Scioto County Developmental Disabilities
Board Meeting
@ The Carousel Center
Thursday, September 18, 2025 at 5:00 PM
Minutes

The Board will offer a moment of silence for SCDD service recipients and Vern Riffe School alumni, Melissa "Missy" Kessler and Jeff Steele. SCDD extends sincere condolences to their families, friends, and all who knew them.

1. ***Prayer & Pledge*:** Cindy Gibson offered the prayer and Jon Peters led the Pledge of Allegiance.

2. ***Roll Call*:** Present were Board President Michael Arnett, Vice President Anthony Mantell, Recording Secretary Cindy Gibson, Ellen Murray, Adrienne Buckler-Callihan, Jon Peters and William Adams

3. ***Agenda:*** No changes as presented.

4. ***Minutes*:** Discuss/ Vote the regular Board Meeting Minutes conducted on August 21, 2025. Peters made the motion to approve the Minutes and it was seconded by Murray. The motion carried in a unanimous roll call vote.

5. ***Expenses and Fiscal Report*:** Finance Director Steve Sowkulech reporting. Sowkulech reported the year-to-date starting cash balance as of 8/31/25 was slightly over $4.1 million. Following expenses of $10.5 million and revenue of $10.3 million, the ending balance was $4,116,189.26. Adams made the motion to approve the written and oral report, and it was seconded by Gibson. The motion carried in a unanimous roll call vote.

6. ***Superintendent's Report*:** Superintendent Matt Purcell reporting. Purcell explained that the agency accreditation process had been completed. It was noted that the team had been hard at work to prepare since approximately March. Purcell was proud to report the agency received a three-year accreditation, the highest possible to receive. Purcell gave special recognition to Chad Phipps and Jessica Hoffer for their hard work to prepare and to Steve Sowkulech and Catie Metzler's departments for both receiving zero citations and findings during the review process. Arnett congratulated the team on behalf of the Board.

7. ***Program Reports*:** President Arnett thanked the Directors for providing their reports, which included informative and valuable information regarding their programs. Adams asked Tammy Guthrie how the therapy dog was doing at the school. Guthrie reported she is coming three days a week and doing well. Guthrie also reported the process is starting slow while a handful of students are still adjusting to the dog being present. Mantell highlighted positive comments from Guthrie's report regarding staff enjoying their jobs.

8. ***Committee Reports*:**

A. **Ethics Council**, *Adrienne Buckler-Callihan, Chair*. There was no need for an Ethics Council meeting this month.

9. ***Old Business***: None

10. ***New Business***:
A. Discuss/Vote on title changes/ abolishment on the Table of Organization. Purcell recommended to abolish two positions from the Early Childhood department: 1.) Speech Therapist and 2.) Physical Therapist. Purcell stated these abolishments were to unoccupied positions and were due to cost containment and funding the future. Purcell also recommended the abolishment of the Executive Assistant to the Superintendent position while changing the title of Payroll and Policy Clerk to Administrative Services Specialist. Purcell noted that the Executive Assistant to the Superintendent position was now vacant due to retirement and the duties had been migrated. Purcell recommended to the Board that the title change be made for HR Specialist to HR/IT Specialist. He mentioned that the IT duties had been migrated previously to the HR Specialist position. The Board agreed to vote on all items collectively. Mantell made the motion, and it was seconded by Buckler-Callihan. The motion carried unanimously with a roll call vote.

11. ***Other***: None

12. ***Comments from the Floor***: Speakers are required to state their name and address for the record. Additional speaking rules are on the back of the public agenda. There were no comments from the floor.

13. ***Executive Session:*** In accordance with ORC 121.22 Public Meetings – Exceptions (G) (1), the Board entered Executive Session at 5:15 P.M. on a motion made by Adams and seconded by Buckler-Callihan, to conduct a personnel matter. The motion carried in a unanimous roll call vote.

14. ***Return to regular session and action taken***: The Board came out of executive session at 6:13 PM. There was no action taken.

13. ***Adjournment:*** Peters made the motion to adjourn at 6:14 PM and it was seconded by Adams. The motion carried in a unanimous vote.

Respectfully Submitted by:
Cindy Gibson, Recording Secretary

Cindy Gibson

Signature - Cindy Gibson

Minutes Prepared by:
April Kozee, Board Clerk

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