

MINUTES OF THE  
MONTGOMERY COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES SERVICES  
January 18, 2022  
Northview Center

**I. CALL TO ORDER/BOARD MEMBER ATTENDANCE**

Board President, Madeline Iseli, called the January 18, 2022 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:04 p.m.

Members Present: President, Madeline Iseli; Vice President, Naima Quarles-Burnley; Dr. Stephen Fortson; Janet Peasant Superintendent, Dr. Pamela Combs

Members Absent: Dr. Susan Komorowski; Richard Schultze; Joanna White. Each of these Board Members notified the Superintendent of their absence prior to the meeting.

Ms. Iseli opened the meeting by reading the Board's Vision and Mission.

**~ Moment of Silence**

Ms. Iseli asked the Board to observe a moment of silence in memory of those who have passed away since our last Board Meeting, whether they be individuals served or their family members, staff or their family members, or friends of the Board.

**II. SPECIAL PRESENTATIONS**

There were no Special Presentations for the month of January

**III. REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the December minutes and took action as follows:

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the minutes of the December 14, 2021 Board Meeting. Dr. Fortson seconded the motion. The motion carried unanimously.**

**IV. SUPERINTENDENT'S REPORTS**

**A. Update by Superintendent**

Pamela talked about the Legislative Visits we have set up over the next few weeks. She said we plan to highlight the DSP workforce crisis which is significantly impacting services. There are providers giving notice that they cannot serve people

simply because they don't have staff. Many staff at our provider locations are working 80 to 100 hours per week which is not sustainable. We will be asking the legislators to support a rate increase in the 2023 state budget.

We also plan to talk about County Board Meetings and ask if they can go back to virtual.

Those are the two main areas we will focus on and we will then have some conversation around other areas of concern.

Everything else is going well. Services are in place. Pamela said she is proud of our team. Our vaccination rate is at 85%. The team spirit is very high.

Pamela wanted to highlight that staff person Tina White, who passed away in December, was a very dedicated staff member who loved her job so much. Even with her significant illness, she wanted to work as long as she could before passing away ~and she requested to be buried in her vaccination team t-shirt.

Ms. Iseli said this says a lot about the meaning of this work and how much that fulfilled Tina as it does all of us. It's a collective feeling and Ms. Iseli said she knows she feels it.

Pamela said that we have so many staff who truly love their job and appreciate so much the flexibility the Board is giving them; the benefits, the trust. The team constantly write e-mails to Pamela about how appreciated they feel and, during these difficult times, that gives them hope and strength to do an excellent job.

B. Thank you note(s) received

Pamela said routinely each month we will continue to include some thank you notes in the Board packet. Pamela wants the Board to see them because a lot of things we get thanks for are what the Board has approved for us to be able to do.

Ms. Quarles-Burnley thanked Kamarr and Mitch for the outstanding job they have done during the pandemic and continue to do as the pandemic goes on. They absolutely go above and beyond.

Ms. Quarles-Burnley thanked Pamela for taking the lead in getting our legislators involved and helping them to see what we are doing. She said she is so glad we are actively pursuing that because it is a critical part.

Ms. Quarles-Burnley hopes that we will find a way to facilitate access for self-advocates, parents, and providers. We don't want to just carry their words to the legislators but have the legislators listen to them directly.

Ms. Iseli thanked Pamela for always providing a multi-dimensional take on what is going on.

## **V. COMMITTEE REPORTS**

### **A. Ethics Committee – Janet Peasant, Chairperson**

There were no individuals to review for the month of January.

### **B. Finance Committee – Richard Schultze, Chairperson - absent**

1. Contracts previously approved by the Superintendent

These contracts were listed in the Board Packet and were within the Superintendent's budget authority granted by the Board. No action was required.

2. Review of Program Vouchers for December, 2021

These Program Vouchers were provided in the Board packet and included expenditures that are over \$1,000.00. No action was required.

3. Approval of January Resolutions Calendar

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the January Resolutions Calendar for item(s) 011822-01. Ms. Quarles-Burnley seconded the motion. The motion carried unanimously.**

4. Financial Reports

The Financial Reports for December, 2021 were in the Board packet.

Pamela reported on behalf of Andrew that everything is on track and moving forward as planned. There are no concerns that need to be pointed out.

### **C. Human Resources Committee – Madeline Iseli, Chairperson**

\*1. Layoff Rationale – Early Intervention

Ms. Iseli said there is a new and preferred method for providing early intervention using PSP's or Primary Service Providers which are positions that are cross-trained and provide a depth and breadth of service to young children and their families. This plan is proposing a whole reorganization with some built-in incentives in an effort to retain as many of the incumbent workers as possible so there is less disruption in the transition.

Pamela said this was something the levy council had on their agenda for the past five years. They have wanted the Board of DD to look at these positions, how to better organize, and what to do with these positions that transitioned out of our schools.

Pamela appreciates our team who have been working on this.

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services move forward at the Superintendent's discretion to implement the above abolishment of positions and creation of ten (10) full-time 260 day/8 hour Early Childhood Development and Therapy Professional positions, and one (1) Early Childhood Development and Nursing Professional position, as well as implement the outlined Retention Incentive Plan. Ms. Quarles-Burnley seconded the motion. The motion carried unanimously.**

\*2. Position Changes and Creation of Positions (with attachment)

Ms. Iseli said this plan outlines various position changes. Some are being eliminated, some added, some moving up in the pay band to keep with the current labor market; also adding another part-time custodial worker which will enable people with disabilities to be hired and will keep them under the ceiling of their earnings.

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the above recommendations and authorize the Superintendent to take all steps necessary to implement the changes. Dr. Fortson seconded the motion. The motion carried unanimously.**

#### **D. Policy Committee – Naima Quarles-Burnley, Chairperson**

##### **1. First Reading of Selected Policies and Procedures**

Ms. Quarles-Burnley gave a first reading of the following policies, No action was required:

VII.27	Distribution of Information By or To Staff
VII.74	Social Media
VIII.04	Outcome Based Evaluation
IX.31	Public Relations

##### **2. Second Reading and Approval of Selected Policies and Acknowledgement of Selected Procedures**

Ms. Quarles-Burnley gave a second reading of the following policies:

VII.24	Staff Ethics
IX.01	Confidentiality of Information concerning persons served
IX.21	Early Intervention Services

**Motion: Ms. Quarles-Burnley moved that the Montgomery County Board of DD Services approve the policies listed above. Ms. Peasant seconded the motion. The motion carried unanimously.**

**VI. SPECIAL REPORTS**

- A. Monthly Updates for DDS Departments – included in packet.
- B. Update for Inclusive Neighborhoods Housing Corporation (INHC) - included in packet.

**VII. ANNOUNCEMENTS**

- A. Links were included in the Board packet as follows:

Selected announcements  
Stories and news coverage  
Newsletters and updates sent to individuals/families/guardians, and providers

**VIII. OTHER BUSINESS**

There were no Other Business items for the month of January

**IX. VISITORS' TIME**

There were no visitors present

**X. ADJOURNMENT**

There being no further business to present to the Board, the meeting was adjourned.  
**Time: 7:28 p.m.**



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Board Officer

February 15, 2022

Date

**The next meeting of the Montgomery County Board of DDS  
will be held on TUESDAY, February 15 at 7:00 P.M.  
at Northview Center, 8114 N. Main Street, Dayton, OH. 45415**

Board Secretary/jn  
Reviewed and approved by Superintendent  
Date approved by Board Secretary: January 27, 2022