November 19th, 2025 Board Meeting Minutes



Board Meeting Agenda November 19, 2025

Training: 6pm Annual Plan

- I. Call to Order and Roll Call: 6:47pm
 - a. Roll Call 2025 Board
 - b. Approval of Minutes from October, 2025
 - c. Donations
 - d. Resolution of Appreciation
- II. Financials:
 - a. Financial Statement Review: October
 - b. Financial Transactions and Voucher Approvals: October
- III. New Business:
 - a. Approvals:
 - i. Ethics Approval
 - ii. 2026 Contracts
 - iii. LFSA Approvals
 - iv. Metzenbaum Foundation Contract
 - v. Empower Grant
 - vi. NPower Grant
 - vii. Rainbow of Hope Grant
 - viii. Continuation Of Operations
 - ix. Credit Card Board Policy
 - x. Disposal of Assets
 - b. Board Status Reports/Program Reports:
 - c. Issues:
 - i. New Board Member
- IV. General Announcements:
- V. Other Business-Comments from the floor:
- VI. Adjournment: 7:30pm

 Next Board Meeting: December 10, 2025

November 19, 2025

November, 19 2025 Board Meeting

a. Roll Call 2025 Board 6.47pm

ROLL CALL:

Mrs. Janson	Here	Absent
Mrs. Keiper	Here	Absent
Mrs. Wilder	Here	Absent
Mr. Lair	Here	Absent
Mr. Miller	Here	Absent
Mr. Sanchez	Here	Absent
Mr. Welty	Here	Absent

November 19, 2025

Resolution: 25-75(A)

BE IT RESOLVED to approve the October 15, 2025 Board meeting minutes.

MOTION: Mr. Miller

SECOND: Mrs. Janson

DISCUSSION:

ROLL CALL:

Mrs. Janson

Mrs. Keiper

Mrs. Wilder

Mr. Lair

No

Abstain No Abstain

No Abstain No Abstain Mr. Miller

Mr. Sanchez

Mr. Welty

No Abstain No Abstain

No Abstain

November 19, 2025

Resolution: 25-03(D)

BE IT RESOLVED to accept the donations to the program. On behalf of the Board, the Superintendent is directed to deposit these funds in the accounts specified. Also, he is directed to forward a letter of thanks and appreciation to each donor.

Donor:

Gift:

Use:

Barry Deming

Hoyer Lift, Hospital Bed, Wheelchair,

and walkers

For general use to the program

MOTION: Mr. Miller

SECOND: Mr. Sanchez

DISCUSSION:

ROLL CALL:

Mrs. Janson Mrs. Keiper Mrs. Wilder

Mr. Lair

No No

Abstain Abstain Abstain No Abstain No

Mr. Miller Mr. Sanchez Mr. Welty

No No No

Abstain Abstain Abstain

BOARD PRESIDENT

November 19, 2025

November 19, 2025

Resolution: 25-76(A)

BE IT RESOLVED to approve the following resolution of appreciation:

John Barrows

MOTION: Mr. Sanchez SECOND: Mrs. Janson

DISCUSSION:

ROLL CALL:

Mrs. Janson No Abstain Mr. Miller No Abstain Mrs. Keiper No No Abstain Abstain Mr. Sanchez Mrs. Wilder Abstain Mr. Welty No Yes No Abstain Mr. Lair No Abstain

RESOLUTION # 25-19- (B) **Financial Transactions**

October, 2025

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated 11/19/2025 approved the following purchase order certifications and finanancial transactions for the General Operating, Donation, Residential, and Construction Funds (accounts with no activity not shown).

Amount

Operating Fund (2027)

Payroll and Related Encumbrances:

Account	Amo	<u>unt</u>
501 - Salaries	\$	425,306.93
502 - Medicare	\$	6,068.81
504 - PERS	\$	37,557.51
505 - Workers Comp	\$	•
506 - Unemployment	\$	-
507 - STRS	\$	1,650.25
	\$	470,583.50

Pay Dates: 10/3,10/17,10/31

Purchase Orders:

