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PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING MINUTES

January 16, 2025

Pickaway County Board of Developmental Disabilities

200 East High Street, Circleville, OH 43113

CALL TO ORDER: Cara Layne, President, called to order the Regular January meeting of the Pickaway County Board of Developmental Disabilities at 6:43 PM with a role call.

LaDonna Edwards:	Present	Jennifer Rainey-Agresti	Present
Michelle Gifford	Present	Jeannett Rhoads:	Present
Beth Kim	Present	Matthew Tootle:	Present
Cara Layne	Present		

INTRODUCE GUESTS: Kevin Simpson, Jade Raines, Kathleen Carlson, Travis Dresbach, Aimee Roberts, Elizabeth Fansler, Amanda Knotts, Heather Foll, Bryston McKnight, Amber Wickstrom, Marie Wilbanks

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular December 12, 2024 Meeting.

Board Action #25-01 Approve Minutes of the Regular December 12, 2024 Meeting

Motion by:	**Matthew Tootle**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

FINANCIAL REPORTS

Approval to File Financial Report: Financial Report.

Board Action #25-02 Approval to File Financial Report.

Motion by:	**Michelle Gifford**	**Second by:**	**Beth Kim**
Discussion:		**Vote:**	**Passed Unanimously**

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

Board Action #25-03 Approval to File Voucher List for Vouchers since the last Board Meeting

Motion by:	**Matthew Tootle**	**Second by:**	**Jennifer Rainey-Agresti**
Discussion:		**Vote:**	**Passed Unanimously**

COMMITTEE REPORTS

Ethics Committee: None

UNFINISHED BUSINESS

Approve Board Policy 2.29 Carryover Balance :

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The first reading of Board Policy 2.29 Carryover Balance was on December 12, 2024. Grammatical edits were incorporated.

Board Action #25-04 Approve Board Policy 2.29 Carryover Balance.

Motion by:	**Jennifer Rainey-Agresti**	**Second by:**	**Matthew Tootle**
Discussion:		**Vote:**	**Passed Unanimously**

NEW BUSINESS

Board Policy 2.30 Budget Variance Policy: First reading of 2.30 Budget Variance Policy.
No Action Required.

Approve the Ohio Public Employees Annual Conversion Plan: I am requesting the Board adopt a plan for the conversion of sick leave and vacation leave to cash for leave that is accrued but not used during the calendar year and is considered earnable salary (see OPERS Annual Conversion Plan). These earnings are earnable salaries on which employee and employer contributions shall be remitted to OPERS. This plan would be another benefit and support employee retention.

Board Action #25-05 Approve the Ohio Public Employees Annual Conversion Plan.

Motion by:	**Jennifer Rainey-Agresti**	**Second by:**	**Michelle Gifford**
Discussion:		**Vote:**	**Passed Unanimously**

Approve membership in the Ohio Provider Resources Association: I recommend PCBDD renew its membership with the Ohio Provider Resources Association at the Public Entity Level 2. The purpose of membership is to gain knowledge of the challenges and enhance our partnership with providers. This is a valuable resource for PCBDD's provider liaison. Level 2 membership dues are $3,000 annually.

Board Action #25-06 Approve membership in the Ohio Provider Resource Association, Public Entity Level 2.

Motion by:	**Jeannett Rhoads**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

Approve superintendent to enter into contract with Westside Media to develop and host a new Board website: After research, I recommend entering into a contract with Westside Media which will better meet the needs of our organization and allow for content to be updated more easily and frequently.

Board Action #25-07 Approve superintendent to enter into a contract with Westside Media to develop and host a new Board website.

Motion by:	**Jennifer Rainey-Agresti**	**Second by:**	**Matthew Tootle**
Discussion:		**Vote:**	**Passed Unanimously**

Approve superintendent to enter into contract with The Impact Group to develop a strategic plan for years 2026-2028: I propose contracting with The Impact Group for our upcoming strategic planning process with consideration for their previous strategic planning support and their knowledge of the disability field.

Board Action #25-08 Approve superintendent to enter into a contract with The Impact Group to develop a strategic plan for years 2026-2028.

Motion by:	**Jennifer Rainey-Agresti**	**Second by:**	**Beth Kim**
Discussion:		**Vote:**	**Passed Unanimously**

Recommend a replacement for vacancy on the Brooks-Yates Opportunities Board: Jessica Mullins submitted a letter of resignation on 12/12/24 from the Brooks-Yates Opportunities Board. Per the BYOB by-laws, this Board recommends Jeff Rawlins for a replacement.

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Board Action #25-09 Recommend Jeff Rawlins to fill the vacant seat with the Brooks-Yates Opportunities Board.

Motion by:	**Matthew Tootle**	**Second by:**	**Jennifer Rainey-Agresti**
Discussion:		**Vote:**	**Passed Unanimously**

SUPERINTENDENT'S REPORT

The Department Reports to the Board (attached)

Travis Dresbach shared an update on the Roundtown Players lift

Early Intervention Annual Performance Report

Enrollment Status Report January 2025

December 2024 Community Report

Heather Foll provided an update about upcoming DD Awareness Month events

OTHER BUSINESS: None

ADJOURNMENT

The meeting adjourned at 7:24 PM.

Minutes approved by Board Action #25-11 on February 27, 2025

Signed by:
Cara Layne
73C8B7D4B5E4499...
Board President or Presiding Officer — 3/1/2025 Date

Signed by:
0F49324C03E4C1...
Board Secretary — 2/28/2025 Date

DocuSigned by:
Marie Wilbanks
6D603AAEC0A94E1...
Superintendent — 2/28/2025 Date