

Portage County Board of Developmental Disabilities

2606 Brady Lake Road
Ravenna, Ohio 44266

ANNUAL ORGANIZATION MEETING MINUTES

JANUARY 31, 2018

Dennis M. Coble Administration Building

At 5:00pm, the **OATH OF OFFICE** was Administered by: Judge Teodosio, Ninth District Court of Appeals to:

New Appointed Board Member by Portage County Commissioners: William Tarver

Re-appointed Board Member by Portage County Commissioners: Cheri Michael

Kelly Butler, 2017 Vice President, called the organization meeting to order at 5:02pm

Board Members present by roll call: K. Butler, C. Fruscella, J. Gargan, C. Michael, M. Sahr, W. Tarver.

The President Recognized New Board Members

New Member appointment by the Portage County Board of Commissioners with Oath of Office administered January 31, 2018 for the term effective January 1, 2018 through December 31, 2021—

William Tarver

Re-appointment by the Portage County Board of Commissioners with Oath of Office administered January 31, 2018 for the term effective January 1, 2018 through December 31, 2021—

Cheri Michael

ELECTION OF OFFICERS

Nominations

1. **President** Michelle Sahr
Motion by Cheri Michael
Second by John Gargan
Motion carried by voice vote

2. **Vice-President** Kelly Butler
Motion by Michelle Sahr
Second by Carol J. Fruscella
Motion carried by voice vote

3. **Secretary** John Gargan
Motion by Michelle Sahr
Second by Kelly Butler
Motion carried by voice vote

Motioned to establish regular meeting dates and times as:

- Third Wednesday, 5:00 p.m. at the Dennis M. Coble Administration Building
- No scheduled meeting for July 2018
- Meeting date, time, location, is subject to change and notice placed in the Record Courier, website, and *Expressions* newsletter.

Motion by Cheri Michael
Second by Carol J. Fruscella
Motion carried voice vote

2018 ETHICS COMMITTEE APPOINTMENTS by 2018 President, Michelle Sahr, as follows:

Chair: John Gargan
Member: William Tarver
Member: open

2018 COMMITTEE APPOINTMENTS by 2018 President, Michelle Sahr, as follows:

1. FINANCE/HUMAN RESOURCES

Chair: Cheri Michael
Member: Kelly Butler
Member: open

2. PROGRAM/POLICY/RESIDENTIAL

Chair: Carol J. Fruscella
Member: John Gargan
Member: Cheri Michael

3. TRANSPORTATION/FACILITY

Chair: Kelly Butler
Member: Carol J. Fruscella
Member: William Tarver

4. ADMINISTRATIVE RESOLUTION OF COMPLAINTS

(will only meet upon a beneficiary appeal) As per Policy 4.49

Chair: John Gargan
Member: Kelly Butler
Member: Cheri Michael

Note: Upon appointment of the seventh Board Member by the Probate Judge, the *open* committee assignment will be assigned to that member.

It is noted the the Board is required to complete four (4) in-service hours per year as per 5123:2-1-13—two (2) one (1) hour Webinars selected by Director Martin are to be determined; the other required two (2) hours—topics will be at the discretion of the Board and Superintendent

The President asked for a motion for adjournment at 5:08pm

Motion by John. Gargan
 Second by Carol J. Fruscella
 Motion carried.

Respectfully submitted:



Beverly Puleo, Assistant to the Superintendent



Michelle Sahr, President



John Gargan, Secretary