

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

**October 19, 2020 - 11:30 a.m.**

**The October 19, 2020, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:33 a.m. by Mr. Oberlin. Meeting conducted with Zoom due to COVID-19 pandemic as permitted by the Williams County Prosecutor.**

**All members participated via Zoom:** Mike Elkins, Mike Johnson, Robin Kurtz, Neil Oberlin, and Mark Tipton.

**Excused Absence:** Ben Baldwin and Tanya Robarge.

**Guests Present:** Jennifer Basselman, Superintendent; Heidi Hull, Community Services Director (via Zoom); Dennis Myers, Director of Children's Services (via Zoom); Andrea Hammond, Business Manager NOWAC; Angela Luke, Special Olympics/Recreation Coordinator (via Zoom); and Nichole Rigelman, Operations Manager.

**Agenda**

To approve the October 19, 2020 meeting agenda.

**Motion: 101920-01**

**Motion: Mike Elkins**

**Second: Mark Tipton**

**Motion approved unanimously.**

**Public Comment**

None

**Minutes**

To approve the September 21, 2020 regular meeting minutes.

**Motion: 101920-02**

**Motion: Robin Kurtz**

**Second: Mike Elkins**

**Motion approved unanimously.**

**Financial Reports**

To approve the September 2020 financial reports as presented by Andrea Hammond, Business Manager NOWAC.

**Motion: 101920-03**

**Motion: Mike Johnson**

**Second: Mike Elkins**

**Motion approved unanimously.**

**Program Reports: See attached reports**

Superintendent

EI/HMG

Community Services

Personnel

**New Business:**

**Contract Services for Williams County Family and Children First**

To approve the contract between Williams County Board of DD, Administrative Agent for Williams County Family and Children First Council, and Williams County Family and Children First Council and Defiance County Family and Children First Council to provide Service Coordination Facilitation services as presented by Jen Basselman.

**Motion: 101920-04**

**Motion: Robin Kurtz**

**Second: Mike Elkins**

**Motion approved unanimously.**

**Adjourn**

To adjourn the October 21, 2020, regular Board meeting at 12:14 p.m.

**Motion: 101920-05**

**Motion: Mike Elkins**  
**Second: Mike Johnson**  
**Motion approved unanimously.**

Respectfully submitted,

Mike Elkins  
Recording Secretary

jrb