



**BOARD COMMITTEES and COMMITTEE CHARGES
2021 - 2022**



Executive Committee

Rob Zimmerman, Chair robert.zimmerman@dinsmore.com	513.977.8659
Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Aaron Haslam, Vice President aaronehaslam@gmail.com	513.515.7344
Will Goering, Vice President goeringw@gmail.com	513.543.3364
Maggie Palazzolo, Vice President magpal00@gmail.com	513.328.7554
Michael Head, Secretary myked100@gmail.com	513.443.2311
Barry Weinstein, Treasurer bweinstein@cinci.rr.com	513.608.0536
Mark Clippinger, Assistant Treasurer mclippinger@gmail.com	513.886.3954
Susan Brownknight, LADD CEO sbrownknight@laddinc.org	513.487.3911

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise. Any Board Member wishing to request to get an invitation meetings please email Gina Kern, gkern@laddinc.org.

Charges:

Upon request from the President of the Board of Directors, make decisions that cannot wait until the next scheduled board meeting.

Determine total compensation for the Executive Director according to board policy 4.5 Executive Compensation.



3603 Developers Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Pat Mathews, Chair pjmathews63@gmail.com	513.923.5270
Will Goering goeringw@gmail.com	513.543.3364
Adam Mayerson adamm@Scrippscenter.com	513.258.5734
Robb Stein robb.stein@gmail.com	513.659.8349
Rob Zimmerman robert.zimmerman@dinsmore.com	513.977.8659

LADD Staff

Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Brian Hart bhart@laddinc.org	513.487-3927
David Wolfzorn dwolf@laddinc.org	513.487.3913

Meetings:

The 3603 Committee is to meet as many times as the Committee deems necessary. Any Board Member wishing to request to get an invitation meetings please email Brian Hart, bhart@laddinc.org.

The Committee President shall clear the content of the agenda for each meeting. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Purpose:

This policy outlines the structure and governance of LADD's entity created to oversee LADD's housing related projects, which is named, 3603 Developers, LLC ("3603"). The purpose of this policy is to establish financial and management guidelines for 3603 Developers, its Committee and subsidiaries, including developing of goals and objectives, making financial decisions, reporting of current financial status, and ensuring the ongoing management of funds and assets.

Composition:

The Committee shall consist of a minimum of 3 board members. Members of the LADD Board of Directors will be required to compose a majority of the committee.

Additionally, a single Committee member shall be appointed as "President" of 3603. LADD's Executive Director will be the initial President of 3603 and will have the responsibilities as outlined in Section 9 of the Operating Agreement.

Governance Structure:

The governance and structure of LADD's new housing operations will be as follows:

LADD's housing operations will be run by 3603 Economic Development Committee (3603). 3603 will be managed by its president, who will be authorized to act only in accordance with a list of guidelines approved by the committee. These guidelines will require each purchase made by 3603 to meet certain standards. 3603 may authorize purchases up to \$400,000 with all financial and acquisition prerequisites be fulfilled prior to closing. Purchases and/or total development costs exceeding \$400,000 may not be made by 3603 and require full board approval.

Upon a real estate purchase, 3603 will establish a new, separate single member LLC (SMLLC) wholly owned by 3603 (the "Real Estate Holdco"). The Real Estate Holdco will have its own operating agreement, bank account and bookkeeping. The Real Estate Holdco will directly purchase the new real estate.

Committee Responsibilities:

The primary functions of the Committee are to assist the Board in fulfilling its oversight responsibilities with respect to:

1. Developing the assets of 3603 in a cost effective and sustainable manner;
2. Assuring that projects adhere to industry standards for due diligence; and
3. Insuring that all actions and projects of 3603 are consistent with the mission of LADD.

Authority:

The LADD Board of Directors has delegated to the Committee the authority to, and the Committee shall be accountable to the LADD Board for, oversee the effort to purchase, renovate and maintain properties owned and managed by 3603 in furtherance of the mission of LADD.

Distributions:

LADD may charge 3603 reasonable compensation for services rendered, as outlined in Section 13 of the Operating Agreement. 3603 may charge reasonable compensation to each Real Estate Holdco for services rendered to in connection of management of properties by 3603.

Attendance:

Committee members are required to be present at all meetings. Meetings may be held through electronic communications equipment. Such participation shall constitute presence at the meeting.

Specific Duties:

In carrying out its oversight responsibilities, the Committee will:

- Review and reassess the adequacy of this policy annually and propose changes to the Board of LADD for approval;
- Oversee the purchasing, renovation and maintenance of projects related to 3603;
- Develop and monitor policies and procedures as it relates to 3603's annual budget and asset management; and
- Develop and recommend an annual budget to be presented to the Finance Committee of LADD.

