

SUMMIT COUNTY DEVELOPMENTAL DISABILITIES BOARD
ANNUAL ORGANIZATIONAL MEETING AND
COMBINED WORK SESSION/REGULAR MONTHLY MEETING

AGENDA

Administrative Board Room
2355 2nd Street, Cuyahoga Falls, OH
Thursday, January 15, 2026
5:30 p.m.

ANNUAL ORGANIZATIONAL MEETING

I. CALL TO ORDER – 2026 ORGANIZATIONAL MEETING – ROLL CALL

Dodson James Gaugler Cramer Briggs Youssef Schrack

II. WELCOME NEW BOARD MEMBER, ELIZABETH SCHRACK

III. ELECTION OF OFFICERS

A. PROPOSED: PRESIDENT
VICE PRESIDENT
SECRETARY

B. ELECTION OF OFFICERS

Resolution #26-01-01 – Resolved that the election of Board Officers for 2026 be approved, as follows:

President:

Vice President:

Secretary:

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

James Gaugler Cramer Briggs Youssef Schrack Dodson

ANNUAL ORGANIZATIONAL MEETING

(continued)

IV. ETHICS COMMITTEE

Resolution #26-01-02 – Resolved that the Board Members appointed to serve on the Ethics Committee in 2026 are:

- 1.
- 2.
- 3.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Gaugler Cramer Briggs Youssef Schrack Dodson James

V. BOARD MEMBER SUPERINTENDENT COMMITTEE ASSIGNMENTS

- A. FINANCE & FACILITIES COMMITTEE
- B. HR/LR COMMITTEE
- C. SERVICES & SUPPORTS COMMITTEE

VI. BOARD MEMBER DECLARATIONS AND CODE OF ETHICS AND CONDUCT

Attachment #1

VII. ADJOURN ORGANIZATIONAL MEETING

WORK SESSION

DISCUSSION ONLY ITEMS

No Discussion Only Items this month.

ACTION ITEMS FOR BOARD CONSIDERATION DISCUSSED PREVIOUSLY

The items below have been recommended for approval by the December Finance & Facilities, Services & Supports and/or HR/LR Committees.

- I. 2026 SUMMIT DD ACTION PLAN
Attachment #2
- II. FAMILY & CHILDREN FIRST COUNCIL/SUMMIT DD SHARED POOL CONTRACT
Attachment #3

NEW ACTION ITEMS FOR BOARD CONSIDERATION

- III. DECEMBER FINANCIAL STATEMENTS
Attachment #4

BOARD MEETING

I. CALL TO ORDER – ROLL CALL

Cramer Briggs Youssef Schrack Dodson James Gaugler

II. CAUCUS - BOARD MEMBERS: ADDITIONAL AGENDA ITEMS

III. CAUCUS – SUPERINTENDENT

IV. PUBLIC COMMENT

V. APPROVAL OF MINUTES

A. DECEMBER 18, 2025 (combined Work Session/Regular Meeting)

Attachment #5

RESOLUTION #26-01-03 – Resolved that the Board approve the minutes of the December 18, 2025 combined work session/regular meeting.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Briggs Youssef Schrack Dodson James Gaugler Cramer

VI. BOARD ACTION ITEMS

A. 2026 SUMMIT DD ACTION PLAN

Attachment #2

RESOLUTION #26-01-04 – Resolved that the Board approve the 2026 Summit DD Action Plan.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Youssef Schrack Dodson James Gaugler Cramer Briggs

BOARD MEETING *(continued)*

VI. BOARD ACTION ITEMS *(continued)*

B. FAMILY & CHILDREN FIRST COUNCIL/SUMMIT DD SHARED POOL CONTRACT **Attachment #3**

RESOLUTION #26-01-05 – Resolved that the Board approve a contract with Summit County Family & Children First Council for the period January 1, 2026 through December 31, 2026 in an amount not to exceed One Hundred Ten Thousand Dollars (\$110,700) and that the Superintendent be authorized to sign said contract.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Schrack Dodson James Gaugler Cramer Briggs Youssef

C. DECEMBER FINANCIAL STATEMENTS **Attachment #4**

RESOLUTION #26-01-06 – Resolved that the Board approve the December Financial Statements.

Motion: _____ Second: _____

Discussion, if any.....

