

Portage County Board of Developmental Disabilities

2606 Brady Lake Road

Ravenna, Ohio 44266

ANNUAL ORGANIZATION MEETING MINUTES

JANUARY 15, 2014

Dennis M. Coble Administration Building

5:00 P.M.

Prior to Organization Meeting Portage County Commissioner Maureen Frederick administered the OATH OF OFFICE to: Re-appointed Board Member by the Portage County Commissioners: *Ralph Kletzien* and New Appointed Board Member by Portage County Commissioners: *Cheri Michael*

Ralph Kletzien, 2013 President, called the organization meeting to order at 5:00 p.m.

Board Members present by roll call: T. Cochran, J. Gargan, R. Kletzien, C. Michael, T. Moran, J. Schmidlin. Not present: S. Craft

ELECTION OF OFFICERS

Nominations

1. **President** John Gargan
Motion by Jeanne Schmidlin
Second by Thomas Cochran
Motion carried

2. **Vice-President** Sandy Craft
Motion by Timothy Moran
Second by Jeanne Schmidlin
Motion carried.

3. **Secretary** Timothy Moran
Motion by Thomas Cochran
Second by John Gargan
Motion carried.

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 2012
- Meeting date, time, location, is subject to change and notice placed in the Record Courier and *Expressions* newsletter.

Motion by Jeanne Schmidlin
Second by Thomas Cochran
Motion carried.

2014 COMMITTEE APPOINTMENTS by 2014 President, John Gargan, as follows:

1. **Finance/Human Resources**
Chair: Ralph Kletzien
Member: Thomas Cochran
Member: John Gargan

2. **PROGRAM/POLICY/RESIDENTIAL**
Chair: Timothy Moran
Member: Sandy Craft
Member: John Gargan

3. Transportation/Facility

Chair: Jeanne Schmidlin
Member: Thomas Cochran
Member: Ralph Kletzien

4. Administrative Resolution of Complaints

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

Chair: Sandy Craft
Member: Cheri Michael
Member: Timothy Moran

2014 ETHICS COMMITTEE APPOINTMENTS by 2014 President, John Gargan, as follows:

Chair: Jeanne Schmidlin
Member: Ralph Kletzien
Member: Cheri Michael

PRESIDENT GARGAN RECOGNIZED THE RE-APPOINTMENT AND APPOINTMENT OF NEW BOARD MEMBER PER POLICY 1.03:

Member Re-appointed by the Portage County Board of Commissioners with Oath of Office administered January 15, 2014 for terms effective January 1, 2014 through December 31, 2017: Ralph Kletzien

And

New Member appointment by the Portage County Commissioners with Oath of Office administered January 15, 2014 for the term effective January 1, 2014 through December 31, 2017: Cheri Michael

Board Members discussed dates and times of the required four (4) in-services with the consensus being to have one (1) in-service per quarter one (1) hour prior to regular Board Meeting. Topics to be determined

The Board recognized Denise McCoy for her eight (8) years of service as a Board Member. Ms. McCoy was not eligible for reappointment as her appointment was based on a *family member eligible for and/or receiving school-age services* and the family member graduated high school.

The Board recognized Ralph Kletzien, for his service as the 2013 Board President

THE PRESIDENT ASK FOR A MOTION FOR ADJOURNMENT AT 5:10 P.M.

Motion by Thomas Cochran
 Second by Jeanne Schmidlin
 Motion carried.

Respectfully submitted:

Beverly Puleo
 Beverly Puleo, Assistant to the Superintendent

John Gargan, Jr.
 John Gargan, President

Timothy Moran
 Timothy Moran, Secretary