



**Regular Board Meeting
January 23, 2025**

**Donzella Administration Building – 1275 Lakeside Avenue E, Cleveland, OH 44114
and broadcasted live via Zoom – 5:30 pm**

1. Opening

A. Convene

The organizational meeting was called to order by President, Steve Scheidt at 5:30pm.

B. Roll Call

Members present: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Stephen Scheidt

Members absent: Cynthia Schulz

2. Minutes

RESOLVED, that the minutes of the regular meeting of the Cuyahoga County Board of Developmental Disabilities held December 19, 2024, a copy of which is made a part of the permanent record of this meeting, be accepted as directed by the President, without objection, and approved as published.

Motion by Mozelle Jackson, second by Steve Scheidt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Stephen Scheidt

3. Election of President Pro Tempore

RESOLVED, that Steven Licciardi be and is hereby named President Pro Tempore of the 2025 Cuyahoga County Board of Developmental Disabilities for the purpose of convening the 2025 Board and conducting the election of officers.

Motion by Mozelle Jackson, second by Steve Scheidt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Stephen Scheidt

4. 2024 Board Adjourns

RESOLVED, that the 2024 Cuyahoga County Board of Developmental Disabilities is adjourned hereby sine die.

Motion by Mozelle Jackson, second by Lisa Hunt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Stephen Scheidt

5. Organization of the 2025 Board

A. 2025 Board convenes

2025 Board convened by President Pro Tempore, Steven Licciardi at 5:31pm

B. Roll call

Members present: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Stephen Scheidt

Members absent: Cynthia Schulz

C. Nomination and election of officers

RESOLVED, that the persons named below be elected to the office set opposite their name to serve until the Organizational Meeting of the Cuyahoga County Board of Developmental Disabilities in January of 2026, or until their successors have been elected and qualified.

President: Stephen Scheidt

Vice President: Allison Frazier

Secretary: Mozelle Jackson

Motion by Lisa Hunt, second by Alaina McCruel.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steven Licciardi, Alaina McCruel, Stephen Scheidt

Superintendent Gibbs added, "This officially concludes Steve Licciardi's 12 exceptional years of service to Cuyahoga County's Board of Developmental Disabilities."

Steve Licciardi excused himself from the remaining business portion of the Board meeting but will return for the "Comments from the Floor" portion of the meeting.

D. Adoption of Governing Rules and Regulations - 2025 Cuyahoga DD Policy Manual

RESOLVED, that the governing rules and regulations set forth in the Cuyahoga County Board of Developmental Disabilities Policy Manual dated January 23, 2025, a copy of which is made a part of the permanent record of this meeting, are hereby adopted for the period beginning January 23, 2025, to and including the date of the next Organizational Meeting of the Cuyahoga County Board of Developmental Disabilities.

Motion by Alaina McCruel, second by Lisa Hunt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Stephen Scheidt

Not Present at Vote: Steven Licciardi

E. Adoption of 2025 Board meeting schedule

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and adopts the proposed 2025 Board Meeting Schedule which is attached to and made a part of the permanent record of this meeting, setting the date, time and location of all regularly scheduled meetings of the Board in the year 2025.

Motion by Lisa Hunt, second by Alaina McCruel.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Stephen Scheidt

Not Present at Vote: Steven Licciardi

The accepted Board meeting schedule is attached to and made a permanent part of these minutes

6. Donations

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities gratefully accepts one equipment donation of unspecified value to the OT/PT Lending Library, one equipment donation of unspecified value to the Fowles group home and six equipment donations of unspecified value distributed to individuals served.

Motion by Steve Scheidt, second by Allison Frazier.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steve Scheidt, Alaina McCruel

Not Present at Vote: Steven Licciardi

7. Financial Statements

RESOLVED, that the Operating Fund Statement and the Statements of Revenue and Expenditures - Planned and Actual for the year-to-date period ending December 31, 2024, be accepted and filed for audit; the payment of vouchers for the period December 1, 2024 to December 31, 2024 be ratified; and that all statements and voucher summaries are made a part of the permanent record of this meeting.

Motion by Alaina McCruel, second by Lisa Hunt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Steve Scheidt, Alaina McCruel

Not Present at Vote: Steven Licciardi

Superintendent Gibbs gave a summary of the financial statements noting significant variances. We opened the month with a cash balance of \$158,759,341. Our total revenues were \$7,439,089, and our expenditures were \$20,992,800 for a cash balance ending of \$145,205,630.

In terms of revenues, our revenues ended the year 5% over budget, largely related to unanticipated cost report settlement and higher than normal community reimbursements. Due to a delay in receiving a reimbursement submission from a provider partner purchasing a home, the State Capital Assisted Housing Funds are short. We could not get reimbursed by the end of the year, so it will be a revenue item for 2025.

As discussed at previous Board meetings, our overall expenditures ended up 2% over budget, largely due to the increase in Waiver Match Obligation payments. Also, due to the early cut off due date with the County,

some of our locally funded contracts could not be paid by the end of the year. Salaries & Benefits are under budget due to a worker's compensation payment we're waiting on the County to remove. These items will get paid this year and adjustment to the budget will be made to accommodate that.

