

**HOLMES COUNTY BOARD OF DD  
REGULAR MONTHLY MEETING MINUTES  
MAY 27, 2026**

**I. Meeting called to order by Mike Palmer at 12:02 p.m.**

**A. Roll Call**

Mike Palmer-Present	Tara Dalrymple-Present
Wilbur Hershberger-Absent	Kyle Snyder-Present
Michele Snow-Absent	Amos Yoder-Absent
Chad Yoder-Present	

**B. Staff Present**

Marianne Mader	Curtis Goehring	Evelyn Scott	Sharon Allison
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**C. Visitors Present: Jake Sidle-WKLM**

**D. Hearing of Visitors: \_\_\_\_\_**

**II. ADDITIONS/REVISIONS/APPROVAL OF AGENDA**

A motion was made by Chad Yoder and seconded by Tara Dalrymple to approve the May 27, 2026 meeting agenda with additions.

**III. MEETING MINUTES**

A motion was made by Chad Yoder and seconded by Tara Dalrymple to approve the April 22, 2026 Regular Monthly Meeting Minutes as submitted.

A motion was made by Tara Dalrymple and seconded by Chad Yoder to approve the April 28, 2026 Policy Committee Meeting Minutes as submitted.

**IV. FINANCIAL REPORTS/BUSINESS MANAGER'S REPORT – Curtis Goehring**

**A. Budget Summary, Expenditures by Vendor**

A motion was made by Tara Dalrymple and seconded by Chad Yoder to approve the Budget Summary, Expenditures by Vendor through April 30, 2026.

V. COMMUNICATION/INFORMATION/SHARING

A. Administrative Reports/Comments

1. **IDEA Part B:** Annually, we are required to give families of school aged students an opportunity to give input regarding our planned use of IDEA Part B funds. The attached letter was sent home earlier this month which included an opportunity to suggest how funds are used (A1). Holmes DD uses IDEA Part B funds to offset cost of Teacher Assistants.
2. **Staffing Changes:** Letters of resignation and retirement have been accepted from Janet Crilow, Teacher Assistant, and Lori Frank, Dental Clinic Manager. In addition, Merri Pycraft, teacher, has submitted a letter of resignation which has been accepted.
3. **Lynn Hope Industries:** In early May, the Lynn Hope Industries (LHI) Board decided to cease operations. The individuals who attend LHI last day will be June 5, 2026. Holmes DD SSAs are working with individuals to find out what they are interested in pursuing. Some are interested in Adult Day Services and at least one is interested in Community Employment.
4. **School Bus Fleet:** Holmes DD has reduced our bus fleet by 3 buses. One has been set aside to use as a potential mobile Sensory Bus. Two buses were offered to East Holmes and West Holmes School Districts for transporting students. East Holmes accepted one of the buses. The remaining bus will be sold on govdeals. Our fleet requiring inspection from the Ohio Highway Patrol now include 6 buses; 3 of the buses run school routes and the remaining 3 serve as back up vehicles.

B. Program Reports

1. **Program Statistics:** are attached (B1).
2. **School update:** Four (4) students are graduating from Holmes DD school on May 29, 2026 and another 1-3 students will be withdrawing to attend an alternate program on a full-time basis. We have confirmed four (4) new students will join in the upcoming school year. There is a possibility of an additional 2-3 more students starting in August. We will start the 2026-2027 school year with 4 teachers, 9 teacher assistants, and 20 (possibly 22) students. The school is working with West Holmes High School to launch a vocational program for high school students that will allow students to get community-based job experience while still in school.
3. **Community Supports Department update:** The Community Support Department was launched last year with the addition of a Community Supports Director to the Table of Organization. Sharon Allison has been in this position since June 2025 and will be providing an overview of the Department at the May meeting.

- 4. Early Intervention update:** In February 2025, Holmes DD announced that our Early Childhood Department had planned to embark on a project to help families get their child with suspected autism diagnosed in a timely manner. Our two Developmental Specialists (Kim Tish and Pam Miller) recently completed the required training of the Autism Diagnostic Observation Schedule (ADOS), participated in shadowing existing Autism Diagnosis Education Project (ADEP) teams, and conducted their first assessment. Next, the ADOS assessment along with other assessment materials are shared with Dr. Laura Barr, who will examine the child and then make a diagnosis. The assessments and Dr. Barr's examination are provided at no cost to the family. Once a child has been diagnosed with autism many services become available. Holmes DD is proud to have made this critically important and convenient service available for children and families.

### C. Superintendent's Report

- 1. Family Support Services (FSS):** The FSS program follows the fiscal year. On an annual basis, the Board must determine the amount of funding it will make available to each eligible individual through this program.