ROLL CALL VOTE IF VIRTUAL ATTENDEES:

Dodson James Gaugler Cramer Briggs Youssef Schrack

VII. SUPERINTENDENT REPORT

VIII. PRESIDENT'S COMMENTS

IX. ADJOURN



DECLARATION UNDER
OHIO REVISED CODE SECTION 5126:024

I, _____, am an individual seeking appointment to or a member of the Summit County Developmental Disabilities Board (Summit DD Board). Pursuant to the requirements of Ohio Revised Code (ORC) Section 5126.024, I hereby make the following declarations:

1. I am a citizen of the United States
2. I am a resident of Summit County
3. I am not an elected public official as defined on ORC 5126.023
4. I am not an immediate family member of a Summit DD Board Member
5. I am not currently an employee of any county developmental disabilities board
6. I am not an immediate family member of an employee of the Summit DD Board

Check all which apply:

I have an ownership interest in the _____ agency, which has a contract with the Summit DD Board. The nature of this ownership interest is as follows: _____.

I have an immediate family member who has an ownership interest in the _____ agency, which has a contract with the Summit DD Board. The nature of this ownership interest is as follows: _____.

I have a contract with the _____ agency, which has a contract with the Summit DD Board. The nature of the contract is as follows: _____.

I have an immediate family member who has a contract with the _____ agency, which has a contract with the Summit DD Board. The nature of this contract is as follows: _____.

I am a board member or employee of the _____ agency, which is licensed or certified by the Ohio Department of Developmental Disabilities to provide services to individuals with developmental disabilities.

I have an immediate family member who is a board member or employee of the _____ agency, which is licensed or certified by the Ohio Department of Developmental Disabilities and which provides services to individuals with developmental disabilities.

I am a former employee of the _____ County Developmental Disabilities Board. My employment ceased on or about _____.

Date

Signature

"Immediate Family Member" includes the following: parents, grandparents, brothers, sisters, spouse, sons, daughters, aunts, uncles, mothers-in-law, fathers-in-law, brothers-in-law, sisters-in-law, sons-in-law and daughters-in-law.



CODE OF ETHICS AND CONDUCT

A. Ethical Standards for Individual Board Members

1. The Board Member shall accept responsibility for leadership by encouraging community support for the continued improvement of Agency services and supports in all appropriate ways including maximizing efficiency in the use of money, promoting increases in funding as needed, and improving training and performance of Agency staff.
2. The Board Member shall accept as her/his primary objective, the maintenance and improvement of Agency services and supports, not personal advancement or prestige.
3. The Board Member shall attempt to interpret the needs and attitudes of all parts of the community (taxpayers, parents, persons served, and staff) and endeavor to use this knowledge for the improvement of Agency services and supports.
4. The Board Member shall respect the limited intent and scope of Executive Sessions and respect privileged communications from Executive Sessions and other administrative sources.
5. The Board Member shall make sincere efforts to respect divergent points of view by seeking to understand those who advance such diverse opinions.
6. The Board Member shall avoid conflicts of interest and the use of Board membership for personal gain and shall further seek to avoid even the appearance of impropriety which can result from Board membership.
7. The Board Members shall recognize both the positive and negative aspects of dissent and, upon arriving at a decision, further recognize that Board Members have an obligation to abide by the decision while retaining the right to attempt to alter the decision through ethical means.
8. The Board Member shall devote time, thought and study to the duties and responsibilities of Board membership.

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
2026 Draft Action Plan	Outlines 2026 Action Items to address the 2025 – 2030 Long-Range Plan	Approve 2026 Action Plan

SUPPORTING DATA FOR RECOMMENDATION

Each year, the Annual Action Plan outlines specific action items that help Summit DD achieve the priorities identified in the long-range plan. These work items are cascaded from the leadership team, to managers, to the individual goals on employee performance evaluations.

The long-range plan, titled Vision 2030, identifies three priority areas, including Individual and Family Focus, Stakeholder and Community Focus, and Employee Focus.

The 2026 Action plan outlines 18 specific action items to achieve goals outlined in the 2025 – 2030 Long-Range Plan. New initiatives include:

- Enhancing the individualized support individuals and families receive from initial inquiry at community events through the entire intake/eligibility process.
- Advancing a long-term revenue solution to address sustainability throughout the levy cycle.
- Developing a methodology to address the financial impact of statewide rule and rate changes in the long-term financial forecast.
- Create transition-focused workgroups to address unique needs through transition points.
- Create informational resources for individuals and families when selecting a provider.
- Use provider partnerships to advance coordinated initiatives.
- Fully implement new ADA Digital Accessibility standards.
- Connect self-advocates to opportunities to engage in their communities.
- Equip managers with training, tools and resources to promote psychological safety in the workplace.
- Create personalized training and development of our employees and managers.
- Identify key leadership positions for succession planning.
- Conduct an employee satisfaction survey.