	<u>Vendor</u>	<u>Fund</u>	<u>Amount</u>		<u>Description</u>	<u>Number</u>
	BUCKEYE RESIDENTIAL SO	2063	\$	5,000.00	Adult Day/Supported Living	2025-00003325
`	GEAUGA COUNTY ADP BOA	2027	\$	26,400.00	On-site Technical Support	2025-00003292
	LARAMEE, JAIMIE	2063	\$	5,000.00	Transportation	2025-00003297
	MCPHILLIPS PLUMBING & H	2027	\$	2,000.00	Heating & A/C Maint.	2025-00003355
	NESS, KELLIE	2063	\$	5,000.00	Transportation	2025-00003295
	PRESTON FORD	2027	\$	13,000.00	Service and Maintenance	2025-00003250
	SISSON, JODY	2063	\$	20,000.00	Transportation	2025-00003298

76,400.00

MOTION: Mr. Lair SECOND: Mr. Miller

DISCUSSION:

ROLL CALL: Mrs. Janson Yes No Abstain Mrs. Keiper Abstain No Mrs. Wilder Abstain No Yes Mr. Lair No Abstain

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

President

RESOLUTION # 25- 20- (B)

Voucher Approval -

October, 2025

BE IT RESOLVED to confirm the payment of Voucher Schedule 2,678,265.50

25 20 - O with expenditures totaling

				EXPENDITURES			
40001		CY 2025	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOU		APPROP	10/01/25	10/1/25-10/31/25		BALANCE	EXPENDED
503	Hospitalization	954,285.00	637,259.13	69,366.26	706,625.39	247,659.61	74%
601	Contract Services	574,356.90	398,141.66	35,498.79	433,640.45	140,716.45	76%
701	Materials and Supplies	114,767.56	41,086.16	3,652.86	44,739.02	70,028.54	39%
801	Equipment	103,000.00	54,667.93	10,953.83	65,621.76	37,378.24	64%
901	Other	548,661.37	469,793.47	5,645.63	475,439.10	73,222,27	87%
902	Travel	83,064.11	44,561.60	4,989.87	49,551.47	33,512.64	60%
903	Advertising	70,000.00	32,490.71	16,226.30	48,717.01	21,282.99	70%
940	Lease Expenses	282,140.59	-	32,931.96	32,931.96	249,208.63	12%
999	Transfers Out	12,999,000.00	10,500,000.00	2,499,000.00	12,999,000.00	-	100%
TOTAL		15,729,275.53	12,178,000.66	2,678,265.50	14,856,266.16	873,009.37	94%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 20 - D with expenditures totaling

	1		EXPENDITURES			
ACCOUNT	CY 2025 APPROP	BEGINNING 10/01/25	PERIOD 10/1/25-10/31/25	YTD	APPROP BALANCE	PERCENT EXPENDED
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 970,278.29

25 20 - R with expenditures totaling

			EXPENDITURES			
Yan and a second	CY 2025	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT	APPROP	10/01/25	10/1/25-10/31/25		BALANCE	EXPENDED
601 Service Contracts	13,218,211.06	8,199,889.51	970,278.29	9,170,167.80	4,048,043.26	69%
TOTAL	13,218,211.06	8,199,889.51	970,278.29	9,170,167.80	4,048,043.26	69%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

2,562.32

25 20 - C with expenditures totaling

	Market St.		EXPENDITURES			
	CY 2025	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT	APPROP	10/01/25	10/1/25-10/31/25		BALANCE	EXPENDED
601 Service Contracts	245,150.00	123,950.16	2,562.32	126,512.48	118,637.52	52%
TOTAL	245,150.00	123,950.16	2,562.32	126,512.48	118,637.52	52%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 20 - F with expenditures totaling

		EXPENDITURES				
	CY 2025	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT	APPROP	10/01/25	10/1/25-10/31/25		BALANCE	EXPENDED
999 Transfers Out	1,500,000.00		-	-	1,500,000.00	0%
TOTAL	1,500,000.00		•		1,500,000.00	N/A

MOTION: MIMINEY
SECOND: Mosonchez
DISCUSSION:

Roll Call;
Mrs. Janson
Mrs. Keiper
Mrs. Wilder
Mrs. Wilder
Mrs. Lair
Mrs. Wood Abstain

Mr. Miller Mr. Sanchez Mr. Welty Yes

No Ab

Abstain Abstain Abstain

President

BY OFFICIAL ACTION OF THE BOARD

11/19/2025

November 19, 2025

Resolution: 25-77(A)

WHEREAS, pursuant to Ohio Revised Code 5126.032, the Ethics Council of the Geauga County Board of Developmental Disabilities on November 19, 2025, has conducted a review of the following direct services contracts; and

WHEREAS, the Ethics Council hereby certifies to the Board the following recommendations:

A Locally Funded Services Agreement with Mary Jo Quinlin, in an amount of \$1,600.00 for NMT purposes.

