HIGHLAND COUNTY BOARD OF DD

JANUARY 19, 2021

6:00 PM ORGANIZATIONAL BOARD MEETING

LOCATION: Highland County Board of DD

The Highland County Board of Developmental Disabilities met for Organizational Meeting at 6:07 pm, Tuesday, January 19, 202 at the Highland County Board of Developmental Disabilities. Board Members present: Karen Adams, Michael Richards, Paul Pence, John Levo, Elizabeth Fryman and Matthew Roberts

Absent: Cheryl Lyle

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Elizabeth Brennfleck, Human Resources Director, Becky Pollard, Nurse, Kraig Walker, Community Service Director, Kelli Williamson, SSA Director, Lori Moore, Business Director and Larry Gray, Operations Director.

**Oath of Office read by Commissioner Duncan for reappointment of Matthew Roberts**.

**ROLL CALL:** Paul Pence, present; Michael Richards, present; Elizabeth Fryman, present;

John Levo, present, Matthew Roberts, present, Karen Adams, present

**Declaration of Eligibility was signed and dated by board members.**

**Election of Officers**

**President: Karen Adams was nominated**

A motion was made by Paul Pence, seconded by John Levo for Karen Adams to become President of the HCBDD for 2021. All yea. Motion carried

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**Vice President: Elizabeth Fryman was nominated**

A motion was made by Paul Pence, seconded by Karen Adams for Elizabeth Fryman to become Vice President of the HCBDD for 2021. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**Secretary: Cheryl Lyle was nominated**

A motion was made by Matthew Roberts seconded by Michael Richards for Cheryl Lyle to become Secretary of the HCBDD for 2021. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**2021 Highland County Board Meeting Calendar**

A motion was made by Elizabeth Fryman, seconded by Matthew Roberts to approve the 2021 Highland County Board Meeting Calendar. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**Reaffirm the current Highland Board Policies and Mission Statement**

A motion was made by John Levo, seconded by Elizabeth Fryman to reaffirm the current Mission Statement and HCBDD Board Policies for 2021. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**Assignment of Board Members to Board Committee**

Ethics Committee: Cheryl Lyle, Matthew Roberts, Michael Richards

A motion was made by Paul Pence, seconded by John Levo to keep the same members on the Ethics Committee for 2021. Roll Call. All yea. Motion carried

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**Assignment of Board Members to Superintendent Committee**

Finance: Paul Pence, Elizabeth Fryman, Karen Adams, Matthew Roberts

A motion was made by Michael Richards, seconded by Paul Pence to keep the same members on the Finance Committee. Roll Call. All yea. Motion carried

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

Personnel: Paul Pence, John Levo, Michael Richards

A motion was made by Elizabeth Fryman, seconded by Michael Richards to add John Levo to the Personnel Committee in place of Matthew Roberts. All yea. Motion carried

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

Operations: Karen Adams, Cheryl Lyle, Elizabeth Fryman

A motion was made by Paul Pence, seconded by Matthew Roberts to keep the same members on the Operations Committee. Roll call. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

**Approval to provide public notice of all Board Meetings as required by ORC 121.22**

Elizabeth Fryman made a motion, seconded by Michael Richards for the Highland County Board of Developmental Disabilities to provide public notice of all board meetings as required by ORC 121.22 through local media and the HCBDD website. Roll Call. All yea. Motion carried

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Karen Adams, yea.

At approximately 6:19 pm Matthew Roberts, made a motion to adjourn the Organizational Meeting to enter into the Regularly Scheduled January Board Meeting, seconded by Michael Richards.

Prepared by: Sherry Burns, Executive Administrative Assistant

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Karen Adams, Board President

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Cheryl Lyle, Recording Secretary