TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, September 22, 2025
PLACE: Service & Support Center, 610 Commercial Avenue SW, New Philadelphia, Ohio
TIME: 5:30 p.m.

CALL TO ORDER: President

1.1 ROLL CALL: Executive Administrative Director

	Present	Absent	
Kathleen Arthurs	x		
Lucinda Bihari		x	(excused)
Julie Brinkman	x		
Thomas Fantin		x	(excused)
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		

1.2 REVIEW OF TuscBDD MISSION AND VISION

- **Mission:** Enhancing Lives
- **Vision:** Inspiring Innovation

1.3 ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

I. APPROVAL OF MINUTES

1. Recommendation to adopt a motion to approve the minutes of the August 25, 2025 Board meeting and August 25, 2025 Ethics Committee meeting.

Motion: **Kathleen Arthurs** Second: **Heather O'Connor**

	Yea	Nay
Kathleen Arthurs	x	
Lucinda Bihari	absent	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **abstain**.

II. FINANCIAL REPORT

1. **Monthly Reconciliation**

The financial report for August was provided for review. The top three line items for revenue included Property & Real Estate Tax (1.26% higher for property & real estate tax revenue and

2.42% higher for property tax rollback revenue year-over-year), Targeted Case Management, and Department of Education and Workforce funding (more than double compared to August 2024). MAC revenues were also noted as 3.3% higher compared to August of 2024. On the expenditure side, the top three line-items are Contract Services, Auditor & Treasurer Fees, and Non-Waiver Services. Another expenditure worth noting is the Family Respite line item which had nothing budgeted to be spent in 2025; however, there were remaining grant funds that were move to this line item to fund much-needed respite services in Tuscarawas County. The month of August reflects a net gain due to the receipt of property tax revenue; however, that net gain will be reduced once the supplemental invoice for waiver match is paid in September.

Recommendation to adopt a motion to approve the financial statement as presented which includes the approval of total expenditures in the amount of $654,347.62 for the month of August.

Motion: **Andrea Legg** Second: **Kathleen Arthurs**

	Yea	Nay	
Kathleen Arthurs	x		
Lucinda Bihari	absent		
Julie Brinkman	x		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	abstain		The President declares the motion **carried**.

III. COMMITTEE REPORTS

ETHICS COMMITTEE:

1. Presentation of Items Approved by the Ethics Committee

Recommendation to adopt a motion to approve the list of direct service payments as presented in accordance with standards in ORC §5126.033 as reviewed and approved by the Ethics Committee.

Motion: **Ryan Yoss** Second: **Andrea Legg**

	Yea	Nay	
Kathleen Arthurs	x		
Lucinda Bihari	absent		
Julie Brinkman	x		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion **abstain**.

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. Sacred Ground, LLC. – Contract for Adult Day Habilitation Services and Transportation Services to Persons without Waivers

This contract outlines the provisions necessary for TuscBDD to pay the Medicaid rate to providers for those they serve that do not have waivers. This is a standard contract for all providers and is renewed every three years. Nate Kamban shared that this provider is unique in that they are a faith-based provider that provides only non-waiver services, primarily to Amish/Mennonite families.

Recommendation to adopt a motion to approve the contract with Sacred Ground, LLC. for adult day habilitation services and transportation services to persons without waivers per the terms and conditions of the contract as submitted and approved by the Tuscarawas County Prosecutor's Office.

Motion: **Kathleen Arthurs** Second: **Ryan Yoss**

	Yea	Nay
Kathleen Arthurs	x	
Lucinda Bihari	absent	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **abstain**.

2. Innovative Technology Solutions Request for Proposal

An Innovative Technology Solutions proposal was submitted for $55,000 to sustain the Technology Home in Dover for the next two years. The proposal included things like rent, utilities, and new equipment as well as a goal to train peer tour guides. The proposal also includes a focus on transition age youth in order to introduce them and their families to the options that are available for residential supports that are outside of the typical settings they may be considering.

Recommendation to adopt a motion to authorize the Superintendent to submit an application to the Ohio Department of Developmental Disabilities' request for proposal regarding Innovative Technology Solutions.

Motion: **Andrea Legg** Second: **Heather O'Connor**

	Yea	Nay
Kathleen Arthurs	x	

Lucinda Bihari	absent		
Julie Brinkman	x		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion **abstain**.

