

**MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**Regular Board Meeting Minutes**  
**February 26, 2024**

**I. Call to Order**

The MCBDD Regular Board Meeting was called to order by Board President Andy Olah at 5:03 p.m. Other Board Members present included the following: Wayne Carroll, Dave Hartman, Lisa Dreaden, Mark Gryskiewicz, and Sandra Thomas Fain. Ann Salek arrived at 5:04 p.m.

Staff present included the following: Stacey Maleckar, Annie Finnerty, Shannon Lees, Diana Davis, Sabrina Johnson, Carey Bates, Celeste Bajorek, Patti Hetkey, Bobby Richards, Ed Dryer, and Christie Kimbler.

Others present included the following: Keisha Thomas and Sarah Piatt.

**II. General Session**

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Mission Statement Affirmation**

The Mission Statement was recited.

**C. Approval of Minutes**

**1. Approval of the Minutes from the Nominating Committee Meeting, January 22, 2024**

A Motion was made by Mr. Hartman, seconded by Mr. Carroll, to approve the Minutes from the Nominating Committee Meeting on January 22, 2024. The Motion was approved with a unanimous “yes” vote.

**2. Approval of the Minutes from the Annual Organizational Meeting, January 22, 2024**

A Motion was made by Mr. Carroll, seconded by Ms. Salek, to approve the Minutes from the Annual Organization Meeting on January 22, 2024. Ms. Thomas Fain abstained. All others voted “yes.” The Motion was approved.

**3. Approval of the Minutes from the Regular Board Meeting, January 22, 2024**

A Motion was made by Ms. Salek, seconded by Mr. Carroll, to approve the Minutes from the Regular Board Meeting on January 22, 2024. Ms. Thomas Fain abstained. All others voted “yes.” The Motion was approved.

**D. Presentation**

The presentation by Ms. Maleckar on the Annual Report and Final 2023 Action Plan Summary was deferred to the March Board Meeting.

### **E. Discussion Items**

#### **1. Board Member Self Evaluations**

Mr. Carroll stated he felt there should be a focus on question #12, “I believe we can improve our seven-member Board’s functioning by...” Mr. Carroll stated there were some good responses to this question. He asked Ms. Maleckar to compile the results and report at the March Board Meeting. The Board was also asked to send any training topic requests to Ms. Maleckar. The Board was in agreement that they appreciate both the online training options and the in-person options i.e. from an outside source.

### **F. Old Business**

There was no Old Business.

### **G. New Business**

#### **1. Excess Property Resolution #06-24 (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Gryskiewicz, to approve Resolution #06-24 to declare the requested items as Excess Property and usable by the MCBDD. The Motion was approved with a unanimous “yes” vote.

#### **2. Appropriation Transfer Resolution #07-24 (ACTION)**

A Motion was made by Mr. Carroll, seconded by Ms. Thomas Fain, to approve Resolution #07-24 to authorize the Medina County Auditor to make the following appropriation transfers (\$5,000.00) from School Age Salary to School Age Salary Subs:

From:	To:	Amount:
33001013-50030 School Age Salary	33001013-50032 School Age Salary Subs	\$5,000.00

Mr. Hartman asked why this is needed so early in the year. Ms. Davis responded that this is in preparation for leaves of absence in the future. The Motion was approved with a unanimous “yes” vote.

#### **3. Procurement Card Use Resolution #08-24 (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Hartman, to approve Resolution #08-24 to request authorization from the Medina County Commissioners for use of the following new procurement cards and cancellation of use:

Procurement Card	Name on Card	Number of Cards	Fund #	Fund Name
Home Depot	Medina Co Bd of MRDD Res Svs	2	3300	General Fund
	Diane Gearing		3315	Donated Fund
	Angela Keys		2855	Capital Fund
			2856	Sales Tax Fund

Home Depot

Medina Co Bd of MRDD Res Svs  
Phyllis Sveda

Cancel due to retirement

The Motion was approved with a unanimous “yes” vote.

