

MINUTES – combined work session and regular meeting  
Monday, November 17, 2025

## Summit County Developmental Disabilities Board

# MINUTES

Monday, November 17, 2025  
5:30 p.m.

The **combined work session and regular meeting** of the Summit County Developmental Disabilities Board was held on Monday, November 17, 2025 at the Summit DD administrative offices located at 2355 2<sup>nd</sup> Street, Cuyahoga Falls, Ohio 44221. The **work session** convened at 5:30 p.m.

### BOARD MEMBERS

Jason Dodson, Board President  
Allyson V. James, Board Vice-President  
Gregg Cramer, Board Secretary  
Tami Gaugler  
Denise Ricks  
Randy Briggs  
Stacy Youssef

### ALSO PRESENT

Lisa Kamlowsky, Superintendent	Holly Brugh, Assistant Superintendent
Drew Williams, Assistant Superintendent	James Armstrong, Director of Legal Svs.
Mira Pozna, Director of Fiscal	Laura Gleason, Director of HR
Billie Jo David, Director of	Russ DuPlain, Director of IT & Facilities
Communications & Quality	Maggi Albright, Recording Secretary
	and others

## I. SUMMIT COUNTY DEPARTMENT OF JOB & FAMILY SERVICES (DJFS) CASE MANAGER CONTRACT

The request is to renew an annual agreement with the Summit County DJFS for a dedicated caseworker to be assigned to Summit DD. This person's sole responsibility is to assist Summit DD staff and individuals served with Medicaid enrollment, maintaining Medicaid eligibility, food assistance, and access to various other DJFS programs. There is significant advantage in having a dedicated resource to address issues and barriers that may delay or interrupt Medicaid enrollment and/or eligibility for families. The 2026 contract is in an amount not to exceed \$92,500, a \$2,500 increase over 2025 cost. Funds are available in the 2026 budget and the contract has been recommended for approval by the November Finance & Facilities and Services & Supports Committee.

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## **WORK SESSION** *(continued)*

### II. ADVANCED BEHAVIOR CONSULTING CONTRACT

Advanced Behavior Consulting is a local organization that provides board certified behavior analysts and registered behavior technician services. The request is for approval of a contract for calendar year 2026 in an amount not to exceed \$185,000. This provider offers consultative behavioral support services to individuals with more intense behavioral needs. This is accomplished through specialized training, consultation and oversight of the staff supporting the individuals. The contract with Advanced Behavior Consulting has been recommended for approval by the November Finance & Facilities and Services & Supports Committee.

### III. NORTHEAST OHIO NETWORK (NEON) CONTRACT

The request is to contract with NEON Council of Government to administer the Family Engagement Program (FEP) for calendar year 2026 in an amount not to exceed \$546,000. As discussed last month and as part of Summit DD's fiscal sustainability recommendations, the FEP is being reduced in 2026 by a total of \$363,000. The maximum amount of reimbursement in 2026 will be lowered from \$1,800 to \$1,000 per individual. The scope of the FEP is also changing slightly to no longer reimburse for access to typical classes and memberships. Reimbursable activities include such things as summer camps, therapies, specialized equipment, technology supports and school activities. Mr. Briggs asked for an example of some of the things that will no longer be reimbursed. Superintendent Kamlowsky replied that zoo memberships, acting classes and dance classes are a few examples since these activities are available in the community and available to any child. FEP funding was depleted in September this year due to overwhelming demand and higher than anticipated utilization. Users of the program have already been advised of the 2026 program changes. The 2026 NEON contract has been recommended for approval by the October Services & Supports and Finance & Facilities Committees.

### IV. SUCCESS4KIDZ (S4K) CONTRACT

S4K provides physical and occupational therapy services for children served through Summit DD's Early Intervention program. The 2026 contract is in the amount of \$506,500, which cost remains flat and hourly rates are in line with applicable Medicaid payment rates. This contract supports approximately 300 children. The 2026 S4K contract has been recommended for approval by the October Services & Supports and Finance & Facilities Committees.