3. Board Policy Rescissions

MEORC conducted an operational assessment of the school nurse position since our nurse is retiring in November. During this assessment, it was determined that two nursing policies are no longer needed as they are centered around services for adults in a day setting rather than the specific requirements for medication administration in a school setting. Research is currently underway to determine the most cost-effective way to cover the duties of this position after the current nurse resigns.

Recommendation to adopt a motion to approve the rescission of the following Board Policies as presented:

- **2.4 Medication Administration and Performance of Health-Related Activities**
- **2.16 Emergency Response and Do Not Resuscitate/Advanced Directives**

Motion: **Kathleen Arthurs** Second: **Ryan Yoss**

	Yea	Nay	
Kathleen Arthurs	x		
Lucinda Bihari	absent		
Julie Brinkman	x		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion **abstain**.

4. Board Policy Adoption

This new policy was developed for medication administration in a school setting in alignment with requirements of the Ohio Department of Education and Workforce and the Ohio Department of Health.

Recommendation to adopt a motion to approve the adoption of the following Board Policy as presented:

- **4.8 Starlight School Medication Administration**

Motion: **Andrea Legg** Second: **Ryan Yoss**

	Yea	Nay	
Kathleen Arthurs	x		
Lucinda Bihari	absent		
Julie Brinkman	x		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion **abstain**.

5. <u>Board Policy Revision</u>

Revisions were made to this policy to include content that reflects TuscBDD's responsibility to also provide the service coordination side of Early Intervention due to the fact that TuscBDD now administers both the service coordination and service delivery sides of Ohio's Help Me Grow Early Intervention System. This transition will make access to these services more streamlined for families.

Recommendation to adopt a motion to approve the revision to the following Board Policy as presented:

- **3.1 Early Intervention**

Motion: **Heather O'Connor** Second: **Andrea Legg**

	Yea	Nay	
Kathleen Arthurs	x		
Lucinda Bihari	absent		
Julie Brinkman	x		
Thomas Fantin	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion **abstain**.

6. <u>Personnel Policy Revisions</u>

This policy was revised to include an increase for the on-call stipend Service and Support Administrators receive during a week that includes a non-holiday agency closure, which happens three times during a calendar year resulting in a total annual cost of $75.00.

Recommendation to adopt a motion to approve the revision to the following Personnel Policy as presented:

- **4.4 Stipends**

Motion: **Ryan Yoss** Second: **Kathleen Arthurs**

	Yea	Nay
Kathleen Arthurs	x	
Lucinda Bihari	absent	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **abstain**.

7. <u>Supplemental Appropriations</u>

The Special Activities account is made up of various donations to be spent as specified by the donors. This supplemental appropriation is needed to move funding from the unappropriated balance in that account for Starlight School so it can be spent on things like transportation for school field trips, a donation to Indian Valley for their work on the school mural, and expenses for the school's therapy dog. The supplemental appropriation for Grants is needed due to TuscBDD obtaining the Early Intervention Service Coordination (EISC) grant. This grant will cover the cost of the EISC positions hired by TuscBDD as well as a portion of our EI Director salary. TuscBDD must first spend our money to then draw down the EISC grant funds as reimbursement.

Recommendation to adopt a motion to approve the following supplemental appropriations:

FROM: Unappropriated Balance E-1910-U025-U05	**TO: Other Expenses – Special Activities E-1910-U025-U01**	**AMOUNT: $7,200.00**
FROM: Unappropriated Balance E-1420-S050-S40	**TO: Grants E-1420-S050-S23**	**AMOUNT: $180,615.82**

Motion: **Andrea Legg** Second: **Kathleen Arthurs**

	Yea	Nay
Kathleen Arthurs	x	
Lucinda Bihari	absent	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **abstain**.

