

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

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

The November 16, 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.

Roll call (*) Indicates members who participated via Zoom. Ben Baldwin*, Mike Elkins, Robin Kurtz, Neil Oberlin, and Tanya Robarge.

Excused Absence: Mike Johnson and Mark Tipton.

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

Agenda

To approve the November 16, 2020 meeting agenda.

Motion: 111620-01

Motion: Mike Elkins

Second: Robin Kurtz

Motion approved unanimously.

Public Comment

None

Minutes

To approve the October 19, 2020 regular meeting minutes.

Motion: 111620-02

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved unanimously.

Financial Reports

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

Motion: 111620-03

Motion: Mike Elkins

Second: Tanya Robarge

Motion approved unanimously.

Program Reports: See attached reports

Superintendent

EI/HMG

Community Services

Personnel

New Business:

Annual Contracts

To approve the 2020 Contracts for Occupational Therapy, Speech Therapy, and Physical Therapy services, as well as contracts with Quadco, NOWAC and Savanna Weber, Community Education Specialist.

Motion: 111620-04

Motion: Mike Elkins

Second: Tanya Robarge

Motion approved unanimously.

Motion to approve the 2021 Board Calendar

Motion: 111620-05

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved unanimously.

Review of building renovation expenditures.

Ms. Basselman provided a detailed report of building renovation costs to date. Most items are done and have been paid. The total spent to date is \$108,000 with an approved budget of \$200,000. Staff have expressed their thanks for the updated office building.

Enter Executive Session

To go into Executive Session to discuss the employment and compensation of public employee(s).

Time: 11:55 a.m.

Motion: 111620-06

Motion: Mike Elkins

Second: Robin Kurtz

Motion approved unanimously.

Exit Executive Session

Exit Executive Session declaring no action taken.

Time: 12:19 p.m.

Management Contracts

To approve 2021 management contracts with Dennis Myers, Heidi Hull, and Nichole Rigelman.

Motion: 111620-07

Motion: Tanya Robarge

Second: Mike Elkins

Motion approved unanimously.

Health Insurance Opt-Out

Motion to offer staff a \$2,000.00 annual incentive, to be paid quarterly in increments of \$500.00, in lieu of taking health insurance for 2021.

Motion: 111620-08

Motion: Robin Kurtz

Second: Mike Elkins

Motion approved unanimously.

Adjourn

To adjourn the November 16, 2020, regular Board meeting at 12:22 p.m.

Motion: 111620-09

Motion: Tanya Robarge

Second: Robin Kurtz

Motion approved unanimously.

Respectfully submitted,

Mike Elkins
Recording Secretary

jrb