Purchase Restrictions Applicable to 3603 and each Real Estate Holdco

1. Property must be in Hamilton County unless LADD Board of Directors agrees otherwise
2. No private investor may participate in capitalization unless approved by 3603 Committee
3. If 3603 or a Real Estate Holdco desires to lease a property it must enter into an arm's length lease agreement
4. Authority to Sign on Behalf of 3603:

The President of 3603 shall be allowed to bind 3603 for contracts to purchase real estate on behalf of a Real Estate Holdco, assuming the purchase fits the parameters established by the Committee;

The President of 3603 shall be allowed to enter contract with vendors to provide services on terms consistent with those outlined in LADD Board Policy 2.2 Protection of LADD Assets and 2.6 Annual Budget Planning and Financial Conditions/Activities; and

President shall be allowed to incur debt on terms consistent with those outlined in LADD Board Policy 2.2 Protection of LADD Assets and 2.6 Annual Budget Planning and Financial Conditions/Activities.

5. Standards for Due Diligence: 3603 shall take the following actions in connection with any contemplated purchase of real property:

- ALTA of property must be performed (multi family building);
- Phase One environmental must be obtained and reviewed (multi family building);
- If additional studies are required per Phase 1, they must be performed as instructed (multi family building);
- No environmental hazardous property may be purchased;
- Budget for renovation/remodel must be approved by Committee;
- Pro forma financial statements for the property must be approved by Committee; and
- If potential real estate is a single-family dwelling, a housing inspection, including a roofing and HVAC inspection, must be performed.



The Academy Board

Officers:

Susan Brownknight, President sbrownknight@laddinc.org	513.487.3911
Brian Hart, Vice President bhart@laddinc.org	513.487-3927
David Wolfzorn, Secretary & Treasurer dwolf@laddinc.org	513.487.3913

Board of Directors:

Mark Schlater mark-schlater@ti-inc.org	937.422.1720
Wendell Anderson walkofjoy@yahoo.com	513.376.9461
Rob Zimmerman robert.zimmerman@dinsmore.com	513.977.8659



Advocacy Committee

Aaron Haslam, Chair aaronehaslam@gmail.com	513.515.7344
Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Jane Gerhardt jeegerhardt9@gmail.com	513.314.1135
Chip Heidt Chip.Heidt@gmail.com	513.315.6422
Neil Kelly NeilDKelly2@gmail.com	513.550.5932
Ali Trianfo atrianfo@govstrategies.com	614.795.3044
Rob Zimmerman	
<u>LADD Staff</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Jason Harris jasonpharris07@gmail.com	315.443.7989
Brian Hart bhart@laddinc.org	513.487-3927
Gina Kern gkern@laddinc.org	513.487.3946

Meetings:

The LADD Advocacy Committee is to meet as many times as the Committee deems necessary. Any Board Member wishing to request to get an invitation to meetings will email Brian Hart, bhart@laddinc.org. The Committee Chair shall clear the content of the agenda for each meeting. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are considered confidential unless stated otherwise.

Purpose:

This policy outlines the structure and governance of LADD's entity created to oversee LADD's advocacy efforts. The purpose of this policy is to establish guidelines for The Advocacy Committee and its subsidiaries. The Committee shall consist of a minimum of 1 board member and a minimum of 1 self-advocate. A board member must serve as Chair.

Governance Structure:

The committee will be run by consensus and at the discretion of the Chair. Decisions of the committee shall be made by majority vote.

Committee Responsibilities:

The primary functions of the Committee are to assist the Board in fulfilling its oversight responsibilities with respect to:

1. Strategy related to LADD's policy interests, including but not limited to protecting and promoting the rights of people with developmental disabilities in Ohio.

2. Recommending issue-based endorsements and/or stances to the LADD Board that have the potential to impact the lives of people with developmental disabilities.
3. Representing LADD to elected and appointed officials and others that can influence policy related to LADD's interests.
4. Supporting and promoting the voices of people with developmental disabilities in policy debates and advocacy.

Authority:

The LADD Board of Directors has delegated to the Advocacy Committee the authority to represent LADD on relevant policy and issue-based initiatives. The Advocacy must secure board approval prior to LADD formally endorsing any issue-based campaign. The Advocacy Committee does not have the authority to recommend endorsements of political candidates or political parties.

Attendance:

Committee members are required to be present at all meetings. Meetings may be held virtually, and remote participation shall constitute presence at the meeting.

Charges:

In carrying out its oversight responsibilities, the Advocacy Committee will:

- Review this policy annually and propose any needed changes to the Board of LADD for approval;
- Develop strategies to achieve LADD's policy priorities and goals;
- Monitor the effectiveness of the above mentioned strategies;
- Recommend formal endorsements and/or stances of issue-based campaigns to the LADD Board of Directors.



