

GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

June 18th, 2025
Board Meeting Minutes



**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

Board Meeting Agenda

June 18, 2025

Training: 6pm Early Intervention

- I. **Call to Order and Roll Call:** 6:48 pm
 - a. Roll Call 2025 Board
 - b. Approval of Minutes from May, 2025
- II. **Financials:**
 - a. Financial Statement Review
 - b. Financial Transactions and Voucher Approvals
- III. **New Business:**
 - a. Approvals:
 - i. Ethics Approval
 - ii. LFSA
 - iii. Salary Increase
 - iv. Disposal of Assets
 - v. August Board Meeting
 - vi. 2030 Vision
 - b. Board Status Reports/Program Reports:
 - c. Issues:
 - i. IT Issues
 - ii. Policy
 - iii. Tax Commissioner Determination Letter
 - iv. State of Ohio Budget Updates
 - v. Cash Transfer Notification
 - vi. Summer Support Funds
- IV. **General Announcements:**
- V. **Other Business-Comments from the floor:**
- VI. **Executive Session:** 7:18 pm
 - a. Pursuant to ORC 121.22(G)(1) To consider the employment and compensation of a public employee.
- VII. **Adjournment:** 7:52 pm
Next Board Meeting: July 16, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

June, 18 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>	<i>Absent</i>
Mr. Welty	<u>Here</u>	<i>Absent</i>



BOARD PRESIDENT June 18, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-37(A)

BE IT RESOLVED to approve the May,21 2025 Board meeting minutes.

MOTION: *Mrs. Janson*

SECOND: *Mrs. Keiper*

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	Yes	No	<u>Abstain</u>

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



BOARD PRESIDENT June 18, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

RESOLUTION # **25-** 9- (B)

Financial Transactions

May, 2025

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated 6/18/2025 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	\$ 423,069.30
502 - Medicare	\$ 6,034.08
504 - PERS	\$ 38,166.40
505 - Workers Comp	\$ -
506 - Unemployment	\$ -
507 - STRS	\$ 1,534.85
	<u>\$ 468,804.63</u>

Pay Dates: 5/2/2025, 5/16/2025, 5/30/2025

Purchase Orders:

<u>Vendor</u>	<u>Fund</u>	<u>Amount</u>	<u>Description</u>	<u>Number</u>
BARROW-HOUSTON, TEMEKA	2063	\$ 33,191.92	Supported Living	2025-00002475
JONES JR, CURTIS	2063	\$ 10,000.00	Transportation	2025-00002587
MICRO ADVANTAGE INC	2027	\$ 2,424.00	Cable Run and Camera	2025-00002567
RITCHIE, SUSAN	2063	\$ 6,000.00	Transportation	2025-00002588

\$ 51,615.92

MOTION: *Mr. Lair*

SECOND: *Mrs. Janson*

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

6/18/2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

RESOLUTION # 25- 10- (B)

Voucher Approval - May, 2025

BE IT RESOLVED to confirm the payment of Voucher Schedule
7,174,364.69

25 10 - O with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 05/01/25	PERIOD 5/1/2025-5/31/2025	YTD		
503 Hospitalization	954,285.00	283,233.03	70,735.22	353,968.25	600,316.75	37%
601 Contract Services	548,981.27	164,462.70	39,125.16	203,587.86	343,373.41	37%
701 Materials and Supplies	185,578.50	14,370.96	2,990.02	17,360.98	168,217.52	9%
801 Equipment	108,000.00	6,428.80	42,600.18	49,028.98	58,971.02	45%
901 Other	521,393.34	368,732.92	2,809.85	371,542.77	149,850.57	71%
902 Travel	90,190.92	17,305.77	4,425.01	21,730.78	68,460.14	24%
903 Advertising	70,000.00	16,799.71	11,679.25	28,478.96	41,521.04	41%
940 Lease Expenses	282,140.59	-	-	-	282,140.59	0%
999 Transfers Out	11,529,000.00	3,500,000.00	7,000,000.00	10,500,000.00	1,029,000.00	91%
TOTAL	14,287,549.62	4,371,333.89	7,174,364.69	11,545,698.58	2,741,851.04	81%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 10 - D with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 05/01/25	PERIOD 5/1/2025-5/31/2025	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 10 - R with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 05/01/25	PERIOD 5/1/2025-5/31/2025	YTD		
601 Service Contracts	11,863,946.90	2,903,109.62	1,103,462.68	4,006,572.30	7,857,374.60	34%
TOTAL	11,863,946.90	2,903,109.62	1,103,462.68	4,006,572.30	7,857,374.60	34%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 10 - C with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 05/01/25	PERIOD 5/1/2025-5/31/2025	YTD		
601 Service Contracts	220,150.00	7,773.00	14,790.00	22,563.00	197,587.00	10%
TOTAL	220,150.00	7,773.00	14,790.00	22,563.00	197,587.00	10%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