The Draft 2026 action plan is posted for public comment through January 8.

**Recommended for approval by the December HR/LR,
Services & Supports and Finance & Facilities Committees.**

Submitted By: Billie Jo David

For: _____ Superintendent/Assistant Superintendent

X Finance & Facilities Committee

X Services & Supports Committee

X HR/LR Committee

Date: 12/5/25

Mission

Helping people of all abilities reach their full potential, one person at a time.

Vision

Summit County is a community where people feel included.

Values

Trust - Respect - Collaboration - Innovation - Inclusion - Excellence

Trust

We want to earn the trust of people we support with every interaction. We realize that this can only be accomplished by delivering on our promises and remaining transparent. It is an honor that people accept us into their lives, and we will not take that for granted.

Respect

We will actively listen to people we support to understand where they are on their journey and what they want to achieve next. We respect people's choices about their lives.

Collaboration

We will partner with those we support every step of the way. We will work with community organizations to build relationships that open doors for those we support.

Innovation

We consistently look for ways to challenge the status quo. We create new opportunities that provide more choices for people of all abilities. We encourage our staff to pursue opportunities to better their skills and knowledge.

Inclusion

We believe that everyone has a right to live a life where they feel included in their community. We also understand that community means something different to each person. We are committed making connections that are meaningful to those we support, building a community that only sees opportunity in each other.

Excellence

We believe those we support, parents, and the community deserve our very best and we are committed to giving it. We will work to understand the needs and expectations of those we support and continually find ways to meet and exceed those expectations.

2026 Action Plan – Individual & Family Focus

Ensure Individuals with Developmental Disabilities have equitable access to services and funding that empowers them to achieve their personal goals.

2026 Action Items

- Use data and insights to engage in the appropriate community settings and provide continued, individualized support so people move from initial contact to full completion of the intake and eligibility process and are connected to services that meet their individual needs.
- Align internal teams, providers, and community partners to meet individuals where they are on their employment path and help them pursue meaningful work in the community.

Continuously engage individuals and families to identify service and support needs, using available funding to prioritize the identified needs of eligible children and adults.

2026 Action Items

- Ensure recent cost-saving measures remain sustainable while actively monitoring impacts, filling service gaps, maintaining connections for individuals, and advancing long-term revenue solutions.
- Monitor and analyze upcoming state rule and rate changes, engaging appropriate workgroups to determine service and financial impacts and update long-term financial forecasts to prepare for mandated changes.

Strengthen key transitions for individuals and families, offering tailored resources and support to ensure the continuity of care throughout an individual's lifetime.

2026 Action Items

- Establish transition-focused workgroups and use feedback from individuals and families to assess and refine our processes, information, and support at key life transitions, ensuring they align with organizational resources and priorities.

Facilitate opportunities for individuals and families to connect and share information and experiences with one another, fostering an environment where families can learn from each other as Summit DD learns from them.

2026 Action Items

- Leverage feedback gathered from individuals and families to create meaningful connection opportunities and informational resources that align with their priorities and interests.
- Develop informational resources about certified service providers to support families through the free choice of provider process.

2026 Action Plan – Stakeholder & Community Focus

Continuously evaluate the capacity and needs of community partners to collaboratively support the best outcomes for individuals with disabilities in Summit County.

2026 Action Items

- Define key stakeholders, needs and communication channels.
- Leverage our strong provider partnerships to advance assistive technology, residential options, support those with complex needs, and the successful implementation of coordinated initiatives.

Actively engage the community with targeted outreach efforts and awareness campaigns, fostering a greater understanding of developmental disabilities and increasing visibility and support for Summit DD's Mission.

2026 Action Items

- Ensure SummitDD.org, digital forms, and online materials are fully accessible and meet ADA digital accessibility requirements to provide an inclusive user experience.
- Launch updated advertising campaign focusing on stories of individuals receiving core services.

Reposition Summit DD as a facilitator of inclusion for individuals with disabilities, leveraging community partners and resources to integrate inclusive practices in all aspects of community life.

2026 Action Items

- Implement a coordinated strategy to strengthen self-advocacy by increasing opportunities for individuals to build skills, participate in decision-making, and engage meaningfully in their communities.

2026 Action Plan – Employee Focus

Integrate a diversity and inclusion focus into all workforce practices, ensuring commitment in building and maintaining a workforce that is representative of the community served.

2026 Action Items

- Ensure consistent and transparent communication by disseminating Executive Leadership Team updates via organization-wide informational sessions, InspireDD messaging, and supportive guidance materials.
- Strengthen a trauma-informed workplace by equipping managers with training, tools, and support strategies to help staff navigate traumatic events and promote emotional well-being and psychological safety.