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## **WORK SESSION** *(continued)*

### **V. BRITTCO CONTRACT AMENDMENT**

Brittco provides the software used by Summit DD and many other county DD boards to support the Ohio ISP. The application also integrates billing functionality with direct service provider agencies. The request is to extend the contract with Brittco through calendar year 2026 in an amount not to exceed \$76,200, which represents no cost increase over 2025. The Brittco contract amendment has been recommended for approval by the October Services & Supports and Finance & Facilities Committees.

### **VI. SUMMIT HOUSING DEVELOPMENT CORPORATION (SHDC) BLANKET HOUSING AGREEMENT AMENDMENT**

The request is to amend Summit DD's three-year blanket housing agreement with SHDC that extends through 2027. There are no dollars attached to this agreement; it spells out roles and responsibilities of the county board and the housing corporation related to acquisition and use of community capital assistance funds from DODD, which are used to secure housing for individuals eligible for county board services. A statewide audit review of housing agreements between county boards of DD and housing corporations was conducted. Results of the audit determined that additional language needs to be included in the housing agreements. Among the changes is the inclusion of a Series II Lease Agreement between the Ohio Public Facilities Commission and the Ohio Department of Developmental Disabilities. Should a dispute arise the lease agreement would take precedence over the blanket agreements. The updated language does not affect SHDC's ability to acquire community-based housing using community capital assistance funds and when housing acquisitions occur Summit DD will continue to approve each purchase and serve as the pass-through entity for the funds. It should be noted that the auditor's review did not reveal any issues with Summit DD's housing agreements, but recommendations are for all agreements to be updated. Mr. Cramer commented that his son resided in a SHDC home for a while and it was a good experience. He stated that SHDC does a nice job for the residents of Summit County. The SHDC amendment has been recommended for approval by the November Services & Supports Committee.

### **VII. NORTH COAST COMMUNITY HOMES (NCCH) BLANKET HOUSING AGREEMENT**

The request is to enter into a multi-year housing agreement with NCCH similar to the agreement Summit DD has with SHDC. The current agreement with NCCH is for one year and staff anticipate continuing to partner with this organization for future housing opportunities. The NCCH blanket housing agreement also includes the Series II Lease Agreement. The NCCH housing agreement has been recommended for approval by the November Services & Supports Committee.

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## **WORK SESSION** *(continued)*

### VIII. OCTOBER FINANCIAL STATEMENTS

Revenue in October included second half homestead exemption, house trailer and national park pilot tax settlements of \$511,300, Keeping Families Together grant award of \$10,000, and approximately \$8,000 in proceeds from the sale of surplus computer equipment. Ms. Pozna noted the County correction to the overage in the property tax line item is still pending. Expenditures for the month included payments to DODD of \$476,600 for quarterly Medicaid waiver administrative fees and \$9,748,200 for quarterly Waiver match payment. There was also a County chargeback fee of \$40,600 for half year of licensing fees for the County's financial software system (Munis) and a payment of \$10,500 for Special Olympics event and administrative expenses. October ended in a deficit position of \$4,811,592 with a fund balance of \$46,070,012. The October financial statements have been recommended for approval by the November Finance & Facilities Committee.

The work session adjourned at 5:41 p.m.

## **BOARD MEETING**

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:41 p.m.

### I. ROLL CALL

Mrs. Youssef - Present	Mrs. Ricks - Present
Mr. Dodson - Present	Mr. Cramer - Present
Ms. James - Present	Mr. Briggs – Present
Mrs. Gaugler - Present	

### II. PUBLIC COMMENT

Leslie Frank, a parent and community member, commented she is pleased to see renewal of the DJFS contract. She mentioned that her daughter previously utilized services under this contract, and it was very helpful. Ms. Frank asked if SHDC plans to build a home on the vacant lot on the corner of 2<sup>nd</sup> Street and Wadsworth. Superintendent Kamlowsky replied that SHDC was unable to obtain the necessary funding to complete a build on that site. Ms. Frank asked if Summit DD has a contract with Blick for OT/PT services for adults. Superintendent Kamlowsky replied it does not. Ms. Brugh added that Summit DD never contracted with Blick for those services but would sometimes use local funds when needed.