Last year, each eligible individual had access to up to \$500 with no copay.

Participation in the program for 2025-2026 was as follows:

- 62 eligible individuals were registered (58 in 24-25; 58 in 23-24),
- 37 individuals used funding (36 in 24-25; 45 in 23-24).
- 11 individuals used the maximum amount allowable (11 in 24-25; 14 in 23-24).
- After 10 months \$10,139 dollars has been spent of the budgeted \$20,750 equaling 49%), (50% in 24-25; 50% in 23-24).

It is unlikely we will use the budgeted funds by the end of June. It is recommended that the amount authorized remains \$500 for the upcoming FSS year of July 1, 2026-June 30, 2027. See VII A for resolution.

- 2. Hardship Policy:** The Board's Policy Committee met on 4/28/26 to develop a Hardship Policy in response to Lynn Hope Industries' request for grant funding at the April Board meeting. The attached policy (C1) has been developed and is being presented for full Board discussion and approval. Unfortunately, the policy is coming too late to assist Lynn Hope Industries but having it in place could support another provider agency experiencing financial difficulties. See VII B.
- 3. Home Visiting:** An opportunity has recently presented itself where Holmes DD can become a provider of Ohio's Help Me Grow Home Visiting program. Help Me Grow has 2 primary features: Early Intervention and Home Visiting. Holmes DD has a long history of involvement with Early Intervention and became responsible for Early Intervention Service Coordination in 2022. Recently, the agency responsible for Holmes County's Home Visiting program notified the Ohio Department of Children and Youth (DCY) that they cannot continue and a different provider is needed. Holmes DD is interested in becoming that provider and has had preliminary conversations with DCY.

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Holmes DD is interested in adopting the Help Me Grow Home Visiting/Parents as Teachers (PAT) program because it would be an important investment in the children and families of Holmes County. Expanding our Early Childhood Department to serve expectant parents and additional at-risk children through age five will allow Holmes DD to provide critical support to more families in need. While our Early Childhood department currently serves children with developmental disabilities and delays, Home Visiting will extend services to families whose children may be at risk for other reasons. Research consistently shows that increased support during pregnancy and early childhood leads to improved child development, greater school readiness, and stronger long-term family outcomes. Using the nationally recognized Parents as Teachers curriculum, credentialed home visitors provide education, parenting support, and connections to valuable community resources. Through this evidence-based program, Holmes DD will join other county boards across Ohio expanding services beyond intervention and into prevention.

To provide Home Visiting, Holmes DD would have to add one full-time employee. This program comes with its own reimbursement system where Holmes DD will receive payment for time spent working with families. If the program grows, which is expected, additional staff will be needed. Currently on the Holmes DD Table of Organization, there is a vacant Early Childhood Developmental Specialist position. If the Board approves participating in Help Me Grow Home Visiting, the vacant position can be changed to Home Visitor. A Board resolution is requested to authorize Holmes DD participation as a provider in Help Me Grow Home Visiting.

- 4. Table of Organization:** Pending Board approval of the Home Visiting program, the Table of Organization will need to be modified to change vacant Early Childhood Developmental Specialist to Home Visitor. In addition, supervision for the Lead Vehicle Operator will be changing from the Superintendent to the Education Director

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**A. Family Support Services.**

A motion was made by Kyle Snyder and seconded by Chad Yoder to approve \$500.00 per eligible individual for July 1, 2026 – June 30, 2027 Family Support Services.

**B. Hardship Policy**

A motion was made by Chad Yoder and seconded by Kyle Snyder to approve the Hardship Policy as presented.

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**C. Help Me Grow Home Visiting:**

A motion was made by Kyle Snyder and seconded by Tara Dalrymple to authorize participation as a provider in Ohio Department of Children and Youth's Help Me Grow Home Visiting program using the Parent as Teacher Curriculum.

**D. Table of Organization:**

A motion was made by Chad Yoder and seconded by Tara Dalrymple approve the Table of Organization which includes changing a vacant Early Intervention Developmental Specialist to Home Visitor and to change supervision of the Lead Vehicle Operator from the Superintendent to the Education Director.

**VIII. ADMINISTRATIVE REPORT**

A. Discussion Items

B. Upcoming Dates

June 1	Last Day of School
June 8-25	Holmes DD School summer program (Mon-Thur)
June 19	Juneteenth observed, office closed

**IX. ADJOURNMENT**

A motion was made by Chad Yoder and seconded by Tara Dalrymple to adjourn the May 27, 2026 Regular Monthly Meeting of the Holmes County Board of DD. Time 1:02 p.m.

**Next Meeting: June 24, 2026; 12:00 p.m.**