SOUTHWESTERN OHIO COUNCIL OF GOVERNMENTS
MEETING MINUTES
JULY 22nd, 2026
SWOCOG Office
Time: 9am-10am

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

Attendees: Sharon Travis, Amy Pond and Megan Hoying, Shelia Bloom.

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

II. Approval of Agenda

Resolution 26-07-01 Megan Manuel motioned to approve the agenda as presented. John LaRock seconded; motion carried.
Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock-yes, Leia Snyder-yes, Dan Ottke-yes.

IV. Review/Approve Minutes of the June Board Meeting.

Resolution: 26-07-02 John LaRock motioned to approve the minutes of the June 24, 2026, 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 Snyder-yes, Dan Ottke-yes.

V. Financial Report

A. July Financial Report

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

B. Resolution: 26-07-03 Megan Manuel motioned to increase the equipment expense line item in the 2026 operational budget from $20,000 to $25,000. John LaRock seconded; motion carried.
Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock-yes, Leia Snyder-yes, Dan Ottke-yes.

C. COG Financial Statement: January-June 2026.

Resolution: 26-07-04 Megan Manuel motioned to approve the COG Financial Statement as presented. Leia Snyder seconded; motion carried.
Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock-yes, Leia Snyder-yes, Dan Ottke-yes.

VI. Executive Director's Report

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

VII. Old Business:

A. **2026 HCBS Conference:** Sharon Travis will not be attending the HCBS Conference. The draft agenda has been released, and CMS is only presenting three sessions in four days not typical.

B. IHR-Respite Homes: A citizen expressed concerns at a city council meeting about the respite homes. IHR director reached out to Sharon Travis and a few of the board members to express her concerns about what happened at that meeting.

SOUTHWESTERN OHIO COUNCIL OF GOVERNMENTS
MEETING MINUTES
JULY 22nd, 2026
SWOCOG Office
Time: 9am-10am

VIII. New Business:

A. HR Services: SWOCOG is experiencing rapid growth resulting in 33% increase in staffing. Sharon will be contracting for Human Recourses services to assist will recruiting, onboarding, training, certifications, and ensuring SWOCOG complies with federal and state laws.

B. COG Director Meetings with the DODD: Director Nash would like to continue to meet with the COG Directors on the performance contract and regionalization concepts**.**

C. Policy #2.11: Employee Compensation and Evaluation: Sharon Travis reviewed the revised draft policy that was emailed to the board. SWOCOG will begin providing IA services which is proposed to be compensated at a level 5 ($56,000) and create a new Level 4 for other bachelor degreed professionals that start out at ($50,000).
Resolution: 26-07-05 John LaRock motioned to approve Policy #2.11 "Employee Compensation and Evaluation" as presented, Megan Manuel seconded; motion carried.
Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-yes, John LaRock-yes, Leia Snyder-yes, Dan Ottke-yes.

D. Board Officers: Due to retirement**,** this is John LaRocka last board meeting. Megan Manuel and nominated Kamarr Gage as Vice President and Dan Ottke seconded the motion.
Roll Call: Lee Ann Emmons-yes, Megan Manuel-yes, Kamarr Gage-accepted, John LaRock-yes, Leia Snyder-yes, Dan Ottke-yes.

Leia Snyder left the meeting at 10:19a.m.

IX. Executive Session:
At 10:19a.m., John LaRock motioned to adjourn into executive session to consider the appointment, employment, promotion and compensation of a public employee, Megan Manuel seconded; motion carried.

At 10:37a.m., the board returned from executive session.

X. Adjournment: Lee Ann Emmons adjourned the meeting at 10:37a.m.