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## **BOARD MEETING** *(continued)*

### III. APPROVAL OF MINUTES

#### A. OCTOBER 16, 2025 (combined work session/regular meeting)'

##### R E S O L U T I O N

##### No. 25-11-01

Resolved that the Board approve the minutes of the October 16, 2025 combined work session/regular meeting. Ms. James made the motion and Mrs. Ricks seconded.

<u>Roll call vote:</u>	Mr. Dodson – yes	Mr. Cramer - yes
	Ms. James - yes	Mr. Briggs – yes
	Mrs. Gaugler – yes	Mrs. Youssef - yes
	Mrs. Ricks - yes	

The motion was unanimously approved.

### IV. BOARD ACTION ITEMS

#### A. NORTHEAST OHIO NETWORK CONTRACT

##### R E S O L U T I O N

##### No. 25-11-02

Resolved that the Board approve a contract with Northeast Ohio Network for calendar year 2026 in an amount not to exceed Five Hundred Forty-Six Thousand Dollars (\$546,000) and that the Superintendent be authorized to sign said contract. Mrs. Gaugler made the motion and Ms. James seconded.

<u>Roll call vote:</u>	Ms. James - yes	Mr. Briggs - yes
	Mrs. Gaugler – yes	Mrs. Youssef - yes
	Mrs. Ricks - yes	Mr. Dodson – yes
	Mr. Cramer - yes	

The motion was unanimously approved.

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## **BOARD MEETING** *(continued)*

### IV. BOARD ACTION ITEMS *(continued)*

#### B. SUCCESS4KIDZ CONTRACT

##### RESOLUTION

No. 25-11-03

Resolved that the Board approve a contract with Success4Kidz Therapy for calendar year 2026 in an amount not to exceed Five Hundred Six Thousand Five Hundred Dollars (\$506,500) and that the Superintendent be authorized to sign said contract. Mr. Briggs made the motion and Mrs. Youssef seconded.

<u>Roll call vote:</u>	Mrs. Gaugler - yes	Mrs. Youssef - yes
	Mrs. Ricks – yes	Mr. Dodson - yes
	Mr. Cramer - yes	Ms. James – yes
	Mr. Briggs - yes	

The motion was unanimously approved.

#### C. BRITTCO CONTRACT AMENDMENT

##### RESOLUTION

No. 25-11-04

Resolved that the Board approve a contract amendment with Brittco for calendar year 2026 in an amount not to exceed Seventy-Six Thousand Two Hundred Dollars (\$76,200) and that the Superintendent be authorized to sign said contract amendment. Mrs. Ricks made the motion and Mrs. Youssef seconded.

<u>Roll call vote:</u>	Mrs. Ricks - yes	Mr. Dodson - yes
	Mr. Cramer – yes	Ms. James - yes
	Mr. Briggs - yes	Mrs. Gaugler - yes
	Mrs. Youssef - yes	

The motion was unanimously approved.

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## **BOARD MEETING** *(continued)*

### IV. BOARD ACTION ITEMS *(continued)*

#### D. SUMMIT HOUSING DEVELOPMENT CORPORATION BLANKET HOUSING AGREEMENT AMENDMENT

##### RESOLUTION No. 25-11-05

Resolved that the Board approve an amendment to the blanket housing agreement with Summit Housing Development Corporation for the period January 1, 2025 through December 31, 2027 and that the Superintendent be authorized to sign said contract amendment. Mr. Cramer made the motion and Mrs. Ricks seconded.

<u>Roll call vote:</u>	Mr. Cramer - yes	Ms. James - yes
	Mr. Briggs – yes	Mrs. Gaugler - yes
	Mrs. Youssef - yes	Mrs. Ricks - yes
	Mr. Dodson - yes	

The motion was unanimously approved.