NOW, THEREFORE, BE IT RESOLVED that the Geauga County Board of Developmental Disabilities approves the above listed contract,

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

MOTION: MG. Keiper SECOND: MG. Sanchez

DISCUSSION:

ROLL CALL:

No Abstain Abstain Mr. Miller Mrs. Janson No Mr. Sanchez No Abstain Abstain Mrs. Keiper No Mr. Welty Yes No Abstain Mrs. Wilder No Abstain Abstain Mr. Lair No

November 19, 2025

Resolution: 25-78(A)

WHEREAS, the Geauga DD recognizes the need to establish and approve contracts for the year 2026 to ensure the effective operation of its programs, services, and business functions;

BE IT RESOLVED to approve contracts starting in the year of 2026.

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

MOTION: Mrs. Keiper

SECOND: Mr. Millor

DISCUSSION:

ROLL CALL:

Mrs. Janson No Abstain Mr. Miller No Abstain Mrs. Keiper No Abstain Mr. Sanchez No Abstain Mrs. Wilder No Abstain Mr. Welty No Abstain Mr. Lair Abstain No

November 19, 2025

Resolution: 25-79(A)

BE IT RESOLVED to approve Locally Funded Services Agreement Addendums with:

- Access Supportive Actions, in an amount of \$10,000.00 for HPC, HPC Transportation, NMT,
 & Adult Day services
- BR549,LLC, in an amount of \$12,000.00 for HPC, HPC Transportation, NMT, & Adult Day services

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

MOTION: Mr. Jahson SECOND: Mr. Miller

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
Mr. Sanchez
Mr. Welty

Yes
No Abstain
Yes
No Abstain
Yes
No Abstain

November 19, 2025

Resolution: 25-80(A)

BE IT RESOLVED to approve a contract with The Metzenbaum Foundation, to fund the Family Home Based Services program and other related programs they oversee to support people receiving services from Geauga DD, in the amount of \$745,100.

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

MOTION: Mr. Sanchez

SECOND: Mr. Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson Mrs. Keiper

Mrs. Wilder Mr. Lair

Abstain No No Abstain No Abstain

No Abstain Mr. Miller

Mr. Sanchez Mr. Welty

No Abstain No Abstain

Yes No Abstain

November 19, 2025

Resolution: 25-81(A)

BE IT RESOLVED to approve a grant request addendum for Empower Sports, to cover costs providing integrated recreation services, in the amount of \$75,000.

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

MOTION: Mr. Lair SECOND: Mrs. Keiper

DISCUSSION:

ROLL CALL:

Mrs. Janson Mrs. Keiper Mrs. Wilder

Mr. Lair

Abstain No Abstain No

Abstain No No Abstain Mr. Miller Mr. Sanchez

Mr. Welty

No Abstain No Abstain

No Abstain

November 19, 2025

Resolution: 25-82(A)

BE IT RESOLVED to approve a grant request made by NPower Services Co., to cover costs to furnish the Integrated Recreation and Socialization program that support various community groups and activities, in the amount of \$75,000.

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

MOTION: Mr. Miller

SECOND: MIS JAMSON

DISCUSSION:

ROLL CALL:

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

Mr. Miller Mr. Sanchez Mr. Welty Yes Yes

No Abstain
No Abstain
No Abstain

November 19, 2025

Resolution: 25-83(A)

BE IT RESOLVED to approve a grant request made by Rainbow of Hope, to help fund operational costs serving people with intensive support needs who receive services from Geauga DD, in the amount of \$235,000.

