SOUTHWESTERN OHIO COUNCIL OF GOVERNMENTS
MEETING MINUTES
May 27th, 2026
SWOCOG Office
Time: 9am-10am

Board Attendance: Lee Ann Emmons, Megan Manuel (Virtual), John LaRock (Virtual), Kamarr Gage, Leia Snyder, Dan Ottke.

Attendees: Sharon Travis, Amy Pond and Megan Hoying, Jessica Caldwell

I. Call to Order: Lee Ann Emmons called the meeting to order at 9:01am.

II. Approval of Agenda

Resolution 26-05-01 Leia Snyder motioned to approve the agenda as presented. Dan Ottke seconded; motion carried.

Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock-yes, Leia Synder-yes, Dan Ottke-yes.

III. Review/Approve Minutes of the April Board Meeting.

Resolution: 26-05-02 Leia Snyder motioned to approve the minutes of the April Board Meeting as presented. Dan Ottke seconded; motion carried.

Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock -yes, Leia Synder-yes, Dan Ottke-yes.

IV. Financial Report

A. **April Financial Report**

Amy reviewed the financial report that was emailed to the board.

B. **COG Financial Statement: January-April 2026.**

Resolution: 26-05-03 Dan Ottke motioned to approve the COG Financial Statement as presented. Kamarr Gage seconded; motion carried.

Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock -yes, Leia Synder-yes, Dan Ottke-yes.

V. HME Department Report

Jessica Caldwell provided an update on the home modification and equipment department. Details were included in the executive director report.

VI. Executive Director's Report

Sharon Travis reviewed the report that was emailed to the board.

VII. Old Business:

A. Respite Homes: Both homes will be closing at the end of June. The provider will be honoring the referrals/stays as long as there are staff to support the individuals. The provider will have a month-to-month lease to give time to clean out the homes. Sharon Travis discussed the ideas of what should be done with the furniture, she will send out a list of items in the homes to the board to share with their staff.

B. 2026 Board Training- August 21st 10:00-2:00: The board training will take place on August 21st, 2026, from 10:00 am to 2:00 pm at the Warren County Young Center. Jake will be speaking about federal/state updates. Adam from OACB will be talking about funding the future and DODD will discuss state updates. A flyer will be made and sent out to the board with instructions on how to register.

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C. **Table of Organization:** Sharon Travis reviewed the Table of Organization that was emailed to the board.
Resolution: 26-04-04 John LaRock motioned to approve the revised Table of Organization as presented. Megan Manuel seconded; motion carried.
Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock -yes, Leia Synder-yes.

VIII. New Business:

A. **DCY Contract:** Shelly Palumbo, program manager at DCY, contacted Sharon Travis requesting to contract with SWOCOG for EI services. The board wanted additional information. Sharon Travis will invite Shelly to the next board meeting.

IX. Executive Session:

No executive session was held.

X. Adjournment: Lee Ann Emmons adjourned the meeting at 10:18am.