

MINUTES OF THE  
MONTGOMERY COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES SERVICES  
April 18, 2023  
Northview Center

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

Board President, Madeline Iseli, called the April 18, 2023 meeting of the Montgomery County Board of Developmental Disabilities Services to order at 7:03 p.m.

Members Present: President, Madeline Iseli; Vice-President, Dr. Stephen Fortson; Janet Peasant; Dr. Susan Komorowski; John Serr; Elizabeth Redmon  
Superintendent Dr. Pamela Combs

Members Absent: Secretary, Richard Schultze. Mr. Schultze notified the Superintendent of his 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**

A. Proclamation in Recognition of Law Enforcement Appreciation Month in May

Ms. Iseli said this Proclamation is a terrific idea to recognize the great partnership our agency enjoys with all of our public safety departments throughout our region.

Pamela said our goal is to thank each of the jurisdictions in Montgomery County that provide law enforcement for those we serve. Our plan is to make the Proclamation specific to each of those jurisdictions and to deliver some of them along with cookies, to thank them for all they do to support our mission and goals.

**III. REVIEW AND APPROVAL OF MINUTES**

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

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services approve the minutes of the March 21, 2023 Board Meeting. Ms. Peasant seconded the motion. The motion carried unanimously.**

#### **IV. SUPERINTENDENT'S REPORTS**

##### **A. Update by Superintendent**

Pamela thanked Kamarr for sitting in for her last month so she could attend the Think TV event where she was a panelist.

First Pamela wanted to mention the speed-friending event that took place at the end of March. This is something our Leadership Team thought about more than a year ago and Dr. Kidd's team helped to organize it. Before the speed-friending event, there were six sessions to learn about things such as personal communication, appropriate conversation, social media, how to stand up for yourself, body language, etc. 15 people attended the speed-friending event and several staff attended to help and Dr. Kidd said it went so great. When the attendees arrived they received a gift bag with a t-shirt, beverage, and a fidget device. Many attendees were nervous and made good use of their fidget device while talking to each other. We are planning to continue scheduling these events.

Pamela went on to talk about the items she covered in her written report which are listed below: B through E.

##### **B. SSA Accolades – Caitlin Clendenen – The Good Life – Think TV event**

Pamela said the Think TV event went great and she included some photos in her written report. The state received several e-mails from people who watched the event thanking Montgomery County for the information Pamela presented and one of the e-mails was about one of our SSAs, Caitlin Clendenen. A mom who was able to get the microphone during the event spoke very highly of Caitlin and what a great SSA she is.

##### **C. Ohio DD Council Connection March 2023 – Adult Changing Stations make a difference on DD Awareness and Advocacy Day**

Parent Jennifer Corcoran spoke about adult changing tables at the state Superintendent meeting and Pamela thinks every County Board in Ohio will be buying portable changing tables to loan out for events. Many were enquiring how much they cost and where to get them from, etc. There will also be permanent placements of adult changing tables and a lot of collaboration and networking within our community is taking place to determine the best places where they will be used/needed the most.

Jennifer has also presented on behalf of Montgomery County to the state of Ohio that, starting approximately 2026, all new rest stops will have an adult changing table.

D. Boundless Artist's Design chosen by AwesomeCompany

AwesomeCompany reached out to Boundless asking artists to supply designs. An individual who is part of Boundless' SpireArts program submitted a design which was chosen. She received \$25 compensation up front for the design and people can now buy her design. For every item she sells, she'll be compensated \$3. AwesomeCompany has also reached out to offer her an Independent Creator position where, should she chose to join, like other artists from Boundless, she'll be doing commission work directly with the company.

E. Thank you notes

These thank you notes were included in the Board Packet for the Board Members to read at their leisure.

**V. COMMITTEE REPORTS**

**A. Ethics Committee – Dr. Susan Komorowski, Chairperson**

There were no Ethics items for the month of April.

**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 March 2023

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

3. Approval of April Resolutions Calendar

**Motion: Dr. Fortson moved that the Montgomery County Board of DD Services approve the April Resolutions Calendar for item(s) 041823-06. Mr. Serr seconded the motion. The motion carried unanimously.**

4. Financial Reports

The Financial Reports for March 2023 were in the Board Packet. In answer to Dr. Fortson asking "How are we doing financially?" Andrew said we are 25% of the way through the year. Our revenues are at 42% which is phenomenal. Expenditures are slightly under budget at 24%. Our overall fund balance is at \$22 million which is 41% and slightly higher than last month. Andrew concluded with his monthly reminder that while we continue to look good for 2023, we are still in a fiscal emergency headed into 2024.

5. Approval of Financial Ask to DODD

Even though this item was added to the agenda after the Board Packet went out, it was later determined that it be removed from the agenda. No action was taken.

