

Portage County Board of Developmental Disabilities

2606 Brady Lake Road

Ravenna, Ohio 44266

ANNUAL ORGANIZATION MEETING MINUTES

JANUARY 18, 2017

Dennis M. Coble Administration Building

At 4:55pm, the **OATH OF OFFICE** was Administered by: Vicki Kline, Portage County Commissioner to:

New Appointed Board Member by Portage County Commissioners: *Michelle Sahr*

Re-appointed Board Member by Portage County Commissioners: *John Gargan*

Re-appointed Board Member by Portage County Probate Judge *Timothy Moran*

Cheri Michael, 2016 President, called the organization meeting to order at 5:01 p.m.

Board Members present by roll call: J. Gargan, R. Kletzien, C. Michael, T. Moran, M. Sahr.

K. Butler was excused

The President Recognized New Board Members

New Member appointment by the Portage County Board of Commissioners with Oath of Office administered January 18, 2017 for the term effective January 1, 2017 through December 31, 2020—

Michelle Sahr

Re-appointment by the Portage County Board of Commissioners with Oath of Office administered January 18, 2017 for the term effective January 1, 2017 through December 31, 2020—**John Gargan**

Re-appointment by the Portage County Probate Judge with Oath of Office administered January 18, 2017 for the term effective January 1, 2017 through December 31, 2020—**Timothy Moran**

ELECTION OF OFFICERS

Nominations

1. **President**

Ralph Kletzien

Motion by Timothy Moran

Second by John Gargan

Motion carried

2. **Vice-President**

Kelly Butler

Motion by Cheri Michael

Second by Timothy Moran

Motion carried.

3. **Secretary**

Michelle Sahr

Motion by Ralph Kletzien

Second by John Gargan

Motion carried.

The Board recognized Cheri Michael, for her service as the 2016 Board President with a presentation of a commemorative gavel

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 2017
- 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 Timothy Moran
Motion carried.

2017 ETHICS COMMITTEE APPOINTMENTS by 2017 President, Ralph Kletzien, as follows:

Chair: Tim Moran
Member: John Gargan
Member: Cheri Michael

2017 COMMITTEE APPOINTMENTS by 2017 President, Ralph Kletzien, as follows:

1. FINANCE/HUMAN RESOURCES

Chair: Michelle Sahr
Member: Kelly Butler
Member: open

2. PROGRAM/POLICY/RESIDENTIAL

Chair: Cheri Michael
Member: Timothy Moran
Member: Michelle Sahr

3. TRANSPORTATION/FACILITY

Chair: John Gargan
Member: Kelly Butler
Member: open

4. ADMINISTRATIVE RESOLUTION OF COMPLAINTS

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

Chair: Kelly Butler
Member: Cheri Michael
Member: Timothy Moran

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

It is noted the DODD the Board is required to complete four (4) in-service hours—required 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 5:07pm

Motion by John. Gargan
Second by Timothy. Moran
Motion carried.

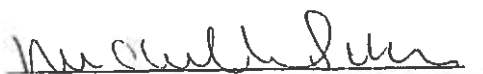
Respectfully submitted:



Beverly Puleo, Assistant to the Superintendent



Ralph Kletzien, President



Michelle Sahr, Secretary