25 10 - F with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 05/01/25	PERIOD 5/1/2025-5/31/2025	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

6/18/2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-38(A)

WHEREAS, pursuant to Ohio Revised Code 5126.032, the Ethics Council of the Geauga County Board of Developmental Disabilities on ~~May 21~~, 2025, has conducted a review of the following direct services contracts; and *June 18, 2025*
KTO

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

A Locally Funded Services Agreement Addendum with Anna Peel, in an amount of \$9,000 for transportation purposes. ☒ Approved ☐ Disapproved

A Locally Funded Services Agreement Addendum with Lori Weber, in an amount of \$5,000 for transportation purposes. ☒ Approved ☐ Disapproved

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

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: *Mrs. Wilder*

DISCUSSION:

ROLL CALL:

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

<i>Yes</i>	No	Abstain
<i>Yes</i>	No	Abstain
<i>Yes</i>	No	Abstain
<i>Yes</i>	No	Abstain

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



BOARD PRESIDENT June 18, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-39(A)

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

- Laurel DeLara, in an amount of \$5,000 for NMT services
- Dianna Rutherford, in an amount of \$10,000 for NMT services

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: *Mr. Sanchez*

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



BOARD PRESIDENT June 18, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-40(A)

BE IT RESOLVED to approve that effective with the 17th pay period of the year 2025, a salary increase of three percent (3%) shall be granted to all eligible full-time and part-time employees.

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. 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



BOARD PRESIDENT June 18, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-41(A)

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

- 3 fax stations
- 3 laptop computers
- 2 docking stations

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

MOTION: *Ms. Keiper*

SECOND: *Mr. Miller*

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



BOARD PRESIDENT June 18, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-42(A)

BE IT RESOLVED to approve canceling the scheduled Board meeting on August 20, 2025, at 6pm.

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. Welty*

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 June 18, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

June 18, 2025

Resolution: 25-43(A)

BE IT RESOLVED to approve the 2030 Vision as presented at the Geauga DD Board meeting held on May 21, 2025.

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

MOTION: *Ms. Janson*
SECOND: *Mr. Welty*
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



BOARD PRESIDENT June 18, 2025

GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

June 18, 2025

Resolution: 25-44(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: Mr. Lair

SECOND: Mr. Kelper

DISCUSSION:

ROLL CALL:

