

August 2026 Brown County Board of Developmental Disabilities

Regular Meeting Minutes

Wednesday, August 19, 2026

Time: 12:05 p.m.

Location: Board Office

I. Pledge of Allegiance

II. Prayer

III. Call to Order at 12:05 p.m.

IV. Roll Call of Members

Angie Marlow – Absent

Emily Ernst

Sam Schweickart

Reggie Mckenzie – Absent

Patrick Klump – Prior Notice

Brad Cannon

Marty Paeltz

V. Additions/Corrections to the Agenda: No Changes

VI. Approval of July Meeting Minutes – MOTION

Motion by: Sam Schweickart

Seconded by: Emily Ernst

Roll Call: Emily Ernst yes

Sam Schweickart yes

Patrick Klump

Marty Paeltz yes Brad Cannon yes

Angie Marlow

Reggie Mckenzie

VII. Guests: Savannah Pelcha new SSA since 6/22/2026 and Cindy Cook SSA since 3/23/2026. Tammie also introduced Lola McNown. Lola will be filling the Administrative Clerk position. Lola has been transitioning from Lead SSA duties to Administrative duties as of 8/3/2026. Lola has been with BCBDD for three years.

VIII. Reports:

a. Client Services Report

There are currently 259 individuals receiving SSA services. There are currently three active intakes and transfers. Fifty-four MUI's have been filed in 2026. There are currently 187 waivers including IO, Level 1 and SELF. One person is still in the developmental center. Tracy has attended two state hearings for waivers and is awaiting the results. The Lead SSA position is open and interviews will begin soon. The TCM productivity expectations are 75% and most SSA's are meeting the goal. Accreditation had three citations and the plan of correction was submitted right before the board meeting today. A 3-year accreditation was received. The SSA's continue to work hard daily.

Larry Gray explained to the Board the personnel review questioned his information as Superintendent. Specifically, not being in enrolled in iRap. Larry is enrolled through Highland and Fayette counties and they are checked continuously. This was discussed for the two days of review. The review team was not sure how to handle this. Overall, a citation was not issued.

b. Fiscal Report

Tammie explained that since there was not a July meeting, members have two months of financials: June and July. Overall, in June, BCBDD received \$128,323.06 from finalizing pre-ETS services from Reed, MAC and two months of TCM. July received \$40.00 from jury duty for an SSA. July expenditures total \$706,867.15. This includes salaries, benefits, the quarterly administrative fee to DODD and waiver match. We have still not received the overall SOCOG Medicaid reserve fund balance. SOCOG's new business manager is working on this. Estimated balance is \$1.4 million. Hopefully we will have the reports next month. As of July 2026, our cash balance is \$1,186,568.64. In September we should be receiving the second half 2025 property tax monies. Tammie explained that the quarterly waiver match has increased \$113,755.11. This is annual increase of \$455,020.44 for FY27. This brings our annual waiver match to \$1.8 million. The waiver match and administrative fee invoices were paid for this quarter. The administrative fee will not increase for the next year. We also received the annual supplemental waiver invoice for services from 7/1/2025 – 6/30/2026. This comes from new waivers, additional services, etc. during this time. The supplemental invoice amount is \$320,192.00. Tammie requested a supplemental appropriation of unappropriated 2700 DD General Funds to expense line 2700-7000-52260 Waiver Match in the amount of \$556,869.78. Same amount to be supplemented to purchase order 26-0000053. This will also be enough funds to cover the FYQ2 waiver match.

MOTION BY: Brad Cannon

Seconded by: Sam Schweickart

Roll Call: Emily Ernst yes Brad Cannon yes Sam Schweickart yes

Marty Paeltz yes Reggie Mckenzie Patrick Klump Angie Marlow

c. Superintendent's Report

Larry Gray explained to the Board that we would need a resolution to file for a hardship, due to our financial situation. Larry explained that it's not just Brown County. Larry explained that we received an email from the state stating that we are in a fiscal emergency. We had to give a 10 year cost projection and answer some questions. This will be to apply for a hardship. Larry stated that he would suggest applying for a 50% assistance. He discussed the South East Ohio funding assistance. He discussed the South East Ohio regionalization and state wideness for all counties. Board packets included Resolution 2026-01. Larry requested the Board approve the Resolution 2026-01.

MOTION BY: Emily Ernst

Seconded by: Brad Cannon

Angie Marlow arrived for the meeting.

Larry discussed the next letter of support to DODD Director Nash. Larry has been meeting regularly with state to discuss more about regionalization. A letter of support was shared with Board Members that states that we stand behind regionalization and efforts to work with the ten counties and DODD moving forward. Larry stated that he and Tammie visited the Commissioners and discussed the letter and they provided a letter of support along with a letter of support from Fayette and Highland County Commissioners and the County Boards. The hope is to get this presented for the next budget.

MOTION BY: Sam Schweickart

Seconded by: Angie Marlow

Larry discussed the accreditation review and stated that everyone did a good job in preparing for the review. He stated that it was one less hurdle to overcome. Larry thanked the Board for their support.

IX. Unfinished Business

None

X. New Business

Tammie reminded the Board of a family that attended a Board meeting last year about funding. The husband is receiving services (supported living). He was also utilizing Family Support Services. With the ending of the FSS program on June 30th, 2026, the wife sent an email to Tammie on June 25th stating that she would like to come to Board Meeting to express concerns. Tammie received another email on July 23rd stating that due to spouse's health, she would not be attending the August meeting. Tammie read the contents of the second email. General discussion by board members. Tracy Hammonds also provided additional clarification on the family situation. No action taken.

XI. Policy/Procedure Needing Board Approval:

a. Policy 11.01 Compensation Program On-Call Time (Paragraph B)

Tammie explained that Paragraph B talks about on call time for SSAs. There are approximately 10 SSAs that rotate the on-call phone weekly. The previous policy read that if you are on call, you have to remain within 1 hour of response time. We have an SSA that lives out of state, 3 SSAs that live out of county. The 1-hour response time is not feasible for some of the SSAs. It is not mandatory for an SSA to be on-site for an on-call emergency, but only if requested to be onsite. Tammie recommended changing the 1-hour wording to a reasonable response time. Larry

suggested adding that the reasonable response time will be established by the Brown County Board of DD. Also in the policy, Paragraphs D, E, F, and G also included language about On-Call Logs, which is not applicable. Motion to change language/remove On-call Log wording as discussed for Paragraph B.

MOTION by Emily Ernst

Seconded by Angie Marlow

Roll Call: Angie Marlow yes Emily Ernst yes Sam Schweickart yes
Brad Cannon yes Marty Paeltz yes

Paragraph D- Motion to remove sentence “Accordingly on-call employees are required to accurately record actual time worked on the On-Call Log when responding to and servicing a call.”

MOTION by Sam Schweickart

Seconded by Brad Cannon

Roll Call Angie Marlow yes Emily Ernst yes Sam Schweickart yes
Brad Cannon yes Marty Paeltz yes

Motion to remove all of Paragraph E and all On-Call Log Language

MOTION by Emily Ernst

Seconded by Sam Schweickart

Roll Call Angie Marlow yes Emily Ernst yes Sam Schweickart yes
Brad Cannon yes Marty Paeltz yes

XII. Adjournment

MOTION by Emily Ernst

Seconded by Sam Schweickart

Meeting adjourned at 1:14pm

Respectfully submitted,

Emily Ernst, Recording Secretary

Date

Angela Marlow, President

Date