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

1. Create Service and Support Administrator position

Ms. Iseli explained that this new position will create a bridge to keep things running smoothly. An SSA is retiring and has given plenty of notice. This new position will provide a 60-day overlap to allow for training and, once the current SSA vacates her position, it will be removed from the Table of Organization.

**Motion: Ms. Iseli moved that the Montgomery County Board of DD Services authorize the creation of one full-time Service and Support Administrator for the purpose of meeting business essential services. Once vacated at the end of July, position number 72000459 shall be abolished from the Table of Organization. Dr. Fortson seconded the motion. The motion carried unanimously.**

2. Executive Session to discuss Personnel matters pertaining to employment  
(This item took place at the end of the meeting prior to adjournment)

**D. Policy Committee – Janet Peasant, Chairperson**

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

Ms. Peasant gave a first reading of the following policies. No action was required:

VII .061	Nepotism
VII .23	Political Activity
VII .24	Staff Ethics
VII .48	Board Staff/Enrollee Relationships
VII .61	Conflict of Interest

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

Ms. Peasant gave a second reading of the following policies:

VII .31	Visitors to Facilities
VII .47	Dress and Manner for Staff
VII .54	Copyright
VII .62	Recording Devices in the Workplace
VII .78	Facility Safety and Security
VII .79	Firearms, Explosives, and Dangerous Weapons
X .09	Interagency Referral -MH Supports and Services Program
X .10	Consumer Termination of Services -MH Supports and Services Program
X .11	Individual Service Plan -MH Supports and Services Program

Even though it's normal procedure that some of our policies have additional updates between first and second readings, Ms. Peasant wanted to specifically mention that Policy VII.78 - Facility Safety and Security, was updated to include a title change from Facility Manager to Facility Coordinator. The Facility Coordinator does not represent an additional position but rather additional duties assigned to a supervisor/manager by the Superintendent. The additional duties are significant enough to merit a monthly stipend of \$400.

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

**VI. SPECIAL REPORTS**

The following updates/reports were included in the Board Packet for the Board Members to review at their convenience and leisure.

A. Monthly Updates for DDS Departments

B. Quarterly Update for Inclusive Neighborhoods Housing Corporation (INHC)  
 The next update will be included in June 2023.

**VII. ANNOUNCEMENTS-EVENTS-STORIES**

A. Link was included in the Board Packet to newsletters and events calendar

B. Story included: A 74 year-old Johnny Depp Fan is raising \$5,000 to see him in concert overseas.

**VIII. OTHER BUSINESS**

There were no Other Business items for the month of April.

### **IX. VISITORS' TIME**

There were no visitors.

Interjection: Ms. Iseli wanted to mention how much she appreciated the event that was taking place during the Board Meeting, across the hall in the Northview Gym.

Marcus McGlynn, a professional musician from the United Kingdom, and Brenda Combs, a doctoral music student at the University of West London, held a concert and meet and greet with MCBDDS self-advocates and staff.

Marcus and Brenda have been leading Zoom music sessions with MCBDDS self-advocates on a weekly basis since the early days of the COVID-19 pandemic, and collaborated with them to create two CDs of original music: *Make Music Wednesday: The Collection* and *Make Music Wednesday: The Album (2)*. They will perform these songs along with other contemporary fan favorites.

Ms. Iseli added that it was so well-attended and everyone was enjoying themselves. "It's just wonderful" she said. Kudos to Pamela and staff for pulling off something, yet again, that can be enjoyed by so many people in such a meaningful way. Ms. Iseli thanked everyone for what they do.

V.C.2 Executive Session to discuss Personnel matters pertaining to employment

**Ms. Iseli moved that the Montgomery County Board of DD Services adjourn to Executive Session in accordance with Ohio Revised Code, Section 121.22 (G)(1), to discuss Personnel matters pertaining to employment. Dr. Fortson seconded the motion. A roll call vote was taken: Ms. Redmon, yea; Ms. Peasant, yea; Ms. Iseli, yea; Dr. Fortson, yea; Dr. Komorowski, yea; Mr. Serr, yea. The motion carried unanimously.**

**Executive Session began: 7:25 p.m.**

**Executive Session ended: 7:41 p.m.**

**No action was taken after Executive Session.**

### **X. ADJOURNMENT**

There being no further business to present to the Board, the meeting was adjourned.

**Time: 7:42 p.m.**



Board Officer

May 16, 2023

Date

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Board of DDS Minutes  
April 18, 2023

**The next meeting of the Montgomery County Board of DDS  
will be held on TUESDAY, May 16, 2023 at 7:00 P.M.  
at the Northview Center, 8114 N. Main Street, Dayton, OH. 45415**

Board Secretary/jn  
Reviewed and approved by Superintendent