8. Announcements

President, Steve Scheidt turned the meeting over to Superintendent, Dr. Amber Gibbs who gave the following announcements:

- Budget presentations for staff and providers were held during the first few weeks of January. The presentations were well attended and well received.
- Superintendent Gibbs made an appearance on Fox 8's New Day Cleveland on January 22nd. She talked on various topics like Cuyahoga DD's work in the community, our universal changing tables and the various grants we are providing.
- We have contracted with Mission Met to begin our strategic planning for the years 2026 to 2028. We are excited to work with them as they have strong connections to DD, and they have helped other County boards with their strategic planning initiatives. We are finalizing our Board strategic planning dates, and we will be conducting focus groups and surveys for the community, staff and other stakeholders.
- The Cleveland Monsters' Sensory Friendly Night is happening on February 24th. Please let us know if you are interested in attending.
- Sara Steimle is warmly welcomed to Cuyahoga DD as its newest Board member. She will be sworn in at the February 27th Board meeting.

9. Status Reports

Superintendent Gibbs had no comments.

10. New Business

A. 2025 Annual Plan

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and authorizes the Superintendent to implement an Annual Plan for Cuyahoga DD for 2025, as presented and recommended this date by the Superintendent, a copy of which is attached to and made a part of the permanent record of this meeting; and,

BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions

Motion by Lisa Hunt, second by Alaina McCruel.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Steve Scheidt

Not Present at Vote: Steven Licciardi

Superintendent Gibbs explained that the Board members received a copy of the Annual Plan for Cuyahoga DD for 2025 last month. The plain language version of the Annual Plan will be shared Cuyahoga DD's website.

B. North Coast Community Homes Housing Contract

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and authorizes the Superintendent to enter into a renewal contract with North Coast Community Homes for the development, acquisition, and management of housing for the period March 1, 2025 through February 28, 2028; and,
BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Steve Scheidt, second by Lisa Hunt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Steve Scheidt

Not Present at Vote: Steven Licciardi

Superintendent Gibbs explained that this item is for our ongoing contract with North Coast Community Homes. It allows us to access capital housing dollars to provide safe and accessible housing to individuals with disabilities in our community.

C. Family Transportation Agreements

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities, acting also as Ethics Council, approves hereby and authorizes the Superintendent to enter into a renewal contract with the providers listed in a document titled "Family Transport Agreement 2025-2026 Attachment A" for the period April 1, 2025 through March 31, 2026, for a sum not to exceed \$19,000; and,
BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Alaina McCruel, second by Lisa Hunt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Steve Scheidt

Not Present at Vote: Steven Licciardi

Superintendent Gibbs explained that this renewal is to offset the costs to families who provide transportation when other means of transportation are not available.

D. Funds for 2025 Community Development Programs

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and authorizes the Superintendent to provide funds to community partners, to be selected through a Request For Proposal process in calendar year 2025, for the implementation and expansion of inclusive Recreation/Leisure/Sports programming, Arts and Culture programming, Library programming, and Community Physical Space Modifications for adults with developmental disabilities, for the period January 1, 2025 through December 31, 2025, for a sum not to exceed \$188,000; and,
BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Lisa Hunt, second by Mozelle Jackson.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Steve Scheidt

Not Present at Vote: Steven Licciardi

Superintendent Gibbs explained that this item pertains to community grants provided by Cuyahoga DD to make our County more DD accessible.

E. Renewal of Cellular Services - AT&T FirstNet

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities approves hereby and authorizes the Superintendent to enter into a contract with AT&T FirstNet of Reston, VA for the period February 1, 2025 to January 31, 2026, for a sum not to exceed \$320,000; and, BE IT FURTHER RESOLVED, that the Superintendent is authorized hereby to take any and all actions necessary to carry out these transactions.

Motion by Lisa Hunt, second by Alaina McCruel.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Steve Scheidt

Not Present at Vote: Steven Licciardi

Superintendent Gibbs explained that this item reflects a reduction in costs from our previous renewal of cellular services.

11. Comments from the Floor

Lary Rodriguez, a member of Cuyahoga DD's community, spoke on the topic of finding supportive employment. He is also interested in getting help identifying an accessible park area or community center where he can perform his occupational therapy exercises. He also expressed an interest in attending the Cleveland Monsters' Sensory Friendly Night.

Superintendent Gibbs officially honored and thanked Steve Liccardi for his 12 years of service as a member of Cuyahoga DD's Board. On March 20th Steve will be inducted into Cuyahoga DD's Hall of Fame. Dr. Gibbs presented Steve with an official commendation as well as a piece of artwork created by an individual who receives services from our organization.

Steve Licciardi expressed his deep gratitude to everyone, especially Superintendent Gibbs, Terry Ryan, and Kelly Petty for their role in his incredible journey at Cuyahoga DD.

12. Adjournment

RESOLVED, that the Cuyahoga County Board of Developmental Disabilities hereby adjourns.

Motion by Lisa Hunt, second by Steve Scheidt.

Final Resolution: Motion Approved

Aye: Allison Frazier, Lisa Hunt, Mozelle Jackson, Alaina McCruel, Steven Licciardi, Steve Scheidt

Not Present at Vote: Steven Licciardi

Time adjourned: 6:20pm.

Next Meeting – February 27, 2025 at 5:30 pm, Donzella Administration Building, 1275 Lakeside Ave E, Cleveland, OH 44114 and broadcast via Zoom. Zoom link will be shared on the Cuyahoga DD website at cuyahogadd.org at least three days prior to the meeting.

Certified by:

Stephen Scheidt, President

Mozelle Jackson, Secretary