Audit Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Barry Weinstein, Treasurer, Chair bweinstein@cinci.rr.com	513.608.0536
Adriene Phillips asphillips@fuse.net	513.265.8711
Tim Reilly reilly@taftlaw.com	513.708.8109
Julie Thomas jthomas@feg.com	513.719.5135
<u>LADD Staff</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
David Wolfzorn dwolf@laddinc.org	513.487.3913

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise. Any Board Member wishing to request to get an invitation meetings please email David Wolfzorn, dwolf@laddinc.org.

Purpose:

Annually an independent Audit Committee (the "Committee") approved by the Board of Directors (the "Board") of LADD (the "Organization") shall be created and will have the oversight responsibility, authority, and specific duties as described below.

Composition:

The Committee shall strive to be independent and consist of three or more members and shall include non-board members as determined by the Treasurer and/or President of the Board.

Responsibility:

As an independent committee to the Board, its primary function is to assist the Board in fulfilling its oversight responsibilities with respect to:

- (1) Developing a process that assures that the audit of the organization's books and records occurs on an annual basis.
- (2) The system of internal controls that the organization has established.
- (3) Present the audit report to the board. The Committee should have a clear understanding with the outside auditors that they must maintain an open and transparent relationship with the Committee, and that the ultimate accountability of the outside auditors is to the Board and Committee. The Committee will make regular progress reports to the Board.

Authority:

The Committee is granted the authority to investigate any matter or activity involving financial accounting and financial reporting, as well as the organization's internal controls. In that regard, the Committee will have access to the organization's external professionals to render advice and counsel in such matters.

Attendance:

Committee members are required to be present at all meetings.

Specific duties:

In carrying out its oversight responsibilities, the Committee will:

Review and reassess the adequacy of this charter annually and propose changes to the Board for approval.

Review with the executive director, business director and outside auditors the organization's accounting and financial reporting controls. Obtain annually from the outside auditor a written report of any material weaknesses of significant deficiencies in internal controls.

Review with the executive director business director and outside auditors' significant accounting and reporting principles, practices, and procedures applied by the organization in preparing its financial statements. Discuss with the outside auditors their judgments about the quality of the organization's accounting principles used in financial reporting.

Review the scope and general extent of the outside auditors' annual audit. The Committee's review should include an explanation from the outside auditors of the factors considered by the accountants in determining the audit scope, including the major risk factors. The outside auditors should confirm to the Committee that no limitations have been placed on the scope or nature of their audit procedures. The Committee will review annually with the executive director the fee arrangement with the outside auditors.

Inquire as to the independence of the outside auditors and obtain from the outside auditors, at least annually, a formal written statement delineating all relationships between the outside auditors and the organization. The outside auditors are prohibited to consult and advise the organization on other business issues unless approved by the audit committee or the Board.

Obtain the most recent peer review letter of the outside auditors.

At the completion of the annual audit, review with the executive director, business director and the outside auditors the following:

Results of the audit of the financial statements and the related report therein and, if applicable, a report on changes during the year in accounting principles and their application.

Significant changes to the audit plan, if any, and serious disputes or difficulties the executive director encountered during the audit. The cooperation received by the outside auditors during their audit, including access to all requested records, data, and information. Any disagreements with the executive director that, if left unresolved, could have caused them to issue a nonstandard report on the organization's financial statements.

Other communications as required to be conveyed by the outside auditors by Statement of Auditing Standards 114, relating to the conduct of the audit. Further, receive a written communication provided by the outside auditors concerning their judgment about the quality of the organization's accounting principles as outlined in SAS 114, and confirm that they concur with the executive director's representation regarding audit adjustments.

The Committee will also:

Discuss with the executive director the quality of the organization's financial and accounting personnel. Also, elicit the comments of the executive director regarding the outside auditors' responsiveness.

Meet with the executive director, business director and the outside auditors to discuss any "material" or "serious" recommendations that the outside auditors may have. Typically, such recommendations will be presented by the outside auditors in the form of a "letter of comments and recommendations" to the Committee. The Committee should review the executive director's response to the letter and receive follow-up reports on action taken.

Recommend to the Board the selection, retention, or termination of the outside auditors.

Generally, as part of the review of the annual financial statements, receive an oral report (at least annually) from the organization's general counsel regarding legal and regulatory matters that may have a material impact on financial statements.



