TUSCARAWAS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

DATE: Regular Meeting, Tuesday, May 26, 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

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

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 April 27, 2026 Board meeting and April 27, 2026 Ethics Committee meeting.

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

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

II. FINANCIAL REPORT

1. **Monthly Reconciliation**

The financial report for April was provided for review. Samantha Farmery reviewed the top three revenue and expenditure line items for the month. The first half of the property tax rollback revenue for calendar year 2026 was received in April. The settlement monies for the fiscal year 2024 waiver reconciliation were received and deposited into the Refunds and Reimbursements line item. There were fewer invoices paid during the month of April than normal due to the Auditor's Office transition to their new system. The expenditures in May will include invoices that were not processed in April. Sam also shared that the OPERS/STRS total expense for April was roughly half of what it should be due to an error on the Auditor's side which will be corrected in the month of May.

Recommendation to adopt a motion to approve the financial statement as presented which includes the approval of total expenditures in the amount of $430,099.88 for the month of April.

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

	Yea	Nay	
Kathleen Arthurs	x		
Lucinda Bihari	absent		
Julie Brinkman	x		
Jennifer Demuth	absent		
Andrea Legg	x		
Heather O'Connor	x		
Ryan Yoss	absent		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: **Kathleen Arthurs** Second: **Heather O'Connor**

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

IV. OLD BUSINESS BEFORE THE BOARD

V. NEW BUSINESS BEFORE THE BOARD

1. 2026-2027 Starlight Preschool Calendar of Operation

Recommendation to adopt a motion to approve the 2026-2027 Starlight Preschool Calendar of Operation as submitted.

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

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

2. Revision to 2026-2027 Twelve Month Employee Calendar of Operation

The only change made to this calendar was a change in the date that was selected for the August staff in-service which is now August 17, 2026.

Recommendation to adopt a motion to approve the revision to the 2026-2027 Twelve Month Employee Calendar of Operation as submitted.

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

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

3. Janitorial Services Agreement

Advocates for Success provided a quote to continue providing these services with no rate increase for the 2026-2027 contract year.

Recommendation to adopt a motion to approve the agreement for janitorial services between the Tuscarawas County Board of DD and Advocates for Success, LLC per the terms and conditions of the agreement as submitted and approved by the Tuscarawas County Prosecutor's Office.

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

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

4. Board Policy Adoption

These policies permit Starlight School to obtain life-saving drugs for use in emergency situations. These are model policies provided by the Ohio Department of Education and Workforce which have been personalized for Starlight School.

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

- **4.8a Overdose Reversal Drugs**
- **4.8b Non-Individual Specific Epinephrine Autoinjector**
- **4.8c Non-Individual Specific Asthma Inhaler**

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

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

5. Board Policy Revision

Revisions were made throughout the Administrative Resolutions of Complaints and Appeals of Adverse Action policy to align content with a recent rule change to OAC 5123-4-04. The Starlight School Medication Administration policy was revised to include *references to the three new policies listed above and also now includes language that permits specific OTC stock medications to be administered at Starlight School within the guidelines outlined in the policy.*

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

- **1.23 Administrative Resolution of Complaints and Appeals of Adverse Action** *(formerly titled Administrative Resolution of Complaints and Due Process Rights)*
- **4.8 Starlight School Medication Administration**

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

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

6. Position Description Revisions

The current Food Service Specialist is retiring in November, which prompted a review of the position description. The regular work hours were changed from 6.5 to 7 hours per day so this position can help with dismissal and cafeteria cleaning. A statement was also added to make it clear that this position assists with crisis intervention and helps in the classrooms as requested and as food service responsibilities allow.

Recommendation to adopt a motion to approve the revisions to the following position description as presented:

- **Food Service Specialist**

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

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

7. Superior Technology Group – Information Systems Technician

This contract provides additional onsite IT support for two half-days per week as well as offsite support as needed.

Recommendation to adopt a motion to approve the contract for the provision of an information systems technician from Superior Technology Group, LLC per the terms and conditions of the contract as submitted and approved by the Tuscarawas County Prosecutor's Office.

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

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

8. Supplemental Appropriations

The supplemental appropriation for Special Activities was needed to move some remaining funds from the healthy relationships category into other expenses to purchase hygiene products for the student restrooms at Starlight School. Money was also appropriated in Special Activities to replenish the initial funds used to purchase the product up front for the lollipop fundraiser for Starlight School. The supplemental appropriation is needed for the Grants line item due to the receipt of the microgrant from Wood County Board of DD to make those funds available to sustain operation of the Technology Home.

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

FROM: Unappropriated Balance	**TO: Other Expenses – Special Activities 7025-280-34-506000**	**AMOUNT: $2,691.00**
FROM: Unappropriated Balance	**TO: Grants 2150-280-34-506200**	**AMOUNT: $5,000.00**

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

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

9. Bus Garage Shared Use Agreement with New Philadelphia School District

This is a renewal of a contract that permits New Philadelphia School District to utilize our bus garage as a site to wash their vehicles.