Enhance employee training and development efforts to foster professional growth, develop future leaders, promote a culture of belonging, enhance technology and ensure that staff are well-equipped to meet the needs of the individuals we serve.

2026 Action Items

- Evaluate and enhance new employee orientation.
- Create personalized training and development pathways for employees and managers, integrating feedback to support skill-building, leadership readiness, and long-term career success.

Strengthen employee engagement by fostering a supportive, inclusive, and rewarding work environment that recognizes our commitment to core values.

2026 Action Items

- Begin long-term succession planning by identifying essential leadership roles and evaluating transition needs to support organizational stability in future years.
- Conduct an employee satisfaction survey and identify areas of strengths and opportunities for improvement.

Summit County Developmental Disabilities Board

TOPIC SUMMARY REPORT

TOPIC	ISSUE/CONCERN	RECOMMENDATION
Contract with Summit County Family and Children First Council Shared Pool for Youth (Service Review Collaborative).	Summit DD contributes funds to a shared pool which assists children and families involved in multi-systems.	Summit DD to continue participation in shared pool agreement in the amount of \$110,700 for the period January 1, 2026 through December 31, 2026.

SUPPORTING DATA FOR RECOMMENDATION

Service Area: SSA

Amount of Increase/Decrease: \$0

As required by ORC 121.37 (C) (1-9), Family and Children First Councils (FCFC) must develop a county-specific Service Coordination Mechanism (SCM), which serves as the guiding document for coordination of services in the county. Developed from the SCM, a team of professionals from child serving agencies in Summit County meet weekly to:

- Review and monitor requests for community-based services for children with multi-system needs
- Offer case consultation from a multi-system perspective to staff from any agency dealing with a complex youth/family
- Refer families for wrap around/service coordination
- Review individual cases that need more restrictive placement settings such as residential treatment and monitoring youth in residential treatment.
- Issue recommendations and/or offering alternatives to better serve youth and families

Data from 1/1/25 to 10/31/25:

1) Wraparound/Service Coordination

71 referrals accepted and opened / 7 were DD involved youth

2) Case Consultation

20 requests made and reviewed / 1 was a DD involved youth

3) Funding Requests for Community Based Services

49 funding requests reviewed by SRC / 2 were DD involved youth

Requests included: camp, safety items, sensory items, Y membership, gas cards, structured activities, and mentoring

4) Funding Requests for Out of Home Placement (i.e. crisis respite home, residential treatment, group home, etc.)

20 requests / 1 were DD involved youth

Funds from this contract are pooled with funds from other county agencies to support the various needs of the children/families involved with FCFC. Contributors include Summit DD (\$110,700), Summit County Children's Services (\$171,245), Juvenile Court (\$131,084), and the ADM Board (\$145,431).

In addition to funding from the shared pool, FCFC also received over \$211,641 in state money to cover the increasing placement costs for eligible youth. This additional funding along with contributions from the agencies above has reduced custody relinquishment in Summit County.

Summit DD has two staff members who serve as part of this committee who can bring any Board eligible child/family to the committee for support and funding recommendations.

Recommended for approval by the December Finance & Facilities and Services & Supports Committees.