Building Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Will Goering, Committee Chair goeringw@gmail.com	513.543.3364
Gary Gilbert Gary.Gilbert@CincinnatiZoo.org	513.582.6612
Adam Mayerson adamm@Scrippscenter.com	513.258.5734
Tom Xanders txanders@terrexllc.com	513.205.8660

LADD Staff:

Brian Hart bhart@laddinc.org	513.487.3927
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
David Wolfzorn dwolf@laddinc.org	513.487.3913
Dave Wolkoff dwalkoff@laddinc.org	513.487.3930

Aging Sub-Committee

Vallie Geier vcgeier@gmail.com	513. 871. 2041
Shelley Goering, shellgoer2@aol.com	513.321.6816
Maggie Palazzolo magpal00@gmail.com	513.328.7554

Meetings:

The Building Committee shall meet as many times as the Committee deems necessary. Any Board Member wishing to request to get an invitation meetings please email Brian Hart, bhart@laddinc.org.

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Purpose:

The Building Committee is an Ad Hoc committee and shall provide the leadership to guide the process of expanding and renovating LADD property and buildings.

The decisions this Committee will take into consideration are the following. To the greatest extent possible, all renovation will adhere to the strictest standards for sustainable design and model sustainable design principles in an architecture that minimizes environmental degradation, regenerates natural resources, and inspires stewardship of the natural world. The physical boundaries between the building interior and its environment will be blurred, encouraging the user to consider the connections between self, community, and world. In addition, the renovated buildings must embody LADD's mission of educating people who have a disability to realize their aspirations while minimizing harm to the environment in which they live.

Composition:

The Committee shall consist of not less than five (5) and no more than eleven (11) members. Members may include the LADD Board, staff, people receiving services, family members of those served and others not directly associated with LADD. LADD Board members will always compose a majority of the committee.

Responsibility:

The primary functions of the Committee are to assist the Board in fulfilling its oversight responsibilities with respect to:

Developing LADD assets in a cost effective manner.

Assuring that projects are environmentally sound and energy efficient given available resources.

Authority:

The Committee has the authority and is accountable to the LADD Board for overseeing the coordinated effort to renovate the LADD property and buildings. The Committee has been empowered by the Board to make all decisions within the budget and scope of the renovations. This includes the Master Plan for the 3601-3603 properties, Phase I: 3601 building renovation and any subsequent phases. The Committee shall have the authority to establish the steering committee for any phase. Members of the Committee may be requested to chair a steering committee.

Attendance:

Committee members are expected to be present at all meetings. Meetings may be held through electronic communications equipment. Such participation shall constitute presence at the meeting.

Charges:

The Building Committee shall:

1. Oversee the LADD renovation and construction projects related to the Victory Parkway property.
2. Review recommendations from Steering Committees.
3. Make the final decision on any recommendation it receives from the Steering Committees.

All decisions of the Committee will be by consensus. If consensus is not forthcoming, a formal vote shall be taken. A majority vote of those present shall be sufficient for approval.

Once a decision is made, it is final and shall be supported by all members of the Committee.

Report to the LADD Board the scope and progress of each phase of the renovation on a regular basis. The report may but is not required to include explanations for unanticipated costs, material changes in the scope of the renovations, actual expense versus estimated expense and/or other issues considered material by the Committee.



Corporate Compliance Committee

Rob Zimmerman, Chair	513.977.8659
robert.zimmerman@dinsmore.com	
Kush Kotecha, President	312.282.0467
kush.kotecha@gmail.com	
Susan Brownknight	513.487.3911
sbrownknight@laddinc.org	
Add new compliance office	

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Any Board Member wishing to request to get an invitation meetings please email Brian Sergent, bsergent@laddinc.org.

Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Purpose:

To establish and oversee the official policy of LADD regarding the LADD's Corporate Compliance program and plan.

Charges:

Oversee implementation of LADD's Corporate Compliance Plan.
Periodically review Corporate Compliance reports.
Recommend changes to LADD's Corporate Compliance Plan



Development Committee

Outreach:

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Vallie Geier vcgeier@gmail.com	513.871.2041
Aaron Haslam aaronehaslam@gmail.com	513.515.7344
Chip Heidt Chip.Heidt@gmail.com	513.315.6422
Kate Lawrence Klawrence092@gmail.com	513.561.4593
Kim Vincent kimmvin@gmail.com	513.739.0493

Data/Analysis

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Rob Anning, Committee Chair rob.anning@ubs.com	513.317.9571
Andrew Brennan brennanandrewj@gmail.com	631.766.6686

LADD Staff:

Molly Lyons mlyons@laddinc.org	513.487.3907
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Gina Kern gkern@laddinc.org	513.487.3946
Darla Leary dleary@laddinc.org	

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Any Board Member wishing to inquire about attending a meetings can email Molly Lyons, mlyons@laddinc.org.

