



**Administration**

604 Carlton Davidson Lane • Coal Grove, OH 45638  
740.532.7401 • www.lawrencedd.org

Lawrence County Developmental Disabilities  
Board Meeting Minutes  
March 13, 2025 – 6 PM

Open Door School Cafeteria, 606 Carlton Davidson Lane, Coal Grove, OH 45638

1. Call to Order

Meeting was called to order by Michael Gore, President at 6:01 p.m.

2. Roll Call

Corey Black	Present
Mandy Carte	Present
Mike Gore	Present
Tanner Huff	Attended Virtually
Sara Marks	Present
Brandan Smith	Present
Steve Thompson	Absent – Prior Notice

Others Present

Julie Monroe, Superintendent  
Amy Brand, Business Manager  
Shannon Allen, Executive Assistant  
Larry Whaley, IT/Finance Assistant  
Shelley Clifford, EI Director  
Jamie Garnes, SSA Director  
Laura Rippeth, MUI Coordinator

3. Adoption of Agenda

Motion was made by Mrs. Marks to approve the agenda as presented. Seconded by Mr. Smith.  
Roll call.

Mr. Black Yes	Mr. Huff Yes
Ms. Carte Yes	Mrs. Marks Yes
Mr. Gore Yes	Mr. Smith Yes

4. Public Comments

There were no public comments

5. Special Speaker – Laura Rippeth, MUI Coordinator

Laura Reviewed the 2024 MUI Annual Report

6. Approval of Minutes  
Board meeting – 2/13/25  
Motion was made by Ms. Carte to approve the meeting minutes for the February Board Meeting, 2/13/2025. Seconded by Mrs. Marks.  
Roll call.  
Mr. Black Yes            Mr. Huff Yes  
Ms. Carte Yes            Mrs. Marks Yes  
Mr. Gore Yes            Mr. Smith Yes
7. Committee Reports  
There were no Committee meetings
8. Finance and Expense Reports, February, 2025 - Amy Brand  
Mrs. Brand submitted a report prior to the meeting and gave an overview of her report.  
Motion was made by Mr. Black to approve the February 2025 Finance reports. Seconded by Mr. Smith.  
Roll Call.  
Mr. Black Yes            Mr. Huff Yes  
Ms. Carte Yes            Mrs. Marks Yes  
Mr. Gore Yes            Mr. Smith Yes
9. Superintendent Report – Julie Monroe  
Ms. Monroe submitted a written report for the month of March, 2025 prior to the Board meeting.
10. Program Reports – Written reports submitted prior to the meeting
11. Old Business  
None
12. New Business  
A. Resolution 03-01-2025. Concerning request for additional tax funding.  
The resolution will be presented to the county Commissioners (along with 500 signatures of registered voters in Lawrence County) so that the tax levy may be put on the ballot for the November 5, 2025 general election.  
Motion was made by Ms. Marks to approve Resolution 03-01-2025. Seconded by Mr. Gore.  
Roll call.  
Mr. Black Yes            Mr. Huff Yes  
Ms. Carte Yes            Mrs. Marks Yes  
Mr. Gore Yes            Mr. Smith Yes

B. Software Agreement with Brittico, LLC – The Board was asked to approve an agreement with Brittico, LLC to provide a software program that is more user friendly and better meets the needs of users such as SSA’s and Developmental Specialists.

Motion was made by Ms. Carte to approve the software agreement with Brittico, LLC. Seconded by Mr. Smith

Roll call.

Mr. Black Yes	Mr. Huff Yes
Ms. Carte Yes	Mrs. Marks Yes
Mr. Gore Yes	Mr. Smith Yes

C. Policy Revisions

- 1.17 Removal of Board Member
- 2.07 Records Retention
- 2.11 Fiscal
- 2.12 Credit Cards and Accounts
- 2.15 Expenditures for Public Purpose
- 3.13 Title IX

Motion was made by Ms. Carte to approve the policies as presented. Seconded by Mr. Black.

Roll call.

Mr. Black Yes	Mr. Smith Yes
Ms. Carte Yes	
Mr. Gore Yes	

D. Board Self-Assessment – The document was presented at the Board meeting. It is not a required document. It is a best practice for all Boards to consider. It is a self-evaluation to provide valuable insight into what is working and what is not and how improvements can be made.

13. Announcements

A. March DD Awareness Activities:

- Thursday 3/13/25 – ODS vs. Vern Riffe at Ironton High School @ 10AM
- Tuesday 3/18/25 – WSAZ First at Four to Promote DD Awareness Month and Chili Fest
- Saturday 3/22/25 – Chili Fest – 10 AM – 2 PM – ODS

B. All Staff In-Service:

Messaging and branding presentation by Tom Speaks of the Impact Group on Friday, 3/14/25 – 8:30 AM – 10:30 AM at ODS Gym. Breakfast provided. Board members are to attend if possible. Please RSVP to Shannon Allen by 3/7/25.

- 14. Next Board Meeting – April 10, 2025 at 6 PM
- 15. Adjournment  
Motion was made by Mr. Smith to adjourn the meeting. Seconded by Mr. Black. Motion carried. Meeting adjourned at 6:57 p.m.

Meeting minutes prepared by: Shannon Allen, Executive Assistant

  
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Michael Gore, President

4-10-2025  
\_\_\_\_\_  
Date

  
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Amanda Carte, Recording Secretary

4/10/25  
\_\_\_\_\_  
Date