Scioto County Developmental Disabilities
Special Meeting
For the Purpose of Conducting Organizational Business
@ Carousel Center Conference Room
Thursday, January 22, 2026 at 5:00 PM
MINUTES

Board Member Tammy Nelson was sworn in by County Commissioner, Merit Smith, for her first term on the Scioto County Board of Developmental Disabilities and Board Member, Cindy Gibson, was sworn in for her final term. Adrienne Buckler-Callihan and Jon Peters were sworn in by Judge Rebecca Bennett from Probate Court for their second consecutive four-year term.

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

2. ***Roll Call*:** Present were Adrienne Buckler-Callihan, Cindy Gibson, Tony Mantell, Cindy Murray, Tammy Nelson, and Jon Peters. Bill Adams was absent and excused.

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

4. ***Officer Elections*:** Selection of President, Vice-President and Recording Secretary for 2026. On a motion made by Buckler-Callihan and seconded by Murray, the Board officers for 2026 will be:
***President* – Anthony Mantell**
***Vice President* – Jon Peters**
***Recording Secretary* – Cindy Gibson**
The motion carried in a unanimous roll call vote.

5. ***Organizational Business*:**
   A. ***Authorization of the Superintendent to enter into agreements related to grants, subsidies and collaborative arrangements with the Ohio Department of Education, the Ohio Department of Developmental Disabilities, Title VI-B, Title XX, other federal grants and subsidies, Ohio Department of Health, the Opportunities for Ohioans with Disabilities Department, the Carousel Center tenant contracts, the contracts with SOCOG for MUI and SSA Services, and MEORC for Payee Services, and other such activities and funding sources.***
   It was noted these are revenue-producing, standard business operations, and any significant changes to the agreements would be brought before the Board for approval. On a motion made by Murray and seconded by Nelson, the Board authorized the Superintendent to enter into aforementioned agreements. The motion carried in a unanimous roll call vote.

   B. ***Action regarding the regular Board meeting date, time and place for 2026.***
   On a motion made by Gibson and seconded by Buckler-Callihan, the Board agreed to keep the Board meeting date, time, and place at 5:00 p.m., every third Thursday of the month, at the Carousel Center. The motion carried in a unanimous roll call vote.

   C. ***Action regarding meetings being conducted in accordance with Ohio Revised Code Section 121.22 Public Meetings – Exceptions, which is part of Ohio's "Sunshine Laws" and parliamentary procedure being based on 'Robert's Rules of Order.'*** On a

motion made by Buckler-Callihan and seconded by Nelson, the Board agreed to operate under ORC Section 121.22 for 2026. The motion carried in a unanimous roll call vote.

D. ***Standing Committee discussion and appointments***. On a motion made by Nelson and seconded by Gibson, the Board selected the following Committees for 2026:
Finance/Personnel **– Jon Peters, Chair & Adrienne Buckler-Callihan, Member**
Ethics Council **– Adrienne Buckler-Callihan, Chair & Cindy Gibson, Member**
Facilities **– William Adams, Chair and Ellen Murray, Member**
***Board President attends all committee meetings as an ex-officio member**
The motion carried in a unanimous roll call vote.

E. ***Board Member Declarations - Law requires Board members complete a new Declaration when they are appointed or re-appointed; however, recommended best practice is for all Board members to complete a new Declaration each year to revise any information, confirm no conflicts of interest, and ensure their qualifications are met to serve on the Board.*** In keeping with best practice, all Board members received and returned a Declaration for 2026.

F. ***Discuss Board Member In-Service Training Plan for 2026***. Purcell stated the four hours of required trainings would follow Board meetings on light agenda days as much as possible, using a similar format as the previous year.

6. ***Adjournment*****:** On a motion by Peters the Board adjourned at 5:16 P.M. The motion carried unanimously.

Respectfully Submitted by:
Cindy Gibson, Recording Secretary

Cindy Gibson
Signature

Minutes Prepared by:
April Kozee, Board Clerk

Scioto County Developmental Disabilities Meeting
Thursday, January 22, 2026
To begin immediately after the Special Meeting (Organizational) adjourns
Special Board Meeting
For the Purpose of Conducting Regular Business
MINUTES

The Board offered a moment of silence for SCDD service recipient and Vern Riffe School Alumnus, Garry Hoffer, who made a lasting impact and will be deeply missed. Garry Hoffer passed away on Thursday December 18, 2025 at SOMC Hospice following an illness. SCDD will also offer a moment of silence for John Oakley, who faithfully served as Superintendent for 22 years before retiring in 2005. John passed away on January 11, 2026 at the age of 75 following a short illness. SCDD extends sincere condolences to their family, friends, and all who knew them.

1. ***Roll Call*:** Present were President Anthony Mantell, Vice President Jon Peters, Recording Secretary Cindy Gibson, Adrienne Buckler-Callihan, and Ellen Murray. William Adams was absent and excused.