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Committee Charges:

- Oversee the development of the necessary policies for the implementation of LADD's public relations goals.
- Work to identify and secure adequate fund development resources that will enable LADD to fulfill its Mission and agency objectives as identified in the LADD Strategic Long Range Plan.
- Plan and oversee all LADD fund development activities.
- Update and monitor marketing and public relations strategies to advance the mission and community image of LADD.
- Measure outcomes of the marketing and public relations strategies.



Employment Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Susan Harris, Chair Tadpole03@me.com	513.321.6637
Kathleen Arar, MD kararmd@aol.com	513.910.7704
Matt Chaffin MTC434@aol.com	513.873.1453
Emily Geier Vollmer emily.g.vollmer@gmail.com	513.543.5807
Jane Gerhardt jejerhardt9@gmail.com	513.314.1135
Dave Ooten ootendm@gmail.com	513.313.4148
Vallie Geier vcgeier@gmail.com	513.871.2041
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Laura Grimes lgrimes@LADDinc.org	513.487-3903
Carolyn Reynolds creynolds@laddinc.org	513.487.3931
Paul Thienprayoon pault@laddinc.org	513.487.3948

Meeting Date:

The Committee shall meet as many times as the Committee deems necessary. Any Board Member wishing to request to get an invitation meetings please email Laura Grimes, lgrimes@laddinc.org.

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Authority:

The committee is granted the authority to facilitate the expansion and quality job placements of LADD's Supported Employment program by fostering job opportunities for adults with disabilities.

Attendance:

Committee members are required to be present at meetings.

Charges:

In carrying out its oversight responsibilities, the Committee will:

Review and assess outreach initiatives and strategies;
Assist in providing opportunities for people LADD serves to explore meaningful employment;
Provide input and feedback regarding the outcomes of LADD's Supported Employment Program; and
Foster an appreciation for the value of diversity, specifically diversity of ability, within the business community.



Employment Benefits Committee
Formally the 403 (b) Plan Advisor Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Michael Head, Committee Chair myked100@gmail.com	513.443.2311
Jennifer Funk JenniferFunk@FinancialGuide.com	513.503.2969
 <u>LADD Staff:</u>	
Alison Prather aprather@laddinc.org	513.487.3926
David Wolfzorn dwolf@laddinc.org	513.487.3913
Susan Brownknight sbrownknight@laddinc.org	513.487.3911

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Any Board Member wishing to request to get an invitation meetings please email David Wolfzorn, dwolf@laddinc.org. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Charges:

Understand and evaluate investment arrangements between any third party administrator and investment options for participants.
Oversight of investment plan options.
Review employee participation and education.
Assess investment plan fees.
Review quarterly reports.
404c compliance



Equity and Inclusion Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Michael Head, Committee Chair myked100@gmail.com	513.443.2311
Jane Gerhardt jejerhardt9@gmail.com	513.314.1135
Arlene Koth arlene@opchr.com	513.386.8614
Marcia Philipps philipps@fuse.net	513.231.1696
Erika Watson elynne74@gmail.com	202.258.8081
Barry Weinstein bweinstein@cinci.rr.com	513.608.0536
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Jason Harris jharris@laddinc.org	513.487.3912
Gina Kern gkern@laddinc.org	513.487.3946
Alison Prather aprather@laddinc.org	513.487.3926
Phyllis Thomas pthomas@laddinc.org	513.884.1043
Paul Thienprayoon pault@laddinc.org	513.487.3948

The Committee defines Equity and Inclusion as follows:

Equity: Creating thought patterns and systems that encourage the full engagement and participation of *all* people.

Inclusion: A culture that values diversity, models and advocates empathy, and is committed to creating a sense of belonging for all members of the LADD community.

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Purpose:

The Equity and Inclusion Committee is an Ad Hoc Committee and shall provide the leadership to guide LADD through the process of building a more equitable and inclusive agency. The decisions the Committee will take into consideration are the following:

- Ensuring clear definitions of success
- Alignment with the Strategic Plan
- Capacity of staff to implement
- Budgetary impact of recommendations

Composition:

The Committee shall consist of not less than five (5) and no more than eleven voting members (11) members. Members shall include the LADD Board, staff, people receiving services, family members and those served and others not directly associated with LADD. A LADD Board member will always chair the committee.

Responsibility:

The primary functions of the Committee are to assist the Board and staff in living our values which include:

- Achieving our vision demands bold, creative and collaborative solutions.
- There is strength in a culture and community that welcomes diversity.
 - This includes being open to educating oneself on the issues being grappled with within the committee including but not limited to unconscious bias, race relations, LGBTQUIA relations, disability, faith and low-wage earners.