#### E. NORTH COAST COMMUNITY HOMES BLANKET HOUSING AGREEMENT

##### RESOLUTION No. 25-11-06

Resolved that the Board approve a blanket housing agreement with North Coast Community Homes for the period January 1, 2026 through December 31, 2028 and that the Superintendent be authorized to sign said contract. Mrs. Gaugler made the motion and Ms. James seconded.

<u>Roll call vote:</u>	Ms. Briggs - yes	Mrs. Gaugler - yes
	Mrs. Youssef – yes	Mrs. Ricks - yes
	Mr. Dodson - yes	Mr. Cramer - yes
	Ms. James - yes	

The motion was unanimously approved.



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## **BOARD MEETING** *(continued)*

### IV. BOARD ACTION ITEMS *(continued)*

#### F. OCTOBER FINANCIAL STATEMENTS

##### RESOLUTION

No. 25-11-07

Resolved that the Board approve the October financial statements. Ms. James made the motion and Mr. Cramer seconded.

<u>Roll call vote:</u>	Mrs. Youssef - yes	Mrs. Ricks - yes
	Mr. Dodson – yes	Mr. Cramer - yes
	Ms. James - yes	Mr. Briggs – yes
	Mrs. Gaugler - yes	

The motion was unanimously approved.

### V. SUPERINTENDENT'S REPORT

#### A. SERVICE SATISFACTION SURVEY

The annual Service Satisfaction Survey reaches individuals served and parents/guardians to measure satisfaction with their DSP staff and caregivers, community participation, opportunity to exercise choice, and with Summit DD and their Summit DD staff, among other things. Overall, 86% of individuals are very happy with Summit DD and their staff person with 90% of individuals reporting they get all of the services they need. Over 90% of individuals reported their DSPs are knowledgeable about how to best support them and that their DSP treats them with respect at all times. Over 60% of individuals voted, which is an area where staff have been working to increase. One area where analysis is needed is the expressed need for additional services from parents/guardians where 1 in 5 indicated their child is not getting all of the services needed, with respite noted as the most common need. Superintendent Kamlowsky mentioned that additional data and results are included in attachment #10.

#### B. MISCELLANEOUS UPDATES

Superintendent Kamlowsky and Mira Pozna presented Summit DD's 2026 budget to County Council on November 3<sup>rd</sup>. Legislation is working its way through the approval process at the County level and the 2026 budget is anticipated to be approved without issue.



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## **BOARD MEETING** *(continued)*

### V. SUPERINTENDENT'S REPORT *(continued)*

#### B. MISCELLANEOUS UPDATES *(continued)*

The disruption in SNAP benefits as a result of the federal government shutdown impacted about 1,200 individuals supported by Summit DD. In an effort to minimize food insecurity Summit DD has done a number of things, such as:

- ✓ Partnering with Akron Canton Regional Food Bank and the City of Cuyahoga Falls to host two pop up drive through food pantries at the Summit DD Cuyahoga Falls site for the community and individuals served. Also provided additional Summit DD staff volunteers for both activities. The first pantry served 150 cars that drove through and supported 700 people. The second drive through food pantry is scheduled for December 10<sup>th</sup> at Summit DD Cuyahoga Falls.
- ✓ 30 Summit DD staff volunteered at the Akron Canton Regional Food Bank in response to the need for additional volunteers
- ✓ Summit DD is serving as a collection site for non-perishable food items at both the Cuyahoga Falls and Barberton locations.
- ✓ Provided resources to individuals, including a list of food shelters in Summit County
- ✓ The Hudson Conservatory Ballet collected food items specifically for individuals served. A local nonprofit, Wednesday's Child, will distribute those items using volunteers.

DJFS has been instructed to take immediate steps to ensure households receive full November allotments, with partial benefits starting last week but no date has been released relative to when the benefits will be available on cards.

