SANDUSKY COUNTY BOARD
DEVELOPMENTAL DISABILITIES

April 27, 2026

MINUTES

Ethics Council met prior to the start of the regular meeting to discuss and approve the Direct Services Contracts submitted to full Board for approval.

SCBDD held the Annual ODE Public Meeting; however, no guests were in attendance.

REGULAR BOARD MEETING

Tim Ellenberger called the regular meeting of the Board to order at **5:17 p.m**. and roll call was taken.

Present: Shane Dyer, Tim Ellenberger, Parker Inks (virtual), Annette Overmyer, Jennifer Reed and Jim Fox. Deb Didion was excused.

Staff Present: Sarah Zimmerman, Michelle Snyder and Michele Mong.

WELCOME GUESTS

No guests were in attendance.

I. REVIEW OF MINUTES

The Board approved the minutes of the **March 23, 2026** Regular Board meeting.

Motion by Inks, Second by Dyer. Motion carried. **26-04-01**

II. FINANCIAL REPORTS

The Board accepted the March 2026 Financial Reports as submitted.

Motion by Fox, Second by Overmyer. Motion carried. **26-04-02**

III. REPORTS AND RESOURCES

A. Superintendent Report

B. Human Resources Report

C. Program Report
Board Member Ellenberger requested the Self Advocates do a board member training this year.

D. Correspondence

E. Educational Resources

1. EI Oversight Report
2. Report to Commissioners

F. Calendar of Events

1. May 2, 2026 – SC Council Derby Event- 4:00-7:00 at the Neeley Center
2. **Next Board Meeting**: **May 18, 2026 at 5:15 p.m.** Regular Board Meeting

IV. OLD BUSINESS

A. Construction Updates

Sarah shared with the board that the construction contingency funds are at a 34% utilization.

1. Quit Claim Deed

The Quit Claim Deed has been written, signed and filed by the Prosecutor's Office. This brought the parcels the School of Hope and the playground sit on to the Commissioner's. The Council continues to own the acreage at the back of the property.

2. Sound Solutions of Ohio, LLC quote

The Board approved the quote from Sound Solutions of Ohio, LLC for audio, visual and smartboard equipment and installation in the training room, as presented.

Motion by Inks, Second by Dyer. Motion carried. **26-04-03**

3. Schoolhouse Electronics quote

The Board approved the quote from Schoolhouse Electronics for interactive smartboards and installation in the Board, People First and Large conference rooms, as presented.

Motion by Overmyer, Second by Fox. Motion carried. **26-04-04**

V. NEW BUSINESS

A. Contracts

1. Direct Service Contracts / Outside Employment

The Board approved the following contracts:

See attachment for listing of contracts

Motion by Dyer, Second by Inks. Motion carried. **26-04-05**

2. BGSU Contract

The Board approved the Graduate Student Internship Agreement with Bowling Green State University, as presented.

Motion by Overmyer, Second by Dyer. Motion carried. **26-04-06**

B. Budget

1. Capital Improvement Fund Increase

The Board approved increasing the budget for the Capital Improvement Fund 22600.061.540 by $600,000.00 due to construction expenses budgeted for 2025 that couldn't be paid until 2026.

Motion by Inks, Second by Dyer. Motion carried. **26-04-07**

2. Residential Fund Transfer

The Board approved transferring $1,000,000.00 to the Residential Fund (22540) from the SCBDD General Fund (22510).

Motion by Fox, Second by Inks. Motion carried. **26-04-08**

3. Family Support Services Fund Transfer

The Board approved transferring $85,000.00 to the Family Support Services Fund (22550) from the SCBDD General Fund (22510).

Motion by Fox, Second by Overmyer. Motion carried. **26-04-09**

4. Capital Improvement Fund Transfer

The Board approved transferring $5,000,000.00 to the Capital Improvement Fund (22600) from the SCBDD General Fund (22510).

Motion by Inks, Second by Fox. Motion carried. **26-04-10**

C. SOH 2026-2027 Calendar

The Board approved the 2026-2027 School of Hope calendar, as presented.

Motion by Dyer, Second by Inks. Motion carried. **26-04-11**

D. Investigative Agent Discussion

MUI numbers have decreased since the rule change in July 2025. SCBDD will not renew the contract for the IA role and West CON Cog is interested in interviewing the personnel currently in this role. If hired by West CON Cog, the shift in cost will move from personnel to contracted services. Board Member Fox inquired if there were any issues on response time with the distance between SCBDD and West CON Cog. Sarah explained the duties can be done remotely.

E. Budget and Fiscal Reports Discussion

Concern raised from board member regarding budgeting on an annual basis, specifically what is budgeted compared to what is expensed. Board Member Ellenberger inquired if there were any questions regarding the topic of budgeting. Board Member Reed inquired if there was a standard of error. Sarah explained there isn't anything specifically discussed or mentioned for DD Boards. Board Member Fox mentioned he struggled at first with the carryover amount and the budget not being close but indicated he has since been educated. Fox would suggest in January or February to explain the variance in a report. Ellenberger inquired if there were any other suggestions for the reports they are provided. Reed would like to see drastic differences from month to month and year to year highlighted. Ellenberger suggested adding year to date and previous year data and a quarterly variance report.

VI. BOARD POLICY REVIEW

A. SCBDD Policies (Revised)

The Board approved the following SCBDD policy:

- Ch. 5, Section 2.17: Nepotism

Motion by Inks, Second by Dyer. Motion carried. **26-04-12**

VII. EXECUTIVE SESSION

The Board entered Executive session at **6:34 p.m**. to discuss matters required to be kept confidential by federal law or regulations or state statutes.

Motion by Inks, Second by Dyer. Motion carried. **26-04-13**

Present: Parker Inks (virtual), Shane Dyer, Tim Ellenberger, Jim Fox, Annette Overmyer and Jennifer Reed.

Staff Present: Sarah Zimmerman, Michelle Snyder and Michele Mong

The Board moved back into public session at **6:36 p.m**.

RESULTS OF EXECUTIVE SESSION

No motion as a result of Executive Session.

VIII. ADJOURNMENT

The Board adjourned the meeting of **April 23, 2026** at 6:36 p.m.

Motion by Inks, Second by Dyer. Motion carried. **26-04-14**

Shane Dyer, Recording Secretary of the Board

Michelle Snyder, Clerk to the Board