Authority:

The Committee has the authority and is accountable to the LADD Board for overseeing the coordinated effort to ensure LADD remains a highly desirable place for employment for people of all backgrounds. The committee has been empowered by the Board to make recommendations within the constraints of the operating budget and the priorities of the strategic plan. This includes a strategy for supporting entry-level staff who qualify as low-income, and for establishing KPI's and a strategy for an inclusive culture.

Attendance:

Committee members are expected to be present by phone or in person at all meetings.

Charges:

The Equity and Inclusion Committee shall:

- Define success with Key Performance Indicators for an inclusive culture that values diversity.
- Develop a strategy and coordinate community partners to better support LADD's low-wage earners.
- Discuss and understand the current status of race relations at LADD. Establish a strategy for perpetual improvement and monitoring.
- Discuss and understand the current status of LGBTQUIA relations at LADD. Establish a strategy for perpetual improvement and monitoring.
- Continue to assess the needs

Decisions by the Committee will be by consensus. If consensus is not forthcoming, a formal vote can be taken. A majority vote of those present shall constitute approval. Once a decision is made it is final and supported by all members of the Committee. Reports to the LADD Board on the scope and progress of this Committee will be presented at every board meeting, except the Annual meeting.



FAW I / FAW II Board

Officers:

Robert Zimmerman, President and Treasurer Retiring 12/2021	513.977.8659
robert.zimmerman@dinsmore.com	
Vote in 12/2021 Kush Kotecha, President	312.282.0467
kush.kotecha@gmail.com	
Will Goering, Vice President and Secretary	513.543.3364
goeringw@gmail.com	

Board of Directors:

Vallie Geier	513.542.2071
vcgeier@gmail.com	
Gary Gilbert	513.582.6612
Gary.Gilbert@CincinnatiZoo.org	
Bob Goering	513.621.0961
bob@goering-law.com	
John Lanier	513.381.2270 X 103
jlancier@scinetdev.com	
Rob Jung	513.378.5827
rjung@crewcapital.com	

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise. Any Board Member wishing to request to get an invitation meetings please email Rob Zimmerman at robert.zimmerman@dinsmore.com.



Finance Committee

Barry Weinstein, Treasurer, Chair bweinstein@cinci.rr.com	513.608.0536
Mark Clippinger, Assistant Treasurer mclippinger@gmail.com	513.886.3954
Kush Kotecha, Board President kush.kotecha@gmail.com	312.282.0467
Patrick Mathews pat@wittrockinc.com	513.404.8659
Aдриene Phillips asphillips@fuse.net	513.265.8711
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
David Wolfzorn dwolf@laddinc.org	513.487.3913

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise. Any Board Member wishing to request to get an invitation meetings please email David Wolfzorn, dwolf@laddinc.org.

Charges:

Develop and monitor LADD policy related to the development of the LADD annual budget.

Develop and monitor LADD policy related to LADD's assets.

Manage, oversee, and be accountable to the Board for all board funds and/or monies. This includes investment and spending policies for the Board Designated Fund (BDF), Endowment, Capital Fund and any other fund created by or is the responsibility of the Board of Directors.

Develop and monitor LADD fiscal policies with a focus on protection of the assets of the corporation.

Monitor LADD's Compensation Policy as it relates to the corporation's annual budget.

Through the ladd Retirement Committee a subcommittee of the Finance Committee, monitor and oversee the administration of the 403b retirement plan.

Oversee LADD, Find A Way and Find A Way II fiscal positions and recommend changes to the Board.

Develop and monitor the corporation's budget policy and report findings as required by the policy.

Provide or arrange for the Board the education and training requested on financial matters.

Oversee and report to the Board of Find A Way and Find A Way II the fiscal condition of each corporation. Fiscal reports include but is not limited to audit, budget and assets.



Forever, Home Campaign Advisory Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Rob Zimmerman, Chair robert.zimmerman@dinsmore.com	513.977.8659
Vallie Geier vcgeier@gmail.com	513.542.2071
Aaron Haslam aaronehaslam@gmail.com	513.515.7344
Chip Heidt chip.heidt@gmail.com	513.315.642
Mike McGraw msmcgraw@rgmcgrawinsurance.com	513.381.7881 ext. 106
Jenny McCloy Jen070865@aol.com	513.543.5277
Kim Vincent kimmvin@gmail.com	513.739.0493
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Brian Hart bhart@laddinc.org	513.487-3927
Molly Lyons mlyons@laddinc.org	513.487.3907

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise. Any Board Member wishing to request to get an invitation meetings please email Molly Lyons, mlyons@laddinc.org.



