

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

March 16, 2020 - 11:30 a.m.

The March 16, 2020, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:28 a.m.

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

Excused Absence: N/A

Guests Present: Jennifer Basselman, Superintendent; Dennis Myers, Director of Children's Services (via Zoom); Heidi Hull, Community Services Director; Andrea Hammond, Business Manager NOWAC (via Zoom); and Savannah Weber, Community Education Specialist (via Zoom).

Agenda

To approve the March 16, 2020 meeting agenda.

Motion: 031620-01

Motion: Mike Elkins

Second: Robin Kurtz

Motion approved unanimously.

Minutes

To approve the February 24, 2020 meeting minutes.

Motion: 031620-02

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved unanimously.

Financial Reports

To approve the February 2020 financial reports.

Motion: 031620-03

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved unanimously.

Program Reports: See attached reports

Superintendent

EI/HMG

Community Services

Personnel

Family Support Services (FSS) Policy

To approve the revised FSS policy as presented.

Motion: 031620-04

Motion: Robin Kurtz

Second: Mike Johnson

Motion approved unanimously.

Annual board training dates

Discussion of annual required board trainings and dates. Charting the Life Course training scheduled for May 18th at Defiance College. Dinner starting at 5:00pm, training 5:30 p.m. – 7:30 p.m. Additional required trainings will be completed following the June and August board meetings.

Rotary Membership

Discussion of securing Bryan/Montpelier Rotary membership for the Superintendent. Johnson explained the dual membership process, types of memberships, fees, and when each club meets. Kurtz suggested looking in to becoming chamber members of each municipality. No decision was made at this time.

Enter Executive Session

To go into Executive Session to discuss compensation and evaluation of a public employee.

Time: 12:08 p.m.

Motion: 031620-05

Motion: Tanya Robarge

Second: Mike Elkins

Motion approved unanimously.

Exit Executive Session

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

Time: 1:21 p.m.

Motion: 031620-06

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved unanimously.

Superintendent Contract

To approve amended Superintendent contract to reflect 27 pays in 2020 for Jennifer Basselman.

Motion: 031620-07

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved unanimously.

Adjourn

To adjourn the March 16, 2020, regular Board meeting at 1:23 p.m.

Motion: 031620-08

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved unanimously.

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman