

MINUTES – combined work session and regular meeting
Thursday, March 19, 2026

Summit County Developmental Disabilities Board

MINUTES

Thursday, March 19, 2026
5:30 p.m.

The **combined work session and regular meeting** of the Summit County Developmental Disabilities Board was held on Thursday, March 19, 2026 at the Summit DD administrative offices located at 2355 2nd Street, Cuyahoga Falls, Ohio 44221. The **work session** convened at 5:32 p.m.

BOARD MEMBERS

Allyson V. James, Board President
Gregg Cramer, Board Vice President
Tami Gaugler, Board Secretary
Jason Dodson
Randy Briggs - *Absent*
Stacy Youssef
Elizabeth Schrack

ALSO PRESENT

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

I. NEW POLICY 2039 – PAID PARENTAL LEAVE

Proposed new Policy 2039 – Paid Parental Leave (PPL) extends parental leave benefits to Summit DD’s non-union employees, which mirrors language in the current union contracts as well as Summit County standards. The policy provides between 2-6 weeks of support for employees with growing families. The benefit tiers are identified in attachment #1 and eligibility requirements are met by employees who have worked full time with twelve months of service and a minimum of 1,250 hours in the previous year. Adoption of this policy ensures internal equity of fundamental family benefits for all Summit DD employees. New policy 2039 has been recommended for approval by the March HR/LR Committee.

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WORK SESSION

II. RING CENTRAL PHONE SYSTEM CONTRACT

Summit DD has been using an Avaya phone system since 2010. Components have been updated throughout the years to allow for remote use of phone apps however newer systems offer greater capabilities at a lower cost. Several vendor options were explored, and the best fit is migrating to Avaya Cloud Office by Ring Central. Ring Central will work with the existing system and unifies calling, text messaging and faxing. The recommendation is to enter a three-year contract at a total cost not to exceed \$168,835. This represents annual cost savings of approximately \$20,000 as compared to the current system's maintenance and expenses. This purchase was considered in late 2025 but user feedback about this product required additional testing in Summit DD's environment. Further testing revealed no disruptions in service. Mr. DuPlain added that testing was conducted on call quality for both mobile and land lines and there was good bandwidth operating in full-scale implementation. The Ring Central contract has been recommended for approval by the March Finance & Facilities Committee.

III. JUDGE ROTENBERG CENTER CONTRACT INCREASE

The request is to amend the authorized expenditure for an individual currently being served at an out of state therapeutic residential treatment and educational facility by \$168,268, bringing the total Judge Rotenberg Center (JRC) contract to an amount not to exceed \$562,268 for the 2025/2026 year. The original funding request supported a best-case clinical trajectory for this young man however to serve him safely he continues to require an intensive level of staffing that is costly. This is a direct result of his significant cognitive disability which is one of the most intensive that Summit DD serves. The contract increase has been recommended for approval by the March Finance & Facilities and Services and Supports Committees.

IV. AGENCY INSURANCE

The Agency's risk protection insurance expires March 31st and it is recommended that the Board approve coverage through Summit DD's broker, Wichert Insurance Company, with incumbent Selective Insurance as the carrier of general, auto and professional liability coverages along with the umbrella policy in an amount not to exceed \$98,722, as well as directors & officers/employment practices and cyber liability coverage with incumbent Cincinnati Insurance Company in the amount of \$40,020. These policies secure uninterrupted coverage for the Board through March 31, 2027, and represent an overall premium increase of 6.5% with no change in coverage limits. The Agency insurance was reviewed at the March Finance & Facilities Committee.

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WORK SESSION *(continued)*

V. REVISED POLICIES

During a recent routine review of policies, it was determined there are four policies that require updating:

- Policy 1106 – Regular and Special Board Meetings has been updated to reflect that monthly board meetings are held on the third Thursday.
- Policy 2007 – Electronic communication and System Utilization adds language that prohibits the use of meeting recording software on Summit DD systems where HIPAA protected information is disclosed.
- Policy 2019 – Eligibility for Rehire adds language that would allow an individual who separated employment from Summit DD due to layoff to be considered for rehire sometime in the future.
- Policy 2024 – Employee Reasonable Accommodation has been restated in a manner that better reflects the intent of the policy.

The revised policies have been recommended for approval by the March HR/LR Committee.

VI. FEBRUARY FINANCIAL STATEMENTS

Revenue in February included an increase of \$132,800 to the property tax budget to reflect a revised tax collection estimate provided by the County Fiscal Office and quarterly Title XX reimbursement of \$113,700. Expenditures in February included payment of \$10,000 for annual participation in the UDS Toy Resource Center consortium and payment of \$22,100 for Special Olympics events and administrative expenses. There was also \$33,600 paid for an HR contract with McLean & Company. February ended in a deficit position of \$17,883,789 with a fund balance of \$20,944,832. The February financial statements have been recommended for approval by the March Finance & Facilities Committee.

