

Lawrence County Developmental Disabilities  
Organizational Meeting Minutes  
January 9, 2024 - 6:00 PM

- 1) Roll call
  - Ms. Amanda Carte Present in person
  - Mr. Mike Gore Present in person
  - Mr. Tanner Huff Present virtually
  - Ms. Tanner Jones Present in person
  - Mrs. Sara Marks Present in person
  - Mr. Brandan Smith Present in person
  - Mr. Steve Thompson Present in person

Others present:

- Ms. Julie Monroe, Superintendent
- Mrs. Amy Brand, Business Manager
- Mrs. Lecia Menshouse, Executive Assistant
- Mrs. Jamie Garnes, SSA Director
- Mrs. Christi Kerns, ODS Principal
- Mr. Larry Whaley, IT and Fiscal Specialist
- Mr. Jeff Townsend, Facilities Operation Manager

- 2) Adoption of Agenda
  - Motion was made by Mr. Gore to adopt the agenda as presented. Seconded by Mr. Smith.
  - Roll call.

Ms. Carte	Yes	Mr. Huff	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes
Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes		

- 3) Date, time and locations of regular board meetings
  - Motion by Mr. Gore to set the meeting date, time and location as the second Thursday of each month at 6:00 p.m. at Open Door School. Seconded by Mrs. Marks. Roll call.

Ms. Carte	Yes	Mr. Huff	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes
Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes		

- 4) Public notification of board and committee meetings
  - Motion by Ms. Jones to give notice to local newspaper, add meeting information to our website, and add to our monthly newsletter. Seconded by Ms. Carte. Roll call.

Ms. Carte	Yes	Mr. Huff	Yes	Mrs. Marks	Yes	Mr. Thompson	Yes
Mr. Gore	Yes	Ms. Jones	Yes	Mr. Smith	Yes		

- 5) Board in-service schedule and topics for 2024 – 4 hours required including incident reporting (MUI) training. Other topics are recommended by DODD Director Kim Hauck.  
Motion made by Ms. Carte to follow the direction from the Director of DODD for trainings this year. Seconded by Mr. Gore.

Ms. Carte Yes      Mr. Huff      Yes      Mrs. Marks      Yes      Mr. Thompson      Yes  
Mr. Gore      Yes      Ms. Jones      Yes      Mr. Smith      Yes

Options for training schedules include:

- A. Two-hour sessions – twice
- B. One-hour sessions – four times
- C. Meetings before/after board meetings or on Saturdays

6) Board committees

- A. Finance – Current members: Steve Thompson, Sara Marks, Brandan Smith
- B. Personnel – Current members: Mike Gore, Sara Marks, Brandan Smith
- C. Ethics – Current members: Mandy Carte, Tanner Huff, Mike Gore
- D. Nominating – Current members: Mike Gore, Chair, Sara Marks, Steve Thompson

Motion was made by Ms. Jones to keep committee members the same as 2023. Seconded by Mrs. Marks. Roll call.

Ms. Carte Yes      Mr. Huff      Yes      Mrs. Marks      Yes      Mr. Thompson      Yes  
Mr. Gore      Yes      Ms. Jones      Yes      Mr. Smith      Yes

7) Annual declaration of eligibility for board members

Board members completed the forms.

8) Term updates – appointments/reappointments needed for 2025

9) Adjourn

Motion was made by Mr. Thompson to adjourn. Seconded by Mr. Smith. Motion carried. Meeting adjourned.

Meeting minutes prepared by: Lecia Menshouse.

  
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Debra Jones, President

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Steve Thompson, Recording Secretary

\_\_\_\_\_  
Date