

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

December 10<sup>th</sup>, 2025  
Board Meeting Minutes



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

Board Meeting Agenda

December 10, 2025

- I. Call to Order and Roll Call: *6pm*
  - a. Roll Call 2025 Board
  - b. Approval of Minutes from November, 2025
  - c. Donations:
  - d. Resolution of Appreciation:
- II. Financials:
  - a. Financial Statement Review: November
  - b. Financial Transactions and Voucher Approvals: November
- III. New Business:
  - a. Approvals:
    - i. Annual Plan Report
    - ii. Lease ESCWR
    - iii. Lease JFSA
    - iv. Lease NPower
    - v. Lease TMF
    - vi. 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: *6:26pm*  
*Next Board Meeting: January 21, 2026*

3

## GEauga COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

December 10, 2025

December, 10 2025 Board Meeting

a. Roll Call 2025 Board

ROLL CALL:

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

Q)   
BOARD PRESIDENT December 10, 2025

GEauga COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 10, 2025

Resolution: 25-87(A)

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

MOTION: *Mr. Sanchez*

SECOND: *Mr. Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson

Yes    No    Abstain

Mr. Miller

Yes    No    Abstain

Mrs. Keiper

Yes    No    Abstain

Mr. Sanchez

Yes    No    Abstain

Mrs. Wilder

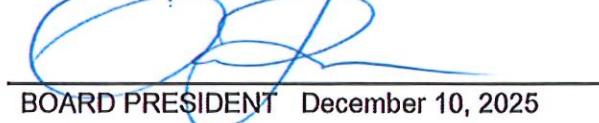
Yes    No    Abstain

Mr. Welty

Yes    No    Abstain

Mr. Lair

Yes    No    Abstain



BOARD PRESIDENT   December 10, 2025

3

## GEauga COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

December 10, 2025

Resolution: 25-88(A)

BE IT RESOLVED to approve the following resolution/s of appreciation:

Hugh Cassidy  
Laura Janson  
Stacy Wilder  
Mr. and Mrs. Claus  
Sara Mann

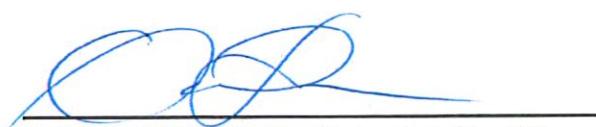
MOTION: *Mr. Lair*

SECOND: *Mrs. 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 December 10, 2025

GEauga COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

RESOLUTION # 25- 21- (B)

Financial Transactions

November, 2025

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated 12/10/2025 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>	<u>Pay Dates:</u> 11/14,11/28
501 - Salaries	\$ 282,645.53	
502 - Medicare	\$ 3,963.40	
504 - PERS	\$ 38,011.60	
505 - Workers Comp	\$ -	
506 - Unemployment	\$ -	
507 - STRS	\$ 1,080.94	
	<hr/> <u>\$ 325,701.47</u>	

Purchase Orders:

<u>Vendor</u>	<u>Fund</u>	<u>Amount</u>	<u>Description</u>	<u>Number</u>
EMPOWER SPORTS	2063	\$ 75,000.00	Integrated Recreation Services	2025-00003584
NPOWER SERVICES	2063	\$ 75,000.00	Integrated Recreation and Socialization	2025-00003585
QUINLAN, MARY JOAN	2063	\$ 1,600.00	Transportation	2025-00003582
RAINBOW OF HOPE OH	2063	\$ 235,000.00	Operational Costs Grant	2025-00003555

---

\$ 386,600.00

MOTION: *Mr. Janson*

SECOND: *Mr. Lair*

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

12/10/2025

GEauga COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

RESOLUTION # 25- 22- (B)

Voucher Approval - November, 2025

BE IT RESOLVED to confirm the payment of Voucher Schedule  
121,373.09

25 22 - O with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/25	PERIOD 11/1/25-11/30/25	YTD		
503 Hospitalization	954,285.00	708,625.39	70,045.74	776,671.13	177,613.87	81%
601 Contract Services	574,356.90	433,640.45	20,873.00	454,513.45	119,843.45	79%
701 Materials and Supplies	114,767.56	44,739.02	4,024.01	48,763.03	66,004.53	42%
801 Equipment	103,000.00	65,621.76	1,104.94	66,726.70	36,273.30	65%
901 Other	548,681.37	475,439.10	3,227.27	478,666.37	69,995.00	87%
902 Travel	83,064.11	49,551.47	6,702.91	56,254.38	26,809.73	68%
903 Advertising	70,000.00	48,717.01	-	48,717.01	21,282.99	70%
940 Lease Expenses	282,140.59	32,931.96	15,395.22	48,327.18	233,813.41	17%
999 Transfers Out	12,999,000.00	12,999,000.00	-	12,999,000.00	-	100%
<b>TOTAL</b>	<b>15,729,275.53</b>	<b>14,856,266.16</b>	<b>121,373.09</b>	<b>14,977,639.25</b>	<b>751,636.28</b>	<b>95%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 25 22 - D with expenditures totaling