Governance Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Christy McCarthy, Chair christyandjim@msn.com	608.630.4457
Rob Zimmerman robert.zimmerman@dinsmore.com	513.977.8659
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Gina Kern gkern@laddinc.org	513.487.3946
David Wolfzorn dwolf@laddinc.org	513.487.3913

Meeting Date:

The Committee shall meet as many times as the Committee deems necessary. To confirm meeting dates please email or call Gina Kern, (513) 487-3946 or gkern@LADDinc.org.

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Purpose:

The Governance Committee shall provide effective leadership ensuring that the LADD Board of Directors fulfills its legal, ethical, and functional responsibilities with a focus on the mission, values and vision on LADD.

Charges:

The Committee shall focus on policy development in the following areas:

Outcomes/Results Policies

Executive Director Restrictions/Boundaries Policies

Executive Director/Board Relationship Policies

Board Process Policies

The committee may focus on adequate governance in other areas as the Board might direct.

Responsibilities:

The Governance Committee shall oversee development and review of policies, guidelines, and practices that shall assist the directors in meeting their responsibilities and guide LADD staff in the following policy areas:

Outcomes/Results Policy (expanding the mission):

At a minimum an annual organizational evaluation

At a minimum an annual review of agency goals as stated in the Long Range Strategic Planning

Annual review of Compensation and Benefits
Executive Director Restrictions/Boundaries Policy:
Ethical and appropriate Treatment of Service Recipients and Families
Adequate protection of assets
Appropriate financial planning and sound fiscal management
Appropriate and defined Annual budget process

Executive Director/Board Relationship Policy:

At a minimum an annual performance review of the Executive Director
Board/Executive Director relationship
Board/Staff relationship
Board/Media relationship
Board Process Policy:
Corporate Code of Regulations
Board Officer Responsibilities
Board Officer Succession Planning
Expectations of Trustees
Board Code of Conduct
Board Education and Training
Orientation of new trustees
Succession Planning/Nomination of Trustees

Action Steps:

Annually, the Governance Committee shall document in the minutes of meetings, the review and implementation of all board policies. When required the committee will also draft and recommend new policy as requested by the LADD Board of Directors.



LADD Look Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Betsy Mullin betsymullin1@me.com	513.200.0947
Susan Harris tadpole03@me.com	513.321.6637
 <u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Matt Dunn mdunn@laddinc.org	513.873.1609

Meetings:

Any Board Member wishing to inquire about attending meetings can email Matt Dunn, mdunn@laddinc.org or Gina Kern, gkern@laddinc.org.

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.



Marketing Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Emily Geier Vollmer, Committee Chair emily.g.vollmer@gmail.com	513.543.5807
Sally Gardner Sally.Gardner@Huntington.com	513.460.3675
Ashley Hajjar hajjar.ash@gmail.com	
Sally Hayes sthayes@live.com	513.720.2134
Kathleen Sheil KathleenSheil1981@gmail.com	513.254.7114
Michael Weber mwartist@fioptics.com	513.497.1937
<u>LADD Staff:</u>	
Molly Lyons mlyons@laddinc.org	513.487.3907
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Gina Kern gkern@laddinc.org	513.487.3946

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Any Board Member wishing to inquire about attending meetings can email Molly Lyons, mlyons@laddinc.org or Gina Kern, gkern@laddinc.org.

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise.

Charges:

Oversee and develop the necessary policies for the implementation of LADD's public relations and marketing goals. Plan and oversee all LADD marketing and public relations activities. Support marketing and public relations strategies to advance the mission and community image of LADD. Report outcomes of the marketing and public relations strategies to the Board.



Nominating Committee

Kush Kotecha, President kush.kotecha@gmail.com	312.282.0467
Mark Clippinger mclippinger@gmail.com	513.886.3954
Vallie Geier vcgeier@gmail.com	513.871.2041
Chip Heidt Chip.Heidt@gmail.com	513.315.6422
Arlene Koth arlene@opchr.com	513.386.8614
Kim Vincent kimmvin@gmail.com	513.739.0493
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Gina Kern gkern@laddinc.org	513.487.3946

Meetings:

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Charges:

Recruit prospective members of the Board who have a high regard for people with disabilities.
To the fullest extent possible, assure that the composition of the board represents the diversity of the community in relationship to gender, age, culture and ethnicity.
Give preference to people who are independent of the board or corporation and who have no formal, personal or business relationship to the corporation or other members of the Board.
Based on the needs of LADD and LADD affiliates, recruit people who can meet these needs.
Nominate people who are qualified to serve board leadership positions.
Nominate people who represent LADD affiliates when necessary.
Present a slate of directors and officers at the annual meeting LADD, Inc., Find A Way, Inc., and Find A Way II Community Urban Redevelopment Corp.