Submitted By: Holly Brugh

For: Superintendent/Assistant Superintendent

Date: December 2025

Finance & Facilities Committee
 Services & Supports Committee
 HR/LR Committee

SUMMIT COUNTY DD BOARD
SUMMARY OF REVENUE, EXPENDITURES AND FUND BALANCE
FOR THE YEARS ENDED DECEMBER 31, 2025 AND 2024

	12/31/2025				12/31/2024			
	2025 ANNUAL BUDGET	2025 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING	2024 ANNUAL BUDGET	2024 YTD ACTUAL	YTD \$ BUDGET REMAINING	YTD % BUDGET REMAINING
OPERATING REVENUE								
PROPERTY TAXES	\$ 66,177,703	\$ 65,388,050	\$ 789,653	1.2% 1	\$ 55,568,694	\$ 55,464,650	\$ 104,044	0.2%
REIMBURSEMENTS	10,520,000	10,773,255	(253,255)	-2.4% 2	11,141,000	11,627,500	(486,500)	-4.4%
GRANTS	2,116,240	2,099,480	16,760	0.8% 3	1,753,429	2,356,145	(602,716)	-34.4%
CONTRACT SERVICES	100,000	484,352	(384,352)	-384.4%	-	328,855	(328,855)	0.0%
REFUNDS	12,500	33,424	(20,924)	-167.4%	-	8,294	(8,294)	0.0%
OTHER RECEIPTS	39,000	23,394	15,606	40.0%	5,500	27,700	(22,200)	-403.6%
TOTAL REVENUE	\$ 78,965,443	\$ 78,801,955	\$ 163,488	0.2%	\$ 68,468,623	\$ 69,813,144	\$ (1,344,521)	-2.0%
OPERATING EXPENDITURES								
SALARIES	\$ 23,229,072	\$ 22,613,302	\$ 615,770	2.7%	\$ 21,720,516	\$ 21,607,114	\$ 113,402	0.5%
EMPLOYEE BENEFITS	10,433,033	10,430,211	2,822	0.0% 4	9,712,632	9,857,446	(144,814)	-1.5%
MEDICAID COSTS	40,765,758	45,225,592	(4,459,834)	-10.9%	32,614,918	36,605,234	(3,990,316)	-12.2%
DIRECT CONTRACT SERVICES	9,169,583	10,262,866	(1,093,283)	-11.9%	8,472,473	10,527,751	(2,055,278)	-24.3%
INDIRECT CONTRACT SERVICES	1,457,881	1,047,549	410,332	28.1% 5	1,649,624	1,337,381	312,243	18.9%
SUPPLIES	277,360	279,221	(1,861)	-0.7%	415,960	345,538	70,422	16.9%
TRAVEL AND TRAINING	278,750	213,720	65,030	23.3% 6	310,280	208,935	101,345	32.7%
UTILITIES	201,000	181,220	19,780	9.8%	189,000	183,675	5,325	2.8%
RENTALS	7,400	4,370	3,030	40.9%	10,000	4,370	5,630	56.3%
ADVERTISING	120,000	84,040	35,960	30.0%	118,000	126,111	(8,111)	-6.9%
OTHER EXPENSES	365,435	326,319	39,116	10.7% 7	348,590	325,463	23,127	6.6%
EQUIPMENT	188,000	186,528	1,472	0.8%	8,000	7,652	348	4.4%
TOTAL EXPENDITURES	\$ 86,493,272	\$ 90,854,938	\$ (4,361,666)	-5.0%	\$ 75,569,993	\$ 81,136,670	\$ (5,566,677)	-7.4%
NET REVENUES AND EXPENDITURES	\$ (7,527,829)	\$ (12,052,983)			\$ (7,101,370)	\$ (11,323,526)		
	BUDGET	ACTUAL						
BEGINNING FUND BALANCE	\$ 50,881,604	\$ 50,881,604						
PLUS: REVENUE	78,965,443	78,801,955						
LESS: EXPENDITURES	(86,493,272)	(90,854,938)						
ENDING FUND BALANCE	\$ 43,353,775	\$ 38,828,621						

SUMMIT COUNTY DD BOARD
NOTES TO FINANCIAL STATEMENT
FOR THE MONTH ENDED DECEMBER 31, 2025
(Rounded)

Current Month

<u>Revenue:</u>		
1	Property Taxes:	County correction of tax collection. \$ (7,511,300)
2	Reimbursements:	Medicaid Administrative Claims (MAC) quarterly reimbursement, 2022 Cost Report settlement. 620,700 3,378,900
3	Grants:	Quarterly Title XX reimbursement. 86,100
<u>Expenditures:</u>		
4	Employee Benefits:	December is a premium holiday month realizing a cost benefit for medical and dental costs. \$ (592,900)
5	Indirect Contract Services:	Annual licensing, maintenance and support contract renewals for the following applications: Binary Defense Systems - Enhanced security monitoring of our IT systems, 24,100 ComDoc - JobRouter workflow system. 15,000
6	Travel and Training:	Crisis prevention training with the Ohio State University Nisonger Center for the benefit of individuals with complex behavior needs in order to achieve safety, stability and an improved quality of life. This cost was fully funded with a grant. 10,000
7	Other expenses:	County chargeback for annual ACFR audit fees (annual county financial report), 25,000 Renewal of a contract with Oswald for employee benefits brokerage and consulting services for the Human Resources Department. 10,000

Year End

<u>Revenue:</u>	
Property Taxes:	Collections were lower than budget. The budget was based on SCFO estimate at the time we were on the ballot. That estimate did not take into consideration delinquencies and county fees.
Reimbursements:	Better than budget primarily due to higher than anticipated cost report settlement and Medicaid administrative claims.
Contract Services:	Interagency contracts with Summit County Children Services for waiver match and direct service cost reimbursement for children and youth in their custody.

