

**Brown County Board of Developmental Disabilities
Minutes of November 15, 2023**

- I. Call to Order – 12:00 p.m.**
- II. Pledge of Allegiance** – Led by Sam Schweickhart
- III. Prayer** – Led by Denise Holden
- IV. Roll Call of Members**

Greg Lang – Present	Angela Marlow – Present
Nicole Williams – Absent with prior notice	Emily Ernst – Present
Sam Schweickhart – Present	Denise Holden – Present
Kara Williams – Present	
- V. Additions/Corrections to the Agenda**

Superintendent requested to add closing of office on Black Friday, November 24, 2023 to the agenda. Angela Marlow motioned to approve the request, Sam Schweickhart seconded the motion. All members approved the motion. **2023-11-01**
- VI. Approval of October Meeting Minutes**

Angela Marlow motioned to approve the October meeting minutes, Emily Ernst seconded the motion. All member approved the motion. **2023-11-02**
- VII. Guests:** Morgan Hendrickson and Zoe Ernst from Project Life discussed the program and the different projects that they have going on. Students have been working at the coffee shop, making dog treats, working at IGA, among many other projects. Zoe is a graduate of the SHCTC and is now a manager at the coffee shop.
- VIII. Reports**
 - a. Client Services Report** – Currently there are 268 individuals receiving SSA services and we are still receiving more referrals on a daily basis. Caseloads have been increasing to the point that adding a new SSA position will need to be discussed in early 2024. There have been 147 MUI’s filed between January and November 15th which is an increase since 2022. We have a Human Rights Committee that approves restrictions, currently we have 4 people with restrictive measures. Currently there are 3 gentlemen at GDC, 2 will be transferred to another county once they leave, while another will remain at GDC. The SSA’s are continuing to make changes to budgets in preparation for the 2024 rate changes. Approximately 85% of the ISPs have been completed in the new OHISP system. The rules state that these must be completed by June 2024.
 - b. Fiscal-** Tammie discussed October 2023 financial expenditures and revenue report.
 - c. Superintendent Report** – Discussed progress on our Strategic Plan and things that we are working on.
- IX. Old Business**
 - a. Effective Date for raises for hourly employees.** Discussed when to start the raises for hourly employees. Angela Marlow made a motion for the effective start date to be 12/23/2023, Sam Schweickhart seconded the motion. All members approved the motion. **2023-11-03**
 - b. Building Project Updates.** Due to the increase in waiver match, the Building Committee has decided to build in stages beginning with the gym. Also discussed that the structure will be a metal building now.

X. New Business

- a. Custodial Position.** A new custodial employee will be needed for Fridays as our currently employee will be taking classes on Thursdays and Fridays.
- b. Black Friday.** The Commissioners office approved closing of offices on Black Friday, November 24th . Discussed closing the office. Denise Holden made a motion to close the office and give employees the day off, Sam Schweickhart seconded the motion. All members approved. **2023-11-04**
- c. Policies Needing Approval.** Policies 5.04 and 14.11 had some changes that needed approval from the board. Policy 5.04 is regarding Transportation funding and Policy 14.11 is regarding employee Insurance Benefits. Denise Holden made a motion to amend both policies, Angela Marlow seconded the motion. All members approved. **2023-11-05.**

XI. Adjournment

The November 2023 Board Meeting was adjourned at 1:18pm.

Respectfully Submitted,

_____ Date: _____ Date: _____
Emily Ernst, Recording Sec. Greg Lang, Pres.