Strategic Planning Committee

Kush Kotecha, President and Committee Chair kush.kotecha@gmail.com	312.282.0467
Mark Clippinger mclippinger@gmail.com	513.886.3954
Vallie Geier vcgeier@gmail.com	513.871.2041
Jack Geiger Jack@latilde.us	513.787.8111
Jane Gerhardt jeagerhardt9@gmail.com	513.314.1135
Aaron Haslam aaronehaslam@gmail.com	513.515.7344
Michael Head myked100@gmail.com	513.443.2311
Chip Heidt Chip.Heidt@gmail.com	513.315.6422
Maggie Palazzolo magpal00@gmail.com	513.328.7554
Rob Zimmerman, robert.zimmerman@dinsmore.com	513.977.8659
<u>LADD Staff:</u>	
Susan Brownknight sbrownknight@laddinc.org	513.487.3911
Gina Kern gkern@laddinc.org	513.487.3946

Meetings:

The Committee shall meet as many times as the Committee deems necessary. Members are expected to actively participate in and contribute to the discussion by expressing their ideas and thoughts. During meetings, all members will respect the participation and contributions of others to the discussion even though they may disagree with them. A summary of each meeting shall be created and presented to the LADD Board at the next scheduled board meeting. The content and areas discussed at all meetings are to be considered confidential unless stated otherwise. Any Board Member wishing to request to get an invitation meetings please email Gina Kern, gkern@laddinc.org.

Purpose:

To provide leadership, coordination, and oversight in the area of Strategic Planning.

Charges:

Develop and provide oversight of LADD's Mission, Vision, Values and Goals/Ends.

Plan for LADD's future by developing a multi-year planning process, and monitor the implementation of LADD's Strategic Plan, in collaboration with the Board and staff.

Recommend to the Board modifications of the existing Strategic Plan, as needed assuring that services and operations support LADD's Mission, Vision, Values and Goals/Ends.

Recommend to the board the need for a new planning process when required.

LADD 2021 Board:



Officers:

Board Chair – Robert M. Zimmerman
President – Kush Kotecha
Vice President – Will Goering
Vice President – Aaron Haslam
Vice President – Maggie Palazzolo
Secretary – Michael Head
Treasurer – Barry Weinstein
Asst. Treasurer – Mark Clippinger

Board of Directors:

Robert H. Anning II
Kathleen Arar, MD
Andrew J. R. Brennan
Jack Geiger
Jane E. Gerhardt
Susan Cutler Harris
Aaron Haslam
Michael A. Head
Robert “Chip” Heidt III
Arlene Koth
Patrick J. Mathews
Christy McCarthy
Robb Stein
Kim Vincent
Emily Geier Vollmer
Erika Watson
Michael A. Weber

Advisory Board:

Phyllis Breen
Christopher A. Carlson
Anthony G. Esposito
Vallie C. Geier
Gary J. Gruber
Karri Haffner
Poppy Hawkins
Francie Hiltz
Emmy Hobson
Marie Huenefeld
John Lanier
Kate Lawrence
Michael S. McGraw
Donald L. Mellott, Jr.
Betsy Mullin
Esther Lee Pederson
Charles A. Pettengill
Jeremy F. Simpson
Alison Zimmerman

LADD Committee Non-Board Members:

Wendell Anderson – The Academy Board
Matt Chaffin – Employment
Jennifer Funk – Employment Benefits
Sally Gardner – Marketing
Vallie Geier – Advisory Board, Building Aging Sub-Committee, Development Outreach, Employment, FAW Board, Forever, Home Campaign Advisory, Nominating and Strategic Planning
Gary Gilbert – Building, FAW Board
Bob Goering – FAW Board
Ashley Hajjar – Marketing Committee
Sally Hayes – Marketing Committee
Rob Jung – FAW I / FAW II Board
Neil Kelly – Advocacy Committee
John Lanier – FAW Board
Kate Lawrence – Advisory Board, Development Outreach
Adam Mayerson – 3603 Developers and Building
Mike McGraw – Forever, Home Campaign Advisory
Jenny McCloy – Forever, Home Campaign Advisory
Betsy Mullin – Advisory Board and LADD Look
Marcia Philipps – Equity and Inclusion
Adriene Phillips – Audit and Finance
Dave Ooten - Employment
Tim Reilly – Audit
David Robinson – FAW Board
Mark Schlater – The Academy Board
Kathleen Sheil – Marketing
Julie Thomas – Audit
Ali Triano – Advocacy Committee
Erika Watson – Equity and Inclusion
Tom Xanders – Building Committee