

PICKAWAY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

REGULAR MEETING AGENDA

May 21, 2026

Pickaway County Board of Developmental Disabilities
200 East High Street, Circleville, OH 43113

CALL TO ORDER: Board President, Cara Layne, called the meeting to order with a roll call at 6:00 PM.

LaDonna Edwards:	Present	Jennifer Rainey-Agresti	Present
Michelle Gifford	Present	Jeannett Rhoads:	Present
Beth Kim	Present	Judy Wolford:	Present
Cara Layne	Present		

INTRODUCE GUESTS: Bella Hazlett, Courtney Trimble, Amanda Knotts, Amanda Fay, Heather Foll, Aimee Roberts, Delaney Knox, Kathleen Carlson

POINT OF IMPACT: Recognize Courtney Trimble for her dedication and creativity as a Direct Support Professional. Bella Hazlett will read an excerpt from a recent writing submission.

COMMENTS FROM THE FLOOR: None

APPROVAL OF MINUTES

Approval of Minutes: Regular April Board Meeting Minutes.

Board Action #26-29 Approve Minutes of the Regular April Board Meeting

Motion by:	Jennifer Rainey-Agresti	Second by:	Michelle Gifford
Discussion:		Vote:	Passed Unanimously

Approval of Minutes: Emergency May 18, 2026 Board Meeting Minutes.

Board Action #26-30 Approve Minutes of the Emergency May 18, 2026 Board Meeting

Motion by:	Beth Kim	Second by:	LaDonna Edwards
Discussion:		Vote:	Passed Unanimously

FINANCIAL REPORTS

Approval to Financial Report File: Financial Report.

Board Action #26-31 Approval to File Financial Report.

Motion by:	Jeannett Rhoads	Second by:	Michelle Gifford
Discussion:		Vote:	Passed Unanimously

Approval to File Voucher List: VOUCHER LIST (All vouchers available in the office for review)

Board Action #26-32 Approval to File Voucher List for Vouchers since the last Board Meeting

Motion by:	Jennifer Rainey-Agresti	Second by:	Michelle Gifford
Discussion:		Vote:	Passed Unanimously

COMMITTEE REPORTS: Ethics Committee

UNFINISHED BUSINESS:

Approval of the Agreement for Sharing Services of Superintendent: As discussed and planned during the Emergency meeting of the Board on May 18th, the Agreement for Sharing of Services of Superintendent between the Pickaway CBDD and another County Board will be made available to the Board after the conclusion of the 4:00 p.m. meeting on 5/21/2026 of the other County Board.

Board Action #26-33 Approve the Agreement for Sharing Services of Superintendent.

Motion by:	Judy Wolford	Second by:	Jennifer Rainey-Agresti
Discussion:		Vote:	Passed Unanimously

Approve PCBDD's Revised Description of Services: The first reading of revised Description of Services occurred at the April 23rd Board Meeting. There were no comments or corrections.

Board Action #26-34 Approve PCBDD's Revised Description of Services.

Motion by:	Beth Kim	Second by:	Michelle Gifford
Discussion:		Vote:	Passed Unanimously

Approve Revised Board Policy Chapter Seven: Home and Community-Based Services: The first reading of revised Board Policy Chapter Seven: Home and Community-Based Services occurred at the April 23rd Meeting. Grammatical and format changes were addressed. There were no further comments or concerns.

Board Action #26-35 Approve Policy Chapter Seven: Home and Community-Based Services.

Motion by:	Judy Wolford	Second by:	Michelle Gifford
Discussion:		Vote:	Passed Unanimously

NEW BUSINESS

Updated Board Policy 2.19 Administrative Resolution of Complaints: First reading of the updated Board Policy 2.19 Administrative Resolution of Complaints.

No Action

Approve Intake and Assessment Coordinator Position: Due to exceptional volume of growth and request for waiver waiting list assessments, I am requesting to create a dedicated position to the intake and assessment process.

Board Action #26-36 Approve Intake and Assessment Coordinator Position.

Motion by:	Michelle Gifford	Second by:	Jennifer Rainey-Agresti
Discussion:		Vote:	Passed Unanimously

Approve MUI Coordinator Position: Due to the increasingly complex nature of Major Unusual Incidents filed by PCBDD, along with the need to maintain high-quality plans of prevention and safeguards for enrollees, I am requesting to create a dedicated position to primarily focus on MUI Coordination.

Board Action #26-37 Approve MUI Coordinator Position:

Motion by:	Jennifer Rainey-Agresti	Second by:	LaDonna Edwards
Discussion:		Vote:	Passed Unanimously

Approve Board Policy 5.5.9 Reimbursement: I am updating our Reimbursement Policy to reflect the need of the Pickaway County Auditor's Office to process all payments within 90 days of their incurrence.

Board Action #26-38 Approve Board Policy 5.5.9 Reimbursement.

Motion by:	Michelle Gifford	Second by:	Jennifer Rainey-Agresti
Discussion:		Vote:	Passed Unanimously

SUPERINTENDENT'S REPORT

Department Reports
 Enrollment Status Report May 2026
 April 2026 Community Report
 Advocacy Newsletter
 Board Member Training Draft Agenda
 Draft Visitor's Bureau Guide Spread

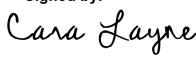
OTHER BUSINESS

New Board photo for website!

ADJOURNMENT

The meeting was adjourned at 6:48 PM.

Minutes approved by Board Action #26-39 on June 25, 2026.

Signed by:	
	6/26/2026
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Board President or Presiding Officer	Date
Signed by:	
	6/26/2026
EB32CFEF0481485...	
Board Secretary	Date
Signed by:	
	7/8/2026
C82FA960D111443...	
Superintendent	Date

2026 Board Committees:

Program/Personnel: Jennifer Rainey-Agresti, Cara Layne, Jeannett Rhoads
 Policy/Finance: Beth Kim, Jeannett Rhoads, Judy Wolford
 Buildings & Grounds/Transportation: LaDonna Edwards, Cara Layne, Michelle Gifford
 Ethics Council: Beth Kim, Cara Layne, Judy Wolford
 Sport Committee: LaDonna Edwards, Beth Kim, Michelle Gifford
 Reaching Beyond Gift Committee: Cara Layne, Jennifer Rainey-Agresti, LaDonna Edwards, Amanda Fay