/01/25	PERIOD 3/1/2025-3/31/2025	YTD		
503 Hospitalization	954,285.00	141,755.44	70,742.37	212,497.81	741,787.19	22%
601 Contract Services	546,961.27	100,000.99	39,356.74	139,357.73	407,603.54	25%
701 Materials and Supplies	185,578.50	5,328.86	2,467.81	7,796.67	177,781.83	4%
801 Equipment	108,000.00	4,485.81	-	4,485.81	103,514.19	4%
901 Other	496,393.34	148,184.84	85,148.02	233,332.86	263,060.48	47%
902 Travel	90,190.92	8,506.80	4,104.59	12,611.39	77,579.53	14%
903 Advertising	70,000.00	555.46	16,244.25	16,799.71	53,200.29	24%
940 Lease Expenses	282,140.59	-	-	-	282,140.59	0%
999 Transfers Out	11,529,000.00	-	3,500,000.00	3,500,000.00	8,029,000.00	30%
TOTAL	14,262,549.62	408,818.20	3,718,063.78	4,126,881.98	10,135,667.64	29%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 6 - D with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 03/01/25	PERIOD 3/1/2025-3/31/2025	YTD		
901 Other Expenses	2,500.00	-	-	-	2,500.00	0%
TOTAL	2,500.00	-	-	-	2,500.00	0%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 6 - R with expenditures totaling

2,205,037.95

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 03/01/25	PERIOD 3/1/2025-3/31/2025	YTD		
601 Service Contracts	11,863,946.90	457,190.96	2,205,037.95	2,662,228.91	9,201,717.99	22%
TOTAL	11,863,946.90	457,190.96	2,205,037.95	2,662,228.91	9,201,717.99	22%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 6 - C with expenditures totaling

7,773.00

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 03/01/25	PERIOD 3/1/2025-3/31/2025	YTD		
601 Service Contracts	110,150.00	24,250.00	7,773.00	32,023.00	78,127.00	29%
TOTAL	110,150.00	24,250.00	7,773.00	32,023.00	78,127.00	29%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 6 - F with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 03/01/25	PERIOD 3/1/2025-3/31/2025	YTD		
999 Transfers Out	1,500,000.00	-	-	-	1,500,000.00	0%
TOTAL	1,500,000.00	-	-	-	1,500,000.00	N/A

MOTION:
SECOND:
DISCUSSION:

Roll Call:

Mrs. Janson	Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain
Mrs. Wilder	Yes	No	Abstain
Mr. Lair	Yes	No	Abstain

Mr. Miller	Yes	No	Abstain
Mr. Sanchez	Yes	No	Abstain
Mr. Welty	Yes	No	Abstain

President

BY OFFICIAL ACTION OF THE BOARD

4/16/25

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

April 16, 2025

Resolution: 25-23(A)

BE IT RESOLVED to approve Locally Funded Services Agreement with:

- Edward Brown, in an amount of \$5,000 for transportation services

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: *Keiper*

SECOND: *Wilder*

DISCUSSION:

ROLL CALL:

Mrs. Janson
Mrs. Keiper
Mrs. Wilder
Mr. Lair

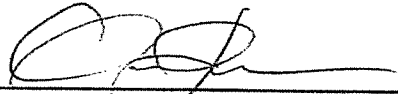
Yes
Yes
Yes
Yes

No Abstain
No Abstain
No Abstain
No Abstain

Mr. Miller
Mr. Sanchez
Mr. Welty

Yes
Yes
Yes

No Abstain
No Abstain
No Abstain



BOARD PRESIDENT April 16, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

April 16, 2025

Resolution: 25-24(A)

WHEREAS, Dolly Parton's Imagination Library is a program that sends free, high-quality books every month to children from birth to age five, regardless of their family's income;

WHEREAS, GCBDD recognizes the critical importance of fostering literacy and supporting educational opportunities for children in Geauga County;

BE IT RESOLVED that GCBDD approves a grant in the amount of \$6,000 to Dolly Parton's Imagination Library;

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: *Janson*

SECOND: *Keiper*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	No	Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Sanchez	<input checked="" type="radio"/> Yes	No	Abstain
Mrs. Wilder	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Welty	<input checked="" type="radio"/> Yes	No	Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	No	Abstain				



BOARD PRESIDENT April 16, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

April 16, 2025

Resolution: 25-25(A)

BE IT RESOLVED to approve the 2025-2026 Geauga DD calendar of operations.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: *Lair*