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/25	PERIOD 11/1/25-11/30/25	YTD		
901 Other Expenses	2,500.00	-	-	-	2,500.00	0%
<b>TOTAL</b>	<b>2,500.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,500.00</b>	<b>0%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 25 22 - R with expenditures totaling 2,312,189.75

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/25	PERIOD 11/1/25-11/30/25	YTD		
601 Service Contracts	13,218,211.06	9,170,167.80	2,312,189.75	11,482,357.55	1,735,853.51	87%
<b>TOTAL</b>	<b>13,218,211.06</b>	<b>9,170,167.80</b>	<b>2,312,189.75</b>	<b>11,482,357.55</b>	<b>1,735,853.51</b>	<b>87%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 25 22 - C with expenditures totaling 25,394.55

ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/25	PERIOD 11/1/25-11/30/25	YTD		
601 Service Contracts	245,150.00	126,512.48	25,394.55	151,907.03	93,242.97	62%
<b>TOTAL</b>	<b>245,150.00</b>	<b>126,512.48</b>	<b>25,394.55</b>	<b>151,907.03</b>	<b>93,242.97</b>	<b>62%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 25 22 - F with expenditures totaling

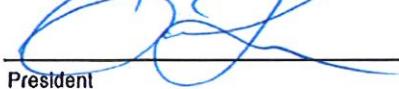
ACCOUNT	CY 2025 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 11/01/25	PERIOD 11/1/25-11/30/25	YTD		
999 Transfers Out	1,500,000.00	-	-	-	1,500,000.00	0%
<b>TOTAL</b>	<b>1,500,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500,000.00</b>	<b>N/A</b>

MOTION: *Mr. Lair*  
SECOND: *Mr. Sanchez*  
DISCUSSION:

Roll Call:

Mrs. Janson Yes No Abstain  
Mrs. Kelper 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

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 10, 2025

**Resolution: 25-89(A)**

BE IT RESOLVED to approve the Annual Plan Report as discussed at the initial presentation at the board meeting on November 19, 2025. *KTO*

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

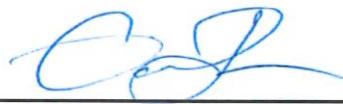
MOTION: *Mrs. Keiper*

SECOND: *Mr. Lair*

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 December 10, 2025

# GEauga COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

December 10, 2025

## Resolution: 25-90(A)

WHEREAS, the Geauga County Board of Developmental Disabilities (GCBDD) is committed to supporting individuals with developmental disabilities by fostering partnerships with entities that align with its mission;

WHEREAS, GCBDD has negotiated a lease agreement with ESC of the Western Reserve to utilize available space at 8200 Cedar Rd. Chesterland, for programs and services that directly benefit individuals with developmental disabilities;

WHEREAS, the lease agreement is for an amount of \$52,905.97, effective January 1, 2026, and ending on the last day of December 2026;

BE IT RESOLVED, that a lease agreement with ESC of the Western Reserve is approved for the amount and time frame listed;

BE IT FURTHER RESOLVED, that a grant in the amount of \$52,905.97, equal to the cost of the lease, is approved to support ESC of the Western Reserve's efforts in providing programs and services to individuals with developmental disabilities.

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. Lair*

DISCUSSION: *Mrs. Davis explained the lease grant resolution and how the cost is estimated for the program by square footage used.*

### ROLL CALL:

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

*C. J. D.*  
BOARD PRESIDENT December 10, 2025

## GEauga COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

December 10, 2025

### Resolution: 25-91(A)

WHEREAS, the Geauga County Board of Developmental Disabilities (GCBDD) is committed to supporting individuals with developmental disabilities by fostering partnerships with entities that align with its mission;

WHEREAS, GCBDD has negotiated a lease agreement with Jewish Family Service Association of Cleveland (JFSA) to utilize available space at 8142 Cedar Rd (House C) and 8132 Cedar Rd (House D), as well as Classroom #158 located at 8200 Cedar Rd for residential, programs, and services that directly benefit individuals with developmental disabilities;

WHEREAS, the lease agreement is for an amount of \$78,421.75, effective January 1, 2026, and ending on the last day of December 2026;

BE IT RESOLVED, that a lease agreement with JFSA is approved for the amount and time frame listed;

BE IT FURTHER RESOLVED, that a grant in the amount of \$78,421.75, equal to the cost of the lease, is approved to support JFSA's efforts in providing programs and services to individuals with developmental disabilities.