Mrs. Janson
Mrs. Kelper
Mrs. Wilder
Mr. Lair

Yes
Yes
Yes
Yes

No
No
No
No

Abstain
Abstain
Abstain
Abstain

Mr. Miller


Mr. Sanchez

Mr. Welty

Yes
Yes
Yes

No
No
No

Abstain
Abstain
Abstain


BOARD PRESIDENT June 18, 2025

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda
For June 18, 2025**

- I. Call to Order and Roll Call: 6:48pm**
 - a. Roll Call 2025 Board
 - b. Approval of Minutes from May 2025
- II. Financials:**
 - a. Financial Statement Review: May 2025
 - b. Financial Transactions and Voucher Approvals
- III. New Business:**
 - a. Approvals:
 - i. Ethics Approval
 - ii. LFSA
 - iii. Salary Increase
 - iv. Disposal of Assets
 - v. August Board Meeting
 - vi. 2030 Vision
 - b. Board Status Reports/Program Reports:
 - c. Issues:
 - i. IT Issues
 - ii. Policy
 - iii. Tax Commissioner Determination Letter
 - iv. State of Ohio Budget Updates
 - v. Cash Transfer Notification
 - vi. Summer Support Funds
- IV. General Announcements:**
- V. Other Business-Comments from the floor:**
- VI. Executive Session: 7:18pm**
 - a. Pursuant to ORC 121.22(G)(1): To consider the employment and compensation of a public employee.
- VII. Adjournment: 7:52pm**

Next Board Meeting: July 16, 2025

Summary of Discussion:

- VIII. Call to Order and Roll Call: 6:48pm**
- IX. Financials:**
 - a. Financials were reviewed by Mrs. Davis.
- X. New Business:**
 - a. Approvals:

i. **Salary Increase:**

Mr. Welty inquired whether the proposed salary increases were in response to the rising cost of living. Mr. Carlson clarified that the increases are part of an annual process.

ii. **Disposal of Assets:**

Mr. Lair asked for clarification on the process for disposing of items deemed no longer usable. Mrs. Davis explained that IT equipment is transferred to the ADP for proper disposal, while non-IT items are discarded through standard waste procedures.

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. **IT Issues:**

Mr. Carlson informed the Board of ongoing challenges in trying to work with the ADP department. These include issues such as being denied access to essential software required to operate effectively as an agency and meeting deadlines for the state, as well as difficulties obtaining support tools necessary for staff to perform their daily job functions.

ii. **Policy:**

Mr. Carlson informed the Board of an updated board policy designed to eliminate confusion with third-party entities.

iii. **Tax Commissioner Determination Letter:**

Mr. Carlson shared that the Ohio Tax Commissioner ruled in Geauga DD's favor, confirming Geauga DD is exempt from the proposed retroactive property tax assessment. Should they choose to contest the decision, the County Auditor has 60 days to appeal.

iv. **State of Ohio Budget Updates:**

Mr. Carlson provided an overview of anticipated updates to the State of Ohio's budget and their potential impact on the agency.

v. **Cash Transfer Notification:**

Mrs. Davis informed the Board of a recent cash transfer, including the justification and purpose behind the transaction.

vi. **Summer Support Funds:**

Mr. Carlson presented an overview of the Summer Support Funds program, outlining its objectives and the funding required to implement it. Additional details will be provided at the next Board meeting.

XI. General Announcements:

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

- i. Mr. Lair brought attention to the upcoming Maple Leaf Community Residences events for this year and passed out flyers.
- ii. Mrs. Keiper requested that more information be made available regarding activities and events for clients of all ages. In response, Mrs. Davis advised her to join the Metzenbaum Foundation's mailing list, as the Foundation organizes and runs many of the activities and events for individuals of all ages in Geauga County.

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.

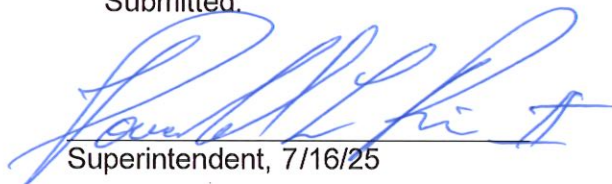
XIII. Executive Session: 7:18pm

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

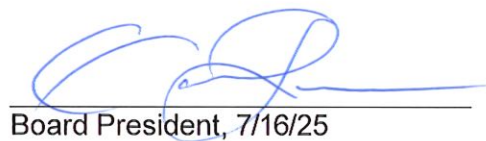
XIV. Adjournment: 7:52pm

Board President, Mr. Lair adjourned the meeting at 7:52pm because the agenda was completed.

Submitted:


Superintendent, 7/16/25

Approval:


Board President, 7/16/25

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