

Meeting Minutes for Brown County Board of Developmental Disabilities

MEETING DETAILS

Location: Brown County Board of Developmental Disabilities

Meeting Facilitator: Denise Holden

Secretary: Emily Ernst

Date: July 2, 2025 at 12:07 pm

ATTENDEES

Denise Holden	Angie Marlow	Emily Ernst	Kara Williams
Sam Schweickart	Patrick Klump	Reggie McKenzie absent with prior notice	

APPROVAL OF AGENDA

The agenda for this meeting was reviewed and approved. No corrections or changes.

Moved by: Sam Schweickart

Seconded by: Angie Marlow

PREVIOUS MEETING MINUTES

The minutes for the May 2025 meeting were reviewed. No corrections or changes.

Moved by: Emily Ernst

Seconded by: Patrick Klump

GUESTS

The eight young individuals that participated in the 5 week summer youth program as well as their supervisors were in attendance at the board meeting today. Jennifer Bohrer stated that this is probably the best group that we've had. She explained that a group of four worked at Georgetown IGA with Reed and a group of four worked on the Fairgrounds with JoJean. Reed and JoJean spoke briefly about their work tasks and their groups.

REPORTS

Report #1: Client Services Report

Details: SSA Director stated that there are currently 267 individuals receiving SSA services. There have been 12 referrals since the last board meeting. Currently there are also 171 waivers. SSA's continue to see issues with schools telling parents that they can get a waiver to care for their child. One person is still in a developmental center. As of 6/11/2025, 53 MUI's have been filed. The new MUI Rule was effective on 7/1, and Tracy will review and discuss this at the Staff Inservice Day on 7/9. SSA Director and SSA attended a state hearing for a person that did not receive a requested waiver. The waiver was denied. Tracy and board members discussed the process for waiver enrollment and needs assessments.

Report #2: Fiscal Report

Financials are for the month of May. There was no time to get June financials completed before this board meeting. June financials will be available at the August board meeting.

Details: General Fund has a balance of \$3,032,277.25

Residential Fund has a balance of \$522,791.84.

Total Cash Balance \$3,555,069.09

These balances do not include the balance held at SOCOG. The overall total balance is \$1,313,482.11.

Board members also received the May finance summary report and the vouchers posted report.

The Fiscal Manager informed the board that the requests from the May meeting to supplement two separate expense lines (they were approved) were submitted to the auditor's office and completed.

Report #3: Superintendent's Report

The office will be closed on Friday, July 4th. The staff in-service will be on Wednesday, July 9th at CTC Conference Room from 8 – 3. Board members can attend and count this toward their board member training. A few board members will be attending. The June Connections event was so much fun. It was held at the Mt. Orab Park. Mt. Orab Police Department and Fire Department were there and provided ice cream for our individuals. They also participated in games with our individuals and we had over 100 attend. The Blue Envelope Program was recently introduced. Jenny brought envelopes for board members. Reed Beavers will also be distributing these to advocacy groups when he visits. Accreditation review was June 17 – 18. We received a one year. The Plan of Correction is due by July 10th. Lusa Burt, head of the

compliance team, was on site. Ms. Burt was very complimentary and had great things to say about our improvement from last year but there are still some areas to improve on.

UNIFINISHED BUSINESS

Jenny reminded the board members that we have been told by the Auditor's office that we can no longer offer a light lunch to board members, even though we've done it for the past twenty years. Other boards pay their members, offer travel reimbursement, insurance, etc. Tammie reached out to an attorney with OACB and said that we are within our operations to do this and other county boards offer this but he advised the board to type a Resolution. He also advised that this needs to be revisited each year. There is a resolution for board meetings and a resolution for staff / board member trainings, which each board member received and reviewed.

Motion made by Sam Schweickart to waive reading out loud the first resolution. Seconded by Kara Williams. All yea.

Motion to adopt Resolution #2025-01, read by title only, made by Emily Ernst. Seconded by Patrick Klump.

Roll call: Sam Schweickart-yes; Angela Marlow-yes, Patrick Klump-yes; Kara Williams-yes; Emily Ernst-yes; Denise Holden-yes. Motion carries.

Motion made by Sam Schweickart to waive reading out loud the second resolution. Seconded by Emily Ernst. All yea.

Motion to adopt Resolution #2025-02, read by title only made by Emily Ernst. Seconded by Kara Williams.

Roll call: Sam Schweickart-yes; Angela Marlow-yes; Patrick Klump-yes; Kara Williams-yes; Emily Ernst-yes; Denise Holden-yes. Motion carries.

Motion to enter Executive Session to discuss personnel matters made by Sam Schweickart, seconded by Emily Ernst. Roll call: Sam Schweickart-yes; Angela Marlow-yes; Patrick Klump-yes; Kara Williams-yes; Emily Ernst-yes; Denise Holden-yes. Executive Session begins at 12:54 pm.

Back from Executive Session at 1:15 pm.

Motion to adopt policy to purchase lunches for board meetings made by Angela Marlow, seconded by Emily Ernst. All yea.

Motion to adopt policy to purchase lunches for board sponsored staff trainings made by Angela Marlow, seconded by Kara Williams. Motion carries.

Tammie Keller let board members know that she had a Health and Welfare Alert for Summer Safety for board members to review and sign. Alert was distributed to present board members.

ADJOURNMENT

Motion to adjourn the meeting was made by Emily Ernst.

The meeting was adjourned at 1:39 pm

Minutes submitted by: _____ Print Name: Denise Holden

Approved by: _____ Print Name: Emily Ernst