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

3. ***Minutes*:** Discuss/Vote on regular Board Minutes from December 18, 2025. A motion was made by Peters and seconded by Murray to approve. The motion carried in a unanimous roll call vote.

4. ***Expenses and Fiscal Report*:** Finance Director Steve Sowkulech reporting Sowkulech reported the year-to-date beginning balance as of 12-31-25 was approximately $4.1 million. Following expenses and revenue, the ending balance was $1,437,383.87. It was noted that plans have been put into place to account for the Waiver match increase. Peters made the motion to approve the oral and written report and it was seconded by Buckler-Callihan. The motion carried in a unanimous roll call vote.

5. ***Superintendent's Report:*** Superintendent Matt Purcell reporting. Purcell informed the Board he would be participating in a meeting the following day, January 23, 2026 with Superintendents from around the State. Purcell stated that each region would be presenting their top 23 priorities to the association for lobbying efforts. Superintendent Purcell told the Board he would continue to provide updates as those come.

6. ***Program Reports*:** Mantell thanked the Directors for their efforts in providing the reports and keeping the Board informed with valuable insight on their Programs. There were no questions or comments.

7. ***Committee Reports***: Ethics Council, *Adrienne Buckler-Callihan, Chair* reporting. An ethics meeting was held prior to the Organizational meeting to review one direct service contract for respite care. No conflicts were found. Buckler-Callihan made a motion to approve the contract, and it was seconded by Gibson. The motion carried in a unanimous roll-call vote.

8. ***Old Business*: None**

9. ***New Business***:
   A. ***Discuss/Vote on SOCOG Contracts for Management Services & HIPAA Business Associate Agreement***. Purcell stated he recommended approval for the contract for 2026 to maintain current services provided by SOCOG, including, but not limited to advocacy, SSA services, clerical staff, and MUI investigations. Nelson made the motion to approve

the contract and Business Associate Agreement and it was seconded by Buckler-Callihan. The motion carried in a unanimous roll call vote.

B. ***Discuss/Vote on Resolution 2026.01-01 Non-Federal Share of Match Obligation 2026***
This mandatory resolution states the intent of the County Board to honor payment of a share of non-federal Medicaid for certain individuals. Purcell stated an amount up to $2,400,000 of the SCBDD CY 2026 budget was allocated for the expense. Buckler-Callihan made the motion to approve the Resolution and it was seconded by Gibson. The motion carried in a unanimous roll call vote and the Board signed the Resolution.

C. ***Discuss/Vote on annual budget:*** The Board received the budget for review.
The budget was submitted to the Budget Commission in May, 2025 and was returned and approved by the Commissioners. SCDD is expected to operate within the budget but if there needs to be an increase, it would be presented to the Board for approval before going back to the Commissioners. Four funds; General, Capital, Residential Services and Trust, have monies that can be moved around within a line item as needed. Total expenditure request for 2026 is approximately $13.6 million. Nelson made the motion to approve the annual budget and it was seconded by Gibson. The motion carried in a unanimous roll call vote.

D. ***Discuss/Vote on allocation of IDEA Part B Funds (Federal Awards)***
Purcell explained that through IDEA (Individual's with Disabilities Education Act) Part B, funds are awarded to school districts to assist with education costs provided to students with disabilities. The recommended use of the awarded funding is to put it towards teacher's salaries to offset costs. This also serves as the SCDD's formal method of accepting public comment regarding the intended use of these funds. Peters made a motion to accept the allocation of the award to go towards instructor's salaries and Buckler-Callihan seconded. The motion carried in a unanimous roll call vote.

E. ***Table of Organization:*** Purcell explained to the Board the table of organization would be discussed in executive session.

10. ***Other*****: None**

11. ***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.

12. ***Executive Session*****:** In accordance with ORC 121.22 Public Meetings- Exceptions (G) (1), the Board entered into Executive Session at 5:32pm to discuss two personnel matters. They exited Executive Session at 5:49pm.

13. ***Return to regular session:*** The Board returned to regular session at 5:49pm. Buckler-Callihan made a motion to accept the Superintendent contract as presented and it was seconded by Murray. The motion carried in a unanimous roll-call vote. Buckler-Callihan made a motion to accept the new table of organization as presented. These changes included the abolishment and restructure of the Outreach Department. One Positive Support Facilitator, Opportunities Coordinator, Outreach Specialist, and Media Specialist were abolished. The second PSF position was moved to the SSA Department. The Director of Outreach was renamed Funding and Communications Manager and moved to the Business Office Department. The Waiver Funding Specialist and Provider Liaison positions were

moved under the direct supervision of The Funding and Communications Manager. The Director of Fiscal/HR was renamed Director of Operations. This motion was seconded by Murray. The motion carried in a unanimous roll-call vote.

14. ***Adjournment:*** A motion was made by Jon Peters to adjourn at 5:52pm. It was voted unanimously.

Respectfully Submitted by:
Cindy Gibson, Recording Secretary

Minutes Prepared by:
April Kozee, Board Clerk