

TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Monday, April 27, 2026

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

	<u>Present</u>	<u>Absent</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg		x (excused)
Heather O'Connor	x	(electronic participation)
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 March 23, 2026 Board meeting.

Motion: **Jennifer Demuth**

Second: **Kathleen Arthurs**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

II. **FINANCIAL REPORT**

1. **Monthly Reconciliation**

The financial report for March was provided for review. Samantha Farmery reviewed the top three revenue and expenditure line items for the month. The first half of the real estate

settlement tax from 2025 and the first half of the manufactured home settlement tax from 2026 were received in March. Targeted case management revenue is up nearly 30% compared to March of 2025. The tech hub expansion microgrant of \$5,000 was also received in March. Samantha highlighted the repair expenses which included costs related to enhancements to the fire system per the annual inspection, the annual van tune-up, and security camera installation/repairs at Starlight School. Cedar Ridge and ESC have agreed to reimburse some of the cost of the camera repair expense in relation to the cameras in the shared, common areas of the school. Other notable expenditures in March included payment for the renewal of the crime and property insurance coverage and the final invoices from our Power of Perspective event.

Recommendation to adopt a motion to approve the financial statement as presented which includes the approval of total expenditures in the amount of \$694,343.88 for the month of March.

Motion: **Kathleen Arthurs**

Second: **Lucinda Bihari**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
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 and the requests from Scarlet Mani to enter into secondary employment with the Lacey AMC, an entity that provides specialized services, as reviewed and approved by the Ethics Committee.

Motion: **Kathleen Arthurs**

Second: **Jennifer Demuth**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

IV. **OLD BUSINESS BEFORE THE BOARD**

V. **NEW BUSINESS BEFORE THE BOARD**

1. **Records Retention Schedule Revision**

The previous records retention schedule listed individual documents in a highly granular format and required many items to be maintained permanently and in paper form. Upon review, many of these documents were found to overlap in purpose or were no longer reflective of how records were created, maintained, and stored today. Amy Adam and Lisa Sidoti developed a revised schedule that reduces overuse of permanent retention designations while maintaining required permanent records, consolidates records into functional record series aligned with current operations and modern records management practices. This ultimately improves efficiency, reduces administrative and storage burdens, and provides clear guidance to staff while preserving transparency and legal compliance. Jennifer Demuth encouraged the development of parameters within the policy or procedure that accompanies this schedule on who makes the determination of what documents are of historical significance.

Recommendation to adopt a motion to approve the revision to the Records Retention Schedule as submitted. Upon approval, the schedule will be submitted to the Tuscarawas County Records Commission and the Ohio History Connection for approval.

Motion: **Ryan Yoss**

Second: **Kathleen Arthurs**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

2. **Donations**

Recommendation to adopt a motion to accept the following donations, to deposit monetary donations in the County Treasury under U25, S50, or N10, as appropriate, and to utilize them for their specific purpose as designated by the donor:

- \$86.00 from Anonymous-General Public to Starlight School Special Activities
- \$570.00 from Three Leaf Solutions DD Awareness Apparel Fundraiser for Community Relations & Starlight School Special Activities
- \$408.00 from Starlight School – Special Activities Lollipop Fundraiser
- \$214.00 from Starlight School – Special Activities Lollipop Fundraiser

- \$30.80 from General Mills Box Tops for Education to Starlight School

Motion: **Jennifer Demuth**

Second: **Ryan Yoss**

	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

3. **2025 TuscBDD Annual Report** *(discussion only)*

Kerri Silverthorn presented the TuscBDD 2025 Annual Report highlighting accomplishments related to the strategic plan objectives for 2025. A copy of the complete report was included in the Board books and is available to the public at our website: www.tuscbdd.org.

VI. **PERSONNEL**

1. **Personnel Actions:**

- a. Shari Dine – resignation – School Secretary, effective August 7, 2026
- b. Kaitlyn Carte – resignation – Preschool Teacher, effective end of 2025/26 school year
- c. Current Openings: Maintenance, Teacher (3), Classroom Assistant, FCFC High-Fidelity Wraparound Facilitator, Speech/Language Pathologist – Early Intervention, School Secretary

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**
 - **InterRAI Update:** InterRAI is Ohio's new standardized assessment for measuring the support needs of individuals with developmental disabilities. It is intended to create more consistent, needs-based waiver funding statewide. There will be 50 to 60 assessors across Ohio, and we have contracted with MEORC to provide this service. MEORC will bill us for the assessments, and we expect the related TCM revenue we receive to be nearly equal to that cost.
 - **ADA Website Accessibility Requirements:** The Department of Justice has extended the deadline for accessible website, mobile app, and digital content requirements designed to ensure people with disabilities can fully access information and services. Larger public agencies were originally required to comply this month, while our agency previously had until 2027. With the extension, TuscBDD now has

until 2028 to comply. In the meantime, we will continue improving the accessibility of our electronic and printed communications. Most recently, Kerri has been leading updates to our social media and email communications to make them more accessible and working with Keith Stoneman on our website.

