

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting
Held on February 28, 2022 Page 1

Board Members Present: Tiffany Kemp, Betsy O’Leary, Joe Vondenhuevel, Jackie Ward and Bill Zimmerman, Jr.
Board Members by Absent: Dallas Davis and Joyce Ruppert
Staff Members Present: Lisa Brady, Jeff Coaty, Darlene Mullen, Krista Oldiges, Nancy Stiefel, and Leigh Anne Wenning
Guest Present: Shelby County Chamber Leadership Program Interns Katie Hoehne and Danielle Sweitzer

Call to Order

The February meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by Vice President Ward at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

Moment of Silence

Vice President Ward allowed for a moment of silence asking those in attendance to keep the families of Gary Stiver and Colton Barhorst in their thoughts.

Adoption of Agenda

Mr. Zimmerman, Jr. made a motion that the Board adopts the agenda as submitted. Second by Ms. O’Leary. Motion carried.

Reading of the Mission Statement

The mission statement was read by all board members present.

Introductions

Superintendent Wenning introduced Katie Hoehne and Danielle Sweitzer. Katie and Danielle have been assigned as interns to the Shelby County Board of Developmental Disabilities through the Shelby County Chamber Leadership Program. As an intern, they are required to observe three meetings.

Approval of the January Meeting Minutes

Ms. Kemp made a motion that the minutes of the January Board meeting be approved as submitted. Second by Ms. O’Leary. Motion carried.

Financial Report

Superintendent Wenning presented the Financial Report for the month of January. As of January 31, 2022, the program had received 2.4% of budgeted revenues and had expended 8.8% of budgeted expenditures. This is typical for the beginning of the year since many expenditures, i.e., insurance, dues, etc. are one-time expenditures that occur early in the year.

Mr. Zimmerman, Jr. made a motion that the Board approves the January financial report including the voucher/expenditure report as presented. Second by Ms. O’Leary. Motion carried.

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities

Meeting

Held on February 28, 2022

Page 2

Administrative Reports

- **Superintendent**
The Superintendent report was included in the board packet.
- **Service and Support Administration**
The SSA report was included in the board packet.
- **Community Education and Outreach**
The CEO report was included in the board packet.
- **Early Childhood**
The Preschool report was included in the board packet.
- **Early Intervention**
The EI report was included in the board packet.

Human Resource Director Lisa Brady updated Board Members on

- Personnel Actions
 - New Hire
 - Faith Witer

22-02-01 Ms. Kemp made a motion that the Board formally rescind policy #64-07 Transportation. Second by Mr. Zimmerman, Jr. Motion carried.

22-02-02 Ms. O'Leary made a motion that the Board formally authorize payment to management employees in the following positions (Superintendent, Preschool Director, Early Intervention Director, HR Director, Business Director, Service & Support Administration Director and Community Education & Outreach Director) for the conversion of vacation leave accrued, but not used, during the year in which the leave was accrued. Second by Ms. Kemp. Motion carried.

22-02-03 Ms. O'Leary made a motion that the Board formally approve 2022-2023 calendars for 9-month staff and 2023 calendar for 12-month staff. Second by Mr. Zimmerman, Jr. Motion carried.

22-02-04 Ms. Kemp made a motion that the Board approves the Outside Employment of Brad Sterling recommendation from the Ethics Committee meeting that was held on February 28, 2022. Second by Mr. Zimmerman, Jr. Motion carried.

Anything for the Good of the Order

Ms. O'Leary made a motion to excuse Dallas Davis and Joyce Ruppert from the meeting. Second by Ms. Kemp. Motion carried.

Executive Session

Mr. Zimmerman, Jr. made a motion that the Board go into Executive Session to consider the employment of a public employee or official at 12:29 p.m. Second by Ms. O'Leary. A roll call vote was taken as follows: Tiffany Kemp-Yes, Betsy O'Leary-Yes, Joe Vondenhuevel-Yes, Jackie Ward-Yes and Bill Zimmerman, Jr.- Yes. Motion carried.

Reconvene

Ms. O'Leary made a motion to return to regular session at 12:41 p.m. Second by Ms. Kemp. A roll call was taken as follows: Tiffany Kemp-Yes, Betsy O'Leary-Yes, Joe Vondenhuevel-Yes, Jackie Ward-Yes and Bill Zimmerman, Jr.- Yes. Motion carried.

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting
Held on February 28, 2022 Page 3

Next Meeting Date

The next meeting will be held on Monday, March 21, 2022, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

Adjournment

Ms. O'Leary made a motion to adjourn the meeting at 12:41 p.m. Second by Ms. Kemp. Motion carried.

Respectfully submitted,



Ms. Tiffany Kemp, Secretary



Ms. Darlene Mullen, Administrative Support Manager