



**REGULAR BOARD  
MEETING MINUTES**

**Tuesday, June 20, 2023**

*Bring about a vibrant community where people lead fulfilling lives and make meaningful contributions...*

**I. Call to Order**

The meeting was called to order at 6:32 p.m. by Sharon Scruggs.

**II. Roll Call**

Present Absent Prior Notice

	Present	Absent	Prior Notice	
Pamela Barkley	X			
Elizabeth Burwell		X	X	
Bob Competti	X			
Jessica Roth	X			
Sharon Scruggs	X			
Derek Upp	X			arrived at 7:00pm
Matt Wideman	X			

**Staff Present:**

David Uhl, Superintendent	Gaynor Pfeffer, Executive Assistant
Todd McCullough, Director of Operations	Cindy Hillberry, Director of Human Resources & Forest Rose School
Beth Seifert, Chief Fiscal Officer	Kyle Miller, Director of Provider and Community Resources
David Baum, Director of Services and Supports	Anne Mikan, Director of Communications and Outreach

**III. Additions/Corrections to the Agenda**

- There were no additions or corrections to the agenda.

**IV. Public Comment**

- There was no public comment.

**V. Approval and Signing of Minutes**

- Regular Board Meeting Minutes–May 15, 2023

Moved by Bob Competti and seconded by Matt Wideman that the Fairfield County Board of Developmental Disabilities approves May 15, 2023 regular board meeting minutes, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Matt Wideman	X		

Motion carried unanimously.

**VI. Resolution 2023-06-01a: Ratification and Signing of Expenditures**

Moved by Matt Wideman and seconded by Jessica Roth that the Board accepts and approves Resolution 2023-06-01a, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Matt Wideman	X		

Motion carried unanimously.

**Resolution 2023-06-01b: Ratification and Signing of Expenditures**

Moved by Matt Wideman and seconded by Jessica Roth that the Board accepts and approves Resolution 2023-06-01b, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti			X
Jessica Roth	X		
Sharon Scruggs	X		
Matt Wideman	X		

Motion carried unanimously.

## **Resolution 2023-06-02: Approval of Financial Statement**

Moved by Bob Competti and seconded by Matt Wideman that the Board accepts and approves the May 2023 financial statements, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Matt Wideman	X		

Motion carried unanimously.

### **VII. President's Update**

Sharon Scruggs congratulated Anne Mikan, Cindy Hillberry and Erica Neal for completing the Women's Summit.

### **VIII. Superintendent's Update:**

"Superintendent Office Hours" were held again this week for the second time. David stated that he was very pleased with the turn out; all available slots were filled. There were really good discussions and ideas on how to improve processes. David stated that he has followed up with everyone's ideas and/or questions and stated that we are already moving forward with several things based on ideas from these meetings. David plans to hold these "superintendent office hours" on a quarterly basis.

David distributed the results of the Gallup Q12 staff engagement survey. This is not a satisfaction survey but an engagement survey that ranks the engagement of team members. David discussed the overall agency results based on 150 respondents. David will be finishing up meetings with each department this week to discuss the survey results. Later this year we will be conducting a satisfaction survey through MEORC that will rank us against other county boards in our region.

State Budget – David stated that we are in the fourth quarter of the state budget process, with the budget needing to be signed by June 30<sup>th</sup>.

The Senate added an amendment that would allow for DD board members (in certain situations) to attend the board meeting virtually. David is not sure if this will pass, but he will keep everyone updated.

The Senate also excluded the provision that would allow parents to be paid providers of their minor children stating that Ohio Medicaid cannot make rules

for DD children. However, we believe that the Governor will veto this, and we will have to make it work. With DODD's proposed assessment tool David feels that our overall concerns have been somewhat addressed and it should be manageable.

DSP wages are currently set to go to \$17/hour in the first year and \$18/hour in the second year. The county boards will be funding about \$1 of this increase. We were already setting aside and planning for the increase as it is expected to pass.

Once the State Budget is passed and signed, David will get all the information out to everyone since we are not meeting in July.

## **IX. Leadership Team Report**

Sharon asked David Baum to give an update on Appendix K. David stated that it looks like we will be moving forward in November with flexibilities to be implemented for parents of minor children. They are proposing a 40-hour cap per participant. DODD is still receiving feedback on the assessment tool that was introduced.

Sharon complimented Anne Mikan on doing a great job showcasing the stories of the three students from Project SEARCH and the gentlemen attending college.

Sharon asked Kyle Miller to update everyone on the workgroup for adult day support. Kyle stated that it is a slow process. The group started in 2020 and was delayed due to the pandemic. This year has been a year of gathering numbers and collecting data. However, there is money that needs to be spent soon. There is lots of talk around quality with the overall goal that people have better outcomes. There is still a lot of work to be done but our association is a great group that is advocating and trying to make sense for us and the providers.