- **Ohioans to Protect Public Services:** This collaborative group was formed to educate the public, policymakers, and other key stakeholders about the disastrous effects of property tax elimination. It is raising support from business, labor, and public interest organizations for a statewide education and awareness campaign and has launched a fact-based media and outreach effort through the campaign's formal website www.protectpublicservices.org. Adam Herman of OACB is working with the group as county boards of DD continue to play a leadership role in the statewide awareness and messaging efforts.
- **Proposed Property Tax Elimination Ballot Initiative:** The citizen-led effort to place a constitutional amendment eliminating property taxes on Ohio's November 2026 ballot has not yet gathered enough signatures and has limited time remaining for this year. At an April 23, 2026 press event, the sponsoring group reported about 305,000 signatures statewide. To qualify for the November 2026 general election ballot, it must submit at least 413,487 valid signatures by July 1, 2026, including the geographic distribution requirements across counties.

3. Local Updates

- **School Superintendents Meeting:** Amy Adam and Mel Cronebach met with school superintendents to inform them that the daily rates for services provided at Starlight School will increase for the 2026-2027 school year. Changes are also planned for Outreach, a program currently provided at no cost to districts. The program currently sends a Board Certified Behavior Analyst (BCBA) and a Registered Behavior Technician (RBT) to work in a consultative model within the public school districts. Going forward, Outreach will focus on BCBA support only for students transitioning back to public school. This change will eliminate one position; however, the affected employee will be eligible to bid on open positions at Starlight School.
 - **Software Solutions, Inc. – Visual Intelligence Portfolio (SSI VIP):** The SSI VIP has officially been implemented by the Auditor's Office and became available for TuscBDD to begin entering fiscal transactions today. TuscBDD will run dual systems for the remainder of 2026 and will need to purchase our own version of the payroll and fiscal modules to meet DD-specific reporting requirements. At this time, there is no plan for the county to charge us for using their modules as required since we must purchase our own.
4. **Good News Moment – Ruth Carlson Starlight Foundation Recognition:** Amy Adam recognized the Ruth Carlson Starlight Foundation (RCSF) for their ongoing support of TuscBDD employees demonstrated through their willingness to fund employee appreciation gifts and events. These items and events help support staff appreciation and engagement, which ultimately helps with employee retention. Amy has received a lot of positive feedback from staff who attend the staff appreciation events.

VIII. MISCELLANEOUS

IX. PUBLIC PARTICIPATION

X. EXECUTIVE SESSION

1. Recommendation and motion to enter into and conduct an executive session in accordance with Revised Code 121.22(G)(1) for the purpose of consideration of the following matter: Matters required to be kept confidential by federal law or regulations or state statutes. A majority of the quorum of the Board determined by roll call vote is required to hold an executive session. A roll call vote will be taken.

Motion: **Jennifer Demuth**

Second: **Ryan Yoss**

Roll Call:	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

Time in: **6:01** p.m.

2. Recommendation and motion to adjourn executive session and return to the open meeting. A roll call vote will be taken.

Motion: **Kathleen Arthurs**

Second: **Ryan Yoss**

Roll Call:	<u>Yea</u>	<u>Nay</u>
Kathleen Arthurs	x	
Lucinda Bihari	x	
Julie Brinkman	x	
Jennifer Demuth	x	
Andrea Legg	absent	
Heather O'Connor	x	
Ryan Yoss	x	

The President declares the motion **carried**.

Time out: **7:16** p.m.

XI. ADJOURNMENT

1. Adopt a motion to adjourn.

Motion: **Kathleen Arthurs**

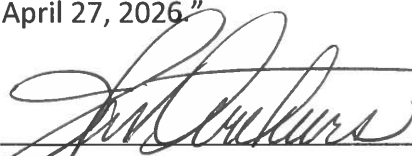
Second: **Ryan Yoss**

	<u>Yea</u>	<u>Nay</u>	
Kathleen Arthurs	x		
Lucinda Bihari	x		
Julie Brinkman	x		
Jennifer Demuth	x		
Andrea Legg	absent		
Heather O'Connor	x		
Ryan Yoss	x		The President declares the motion carried .

Time: **7:16** p.m.

"This is a true and accurate record of the meeting of April 27, 2026."


Julie Brinkman, President


Kathleen Arthurs, Recording Secretary

This is not a verbatim transcript of the April 27, 2026 Board meeting.

2026-0427 minutes