HIGHLAND COUNTY BOARD OF DD

JANUARY 17, 2023

6:00 PM ORGANIZATIONAL BOARD MEETING

LOCATION: Highland County Board of DD

**Prior to the Organizational Meeting Paul Pence took the Oath of Office for reappointment at the Commissioners Office.**

The Highland County Board of Developmental Disabilities met for Organizational Meeting at 6:00 pm, Tuesday, January 17, 2023 at the Highland County Board of Developmental Disabilities. Board Members present: Michael Richards, Paul Pence, John Levo, Elizabeth Fryman and Matthew Roberts. Absent: Cheryl Lyle, Kim Adams

Others present were Debra Buccilla, Superintendent, Sherry Burns, Executive Administrative Assistant, Kelli Williamson, SSA Director, Lori Moore, Business Director, Suzi Janasov, EI Director, Bret Malone, Educational Director, Phil Loudin, Operations Manager, Molly Warnock, Community First Director, Elizabeth Brennfleck, HR Director, Becky Pollard, Nurse.

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

John Levo, present, Matthew Roberts, present, Cheryl Lyle, absent and Kim Adams, absent

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

**Election of Officers**

**President: Elizabeth Fryman was nominated**

A motion was made by John Levo seconded by Paul Pence for Elizabeth Fryman to become President of the HCBDD for 2023. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**Vice President: Michael Richards was nominated**

A motion was made by John Levo seconded by Paul Pence for Michael Richards to become Vice President of the HCBDD for 2023. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**Secretary: Cheryl Lyle was nominated**

A motion was made by John Levo seconded by Paul Pence for Cheryl Lyle to remain the Secretary of the HCBDD for 2023. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**2023 Highland County Board Meeting Calendar**

A motion was made by Paul Pence, seconded by Matthew Roberts to approve the 2023 Highland County Board Meeting Calendar. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

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

A motion was made by Matthew Roberts, seconded by John Levo to reaffirm the current Mission Statement and HCBDD Board Policies for 2023. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**Assignment of Board Members to Board Committee**

**Ethics Committee: Cheryl Lyle, Matthew Roberts, Michael Richards**

John Levo made a motion for the Ethics Committee to remain the same, seconded by Paul Pence. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**Assignment of Board Members to Superintendent Committee**

Finance: Paul Pence, Elizabeth Fryman, Matthew Roberts

Personnel: Paul Pence, John Levo, Michael Richards

Operations: Kim Adams, Cheryl Lyle, Elizabeth Fryman

A motion was made by Matthew Roberts, seconded by Michael Richards to keep the same members on the Finance, Personnel Committees, and 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

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

Paul Pence made a motion, seconded by Matthew Roberts 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

At approximately 6:08 pm Elizabeth Fryman dismissed the Organizational Meeting to enter into the Regularly Scheduled January Board Meeting.

Prepared by: Sherry Burns, Executive Administrative Assistant

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Elizabeth Fryman, Board President

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Cheryl Lyle, Recording Secretary