



Champaign County Board of Developmental Disabilities

Meeting Minutes Thursday, April 24, 2025

Board Members Present: Kerry Brugger, Shelly Cushman, David Sapp, Laurie Stickney

Board Members Absent: Malia Hughes, Lori Rose, and Amy Wilcoxon

Staff Members Present: Jennifer Bradford, Jeff Coaty, Tyler Davis, Leigh Anne Wenning, Sharon Wheeland, and Heather Williams-Rarey

Guests Present: Adam Angles

Call To Order

The April Board meeting of the Champaign County Board of Developmental Disabilities was called to order by Mr. Brugger at 4:00 p.m. in the conference room at the Champaign County Board of Developmental Disabilities offices.

Moment of Silence

Mr. Brugger allowed for a moment of silence.

Adoption of Agenda

Mr. Sapp motioned to adopt the agenda as presented. Ms. Stickney seconded the motion. Motion carried.

Reading of the Mission Statement

The mission statement was read by all Board members and staff present.

Introductions of the Public

There was no public in attendance.

Presentation of Minutes

The meeting minutes from the March 2025 board meeting were included in the board packet for review.



Champaign County Board of Developmental Disabilities

Ms. Sapp motioned to approve the March 2025 regular and organizational board meeting minutes as presented. Ms. Stickney seconded the motion. Motion carried.

Presentation of People First Report

Mr. Angles provided the People First Report to all Board Members and staff present.

Presentation of Financial Report

The March 2025 financials were included in the Board packet for review.

Ms. Stickney motioned to approve the March 2025 financials and accounts payable for the Champaign County Board of Developmental Disabilities. Ms. Cushman seconded the motion. Motion carried.

Presentation of Administrative Reports

Service and Support Administration

The SSA Director provided department updates to all Board Members and staff present.

Community Education and Outreach

The Community Education and Outreach Director provided department updates to all Board Members and staff present.

Early Intervention

The Early Intervention Director provided department updates to all Board Members and staff present.

Presentation of Superintendent Report

Ms. Wenning stated that the Early Intervention Director at the Shelby County Board of Developmental Disabilities (SCBDD) is retiring and that Ms. Bradford has expressed interest in sharing this position with SCBDD.

Ms. Wenning stated that the personnel committee met in early April 2025 to discuss the Early Retirement Incentive Program and the committee is comfortable with instituting the plan. Ms. Wenning stated that the HR position will be restructured.



Champaign County Board of Developmental Disabilities

Ms. Wenning stated that accreditation is May 21-22, 2025. The agency has been preparing for the review and all information has been uploaded to State.

Ms. Wenning stated that the Directors met with the company who will be redesigning our office space. Another meeting will be scheduled.

Ms. Wenning informed the Board that the Communications Specialist is doing a great job and between January and April the Facebook post views are up 57%.

Presentation of New Business

Proposal for Early Retirement Incentive Plan, Classified/Non-Exempt Staff

The Retirement Incentive Plan, Classified/Non-Exempt Staff is based on the provisions of Section 145.297 and/or Section 145.298, Ohio Revised Code, and Ohio Administrative Code Rule 145-2-42. This plan will begin on 7/1/25 and terminate on 6/30/2026. The plan was included in the board packet.

25-04-01 Ms. Stickney motioned to approve the Early Retirement Incentive Plan, Classified/Non-Exempt Staff as presented. Mr. Sapp seconded the motion. Motion carried.

Proposal for Early Retirement Incentive Plan, Unclassified/Exempt Staff

The Retirement Incentive Plan, Unclassified/Exempt Staff is based on the provisions of Section 145.297 and/or Section 145.298, Ohio Revised Code, and Ohio Administrative Code Rule 145-2-42. This plan will begin on 7/1/25 and terminate on 6/30/2026. The plan was included in the board packet.

25-04-02 Ms. Cushman motioned to approve the Early Retirement Incentive Plan, Unclassified/Exempt Staff as presented. Ms. Stickney seconded the motion. Motion carried.

Proposal for Policy

The following policy was included in the board packet.

1. Ch. IV Sec. B Early Intervention



Champaign County Board of Developmental Disabilities

25-04-03 Ms. Cushman motioned to approve the policy as presented. Ms. Stickney seconded the motion. Motion carried.

Anything for the Good of the Order

Ms. Stickney motioned to excuse Ms. Hughes, Ms. Rose, and Ms. Wilcoxon from the April 2025 board meeting. Ms. Cushman seconded the motion. Motion carried.

Comments

No further comments were made.

Next Meeting Date

The next meeting of the Champaign County Board of Developmental Disabilities is scheduled for 12:00 p.m. on Monday, May 19, 2025. The meeting will be held at the Shelby County Board of Developmental Disabilities.

Adjournment

Ms. Stickney motioned to adjourn the Board meeting at 4:33 p.m. Mr. Sapp seconded the motion. Motion carried.

Respectfully submitted,

Mr. David Sapp, Secretary

Ms. Sharon Wheeland, Executive Support Specialist