Sharon inquired about the upcoming training on Historical Shape of Social Devaluation and How They Impact Our Present Day World. Kyle Miller stated that this training is provided by the Starfire Council for our county provider network and board members are welcome to attend. David Uhl stated that we can arrange for educational training hours. The training is scheduled for June 28 at 10:00am at the Pickerington Regional Office. The meeting will also be held virtually via Zoom. Kyle will email details and Zoom log in information to everyone.

## **X. New Business**

- A. Resolution 2023-06-03:**  
Limited Employment Contract– Jenna Trager

**B. Resolution 2023-06-04:**

Limited Employment Contract– An’Gelica Harris

Moved by Pamela Barkley and seconded by Bob Competti that the Board accepts and approves Resolution #2023-06-03 and #2023-06-04, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Matt Wideman	X		

Motion carried unanimously.

**C. Resolution 2023-06-05:**

Contract Renewal– Karen Wideman (speech therapy services)

**D. Resolution 2023-06-06:**

Contract Renewal– Judy Jones (physical therapy services)

**E. Resolution 2023-06-07:**

Contract Renewal– Deaf Services Center

**F. Resolution 2023-06-08:**

Contract Renewal– Room & Board Contracts (HCBS waiver recipients)

Moved by Bob Competti and seconded by Pamela Barkley that the Board accepts and approves Resolution #2023-06-05 through #2023-06-08, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

**G. Resolution 2023-06-09:**  
Revised Position Descriptions

Moved by Matt Wideman and seconded by Pamela Barkley that the Board accepts and approves Resolution #2023-06-09, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

**H. Resolution 2023-06-10:**  
Revised Policy for Review and Approval

Moved by Bob Competti and seconded by Pamela Barkley that the Board accepts and approves Resolution #2023-06-10, as presented.

Vote:	Yes	No	Abstain
Pamela Barkley	X		
Bob Competti	X		
Jessica Roth	X		
Sharon Scruggs	X		
Derek Upp	X		
Matt Wideman	X		

Motion carried unanimously.

**XII. Adjournment**

Moved by Bob Competti and seconded by Matt Wideman that the Fairfield County Board of Developmental Disabilities adjourns the meeting.

Meeting adjourned at 7:03 p.m.



Gaynor Pfeffer  
Recording Secretary



Sharon Scruggs, President  
Fairfield County Board of  
Developmental Disabilities



Elizabeth Burwell, Secretary  
Fairfield County Board of  
Developmental Disabilities



**Resolution # 2023-06-01a**

**June 20, 2023**

IN THE MATTER OF RATIFICATION AND SIGNING OF EXPENDITURES FOR MAY 2023

**WHEREAS**, the Fairfield County Board of Developmental Disabilities has reviewed the May 2023 expenditures,

**NOW THEREFORE**,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the May 2023 expenditures except for check #5375374 to Innerphase Video Productions the monthly sponsorship.

Motion by: Matt Wideman  
Seconded by: Jessica Roth  
YEAS: 5  
NAYS: 0  
ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-01a.

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Elizabeth Burwell, Board Secretary





**Resolution # 2023-06-01b**

**June 20, 2023**

IN THE MATTER OF RATIFICATION AND SIGNING OF EXPENDITURES FOR MAY 2023

**WHEREAS**, the Fairfield County Board of Developmental Disabilities has reviewed the May 2023 expenditures, and

**WHEREAS**, the following expenditure to Innerphase Video Productions has been separated from Resolution #2023-06-01a:

- #5375374 (IVP)

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the above expenditure to Innerphase Video Productions, as presented.

Motion by: Matt Wideman  
Seconded by: Jessica Roth  
YEAS: 4  
NAYS: 0  
ABSTENTIONS: 1

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-01b.

  
Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-02**

**June 20, 2023**

IN THE MATTER OF APPROVING THE FINANCIAL STATEMENTS FOR MAY 2023

**WHEREAS**, the Fairfield County Board of Developmental Disabilities has reviewed the May 2023 financial statements,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board accepts and approves the May 2023 financial statements as presented.

Motion by: Bob Competti

Seconded by: Matt Wideman

YEAS: 5

NAYS: 0

ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-02.

  
Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-03**

**June 20, 2023**

IN THE MATTER OF EMPLOYMENT CONTRACTS

**WHEREAS**, the Fairfield County Board of Developmental Disabilities and Jenna Trager have previously entered into a limited employment contract for Ms. Trager to serve in the position of Early Intervention Supervisor, and

**WHEREAS**, Ms. Trager is willing to enter into a new three-year limited employment contract for the period of July 8, 2023 through July 7, 2026,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the three-year limited employment contract with Jenna Trager, as presented.

Motion by: Pamela Barkley  
Seconded by: Bob Competti  
YEAS: 5  
NAYS: 0  
ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-03.