#### **4. Revised Annual School Services Resolution #35-23 (ACTION)**

A Motion was made by Ms. Salek, seconded by Mr. Carroll, to approve Revised Resolution #35-23 regarding the provision of school services; specifically, that the MCBDD will no longer provide specialized preschool services beginning with the 2024-2025 school year. Ms. Thomas Fain asked why this decision was made. Ms. Maleckar stated that we have seen a significant decrease in the need for preschool placements and a significant increase in the need for school age placements. There are only two preschoolers identified for the 2024-2025 school year; however, in the last few weeks, there were six requests for school age placement. In addition, over the last few years, the school districts have increased their ability to provide preschool services. Mr. Carroll asked how many of the districts use Head Start as their preschool. Ms. Bajorek stated that we do not have that information; however, she will look into it and get back with the Board. Mr. Carroll stated he has concerns about the needs of kids being met and the satisfaction of stakeholders. He would like to see a mechanism for feedback from the stakeholders. Mr. Carroll also stated that we put in our policy our commitment to continue providing school services because not all of the LEAs were able to provide those services. He also noted the difficulty the parents face in regard to finding out their child has a developmental disability and locating specialized services. He wants to make sure we have SSAs who are working with the 3-5 age group of kids, as well as their parents. Ms. Maleckar stated that there are eligibility benchmarks in place for this. Mr. Olah recapped that what Mr. Carroll is asking for is how the structure is going to unfold and for a mechanism for stakeholder feedback. Mr. Hartman stated he is disappointed in the fact that we are making philosophy changes in 48 hours; that we are giving the preschool up this week when it doesn't go into effect until fall. He feels this is last minute and the Board should have known about it two months ago. Mr. Hartman also expressed concern about the parents. Ms. Finnerty stated that we are continuing to provide EI and school age services; the only change is in the 3-5 age group. Ms. Maleckar apologized for not bringing to the Board sooner, but stated that there is a lot in place in regard to the eligibility benchmarks and just before a child turns three, we meet with the school district regarding what the needs and options are. Ms. Dreaden stated her experience with the MCBDD in regard to her daughter from EI on was wonderful. Mr. Carroll asked if there is an open-door policy for preschools like there is for school districts. Ms. Maleckar was not able to answer this question. Mr. Carroll will write up a list of questions/concerns regarding preschool and submit to Ms. Maleckar. After much discussion, Mr. Olah proposed regular reporting regarding this. Ms. Maleckar stated we can report quarterly on this data. The number of eligible children ages 3-5 will be provided to the Board at the March Board Meeting. The Motion was approved with a unanimous “yes” vote.

#### **5. 2025 MCBDD Agency Calendar & 2024-2025 Windfall School Calendar (ACTION)**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Gryskiewicz, to approve the 2025 MCBDD Agency Calendar & 2024-2025 Windfall School Calendar as presented. Mr. Hartman asked what is accomplished at In-Service Day. Ms. Maleckar stated it is a day that we can

provide CEU training for those who need to maintain certification and/or licensure, as well as all agency training. The Motion was approved with a unanimous “yes” vote.

#### **H. Reports Review**

- Superintendent’s Report
    - Ms. Maleckar reviewed the Superintendent’s Report and addressed questions from the Board.
    - Additional topics discussed included:
      - The universal changing table is now ready in the newest MCBDD bathroom renovation. We are now on the map.
      - We are getting info out about the solar eclipse and safe viewing.
  - Financial Reports – Ms. Bates reviewed the following:
    - Revenue
      - \$7,478.08 – 4<sup>th</sup> QCY23 Sales Tax.
      - No donations received.
      - Ms. Bates reviewed the process for donation allocation.
    - Expenses
      - Two months of dental expenses (Jan/Feb).
      - Emergency housing & emergency respite.
      - \$92,132.32 – 2<sup>nd</sup> Q24 State Admin Fee.
      - Liability insurance and auto – 3% increase from last year.
      - \$20,000.00 – Inclusive playground (2023 expense).
      - DSP-U Internship Grant/workforce training/referral (2023 expense).
      - \$4,000.00 – DSP curriculum.
      - Annual memberships: OACB, Chambers, etc.
      - \$1,437,812.00 – 3<sup>rd</sup> QFY24 Medicaid Match – five individuals in a DC.
      - \$346K – PY23 expenses paid in January, 2024.
    - Cash Balance
      - \$35M in Cash Balance.
      - Reserve amounts updated to 2024 budget. General reserve to be revised once full budget opens.
    - Cash Flow
      - \$2.6M used of fund balance.
  - Voucher Report
    - Board Member questions were addressed.
- A Motion was made by Ms. Salek, seconded by Ms. Thomas Fain, to approve Resolution #09-24 to approve the Financial Reports for January, 2024. The Motion was approved with a unanimous “yes” vote.
- Ms. Maleckar stated that we received the official three-year CARF Accreditation and thanked all who worked so hard during the survey. Three small recommendations were received.
  - Enrollee Stats
    - The Board was given a Revised Enrollee Stat document.
  - Personnel Control Report

- Ms. Maleckar reviewed.

### **III. Open Forum**

There were no speakers.

### **IV. Executive Session**

No Executive Session was held.

### **V. Adjournment**

A Motion was made by Ms. Thomas Fain, seconded by Mr. Hartman, to adjourn the meeting at 6:11 p.m. The Motion was approved with a unanimous “yes” vote.

### **FOR APPROVAL**

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Board Chair  
Medina County Board of DD

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Board Secretary  
Medina County Board of DD