<u>Expenditures:</u>	
Medicaid Costs:	Higher than budget due to the following: Medicaid rate increases, Increased needs of individuals, DODD continues to allow additional services granted during COVID not previously allowed.
Direct Contract Services:	Higher than budget due to the following: Local rate increase mirrored the Medicaid rate increase with no state cost sharing to help offset the 38% additional cost, Increased needs of individuals.

SUMMIT COUNTY DD BOARD
SUMMARY OF CHANGES IN FUND BALANCE
SCHEDULE OF OTHER FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2025

Gifts and Donations Fund

Fund Balance, 1/1/2024	\$ 78,447
Add Revenue:	
Donations,	7,621
Interest income.	<u>2,410</u>
	<u>10,031</u>
Less Expenditures	<u>2,000</u>
Ending Fund Balance, 12/31/2025	<u><u>\$ 86,478</u></u>

Medicaid Reserve Fund

Fund Balance, 12/31/25	\$ 9,659,347
* No activity	

Permanent Improvement Fund

Fund Balance, 1/1/2024	\$ 1,675,544
Add Revenue:	
Flow-thru DODD Capital Assistant funds,	383,854
Flow-thru ARPA grant,	513,750
Proceeds from the sale of the Tallmadge Center.	<u>135,000</u>
	<u><u>1,032,604</u></u>
Less Expenditures:	
Flow-thru DODD Capital Assistant funds.	560,534
ARPA grant flow-thru:	
Inclusive playground in the city of Hudson,	430,000
Lighting on Charger Field in the city of Tallmadge.	83,750
Addition of a new conference room, two offices and lobby door maintenance at Cuyahoga Falls.	<u>117,860</u>
	<u><u>1,192,144</u></u>
Ending Fund Balance, 12/31/2025	<u><u>\$ 1,516,004</u></u>



MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

Summit County Developmental Disabilities Board

MINUTES - DRAFT

Thursday, December 18, 2025

5:30 p.m.

The **combined work session and regular meeting** of the Summit County Developmental Disabilities Board was held on Thursday, December 18, 2025 at the Summit DD administrative offices located at 2355 2nd 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 - *Absent*
Stacy Youssef

ALSO PRESENT

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

I. DENISE RICKS' RETIREMENT FROM SUMMIT DD BOARD

Superintendent Kamlowsky noted that Denise Ricks has served on the Summit DD Board for twelve years and is term limited; tonight will be her last meeting as a Board Member. The Superintendent commented how truly indispensable Mrs. Ricks has been to the mission of Summit DD stating she didn't just fill a seat on this board, she served with the expertise of a devoted teacher and the fierce love of a mother. Her insights were always grounded in what truly works for individuals and families and her commitment never wavered. The Superintendent thanked Mrs. Ricks for giving generously of her time, for her wisdom, and for her heart over the past decade. On behalf of the Board and staff, the Superintendent wished Mrs. Ricks, her husband, and their daughters all the very best. Mrs. Ricks said she is thankful for being able to live her passion by helping people with disabilities. She noted she has been on the Board serving with three Superintendents, helped to pass two levies and many Action Plans.

MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

WORK SESSION *(continued)*

I. DENISE RICKS' RETIREMENT FROM SUMMIT DD BOARD *(continued)*

She has served as the Board Secretary several times, the Board Vice President, and participated on many committees over the years. She thanked the Board and staff for everything Summit DD does for individuals with disabilities and their families and noted how rewarding it has been to see the impact Summit DD services have on her students and in the community.

II. 2026 SUMMIT DD ACTION PLAN

Superintendent Kamlowsky noted that 2026 is the second year of Summit DD's Vision 2030 Long Range Plan (LRP) with the focus for next year expressed throughout eighteen action items to lead the Agency closer to achieving the goals identified in the three priority areas of: Individual and Family, Stakeholder and Community, and Employee Focus. The 2026 Action Plan looks toward the future with continued innovation along with certain 2025 initiatives that are carried over. The 2026 Action Plan is currently posted for public comments through January 8, 2026. Any revisions that are incorporated into the Plan will be highlighted for the Board at the January meeting. Ms. James asked if Summit DD needed to modify any language in the Plan to comply with federal guidelines around DEI language. The Superintendent replied that staff are aware of the language limitations around DEI and federal grants and noted to date that is not an issue. The 2026 Action Plan has been recommended for approval by the December HR/LR, Finance & Facilities and Services & Supports Committees.

