

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

January 11, 2021 - 11:30 a.m.

The January 11, 2021, Organizational Board meeting of the Williams County Board of Developmental Disabilities called to order at 11:41 a.m.

Roll call: Ben Baldwin, Mike Elkins, Mike Johnson, Robin Kurtz, Neil Oberlin, Tanya Robarge and Abigail Wurm

Excused Absence: None

Guests Present: Jennifer Basselman, Superintendent; Dennis Myers, Director of Children's Services; Andrea Hammond, Business Manager NOWAC (via Zoom); Angela Luke, Special Olympics/Recreation Coordinator

Election of 2021 Officers

Voice vote to approve the slate of officers as nominated: Mike Johnson - President, Mike Elkins - Vice-President and Tanya Robarge - Secretary.

Motion: 011121-01

Motion: Robin Kurtz

Second: Ben Baldwin

Motion approved unanimously.

Finance Committee and Ethics Council Appointments

Finance Committee: Mike Johnson, Neil Oberlin, and Robin Kurtz

Ethics Council: Ben Baldwin, Mike Elkins and Abigail Wurm

Board Meeting Schedule 2021

To approve Board meetings on the 3rd Monday of each month, except July and December, at the Williams County Board of DD starting at 11:30a.m., with exception noted that January meeting held on the 2nd Monday and February meeting would be on the 4th Monday due to federal holidays. Monthly Building Committee Meetings to be held, as needed.

Motion: 011121-02

Motion: Mike Elkins

Second: Neil Oberlin

Motion approve unanimously.

Board Obligations

To approve the resolution authorizing the Superintendent to pay Board obligations for 2021.

Motion: 011121-03

Motion: Robin Kurtz

Second: Mike Elkins

Motion approved unanimously.

Board Funds

To approve the resolution authorizing the Superintendent to transfer funds within the 2021 appropriations.

Motion: 011121-04

Motion: Neil Oberlin

Second: Ben Baldwin

Motion approved unanimously.

Adjourn

To adjourn the 2021 Organizational meeting at 11:37 a.m.

Motion: 011121-05

Motion: Robin Kurtz

Second: Neil Oberlin

Motion approved unanimously.

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

January 11, 2021 - 11:38 a.m.

The January 11, 2021, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:38 a.m. by elected President, Mike Johnson.

Roll call: Ben Baldwin, Mike Elkins, Mike Johnson, Robin Kurtz, Neil Oberlin, Tanya Robarge and Abigail Wurm

Excused Absence: None

Guests Present: Jennifer Basselman, Superintendent; Dennis Myers, Director of Children's Services; Andrea Hammond, Business Manager NOWAC (via Zoom); Angela Luke, Special Olympics/Recreation Coordinator

Agenda

To approve the January 11, 2021 meeting agenda.

Motion: 011121-06

Motion: Ben Baldwin

Second: Robin Kurtz

Motion approved unanimously.

Minutes

To approve the November 16, 2020 meeting minutes.

Motion: 011121-07

Motion: Mike Elkins

Second: Neil Oberlin

Motion approved unanimously.

Financial Reports

To approve the November and December 2020 financial reports.

Motion: 011121-08

Motion: Neil Oberlin

Second: Ben Baldwin

Motion approved unanimously.

Program Reports: See attached reports

Superintendent

EI/HMG

Community Services

Personnel

Locally-funded Community Supports Policy

To approve the Locally-funded Community Supports policy as presented.

Motion: 011121-09

Motion: Neil Oberlin

Second: Abigail Wurm

Motion approved unanimously.

Adriel, Inc. Contract

To approve the contract with Adriel, Inc.

Motion: 011121-10

Motion: Robin Kurtz

Second: Mike Elkins

Motion approved unanimously.

Primary Solutions Contract

To approve the contract with Primary Solutions for financial software.

Motion: 011121-11

Motion: Mike Elkins

Second: Neil Oberlin

Motion approved unanimously.

Public Hearing

To set the Public Hearing on the 2020 Annual Plan Action Steps for March 15, 2021 at 11:00 a.m. in the Board conference room.

Motion: 011121-12

Motion: Neil Oberlin

Second: Abigail Wurm

Motion approved unanimously.

Resolution for Board Authorization

To approve the Resolution for Board Authorization Delegation: naming Jennifer Basselman, Superintendent; Andrea Hammond, Business Manager; and Nichole Rigelman, Operations Manager, as authorized signers for Purchase Orders, Vouchers, Payroll, Change of Appropriation Forms, and Change of Estimated Revenue Forms.

Motion: 011121-13

Motion: Ben Baldwin

Second: Robin Kurtz

Motion approved unanimously.

Required Resolution

To adopt a Resolution, as required by ORC 5123.0511, to commit \$419,042.08 as payment for the non-federal share of Medicaid expenditures for home and community based waiver services. This is based upon the current 30.32% required local match and current Payment Authorization for Waiver Services, in the amount of \$2,236,850.26. The Board will also pay associated fees as required by the State. It is fully understood the payment of non-federal share represents an on-going financial commitment by the Williams County Board of Developmental Disabilities. This commitment assumes the continuation of \$313,193.00 in State allocation.

Motion: 011121-14

Motion: Mike Elkins

Second: Neil Oberlin

Motion approved unanimously.

Adjourn

To adjourn the January 11, 2021, regular Board meeting at 12:16 p.m.

Motion: 011121-15

Motion: Neil Oberlin

Second: Mike Elkins

Motion approved unanimously.

Respectfully submitted,

Recording Secretary

Prepared by: Jennifer Basselman