

**SANDUSKY COUNTY BOARD
DEVELOPMENTAL DISABILITIES**

**JANUARY 27, 2025
ANNUAL ORGANIZATIONAL MEETING
MINUTES**

ORGANIZATIONAL MEETING

Jody Amor called the annual organizational meeting of the Board to order at **5:16 p.m.** and roll call was taken.

Present: Jody Amor, Jim Fox, Shane Dyer, Tim Ellenberger, Parker Inks, Annette Overmyer and Deb Didion.

Staff Present: Sarah Zimmerman, Michelle Snyder and Michele Mong.

WELCOME GUESTS

Patti Inks was in attendance.

AGENDA:

- 1. INTRODUCTION OF 2025 BOARD MEMBERS**
- 2. ELECTION OF SCBDD BOARD OFFICERS FOR 2025 – PRESIDENT, VICE-PRESIDENT, AND RECORDING SECRETARY**

The Board approved the following slate of officers:

Jody Amor as President

Tim Ellenberger as Vice President

Jim Fox as Recording Secretary

Motion by Inks, Second by Dyer. Motion carried. **25-01-01A**

3. BOARD APPOINTMENTS FOR ETHICS COUNCIL 2025

The Board approved the appointment of the following Ethics Committee Members:

Deb Didion, Tim Ellenberger, and Jody Amor.

Motion by Fox, second by Dyer. Motion carried. **25-01-02A**

4. BOARD APPOINTMENTS FOR FINANCE/INSURANCE COMMITTEE 2025

The Board approved the appointment of the following Finance Committee Members:

Jody Amor, Tim Ellenberger, and James Fox.

Motion by Didion, Second by Dyer. Motion carried. **25-01-03A**

5. REVIEW AND COMPLETION OF FORMS:

- a. Board Member Declarations
- b. Confidentiality Verification
- c. MUI and Abuser Registry training
- d. Rights for a Person with DD
- e. SCBDD's Mission, Vision, and Core Values
- f. Ohio Ethics Law Acknowledgement
- g. Officer Duties Form

6. APPROVE THE 2025 BOARD MEETING CALENDAR

The Board approved the 2025 Board Meeting Calendar.

Motion by Ellenberger, Second by Fox. Motion carried. **25-01-04A**

7. ADJOURN

The Board adjourned the Annual Organizational meeting of **January 27, 2025** at **5:19 p.m.**

Motion by Overmyer, Second by Didion. Motion carried. **25-01-05A**

**SANDUSKY COUNTY BOARD
DEVELOPMENTAL DISABILITIES**

January 27, 2025

MINUTES

Ethics Council met prior to the start of the regular meeting to discuss and approve the Direct Services Contracts submitted to full Board for approval.

Jody Amor called the regular meeting of the Board to order at **5:20 p.m.** and roll call was taken.

Present: Jody Amor, Jim Fox, Shane Dyer, Tim Ellenberger, Parker Inks, Annette Overmyer and Deb Didion.

Staff Present: Sarah Zimmerman, Michelle Snyder and Michele Mong.

WELCOME GUESTS

Patti Inks attended.

I. REVIEW OF MINUTES

The Board approved the minutes of the **November 27, 2024** Board meeting.

Motion by Fox, Second by Inks. Motion carried. **25-01-01B**

II. FINANCIAL REPORTS

The Board accepted the **November and December 2024** Financial Reports as submitted.

Motion by Fox, Second by Didion. Motion carried. **25-01-02B**

III. REPORTS AND RESOURCES

A. Superintendent Report

B. Human Resources Report

C. Program Report

D. Correspondence

E. Educational Resources

1. DCY: SCBDD FFY23/SFY24 Annual Performance Report and Determination
2. Report to the Commissioners Quarter 1
3. Gongwer News Service Article
4. Sandusky Register Article: Cheryl Durnwald
5. FCFC Oversight Report 2nd Quarter

F. Calendar of Events

1. February 17, 2025 – President’s Day – Facility Closed
2. **Next Board Meeting: February 24, 2025 at 5:15 p.m.** Regular Board Meeting

IV. OLD BUSINESS

A. Building Update

Sarah shared the soil boring and site surveys were completed. The short list of bids is down to three for Contract Risk Manager. Grand Lake Building has assisted us through the process and offered their services as the Owner’s Agent for additional assistance.

The Board approved Grand Lake Building Company to serve as the Owner’s Agent during the construction process.

Motion by Didion, Second by Fox. Motion carried. **25-01-03B**

V. NEW BUSINESS

A. Annual Reports

1. 2024 Reports
 - a. Strategic Plan Progress Report
 - b. 2024 Annual MUI Report
 - c. 2024 Year-end Report
2. 2025 Reports
 - a. Continuity of Operations Plan
 - a. Table of Organization

B. Contracts

1. Direct Service Contracts / Outside Employment

The Board approved the following contracts:

See attachment for listing of contracts

Motion by Inks, Second by Fox. Motion carried. **25-01-04B**

C. DD Awareness Month Resolution 2025-01

The Board resolved to declare the month of March 2025 as “Developmental Disabilities Awareness Month” (*See Resolution for signatures*).

Motion by Inks, Second by Dyer. Motion carried. **25-01-05B**

D. 2025-2028 Strategic Plan

The Board approved the 2025-2028 Strategic Plan as presented.

Motion by Didion, Second by Ellenberger. Motion carried. **25-01-06B**

VI. BOARD POLICY REVIEW

A. SCBDD Program Policies Review (Board related)

1. Chapter 1 Administration / Section 3 “Ethics Council”
2. Chapter 1 Administration / Section 2 “Board Operations, Powers, and Duties”

B. SCBDD Policies (Revision)

The Board approved the revisions to the following SCBDD policy:

- Ch.5 Section 4.04: Holidays
- Ch.5 Section 4.08 Personal Leave
- Ch.5 Section 4.13 Retirement
- Ch.5 Section 4.20 Vacation Buyout

Motion by Inks, Second by Overmyer. Motion carried. **25-01-07B**

VII. EXECUTIVE SESSION

The Board entered Executive session at **5:53 p.m.** to discuss matters to remain confidential.

Motion by Inks, Second by Didion. Motion carried. **25-01-08B**

Present: Jody Amor, Jim Fox, Tim Ellenberger, Deb Didion, Shane Dyer, Parker Inks and Annette Overmyer.

Staff Present: Sarah Zimmerman and Michelle Snyder

The Board moved back into public session at **6:18 p.m.**

VIII. ADJOURNMENT

The Board adjourned the meeting of **January 27, 2025** at **6:21 p.m.**

Motion by Inks, Second by Dyer. Motion carried. **25-01-09B**

James Fox, Recording Secretary of the Board

Michelle Snyder, Clerk to the Board