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

MOTION: Mrs. Kliper

SECOND: Mr. Miller

DISCUSSION:

ROLL CALL:

No Abstain Mr. Miller Mrs. Janson No Abstain No Abstain Mr. Sanchez Mrs. Keiper No Abstain No Abstain Abstain Mr. Welty Mrs. Wilder No Mr. Lair No Abstain

November 19, 2025

Resolution: 25-84(A)

BE IT RESOLVED to approve the Continuity of Operations Plan as presented and discussed at the October 15th, Board meeting.

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

MOTION: Mrs. Keiper SECOND: Mr. Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson Mrs. Keiper Mrs. Wilder

Mr. Lair

Abstain No No Abstain No

Abstain No Abstain

Mr. Miller Mr. Sanchez

Mr. Welty

No Abstain No Abstain

No Abstain

November 19, 2025

Resolution: 25-85(A)

WHEREAS, Geauga DD has established policies and procedures to ensure responsible and transparent financial practices with the importance of maintaining fiscal accountability and compliance with applicable laws and regulations; and

WHEREAS, Policy and Procedure 3.25, Credit Card Use and Departmental Purchasing has been reviewed and recommended for adoption to provide clear guidelines for the proper use, management, and oversight of agency credit cards and departmental purchasing; and

NOW, THEREFORE, BE IT RESOLVED, that Geauga DD hereby approves Policy and Procedure 3.25, Credit Card Use and Departmental Purchasing.

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

MOTION: Mr. Miller

SECOND: Mr. Sanchez

DISCUSSION:

ROLL CALL:

Mr. Lair

Mrs. Janson
Mrs. Keiper
Mrs. Keiper
Mrs. Wilder

Abstain

No

November 19, 2025

Resolution: 25-86(A)

BE IT RESOLVED to approve the list of disposal of assets due to the items being unusable, broken, or outdated:

- iPhone se
- 23 WiFi Access Point Hotspots
- Therapeutic pool noodles
- Foam pool weights
- Computer Monitor

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

MOTION: Mrs. Janson

SECOND: Mrs. Klipel

DISCUSSION:

ROLL CALL:

Mrs. Janson No Abstain Mr. Miller No Abstain Mrs. Keiper No Abstain Mr. Sanchez No Abstain Mrs. Wilder Abstain No Mr. Welty Yes No Abstain Mr. Lair No Abstain

Board Meeting Agenda

For November 19, 2025

- I. Call to Order and Roll Call: 6:47pm
 - a. Roll Call 2025 Board
 - b. Approval of Minutes from October 2025
- II. Financials:
 - a. Financial Statement Review: October 2025
 - b. Financial Transactions and Voucher Approvals
 - c. Donations
 - d. Resolution of Appreciation
- III. New Business:
 - a. Approvals:
 - i. Ethics Approval
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 - iv. Metzenbaum Foundation Contract
 - v. Empower Grant
 - vi. Npower Grant
 - vii. Rainbow of Hope Grant
 - viii. Continuation Of Operations
 - ix. Credit Card Board Policy
 - x. Disposal of Assets
 - b. Board Status Reports/Program Reports:
 - c. Issues:
 - i. New Board Member
- IV. General Announcements:
- V. Other Business-Comments from the floor:
- VI. Adjournment: 7:30pm

Next Board Meeting: December 10, 2025

Summary of Discussion:

- VII. Call to Order and Roll Call: 6:47pm
- VIII. Financials:
 - a. Financials were reviewed by Mrs. Davis.
- IX. New Business:
 - a. Approvals:
 - i. 2026 Contracts:

Mr. Carlson reviewed with the Board an overview of the 2026 Contracts.

- b. Board Status Reports/Program Reports:
 - 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. New Board Member:

Mr. Carlson informed the Board the commissioners have agreed on a candidate, and the probate judge recommended a candidate to be a Geauga DD Board member.

X. General Announcements:

- a. Board President, Mr. Lair called for any further general announcement from the board or the public:
 - i. Community member Mr. Cantrell brought attention to a concern he has with the surface of the outdoor playground at the Metzenbaum Center.

XI. Other Business-Comments from the floor:

- a. Board President, Mr. Lair called for any other business or comments from the board or public:
 - i. Mrs. Davis brought attention to the newly updated vestibular room.

XII. Adjournment: 7:30pm

Board President, Mr. Lair adjourned the meeting at 7:30pm because the agenda was completed.

Submitted:

Approval:

Superintendent, 12/10/25

Board President, 12/10/25

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