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PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

2025 Annual Organizational Meeting Agenda

January 16, 2025

Pickaway County Board of Developmental Disabilities

200 East High Street, Circleville, OH 43113

CALL TO ORDER: Cara Layne, Vice President, called the Organizational Meeting of the Pickaway County Board of Developmental Disabilities to order at 6:02 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

POINT of IMPACT: Sarah Blanton, Kevin Simpson, Shadrack Healey Kapukha, Sherry Nelson were recognized for their exceptional work with Steven Palkowski. The SSA Department also recognized SSA Elizabeth Fansler for her dedicated work with Steve and his team.

ELECTION OF OFFICERS

Nominations

President: Cara Layne

Vice-President: Matthew Tootle

Secretary: Jeannett Rhoads

Nomination of slate by: Jennifer Rainey-Agresti

Seconded by: Michelle Gifford

Motion to close nominations by: Beth Kim

Seconded by: LaDonna Edwards

BOARD ACTION ORG 25-01

Vote: Passed Unanimously

ESTABLISH THE DATE, TIME, AND PLACE OF THE 2025 REGULAR BOARD MEETINGS:

Thursday, February 27, 2025 - PCBDD Administration Offices
Thursday, March 27, 2025 - PCBDD Administration Offices
Thursday, April 24, 2025 - PCBDD Administration Offices
Thursday, May 22, 2025 - PCBDD Administration Offices

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Thursday, July 24, 2025 - PCBDD Administration Offices
Thursday, August 28, 2025 - PCBDD Administration Offices
Thursday, September 25, 2025 - PCBDD Administration Offices
Thursday, October 23, 2025 - PCBDD Administration Offices
Thursday, December 11, 2025 - 5:00 PM, to be determined

BOARD ACTION ORG 25-02 Approve the meeting schedule. All meetings will commence at 6:00 PM, with the Ethics Committee meeting at 5:55 PM, as needed. A canceled board meeting may be rescheduled by the authority of the Board president or a special meeting called by the Board president. Board meeting locations or times may be changed contingent upon proper public notification.

Motion by:	**Jeannett Rhoads**		**Second by:**	**Matthew Tootle**
Discussion:	**Discussion to remove June meeting and consider alternative training schedule for July**		**Vote:**	**Passed Unanimously**

ADOPTION OF THE MISSION, VISION, and 4 KEYS OF SERVICE.

BOARD ACTION ORG 25-03 Adopt the Mission, Vision, and 4 Keys of Service for 2025.

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

ADOPTION OF THE CONTINUITY OF OPERATIONS PLAN FOR 2025.

BOARD ACTION ORG 25-04 Adopt the Continuity of Operations Plan for 2025.

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

ADOPTION OF BOARD POLICIES

This action is to adopt all existing policies for the 2025 calendar year with the understanding that any policy may be amended by board action at any regularly scheduled or special board meeting during the calendar year.

BOARD ACTION ORG 25-05 Adopt all existing policies and board procedures effective immediately. Any policy or board procedure may be amended during the year with proper board action at a regular or special board meeting.

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

ADOPTION OF DESCRIPTION OF SERVICES AND SUPPORTS

BOARD ACTION ORG 25-06 Adopt Description of Services and Supports 2025

Motion by:	**Beth Kim**	**Second by:**	**LaDonna Edwards**
Discussion:		**Vote:**	**Passed Unanimously**

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APPROPRIATE THE NONFEDERAL SHARE OF THE MEDICAID EXPENDITURES

BOARD ACTION ORG 25-07

Appropriate $1,500,000.00 for the nonfederal share of the Medicaid expenditures as required of the county board in sections 5126.059 and 5126.051 of the Ohio Revised Code. Furthermore, the payment of the nonfederal share represents an ongoing financial commitment of the county board.

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

ADOPTION OF TABLE OF ORGANIZATION AND APPROVAL OF POSITIONS

BOARD ACTION ORG 25-08

Motion to adopt the current table of organization, approve current positions for employment for the 2025 calendar year, and authorize the superintendent to fill any vacated position. The superintendent may recommend abolishing any position, proposing a new position, or making significant changes to a position at any time if appropriate. Any recommendations require board action.

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

ESTABLISHMENT OF BOARD COMMITTEES and/or COUNCILS

BOARD COMMITTEES

Program/Personnel: Jennifer Rainey-Agresti, Cara Layne, Jeannett Rhoads
Policy/Finance: Beth Kim, Jeannett Rhoads, Matthew Tootle
Buildings & Grounds/Transportation: LaDonna Edwards, Matthew Tootle, Michelle Gifford
Ethics Council: Beth Kim, Cara Layne, Matthew Tootle
Sport Committee: LaDonna Edwards, Jennifer Rainey-Agresti, Michelle Gifford

BOARD COUNCILS

Behavior Support/Human Rights (Representatives on a shared-county committee): **Amanda Knotts, Michelle Gifford, Morgan Ramey, Bryston McKnight, Melissa Woodgeard, and Elieta Vedder**.

Reaching Beyond Gift Committee **Board President, Matthew Tootle, LaDonna Edwards** and Amanda Fay (Board employee in a non-direct service position appointed by the superintendent)

BOARD ACTION ORG 25-09 Approve board appointments to committees and councils.

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

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ONGOING FUNDRAISING AND SOLICITATION ACTIVITIES

The Pickaway County Board of Developmental Disabilities shall authorize ongoing fundraising and solicitation for Reaching Beyond accounts already established for 2025. Fundraising activity for additional categories shall require board approval. Specific fundraising events beyond established and ongoing activities require the superintendent or the superintendent-designated outreach committee approval.

BOARD ACTION ORG 25-09 Approve Ongoing Fundraising and Solicitation for Reaching Beyond Funds (Residential, General Gift, FAME, and FANS Network Funds). The superintendent may approve a fundraising event sponsored by an outside agency without board action. The superintendent may accept donations on behalf of the Board but has the authority to defer the acceptance of any donation pending board approval.

Motion by:	**Matthew Tootle**	**Second by:**	**Beth Kim**
Discussion:		**Vote:**	**Passed Unanimously**

ADJOURNMENT OF ORGANIZATIONAL MEETING

The Organizational Meeting adjourned at 6:41 PM.

Minutes approved by Board Action #25-10 on February 27, 2025

Signed by:
Cara Layne
73C817D4B1E8409...
Board President or Presiding Officer

3/1/2025
Date

Signed by:
AB4932A2080C419...
Board Secretary

2/28/2025
Date

DocuSigned by:
Marie Wilbanks
6D603CAEC0A94E1...
Superintendent

2/28/2025
Date