The work session adjourned at 5:43 p.m.

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BOARD MEETING

The **regular monthly meeting** of the Summit County Developmental Disabilities Board convened at 5:43 p.m.

I. ROLL CALL

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

II. PUBLIC COMMENT

Leslie Frank, a parent and community member, commended the Superintendent and Board Members for adopting the exception to Policy 2032 – Unused Sick Leave last month noting that it levels the playing field for all employees. Ms. Frank attended the recent Summit Artspace event and said it was well attended and a very nice event.

III. APPROVAL OF MINUTES

A. FEBRUARY 19, 2026 (combined work session/regular meeting)

RESOLUTION No. 26-03-01

Resolved that the Board approve the minutes of the February 19, 2026 combined work session/regular meeting. Mr. Dodson made the motion and Mrs. Gaugler seconded.

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

The motion was unanimously approved.

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BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS

A. JUDGE ROTENBERG CENTER CONTRACT INCREASE

RESOLUTION No. 26-03-02

Resolved that the Board approve an increase to the contract with the Judge Rotenberg Center for the period July 1, 2025 through June 30, 2026, in the amount of One Hundred Sixty Two Thousand Two Hundred Sixty Eight Dollars (\$162,268), for the total contract amount not to exceed Five Hundred Sixty Two Thousand Two Hundred Sixty Eight Dollars (\$562,268), and that the Superintendent be authorized to sign said contract amendment. Ms. Schrack made the motion and Mr. Dodson seconded.

Roll call vote:

Ms. Schrack - yes	Mr. Dodson - yes
Ms. James - yes	Mrs. Youssef - yes
Mr. Cramer - yes	Mr. Briggs – <i>Absent</i>
Mrs. Gaugler - no	

The motion passed.

B. AGENCY INSURANCE

RESOLUTION No. 26-03-03

Resolved that the Board approve insurance coverage through Wichert Insurance Company for the period April 1, 2026 through March 31, 2027, in an amount not to exceed One Hundred Thirty-Eight Thousand Seven Hundred Forty-Two Dollars (\$138,742) and that the Superintendent be authorized to take all actions necessary to effectuate this resolution. Mr. Cramer made the motion and Mr. Dodson seconded.

Roll call vote:

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

The motion was unanimously approved.

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BOARD MEETING *(continued)*

IV. BOARD ACTION ITEMS *(continued)*

C. REVISED POLICIES

RESOLUTION

No. 26-03-04

Resolved that the Board approve revisions to Policies 1106 – Regular and Special Board Meetings, 2007 – Electronic Communication and System Utilization, 2019 – Eligibility for Rehire, and 2024 – Employee Reasonable Accommodations, as presented. Mrs. Youssef made the motion and Ms. Schrack seconded.

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

The motion was unanimously approved.

D. FEBRUARY FINANCIAL STATEMENTS

RESOLUTION

No. 26-03-05

Resolved that the Board approve the February financial statements. Mrs. Gaugler made the motion and Mr. Dodson seconded.

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

The motion was unanimously approved.

V. SUPERINTENDENT'S REPORT

Superintendent Kamlowsky noted the Summit DD 2026 Action Plan has been distributed publicly and Board Members have a copy at their table. She thanked Billie Jo David and her staff for the excellent work on the document which is filled with beautiful pictures and lots of great information. She commented that Summit DD has seen tremendous support from the community for Developmental Disabilities Awareness month including formal recognition from Summit County Council and the City of Cuyahoga Falls.

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BOARD MEETING *(continued)*

V. SUPERINTENDENT'S REPORT *(continued)*

Individuals and organizations have engaged around inclusion day with about 6,000 people visiting the Akron Zoo this year. There was an inclusive ArtWalk at Summit Artspace featuring four artists with disabilities, one of whom had her own featured exhibit, and all four artists sold some of their work that evening. There was also a Summit DD staffed informational table at the event where there were over 100 engagements. There were 58K Facebook impressions and 8K through Instagram. The month will wrap up with Summit DD's annual Community Appreciation Breakfast on March 31st at House Three Thirty where this year's community appreciation award winners will be recognized with more than 300 community partners expected to attend.

VI. PRESIDENT'S COMMENTS

Ms. James commented that she enjoyed inclusion day. She viewed the Summit DD Facebook page and noted there seems to be more excitement around inclusion activities each year.

There being no further business, the Board Meeting adjourned at 5:55 p.m.



Tami Gaugler, Secretary