**HOLMES COUNTY BOARD OF DD**

**REGULAR MONTHLY MEETING MEETING**

**MAY 28, 2025**

1. **Meeting called to order by Chad Yoder at \_12:07\_\_p.m.**
2. **Roll Call**

Chad Yoder-Present Tara Dalrymple-Present

Wilbur Hershberger-Absent Kyle Snyder-Present

Mike Palmer-Present Michele Snow-Present

Amos Yoder-Absent

1. **Staff Present**

Marianne Mader Curtis Goehring Evelyn Scott

1. **Visitors Present: \_\_\_\_\_\_Jake Sidle, WKLM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. **Hearing of Visitors: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **ADDITIONS/REVISIONS/APPROVAL OF AGENDA**

A motion was made by \_\_Mike Palmer\_\_\_ and seconded by Tara Dalrymple to approve the May 28, 2025 meeting agenda.

1. **MEETING MINUTES**

A motion was made by \_\_Kyle Snyder\_\_\_\_\_ and seconded by \_\_Michele Snow\_ to approve the April 23, 2025 Regular Monthly Meeting Minutes as submitted.

1. **FINANCIAL REPORTS/BUSINESS MANAGER’S REPORT – Curtis Goehring**
2. **Budget Summary, Expenditures by Vendor**

A motion was made by \_Michele Snow\_ and seconded by \_Mike Palmer to approve the Budget Summary, Expenditures by Vendor through April 30, 2025.

1. **COMMUNICATION/INFORMATION/SHARING**
2. **Administrative Reports/Comments**
3. **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 (A1).

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1. **Staffing Changes**: An offer for the Education Director position has been accepted. We anticipate the candidate starting mid-July.
2. **OME-RESA Cooperative Purchasing:** It is time to indicate our interest to participate in OME-RESA’s Cooperative Purchasing Program. Because of the number of entities who participate, the Board experiences a volume discount on items such as copy paper, custodial supplies, office supplies, medical supplies, light bulbs and food (A2). Please see item VII A for a resolution to declare an intent to participate.
3. **Program Reports**
4. Program Statistics are attached (B1).
5. **Superintendent’s Report**
6. **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.

A proposed revised policy, is attached (C1). The proposed changes to the policy are:

1) expanding eligibility to include families fostering eligible children. Currently foster children receive Early Intervention and can attend our school but the language in the FSS policy does not allow a family fostering a child to receive disability-related items to address the child’s developmental needs. At any time approximately 10% of the children in Early Intervention are foster children.

2) Allowing Medicaid waiver recipients use of FSS funds if the item or service cannot be purchased using Medicaid or the waiver.

3) Authorization of the Superintendent to develop procedures. While we have had informal procedures, more specific procedures aid in the decision-making process of what qualifies as an eligible expense.

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

Participation in the program for 2024-2025 was as follows:

* + - * 58 eligible individuals were registered (58 in 2023-2024; 40 in 22-23),
      * 36 individuals used funding (45 in 2023-2024; 31 in 22-23).
      * 11 individuals used the maximum amount allowable (14 in 2023-2024; 13 in 22-23).
      * After 10 months, 50%, $10,364, of budgeted amount of $20,750 has been used (50% in 2023-2024; 46% in 22-23).

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, 2025-June 30, 2026. See VII B for resolution.

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1. **Respite**: When the Board’s Policy Committee met in January 2025, to discuss use of local tax levy dollars to pay for residential services, the committee felt a fair response would be a sizeable increase to the annual FSS amount so families could use those funds to access respite. At the time that seemed like a reasonable solution until we received the attached results (C2) from a survey that focused on respite showing many families have difficulty finding qualified respite providers.

Holmes DD’s Respite Committee met earlier this month, reviewed the survey results and recommended Holmes DD develop a Request for Proposal (RFP) to identify a certified provider agency for Holmes DD to contract. The rationale is that it would be most helpful for families to have the contracted provider recruit and train respite workers and coordinate care. The goal is for the selected provider to hire 1-2 staff to provide care in the family home. With the Board’s approval, a Request for Proposal will be developed and sent to certified DODD providers currently serving in nearby counties. See VII C for resolution.