  
Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-04**

**June 20, 2023**

IN THE MATTER OF EMPLOYMENT CONTRACTS

**WHEREAS**, the Fairfield County Board of Developmental Disabilities and An'Gelica Harris have previously entered into a limited employment contract for Ms. Harris to serve in the position of Behavior Support Services Supervisor, and

**WHEREAS**, Ms. Harris is willing to enter into a new three-year limited contract for the period of October 10, 2023 through October 9, 2026,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the three-year limited employment contract with An'Gelica Harris, as presented.

Motion by: Pamela Barkley  
Seconded by: Bob Competti  
YEAS: 5  
NAYS: 0  
ABSTENTIONS: 0

ADOPTED: Jun 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-04.

  
Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-05**

**June 20, 2023**

IN THE MATTER OF SPEECH THERAPY CONTRACT

**WHEREAS**, the Fairfield County Board of Developmental Disabilities and Karen Wideman have previously entered into an agreement for Ms. Wideman to provide speech and language therapy services for children enrolled in early intervention at Forest Rose School, and

**WHEREAS**, the Fairfield County Board of Developmental Disabilities and Ms. Wideman wish to enter into a new contact, as attached,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the speech therapy contract with Karen Wideman, as presented.

Motion by: Bob Competti

Seconded by: Pamela Barkley

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-05.

A handwritten signature in cursive script, reading "Elizabeth Burwell", is written over a horizontal line.

Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-06**  
**June 20, 2023**

IN THE MATTER OF A PHYSICAL THERAPY CONTRACT

**WHEREAS**, the Fairfield County Board of Developmental Disabilities and Smalley Physical Therapy, LLC have previously entered into an agreement for the provision of physical therapy services for children and their families participating in Early Intervention, and

**WHEREAS**, the Fairfield County Board of Developmental Disabilities and Smalley Physical Therapy, LLC wish to enter into a new contact, as attached,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the physical therapy contract with Smalley Physical Therapy, LLC, as presented.

Motion by: Bob Competti  
Seconded by: Pamela Barkley  
YEAS: 6  
NAYS: 0  
ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-06.

  
Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-07**

**June 20, 2023**

IN THE MATTER OF AN AGREEMENT FOR INTERPRETING SERVICES

**WHEREAS**, the Fairfield County Board of Developmental Disabilities offers interpreting services as needed for individuals and families, and

**WHEREAS**, the Fairfield County Board of Developmental Disabilities wishes to enter into a new agreement with Deaf Services Center to provide interpreting services when needed,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the agreement with Deaf Services Center for interpreting services on an as needed basis, as presented.

Motion by: Bob Competti

Seconded by: Pamela Barkley

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-07.

  
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Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-08**

**June 20, 2023**

IN THE MATTER OF ROOM AND BOARD AGREEMENTS FOR HCBS WAIVER RECIPIENTS

**WHEREAS**, the Fairfield County Board of Developmental Disabilities annually reviews contracts pertaining to room and board, per Policy SS-43, and

**WHEREAS**, the following contracts have been reviewed,

- Seesholtz's Mulberry House
- Seesholtz Home
- Campbell Home
- Anlee Residential Home
- Rem Ohio

and,

**WHEREAS**, the Fairfield County Board of Developmental Disabilities wishes to enter into room and board contracts with the above listed entities effective July 1, 2023 through June 30, 2024,

**NOW THEREFORE**,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the contracts referenced above, as presented.

Motion by: Bob Competti

Seconded by: Pamela Barkley

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-08.

  
Elizabeth Burwell, Board Secretary





**Resolution # 2023-06-09**

**June 20, 2023**

IN THE MATTER OF THE REVISION OF POSITION DESCRIPTIONS

**WHEREAS**, the following position descriptions have been reviewed:

- Director of Provider and Community Resources
- Fiscal Officer
- Fiscal Clerk
- Administrative Assistant, Forest Rose
- Student Services Supervisor
- Director of Services and Supports
- Medicaid Services Specialist
- File Clerk, Part Time
- Food Services Manager
- Assistant Superintendent

and

**WHEREAS**, the administration is recommending revisions to the attached position descriptions to reflect current job duties and departmental needs,

**NOW THEREFORE,**

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board approves the revised position descriptions listed above and as presented.

Motion by: Matt Wideman

Seconded by: Pamela Barkley

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-09.

  
Elizabeth Burwell, Board Secretary



**Resolution # 2023-06-10**

**June 20, 2023**

IN THE MATTER OF POLICIES FOR REVIEW AND APPROVAL

**WHEREAS**, the following policy is scheduled for review:

- SS-43, Room and Board Contracts

and

**WHEREAS**, the administration is recommending revisions,

**NOW THEREFORE**,

BE IT RESOLVED BY THE Fairfield County Board of Developmental Disabilities:

That the Board adopts the above policy as revised and as presented.

Motion by: Bob Competti

Seconded by: Pamela Barkley

YEAS: 6

NAYS: 0

ABSTENTIONS: 0

ADOPTED: June 20, 2023

I certify that this is a true and correct copy of Resolution #2023-06-10.

  
Elizabeth Burwell, Board Secretary