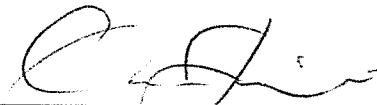
SECOND: *Miller*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	No	Abstain
Mrs. Keiper	<input checked="" type="radio"/> Yes	No	Abstain
Mrs. Wilder	<input checked="" type="radio"/> Yes	No	Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	No	Abstain

Mr. Miller	<input checked="" type="radio"/> Yes	No	Abstain
Mr. Sanchez	<input checked="" type="radio"/> Yes	No	Abstain
Mr. Welty	<input checked="" type="radio"/> Yes	No	Abstain



BOARD PRESIDENT April 16, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

April 16, 2025

Resolution: 25-26(A)

BE IT RESOLVED to adjourn into Executive Session:

- a. Pursuant to ORC 121.22 G(1)- To consider the employment and compensation of a public employee.

MOTION: *Miller*

SECOND: *Keiper*

DISCUSSION:

ROLL CALL:

Mrs. Janson

☒ Yes

No

Abstain

Mrs. Keiper

☒ Yes

No

Abstain

Mrs. Wilder

☒ Yes

No

Abstain

Mr. Lair

☒ Yes

No

Abstain

Mr. Miller

☒ Yes

No

Abstain

Mr. Sanchez

☒ Yes

No


Abstain

Mr. Welty

☒ Yes

No

Abstain



BOARD PRESIDENT April 16, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda
For April 16, 2025**

- I. Call to Order and Roll Call: 7pm**
 - a. Roll Call 2025 Board
 - b. Approval of Minutes from March 2025
- II. Financials:**
 - a. Financial Statement Review: February 2025
 - b. Financial Transactions and Voucher Approvals
 - c. Financial Statement Review: March 2025
 - d. Financial Transactions and Voucher Approvals
- III. New Business:**
 - a. Approvals:
 - i. LFSA
 - ii. Grant Dolly Parton Imagination Library
 - iii. Agency Calendar
 - b. **Board Status Reports/Program Reports:**
 - c. **Issues:**
 - i. Budget Commission
 - ii. IT Updates
 - iii. Annual Plan Goals
- IV. General Announcements:**
- V. Other Business-Comments from the floor:**
- VI. Executive Session:** Pursuant to ORC 121.22(G)(1): To consider the employment and compensation of a public employee.
- VII. Adjournment: 7:40pm**
Next Board Meeting: May 21, 2025

Summary of Discussion:

- VIII. Call to Order and Roll Call: 7pm**
- IX. Financials:**
 - a. Financials were reviewed by Mrs. Davis.
- X. New Business:**
 - a. Approvals:
 - i. Grant Dolly Parton Imagination Library:
Mr. Carlson informed the board that the agreed-upon cost to support the program was determined based on the number of eligible individuals served by Geauga DD.
 - b. **Board Status Reports/Program Reports:**
 - i. The agency's board status reports and program reports were placed in the board book prior to the meeting and reviewed by Mr. Carlson during the meeting.
 - c. **Issues:**
 - i. Budget Commission:
Mr. Carlson informed the Board that the County approved the Geauga DD budget.
 - ii. IT Updates:

Mr. Carlson informed the Board that ADP will be onsite two days a week for IT support.

iii. Annual Plan Goals:

Mr. Carlson reviewed the annual plan goals with the board and was happy to report everything is on track.

XI. General Announcements:

a. Board President, Mr. Lair called for any further general announcement from the board or the public:

i. No further announcements were made.

XII. Other Business-Comments from the floor:

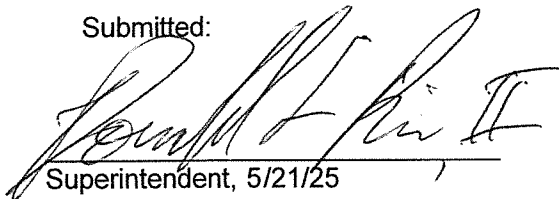
a. Board President, Mr. Lair called for any other business or comments from the board or public:

i. No other business or comments from the floor were made.

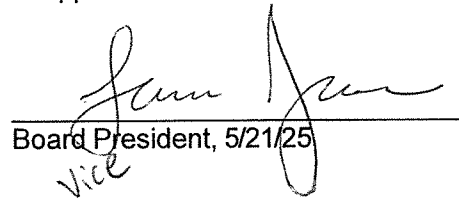
XIII. Adjournment: 7:40pm

Board President, Mr. Lair adjourned the meeting at 7:40pm because the agenda was completed.

Submitted:


Superintendent, 5/21/25

Approval:


Board President, 5/21/25
Vice

cc: Bd. of Geauga Co. Commissioners, Geauga Co. Probate Court, Geauga Co. Prosecutor