1. **Human Rights Committee**: Every County Board of DD in Ohio is required to have a Human Rights Committee (HRC). HRC’s responsibility is to ensure that providers working with individuals with challenging behaviors are using restrictive measures/interventions only when positive interventions have failed. Also, restrictive measures are only to be used in situations where the absence of a restrictive measure would cause harm to the individual/others or possibly result in legal sanction. In Holmes County we have no one whose Individual Service Plan (ISP) has a restrictive measure. Thus, it is hard for us to maintain a HRC because there is nothing for them to do. For the last few years, we had a combined HRC with the Tuscarawas County Board of DD. Jessica Martell, former Education Director, served on that combined HRC. Rather than assign Holmes DD staff to serve on a committee that rarely or never reviews Holmes County individuals, we have entered a Memorandum of Understanding (C2) that if/when Holmes DD has an individual who requires the use of restrictive measures, the Tuscarawas CBDD HRC will provide the required review of the ISP. Holmes DD, with the individual and their ISP team, will develop the intervention, present the rationale for the intervention to HRC, complete required notifications to DODD, and monitor the plan. The Holmes DD Behavior Support Policy has not changed. The Holmes DD Behavior Support Procedures have been modified to reflect this change.
2. **Table of Organization (TO):**

* With the upcoming employment of the new Education Director, the Assistant Superintendent position added last month will remain on the TO unfilled for the near future.
* Two positions are proposed to be eliminated from the TO; the East Holmes Local Schools and West Holmes Local School funded teacher assistant positions. The students who attended school when that funding arrangement was put in place have graduated and left our school so those positions are no longer needed.
* Our vision, “a community where everyone belongs”, and a major focus of the current strategic plan targets Holmes DD’s efforts onto the community: Improve visibility in the community, community education about Board services, expand collaborative partnerships, and community employment. Over the last few years, we have made steady progress in this area with the addition of the Community Employment and Advocacy worker, Community Relations Worker and Plain Community Liaison.

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In addition, an EI Developmental Specialist has spearheaded many sensory-friendly activities to meet the needs of families with young children who are interested in community-based activities with support from Holmes DD. Currently, the work of these individuals is under the direct supervision of the Superintendent. As this area has grown, it has become apparent that these efforts should be centralized in a Community Supports Department with a dedicated Director. The Board is being asked to approve the addition of Community Supports Department Director to the TO. See VII D for resolution.

1. **OLD BUSINESS**
2. **NEW BUSINESS**
   1. **OME-RESA cooperative services.**

A motion was made by \_Tara Dalrymple and seconded by \_Michele Snow to ­­­­­­­­­­­­­­ declare an intent to participate with OME-RESA for cooperative services for FY 2026.

* 1. **Family Support Services.**

A motion was made by Mike Palmer and seconded by Michele Snow \_ to approve the revised Family Support Services policy.

A motion was made by \_Kyle Snyder and seconded by \_Michele Snow to approve $\_500\_ per eligible individual for July 1, 2025 – June 30, 2026 Family Support Services.

* 1. **Respite.**

A motion was made by \_Kyle Snyder and seconded by Tara Dalrymple to initiate the Request For Proposal process to secure a DODD certified provider to provide short term respite services to individuals eligible for Holmes County Board of Developmental Disabilities services.

* 1. **Table of Organization.**

A motion was made by \_Tara Dalrymple and seconded by \_Michele Snow to remove the Teacher Assistant position (East Holmes Agreement) and Teacher Assistant position (West Holmes Agreement) from the Table of Organization.

A motion was made by \_Kyle Snyder and seconded by \_Mike Palmer to add the position of Community Supports Director to the Table of Organization.

1. **ADMINISTRATIVE REPORT**
2. Discussion Items
3. Upcoming Dates

June 19 Juneteenth observed, office closed

August 18 Board members welcome to join staff for training; 9:00-11:00 am

1. **ADJOURNMENT**

A motion was made by \_Michele Snow and seconded by \_Tara Dalrymple to adjourn the May 28, 2025 Regular Monthly Meeting of the Holmes County Board of DD. Time \_12:55 p.m.

**Next Meeting: June 25, 2025, 12:00 p.m.**