

Portage County Board of Developmental Disabilities  
2606 Brady Lake Road  
Ravenna, Ohio 44266

**ANNUAL ORGANIZATION MEETING MINUTES**  
**JANUARY 21, 2015**  
**Dennis M. Coble Administration Building**  
**5:00 P.M.**

At 4:30pm a reception was held for the Lohr Awards recipients and guests with the presentation at 4:45pm

Also, prior to Organization Meeting Portage County Commissioner Maureen Frederick administered the OATH OF OFFICE to: appointed Board Member by the Portage County Probate Judge: *Kelly Butler* Commissioner Kathleen Chandler and Vicky Kline were in attendance.

John Gargan, 2014 President, called the organization meeting to order at 5:10 p.m.

Board Members present by roll call: K. Butler, T. Cochran, J. Gargan, R. Kletzien, C. Michael, T. Moran, J. Schmidlin.

**ELECTION OF OFFICERS**

Nominations

1. **President** Timothy Moran  
Motion by Thomas Cochran  
Second by Ralph Kletzien  
Motion carried
  
2. **Vice-President** Cheri Michael  
Motion by Thomas Cochran  
Second by Ralph Kletzien  
Motion carried.
  
3. **Secretary** Ralph Kletzien  
Motion by Thomas Cochran  
Second by Cheri Michael  
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 2015
- Meeting date, time, location, is subject to change and notice placed in the Record Courier, website, and *Expressions* newsletter.

Motion by Ralph Kletzien  
Second by John Gargan  
Motion carried.

**2015 ETHICS COMMITTEE APPOINTMENTS** by 2015 President, Timothy Moran, as follows:

**Chair:** Kelly Butler  
**Member:** Thomas Cochran  
**Member:** John Gargan

**2015 COMMITTEE APPOINTMENTS** by 2015 President, Timothy Moran, as follows:**1. Finance/Human Resources**

**Chair:** Thomas Cochran  
**Member:** Jeanne Schmidlin  
**Member:** Kelly Butler

**2. PROGRAM/POLICY/RESIDENTIAL**

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

**3. Transportation/Facility**

**Chair:** John Gargan  
**Member:** Cheri Michael  
**Member:** Ralph Kletzien

**4. Administrative Resolution of Complaints**

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

**Chair:** Cheri Michael  
**Member:** Kelly Butler  
**Member:** Ralph Kletzien

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

New Member appointment by the Portage County Probate Judge with Oath of Office administered  
January 21, 2015 for the term effective January 1, 2015 through December 31, 2018  
Kelly Butler

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

The Board recognized John Gargan, for his service as the 2014 Board President with a presentation of a commemorative gavel

THE PRESIDENT ASKED FOR A MOTION FOR ADJOURNMENT AT 5:16 P.M.

Motion by Jeanne Schmidlin  
Second by John Gargan  
Motion carried.

Respectfully submitted:



Beverly Puleo, Assistant to the Superintendent



Timothy Moran, President



Ralph Kletzien, Secretary