III. FAMILY & CHILDREN FIRST COUNCIL/SUMMIT DD SHARED POOL AGREEMENT

The recommendation is to continue participation in the Summit County Family & Children First Council (FCFC) shared pool for calendar year 2026 in the amount of \$110,700. There is no increase in the amount of Summit DD's annual contribution. This arrangement shares funds provided by Summit DD, Children's Services Board (CSB), Juvenile Court and the ADM Board and is used to support children involved with multiple systems to provide support and resources to avoid out-of-home placement. About 90% of children served through FCFC remain in the family home. The FCFC shared pool agreement has been recommended for approval by the December Finance & Facilities and Services & Supports Committees.

IV. 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. The dedicated caseworker will work exclusively with Summit DD staff, individuals, and families providing assistance that ensures barriers/delays and lapses in Medicaid eligibility are kept to a minimum.

MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

WORK SESSION *(continued)*

IV. SUMMIT COUNTY DEPARTMENT OF JOB & FAMILY SERVICES (DJFS) CASE MANAGER CONTRACT *(continued)*

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.

V. ADVANCED BEHAVIOR CONSULTING CONTRACT

The request is to renew a contract with Advanced Behavior Consulting for calendar year 2026 in an amount not to exceed \$185,000 for the provision of behavioral support services. Services are for both provider agencies who employ Registered Behavioral Therapists (RBT) serving individuals with complex needs as well as consultative in nature with Summit DD staff on specific cases. The Advanced Behavior Consulting contract has been recommended for approval by the November Finance & Facilities and Services & Supports Committee.

VI. NOVEMBER FINANCIAL STATEMENTS

Revenue in November included an annual settlement from Akron Metropolitan Housing Authority (AMHA) for properties it owns and second half house trailer tax settlement of \$33,200, along with Medicaid Administrative Claims (MAC) quarterly reimbursement of \$706,500. Property taxes had not been adjusted at the time the November financials were received but the County has now made the adjustment of \$7.5M. Expenditures for the month included payment of \$15,000 for renovations completed at a respite home, which is the home used by individuals with dual diagnosis, so those costs are shared with the ADM Board. There were also payments of \$14,500 for annual licensing, maintenance and support for the DocuWare system and \$10,000 to purchase new desktop computers. A budget transfer was completed through an Executive Order releasing \$120,000 from supplies and reallocating \$100,000 into direct contract services and \$20,000 into employee benefits to cover expenses for the remainder of 2025. November ended in a deficit position of \$6,689,916 with a fund balance of \$44,191,688. Included with the November financials is a revenue and expense comparative statement for 2025, projecting a year-end deficit position of \$12.6M and a fund balance of \$38.2M. The November financial statements have been recommended for approval by the December Finance & Facilities Committee.

The work session adjourned at 5:53 p.m.

MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:53 p.m.

I. ROLL CALL

Mrs. Gaugler - Present	Mr. Dodson - Present
Mrs. Ricks - Present	Ms. James - Present
Mr. Cramer – Present	Mr. Briggs – <i>Absent</i>
Mrs. Youssef - Present	

II. PUBLIC COMMENT

Leslie Frank, a parent and community member, thanked Denise Ricks for her many years of service on the Board and wished her well. She congratulated Mrs. Gaugler and Mr. Cramer for their reappointments to the Board. Ms. Frank thanked the Board for collaborating with the Akron Canton Food Bank to host drive through food pantries and also commented that she appreciates Summit DD continues to coordinate a *Giving Tree* each year. She wished all safe and happy holidays.

III. APPROVAL OF MINUTES

A. NOVEMBER 17, 2025 (combined work session/regular meeting)'

R E S O L U T I O N
No. 25-12-01

Resolved that the Board approve the minutes of the November 17, 2025 combined work session/regular meeting. Ms. James made the motion and Mrs. Gaugler seconded. The motion was unanimously approved.

IV. BOARD ACTION ITEMS

A. SUMMIT COUNTY DEPARTMENT OF JOB & FAMILY SERVICES CASE MANAGER CONTRACT

R E S O L U T I O N
No. 25-12-02

Resolved that the Board approve a contract with the Summit County Department of Job & Family Services for a dedicated case manager for calendar year 2026 in an amount not to exceed Ninety-Two Thousand Five Hundred Dollars (\$92,500), and that the Superintendent be authorized to sign said contract. Mrs. Gaugler made the motion and Mrs. Ricks seconded. The motion was unanimously approved.

MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

B. ADVANCED BEHAVIOR CONSULTING CONTRACT

R E S O L U T I O N
No. 25-12-03

Resolved that the Board approve a contract with Advanced Behavior Consulting for calendar year 2026 in an amount not to exceed One Hundred Eighty-Five Thousand Dollars (\$185,000) and that the Superintendent be authorized to sign said contract. Mrs. Ricks made the motion and Mr. Cramer seconded. The motion was unanimously approved.

