

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

**February 25, 2019 – 11:30 a.m.**

The February 25, 2019 regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:33 a.m.

Tanya Robarge sworn in as Board Member to begin her second term on the Board by Mary Dietsch, Exec. Asst. /HR

Roll call: Mike Elkins, Mike Johnson, Robin Kurtz, Neil Oberlin, Diane Peters, Tanya Robarge, and Mark Tipton

Excused Absence: None

**Guests Present:** Deb Guilford (Superintendent), Dennis Myers (Director Children Services), Heidi Hull (Director Community Services), Randy Beach (OACB), Marcia Hernandez (Paulding County Board Member), and Tim Sinn (Paulding County Board Member)

**Agenda**

To approve the February 25, 2019 meeting agenda with the change of New Business, E to a new motion for discussion of providing JFS with an office space at the Enrichment Center and adjusting the remaining motions.

**Motion: 022519-01**

**Motion: Diane Peters**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Minutes**

To approve the January 28, 2019 meeting minutes.

**Motion: 022519-02**

**Motion: Mike Johnson**

**Second: Diane Peters**

**Motion approved unanimously.**

**Financial Reports**

To approve the January 2019 Financial reports.

**Motion: 022519-03**

**Motion: Mike Elkins**

**Second: Mark Tipton**

**Motion approved unanimously.**

**Then and Now Certification**

To approve the Then and Now Certification from the Auditor's office.

**Motion: 022519-04**

**Motion: Mike Elkins**

**Second: Mark Tipton**

**Motion approved unanimously.**

**2019 Annual Action Plan**

To approve the Annual Action Plan.

**Motion: 022519-05**

**Motion: Mike Johnson**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Superintendent Professional Development Plan**

To approve the Superintendent 2019 Professional Development Plan

**Motion: 022519-06**

**Motion: Neil Oberlin**

**Second: Mike Elkins**

**Motion approved unanimously.**

**Capital Housing**

Discussion regarding Capital Housing Funds and a motion to approve the Board paying the 10% match for a Capital Housing purchase of a home to serve transitional youth

**Motion: 022519-07**

**Motion: Mike Johnson**

**Second: Diane Peters**

**Motion approved unanimously.**

**Office Space**

Motion to enter into a 6 Month Lease Agreement with a 30-day termination clause to provide JFS with an office space at the Enrichment Center at no cost.

**Motion: 022519-08**

**Motion: Diane Peters**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Suspend Board Meeting**

To approve to suspend regular Board meeting for Board member training on the role of the Board in employment of a superintendent. After the training, the Board meeting will resume. Time: 12:10 p.m.

**Motion: 022519-09**

**Motion: Neil Oberlin**

**Second: Tanya Robarge**

**Motion approved unanimously.**

**Resume Board Meeting**

To approve to resume the regular Board meeting after Board member training.

Time: 1:19 p.m.

**Motion: 022519-10**

**Motion: Mike Elkins**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Enter Executive Session**

To go into Executive Session for the purpose of discussion of Superintendent Replacement/employment of a public official (Superintendent). Time: 1:20 p.m.

**Motion: 022519-11**

**Motion: Mike Elkins**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Exit Executive Session**

To come out of Executive Session and declaring no action taken.

Time: 1:43 p.m.

**Motion: 022519-12**

**Motion: Neil Oberlin**

**Second: Diane Peters**

**Motion approved unanimously.**

**OACB**

To approve utilizing OACB, Randy Beach, to assist in the search for a new Superintendent Replacement/Employment of a public official (Superintendent) for Williams County Board of DD. The position would be a fulltime position and potentially be a shared position with Paulding County Board of DD.

**Motion: 022519-13**

**Motion: Mike Elkins**

**Second: Neil Oberlin**

**Motion approved unanimously.**

**Adjourn**

To adjourn the February 25, 2019 regular Board meeting at 1:45 p.m.

**Motion: 022519-14**

**Motion: Neil Oberlin**

**Second: Diane Peters**

**Motion approved unanimously.**

Respectfully submitted,

Recording Secretary

Prepared by: Mary Dietsch