Superintendent Kamlowsky reported that the County Executive has sponsored legislation re-appointing Tami Gaugler and Gregg Cramer to additional four-year terms as Summit DD Board Members at the November 24<sup>th</sup> Council meeting. The terms will be effective January 1, 2026 through December 31, 2029. The Superintendent thanked Mrs. Gaugler and Mr. Cramer for the energy and effort they put into their roles as Board Members and for their willingness to continue serving for another term.

Superintendent Kamlowsky announced the County Executive is also recommending the appointment of Elizabeth Schrack to the Board at the November 24<sup>th</sup> Council meeting. This will be her first term, to begin in January 2026 and run through the end of December 2029. She will be filling the seat currently held by Denise Ricks who will be term limited at the end of the year. Ms. Schrack is employed as a Counselor at Blick Center and also receives services through Summit DD.

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## **BOARD MEETING** *(continued)*

### V. SUPERINTENDENT'S REPORT *(continued)*

#### B. MISCELLANEOUS UPDATES *(continued)*

Superintendent Kamlowsky thanked Kathy Supple and Jennifer Musson for their leadership in Summit DD's early childhood development space and for the informative presentation they gave this evening. The presentation provides credit for Board Members toward the annual four-hour continuing education requirement. For Board Members who have not been able to receive all of the required credits through these presentations, Maggi Albright will be reaching out to provide options to fulfill the annual requirements.

#### C. PROPOSED 2026 BOARD MEETING SCHEDULE

The 2026 board meeting schedule proposes maintaining meetings on the third Thursday of each month at 5:30 p.m. with the exception of June when there is no meeting and May where the suggestion is to move the meeting to Monday, May 18<sup>th</sup> due to a scheduling conflict with the annual OACB Spring Conference falling on the third Thursday.

Superintendent Kamlowsky reminded Board Members that Board officer positions for 2026 will be on the agenda for action at the January annual organizational meeting. 2026 committee assignments will also be made at the January meeting.

### VI. PRESIDENT'S COMMENTS

Mr. Dodson wished all a happy Thanksgiving.

### VII. EXECUTIVE SESSION

#### RESOLUTION

No. 25-11-08

Resolved that the Board enter into Executive Session in compliance with Sunshine Law, Ohio Revised Code 121.22, Section G, Subsection (1) to discuss the employment of public employees. Upon reconvening, the Board may or may not conduct additional business. Mr. Cramer made the motion and Mr. Briggs seconded.

<u>Roll call vote:</u>	Mr. Dodson – yes	Mr. Cramer - yes
	Ms. James – yes	Mr. Briggs - yes
	Mrs. Gaugler - yes	Mrs. Youssef – yes
	Mrs. Ricks – yes	

The motion was unanimously approved.



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## **BOARD MEETING** *(continued)*

The regular meeting of the Board adjourned at 5:58 p.m.

The Board entered into Executive Session at 6:00 p.m.

The Board meeting reconvened at 6:04 p.m.

### VIII. ADDITIONAL ACTION ITEM

#### A. EMPLOYMENT CONTRACT EXTENSIONS

##### RESOLUTION

No. 25-11-09

Resolved that the Board authorize the Superintendent to extend certain employment contracts through March 1, 2026 in accordance with attachment #12. Mrs. Ricks made the motion and Mrs. Youssef seconded.

Roll call vote:

Ms. James - yes

Mr. Briggs - yes

Mrs. Gaugler – yes

Mrs. Youssef - yes

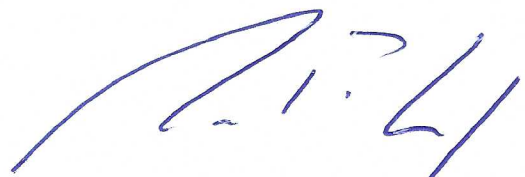
Mrs. Ricks - yes

Mr. Dodson – yes

Mr. Cramer - yes

The motion was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:05 p.m.



Gregg Cramer, Secretary