C. NOVEMBER FINANCIAL STATEMENTS

R E S O L U T I O N
No. 25-12-04

Resolved that the Board approve the November financial statements. Mr. Cramer made the motion and Mrs. Ricks seconded. The motion was unanimously approved.

V. SUPERINTENDENT'S REPORT

A. 2026 SUMMIT DD BOARD OFFICERS

Mr. Dodson asked Mr. Cramer to serve as the Nominating Committee to gather interest from other Board Members relative to Board Officer positions for 2026; Mr. Cramer accepted. 2026 Board officers will be elected at the January organizational meeting.

B. 2026 COMMITTEE ASSIGNMENTS

Superintendent Kamlowsky noted Board Members will be receiving information from Maggi Albright relative to committee preferences for 2026. Mr. Dodson asked about committee assignments for the new board member. The Superintendent replied that Elizabeth Schrack will begin serving on a committee in February. Committee assignments will be made at the January organizational meeting and will be effective from February 2026 through January 2027.

C. MISCELLANEOUS UPDATES

Superintendent Kamlowsky mentioned Governor DeWine nominated Lyndsay Nash as Director of the Ohio Department of Developmental Disabilities (DODD). Ms. Nash has been in the role of interim Director for the past several months and has been responsive and transparent in her communication.

MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

BOARD MEETING *(continued)*

V. SUPERINTENDENT'S REPORT *(continued)*

C. MISCELLANEOUS UPDATES *(continued)*

Superintendent Kamlowsky stated she appreciates Ms. Nash accepting the nomination as it is a challenging time for the Ohio DD system right now.

DODD communicated to county boards that state community capital assistance funds have been depleted, and no new money will be available for allocation until July 2026. Summit DD staff are working with Summit Housing Development Corporation (SHDC) to evaluate the impact on its operations. DODD also advised they have depleted the \$4M budgeted for "hardship" requests from county boards and currently have additional hardship requests on hold. DODD is revising the criteria used in evaluating those requests over the next fiscal year and that is anticipated to have a negative impact on county board allocations.

Superintendent Kamlowsky stated she continues to meet regularly with other county board superintendents regionally and statewide, along with the Ohio Association of County Boards (OACB), to synthesize and prioritize cost reform concepts and proposed next steps. There are parallel reform conversations occurring statewide, and county boards are pressed to identify a small number of items to begin advancing relative to how to fund and manage the demands and to determine if there are doors that can be opened in the next budget with the next administration. Another Superintendent workday is scheduled in January in Columbus to continue this effort.

VI. PRESIDENT'S COMMENTS

Mr. Dodson mentioned that while he will continue to serve on the Summit DD Board this is his last year as Board President. He thanked Mrs. Ricks for her many years of service and commitment on the Board and appreciates the time she has dedicated to serving the individuals and families in our community.

VII. EXECUTIVE SESSION

R E S O L U T I O N
No. 25-12-05

Resolved that the Board enter into Executive Session in compliance with Sunshine Law, Ohio Revised Code 121.22, Section G, Subsection (4) to discuss collective bargaining matters. Upon reconvening, the Board may or may not conduct additional business. Mr. Cramer made the motion and Mrs. Gaugler seconded.

MINUTES – combined work session and regular meeting
Thursday, December 18, 2025

BOARD MEETING *(continued)*

VII. EXECUTIVE SESSION *(continued)*

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

The motion was unanimously approved.

The regular meeting of the Board adjourned at 6:04 p.m.

The Board entered into Executive Session at 6:04 p.m.

The Board meeting reconvened at 6:10 p.m.

VIII. ADDITIONAL ACTION ITEM

A. WEA I TENTATIVE AGREEMENT

R E S O L U T I O N
No. 25-12-06

Resolved that the Board approve the Tentative Agreement with Weaver Education Association (WEA) I collective bargaining agreement for the period January 1, 2026 through December 31, 2028. Mr. Cramer made the motion and Ms. James seconded. The motion was unanimously approved.

B. WWSA TENTATIVE AGREEMENT

R E S O L U T I O N
No. 25-12-07

Resolved that the Board approve the Tentative Agreement with Weaver Workshop and Support Association (WWSA) collective bargaining agreement for the period January 1, 2026 through December 31, 2028. Mrs. Gaugler made the motion and Mrs. Ricks. The motion was unanimously approved.

There being no further business, the Board Meeting adjourned at 6:11 p.m.