HIGHLAND COUNTY BOARD OF DD

FEBRAURY 15, 2022

6:00 PM ORGANIZATIONAL BOARD MEETING

LOCATION: Highland County Board of DD

**Prior to the start of the Organizational Meeting, Commissioner Jeff Duncan read the Oath of Office for reappointment of Michael Richards and appointment of new board member Kim Adams.**

The Highland County Board of Developmental Disabilities met for Organizational Meeting at 6:00 pm, Tuesday, February 15, 2022 at the Highland County Board of Developmental Disabilities. Board Members present: Kim Adams, Michael Richards, Paul Pence, John Levo, Elizabeth Fryman and Matthew Roberts, and Cheryl Lyle (6:08 pm)

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 and Phil Loudin, Operations Manager

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

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

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

**Election of Officers**

**President: Elizabeth Fryman was nominated**

A motion was made by Michael Richards, seconded by John Levo for Elizabeth Fryman to become President of the HCBDD for 2022. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**Vice President: Michael Richards was nominated**

A motion was made by Elizabeth Fryman, seconded by Kim Adams for Michael Richards to become Vice President of the HCBDD for 2022. Roll call. All yea. Motion carried.

**ROLL CALL**:

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

**Secretary: Cheryl Lyle was nominated**

A motion was made by Elizabeth Fryman seconded by Paul Pence for Cheryl Lyle to remain the Secretary of the HCBDD for 2022. Roll call. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.

**2022 Highland County Board Meeting Calendar**

A motion was made by Paul Pence, seconded by John Levo to approve the 2022 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, Kim Adams, yea; Cheryl Lyle, yea.

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

A motion was made by Cheryl Lyle, seconded by Michael Richards to reaffirm the current Mission Statement and HCBDD Board Policies for 2022. Roll call. All yea. Motion carried.

**ROLL CALL**:

Paul Pence, yea; Michael Richards, yea; John Levo, yea; Matthew Roberts, yea; Elizabeth Fryman, yea, Kim Adams, yea; Cheryl Lyle, yea.

**Assignment of Board Members to Board Committee**

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

Michael Richards 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, Kim Adams, yea; Cheryl Lyle, 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 Finance, and Personnel Committees but add Kim Adams to 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, Kim Adams, yea; Cheryl Lyle, yea.

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

John Levo made a motion, seconded by Cheryl Lyle 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, Kim Adams, yea; Cheryl Lyle, yea.

At approximately 6:15 pm Elizabeth Fryman dismissed the Organizational Meeting to enter into the Regularly Scheduled February 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