

**Williams County Board of Developmental Disabilities  
Meeting Minutes**

**January 22, 2018 - 11:27 a.m.**

The January 22, 2018, Organizational Board meeting of the Williams County Board of Developmental Disabilities called to order at 11:27 a.m.

**Judge Steven Bird presented the Oath of Office to Ned Garver and Neil Oberlin as they begin their second terms on the Board.**

**Roll call:** Ned Garver, Mike Johnson, Robin Kurtz, Neil Oberlin, Tanya Robarge, and Mark Tipton

**Excused Absence:** Diane Peters

**Guests Present:** Deb Guilford (Superintendent), Dennis Myers (Director of Children's Services), and Heidi Hull (Community Services Director), SSA, Nicole Rigelman.

**Election of 2015 Officers**

Voice vote to approve the slate of officers as nominated: Robin Kurtz - President, Neil Oberlin - Vice-President and Diane Peters - Secretary.

**Motion approve unanimously by all members present.**

**Finance Committee and Ethics Council Appointments**

Finance Committee: Robin Kurtz, Neil Oberlin, Mark Tipton, and Ned Garver

Ethics Council: Robin Kurtz, Neil Oberlin, Mark Tipton, and Ned Garver

**Board Meeting Schedule 2017**

To approve Board meetings on the 3rd Monday of each month, except July and December, at the Enrichment Center starting at 11:30a.m., with exception noted that January and February meetings will be on the 4<sup>th</sup> Monday due to federal holidays.

**Motion: 012218-01**

**Motion: Mark Tipton**

**Second: Ned Garver**

**Motion approve unanimously.**

**Board Obligations**

To approve the resolution authorizing the Superintendent to pay Board obligations for 2018.

**Motion: 012218-02**

**Motion: Neil Oberlin**

**Second: Ned Garber**

**Motion approved unanimously.**

**Board Funds**

To approve the resolution authorizing the Superintendent to transfer funds within the 2018 appropriations.

**Motion: 012218-03**

**Motion: Mike Johnson**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Adjourn**

To adjourn the 2018 Organizational meeting at 11:40 a.m.

**Motion: 012218-04**

**Motion: Neil Oberlin**

**Second: Tanya Robarge**

**Motion approved unanimously.**

**Williams County Board of Developmental Disabilities  
Meeting Minutes**

**January 23, 2017 - 11:45 a.m.**

**The January 22, 2018, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:45 a.m. by newly elected President, Robin Kurtz.**

**Roll call:** Ned Garver, Mike Johnson, Robin Kurtz, Neil Oberlin, Tanya Robarge, and Mark Tipton

**Excused Absence:** Diane Peters

**Guests Present:** Deb Guilford (Superintendent), Dennis Myers (Director of Children's Services), and Heidi Hull (Community Services Director), SSAs, Nicole Rigelman and Tara Meyer.

**Agenda**

To approve the agenda.

**Motion: 012218-05**

**Motion: Neil Oberlin**

**Second: Mike Johnson**

**Motion approved unanimously.**

Introductions: Recently hired SSAs, Nicole Rigelman and Tara Meyer were both introduced to The Board.

**Minutes**

To approve the November 20, 2017 meeting minutes and December 14, 2017 (Emergency Meeting) minutes.

**Motion: 012218-06**

**Motion: Tanya Robarge**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Financial Reports**

To approve the November and December 2017 financial reports.

**Motion: 012218-07**

**Motion: Mike Johnson**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Program Reports**

Superintendent: Deb Guilford shared thank you note from an individual thanking the Board for making it possible for he and his mother to attend the Synergy conference in October 2017 along with a thank you to the Advocacy group from the Salvation Army for their participation in ringing the bell at their kettle outside of Walmart in December 2017. Deb also reported that she met in December with the County commissioners to provide them an update on what the Board has been doing and she attended a service at New Hope Church to thank them for their pledged donation to the Board in 2018. A power point presentation illustrating a Year in Review of the Self Advocates was viewed.

El-HMG: Dennis shared that the Ohio Department of Health has released a new Request for Proposals for Statewide Central Coordination for early childhood services and he will have more information after a meeting on January 24, 2018,. He also informed that Stacie Moore, Early Intervention Service Coordinator, will be retiring in April and the plan to fill her vacancy will be worked out over the next month. He also reported that although the number of EI referrals was down in December (historically happens) EI enrollment is steady.

**Then and Now**

To approve the Then and Now Certifications from the Williams County Auditor office.

**Motion: 012218-08**

**Motion: Neil Oberlin**

**Second: Ned Garver**

**Motion approved unanimously.**

**New Hires**

To endorse the hiring of Tanya Meyer and Nichole Rigelman as SSAs.

**Motion: 012218-09**

**Motion: Mike Johnson**

**Second: Tanya Robarge**

**Motion approved unanimously.**

**Special Olympics**

Discussion regarding the allocation made to Williams County Special Olympics and motion to approve an allocation of \$15,000 for 2018.

**Motion: 012218-10**

**Motion: Mike Johnson**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Professional Development Plan**

To approve the Superintendent's 2018 Professional Development plan.

**Motion: 012218-11**

**Motion: Neil Oberlin**

**Second: Ned Garver**

**Motion approved unanimously.**

**NOWAC Contract**

To approve the 2018 NOWAC contract.

**Motion: 012218-12**

**Motion: Ned Garver**

**Second: Tanya Robarge**

**Motion approved unanimously.**

**Noah Rental Vacancies**

Discussion took place regarding the tenant vacancies in the NOAH rental properties. Deb, Superintendent, and Heidi, Community Services Director, explained they have some thoughts for filling the vacancies and they along with the SSAs are working with individuals, families, guardians, and providers to see if they will work. The Board members recommended no action at this time but will re-visit the subject in March for an update.

**Enter Executive Session**

To go into Executive Session to discuss employment, promotion, and compensation of a public employee at 12:42 p.m.

**Motion: 012218-13**

**Motion: Neil Oberlin**

**Second: Tanya Robarge**

**Motion approved unanimously.**

**Exit Executive Session**

To come out of Executive Session and declaring no action taken at 1:12 p.m..

**Motion: 012218-14**

**Motion: Ned Garver**

**Second: Mike Johnson**

**Motion approved unanimously.**

**Community Services Director Contract**

To approve the Community Services Director contract as presented.

**Motion: 012218-15**

**Motion: Ned Garver**

**Second: Tanya Robarge**

**Motion approved unanimously.**

**Adjourn**

To adjourn the January 22, 2018, regular Board meeting at 1:13 p.m.

**Motion: 012218-16**

**Motion: Ned Garver**

**Second: Tanya Robarge**

**Motion approved unanimously.**

Respectfully submitted,

Recording Secretary

Prepared by: Mary Dietsch