Recommendation to adopt a motion to approve the Bus Garage Shared Use Agreement between the Tuscarawas County Board of Developmental Disabilities and New Philadelphia School District per the terms and conditions of the agreement as submitted and approved by the Tuscarawas County Prosecutor's Office.

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

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

10. 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:

- $15.00 from Starlight School – Special Activities Lollipop Fundraiser
- $20.00 from Amanda and Cody Hodge to Starlight School – Special Activities Lollipop Fundraiser

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

	Yea	Nay
Kathleen Arthurs	x	
Lucinda Bihari	absent	

Julie Brinkman	x	
Jennifer Demuth	absent	
Andrea Legg	x	
Heather O'Connor	x	
Ryan Yoss	absent	The President declares the motion **carried**.

VI. PERSONNEL

1. **Personnel Actions:**
   a. Cala Seifer – new hire – FCFC High-Fidelity Wraparound Facilitator, effective June 22, 2026
   b. Stace Pennell – new hire – Speech/Language Pathologist – Early Intervention, effective June 22, 2026
   c. Tiffini Gaskill – transfer from Behavior Support Assistant to Classroom Assistant, effective August 1, 2026
   d. Michelle Pugh – transfer from Classroom Assistant to School Secretary, effective August 1, 2026
   e. Current Openings: Maintenance, Teacher (3)

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**
   - **Medicaid Provider Moratorium:** The Ohio Department of Medicaid has temporarily paused new Medicaid provider enrollment for six months through November 14, 2026 to address fraud and strengthen oversight. Some key points based on current information include:
     - This does include agency and individual DD providers serving people through waivers but does not affect the ability of current providers to continue their current billable services in any way.
     - Providers are still able to be certified during the moratorium period, but they will not be able to enroll to bill Medicaid services.
     - Enrollments that were pending but not yet approved prior to the announcement of the moratorium will likely be paused or cancelled.
     - Current DD providers CAN add services to their certification and billing, but they cannot open new locations.
     - This does not affect free choice of provider since individuals can still choose any current provider to provide services for their assessed needs.
     - Mandatory EVV for live-in caregivers is also included, but this does not apply to DD shared living providers.
   - **HB 939:** This Early Intervention (EI) bill represents one of the first initiatives of

the Funding the Future plan discussed in February. Co-sponsored by Representative Jodi Salvo, this bill would make EI a mandated service for county boards and require the state to reimburse a minimum of 50% of the total cost of EI services. Due to the commitment of state funding and limited time in legislative session, it is considered unlikely that the bill will pass on this first attempt, but it is important that the conversation starts before it is reintroduced or considered in the next budget cycle.

3. **Local Updates**
   - **Starlight School:** The end of school year all-staff meeting is scheduled for Friday, May 29th. We plan to share the results of the employee engagement survey and review highlights from the 2025 annual report. Based on enrollment requests and current staffing/availability of qualified candidates, beginning the 2026/2027 school year with one less classroom for the TuscBDD Foundations program is being considered. This would still provide a slot for all 14 students requesting enrollment in the program with two slots remaining open. A classroom assistant will be doing student teaching next year, and if we determine that a third classroom is needed in the future, this individual may be a candidate, contingent on successful student teaching and completion of all other certification requirements.
   - **OACB Spring Conference:** Representatives from the SSA, EI, Business Office and Administrative departments attended last week's conference. This will be the last spring conference hosted by OACB for the foreseeable future. In place of this event, they will focus on one-day department/topic specific training opportunities held in person or virtually throughout the year. The annual convention is scheduled for November 11-13, 2026.
4. **Good News Moment – Leadership Tuscarawas Graduation – Samantha Farmery & Class Project Update**: Administrative staff members attended the Leadership Tuscarawas graduation ceremony at Kent State Tuscarawas Performing Arts Center earlier this month. Congrats to Business Manager, Samantha Farmery, who graduated with this year's class. One of this year's teams worked on TuscBDD's Accessibility Project focused on increasing accessibility in our community. As part of this project, Dola Jean's and Park Street Pizza became Community Access Partners, and a virtual resource was created for our agency's website. This project is planned for continuation in next year's program.

VIII. MISCELLANEOUS

IX. PUBLIC PARTICIPATION

X. ADJOURNMENT

1. Adopt a motion to adjourn.

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

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

Time: **6:11** p.m.

"This is a true and accurate record of the meeting of May 26, 2026."

Julie Brinkman

Julie Brinkman, President

Kathleen Arthurs, Recording Secretary

This is not a verbatim transcript of the May 26, 2026 Board meeting.

2026-0526 minutes