8. <u>Transfer of Funds</u>

Expenditures continue to increase in these two areas, and this transfer makes it possible to move funds from a line item that is underspent to cover these costs through the remainder of the calendar year if they continue as anticipated. Supported living covers costs for various residential services, and provider services to non-waivers covers the cost for individuals who *do not have waivers to attend a day program or receive some non-traditional services. We pay providers the waiver rate for up to two days per week for a person who is not on a waiver to attend a day program.*

Recommendation to adopt a motion to approve the following transfer of funds:

FROM: Developmental Center Costs E-1420-S050-S46	**TO: Supported Living Expenditures E-1420-S050-S41**	**AMOUNT: $50,000.00**
FROM: Developmental Center Costs E-1420-S050-S46	**TO: Provider Services to Non-Waivers E-1420-S050-S38**	**AMOUNT: $50,000.00**

Motion: **Heather O'Connor** Second: **Kathleen Arthurs**

	Yea	**Nay**
Kathleen Arthurs	x	
Lucinda Bihari	absent	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **abstain**.

9. IDEA-B Funding *(Discussion & Public Comment)*
Annual discussion regarding IDEA-B funds that TuscBDD/Starlight School receives for the purpose of educating children with disabilities. As required by the state, discussion was held regarding how the agency will spend its IDEA-B funds and time was allowed for public comment. TuscBDD receives $16,000 annually with approximately $6,000-$7,000 spent on preschool and the remainder on school-age occupational therapy services to help lesson TuscBDD's out-of-pocket costs for these critical services.

VI. PERSONNEL

1. **Personnel Actions:**
    a. Felisha Varns – resignation – Classroom Assistant, effective September 26, 2025
    b. Current Openings: Early Intervention Service Coordinator and Classroom Assistant

VII. REPORTS OF THE SUPERINTENDENT

1. **Ohio Department of Developmental Disabilities Pipeline Newsletters** – These can be accessed online at http://dodd.ohio.gov/pipeline/Pages/Pipeline-Quarterly.aspx *(Copies are also available upon request.)*
2. **Federal/State Updates**
    - **Property Tax Reform in Ohio:** Legislative leaders have prioritized property tax reform and redistricting, driven by a potential 2026 ballot initiative to eliminate property

taxes. House leadership is feeling a sense of urgency for legislative action on property tax reform to take place yet this fall and have been discussing proposals to override the Governor's vetoes affecting county budget commission authority, school carryovers, and replacement levies. Nate Kamban highlighted the seriousness of this discussion and pointed out that 63% of TuscBDD's revenue comes from property taxes.

- **Congress Advances Funding for DD Act Programs:** The U.S. House Appropriations Committee passed its fiscal year 2026 Labor-Health and Human Services budget, and thankfully, flat funding for DD programs under the DD Act of 1975 was maintained. This means organizations like Disability Rights Ohio, the Nisonger Center at Ohio State, and the UC Center of Excellence will continue to offer advocacy, research, training, and direct support for more than 40,000 Ohioans with disabilities.

3. **Local Updates**
   - **Community Advocacy Event:** TuscBDD will host a community advocacy event at the KSU-Tusc Performing Arts Center on January 16, 2026. Self-Advocates Jordyn Zimmerman and Chris Nikic will share their inspiring stories of perseverance and success. This event will be free and open to the public with more information to be shared as the details are finalized.
   - **IT Security Bundle:** In order to further protect our agency from hackers, Amy Adam and Keith Stoneman have identified a crucial training platform that will help to equip TuscBDD staff to avoid data breaches from hackers. Training on this new system will be rolled out soon.
   - **Youth Respite Grant Funding:** TuscBDD submitted a grant application totaling over $330,000 to expand access to youth respite services in our community. The demand for this type of services continues to grow, and if awarded, TuscBDD would support and help sustain program expansions which would increase access to critical services for families in our community.
4. **Good News Moment: DSP Recognition from TuscBDD** – Special thanks to Kerri Silverthorn and Chris Sapp for taking time to recognize all DSPs in Tuscarawas County during DSP appreciation week. Kerri and Chris visited each provider agency and gave them a small token of our appreciation.

VIII. MISCELLANEOUS

1. Major Unusual Incident (MUI) Report

IX. PUBLIC PARTICIPATION

X. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Ryan Yoss** Second: **Andrea Legg**

	Yea	Nay
Kathleen Arthurs	x	
Lucinda Bihari	absent	
Julie Brinkman	x	
Thomas Fantin	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **abstain**.

Time: **6:08** p.m.

"This is a true and accurate record of the meeting of September 22, 2025."

Julie Brinkman

Julie Brinkman, President

Kathleen Arthurs

Kathleen Arthurs, Recording Secretary

This is not a verbatim transcript of the September 22, 2025 Board meeting.

2025-0922 minutes