

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

May 20, 2019 – 11:30 a.m.

The May 20, 2019 regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:30 a.m.

Roll call: Mike Elkins, Mike Johnson, Robin Kurtz, Neil Oberlin, Diane Peters (entered meeting at 11:35), Tanya Robarge, and Mark Tipton.

Guests Present: Deb Guilford (Superintendent), Dennis Myers (Children Services Director), Heidi Hull (Director of Community Services), Savanna Weber (Community Education Consultant), David Benner, Lamar Robarge, Beth Votow, Larry Spieth.

Agenda

To approve the May 20, 2019 meeting agenda.

Motion: 052019-01

Motion: Mike Elkins

Second: Mike Johnson

Motion approved unanimously.

Minutes

To approve the April 22, 2019 meeting minutes.

Motion: 052019-02

Motion: Mike Johnson

Second: Neil Oberlin

Motion approved unanimously.

Financial Reports

To approve the April 2019 Financial reports.

Motion: 052019-03

Motion: Neil Oberlin

Second: Tanya Robarge

Motion approved unanimously.

Program Reports

Superintendent: Deb informed the board that she has spent 2 full days with Jen. She has formally introduced her to the Family and Children First Committee and the County Commissioners. She feels it will be a smooth transition as Jen will have a great management team and staff to assist her. Deb said that she would be available to Jen for any other questions that she may have.

Deb gave an update on the home that is being purchased thru the NOAH Board.

Motion to approve.

To approve the corrected amount of \$20,760.00 as the Board's payment toward the Capital Housing purchase of the Glen Arbor Property

Motion: 052019-04

Motion: Neil Oberlin

Second: Mike Johnson

Motion approved unanimously.

EI-HMG: Dennis shared that he had received a donation of \$1,000 from the Athena Study Club for Williams County Early Intervention. He and Angela attended a training on Trauma Informed Care as it relates to Early Intervention. Williams County hosted a Family Outcome Training on April 16 that was attended by seven counties. The training was on how to write family goals and involving siblings in the interventions prescribed to the families. Enrollment for the Summer Enrichment Program is complete. There will be 24 preschool age children and 21 school age children, these numbers do not include typically developing peers.

Community Services: Heidi gave an update 101 Glen Arbor Property. There will be some minor updating that will need to be done in the home and the first individual is anticipated to move in in July, 2019. There are 25 people signed up to go on the Summer Trip to Cincinnati. They will leave on 6/17/19 and return on 6/19/19. Heidi shared how the state is looking at having a single ISP Plan for everyone in the state to use. She said her staff has signed up to receive communication and update and has also asked to be included in a piloting project.

Then and Now Certification

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

Motion: 052019-05

Motion: Mike Elkins

Second: Diane Peters

Motion approved unanimously.

NOWAC/Special Olympics Contract

Motion to approve the NOWAC service agreement for Special Olympics.

Motion: 052019-06

Motion: Mike Elkins

Second: Mike Johnson

Motion approved unanimously.

Discussion regarding Special Olympics Summer Games and associated costs.

A discussion was held regarding the hotel cost for the Special Olympics Summer Games and payment of the hotel rooms for parents accompanying their son or daughter. There are currently 15 athletes participating in the Summer Games in Columbus. The total cost of hotel rooms for 2 nights, for athletes, coaches, volunteers and parents will be approximately \$3,720. After much discussion it was recommended that, for this year, the cost of the hotel rooms be funded by the Board of DD or by FSS Funds depending on the athlete. It was also decided to form a committee of both board members and representatives of Special Olympics to clarify the budget for Special Olympics

NWOESC/Summer Enrichment Program

Motion to approve the Contract with NWOESC for the Summer Enrichment Program.

Motion: 052019-07

Motion: Mike Johnson

Second: Neil Oberlin

Motion approved unanimously

Marathon Gas Fleet Cards

Motion to approve Marathon Gas Fleet Cards, approved by Williams County Commissioners.

Motion: 0452019-08

Motion: Mike Elkins

Motion: Neil Oberlin

Motion approved unanimously.

2018 Annual Report

Motion to approve the 2018 Annual Report.

Motion: 052019-09

Motion: Diane Peters

Motion: Neil Oberlin

Motion approved unanimously.

Annual Survey Results

Motion to review the Annual Survey Results.

Motion: 052019-10

Motion: Mike Elkins

Second: Tonya Robarge

Motion approved unanimously.

Jennifer Basselman's Superintendent Contract

Motion to approve Jennifer Basselman's Superintendent Contract, as presented.

Motion: 052019-11

Motion: Mike Johnson

Second: Neil Oberlin

Motion approved unanimously.

Jennifer Basselman Cobra Coverage

Motion to approve the payment of Jennifer Basselman's Cobra Insurance up to \$1300.00.

Motion: 052019-12

Motion: Diane Peters

Motion: Mike Elkins

Motion approved unanimously.

Required Resolution

Motion to adopt a Resolution for Board Authorization, Delegation: naming Jennifer Basselman, Superintendent, and Andrea Hammond, NOWAC Contracted Business Manager, as authorized signers for Purchase Orders, Vouchers, Payroll, Change of Appropriation Forms and Change of Estimated Revenue Forms. This authorization stands for one year.

Motion: 052019-13

Motion: Mike Elkins

Motion: Neil Oberlin

Motion approved unanimously.

Board President, Robin Kurtz, requested that the building committee be reinstated.

Adjourn

To adjourn the May 20, 2019 regular Board meeting at 12:40 p.m.

Motion: 052019-14

Motion: Diane Peters

Motion: Neil Oberlin

Motion approved unanimously.

Respectfully submitted,
Recording Secretary
Prepared by: Dawn Merillat