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

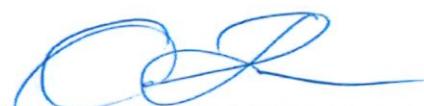
MOTION: *Mr. Lair*

SECOND: *Mr. Sanchez*

DISCUSSION:

ROLL CALL:

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



BOARD PRESIDENT December 10, 2025

# GEauga COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

December 10, 2025

## Resolution: 25-92(A)

WHEREAS, the Geauga County Board of Developmental Disabilities (GCBDD) is committed to supporting individuals with developmental disabilities by fostering partnerships with entities that align with its mission;

WHEREAS, GCBDD has negotiated a lease agreement with NPower Services Co. to utilize available space at 8100 Cedar Rd. Chesterland, for programs and services that directly benefit individuals with developmental disabilities;

WHEREAS, the lease agreement is for an amount of \$239.19, effective January 1, 2026, and ending on the last day of December 2026;

BE IT RESOLVED, that a lease agreement with NPower Services Co. is approved for the amount and time frame listed;

BE IT FURTHER RESOLVED, that a grant in the amount of \$239.19, equal to the cost of the lease, is approved to support NPower Services Co.'s efforts in providing programs and services to individuals with developmental disabilities.

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. Janson*

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 December 10, 2025

GEauga COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

December 10, 2025

**Resolution: 25-93(A)**

WHEREAS, the Geauga County Board of Developmental Disabilities (GCBDD) is committed to supporting individuals with developmental disabilities by fostering partnerships with entities that align with its mission;

WHEREAS, GCBDD has negotiated a lease agreement with The Metzenbaum Foundation to utilize available space at 8200 Cedar Rd. Chesterland, for programs and services that directly benefit individuals with developmental disabilities;

WHEREAS, the lease agreement is for an amount of \$7,612.97, effective January 1, 2026, and ending on the last day of December 2026;

**BE IT RESOLVED**, that a lease agreement with The Metzenbaum Foundation is approved for the amount and time frame listed;

**BE IT FURTHER RESOLVED**, that a grant in the amount of \$7,612.97, equal to the cost of the lease, is approved to support The Metzenbaum Foundation's efforts in providing programs and services to individuals with developmental disabilities.

**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. Janson*

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 December 10, 2025

## GEauga COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

December 10, 2025

### Resolution: 25-94(A)

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

- Small office refrigerator

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. 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 December 10, 2025

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

**Board Meeting Agenda**  
For December 10, 2025

- I. **Call to Order and Roll Call:** 6:00pm
  - a. Roll Call 2025 Board
  - b. Approval of Minutes from November 2025
  - c. Resolution of Appreciation
- II. **Financials:**
  - a. Financial Statement Review: November 2025
  - b. Financial Transactions and Voucher Approvals
- III. **New Business:**
  - a. Approvals:
    - i. Annual Plan
    - ii. Lease ESCWR
    - iii. Lease JFSA
    - iv. Lease Npower
    - v. Lease TMF
    - vi. 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:** 6:26pm

*Next Board Meeting: January 21, 2026*

**Summary of Discussion:**

- VII. **Call to Order and Roll Call:** 6pm
- VIII. **Resolution of Appreciation:**
  - a. Mr. Rice brought attention to board members Laura Janson and Stacy Wilder and thanked them for their years of service.
- IX. **Financials:**
  - a. Financials were reviewed by Mrs. Davis.
- X. **New Business:**
  - a. Approvals:
    - i. Lease ESCWR:  
Mrs. Davis provided the board with an explanation of the lease grant approval process and how costs were allocated to each program according to the square footage utilized.
  - 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. Rice during the meeting.

c. **Issues:**

i. New Board Member:

Mr. Rice informed the board who the next board members will be and thanked Mrs. Janson and Mrs. Wilder for their service.

XI. **General Announcements:**

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

- i. Mrs. Keiper inquired about the blue envelope program and asked if her family could get a packet.
- ii. Mr. Rice sent well wishes to the two board members who served their time on the board and not returning next year.

XII. **Other Business-Comments from the floor:**

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

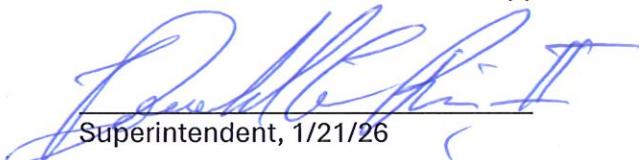
- i. Mr. Lair thanked Mrs. Janson and Mrs. Wilder for their time serving as board members.

XIII. **Adjournment:** 6:26pm

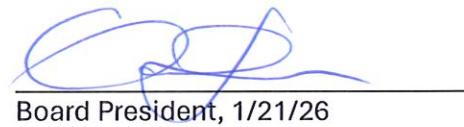
Board President, Mr. Lair adjourned the meeting at 6:26pm because the agenda was completed.

Submitted:

Approval:



Dr. Michael J. Hiltz  
Superintendent, 1/21/26



Mr. Lair  
Board President, 1/21/26

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

