

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

January 9, 2023 - 11:30 a.m.

The January 9, 2023, Organizational Board meeting of the Williams County Board of Developmental Disabilities called to order at 11:36 a.m.

Roll call: Randy Allomong, Ben Baldwin, Mike Elkins, Mike Johnson, Robin Kurtz, and Tanya Robarge

Excused Absence: Abigail Wurm

Guests Present: Andrea Hammond, Superintendent; Melanie Yarger, Director of Community Services; Dennis Myers, Director of Children's Services; Nichole Rigelman, Director of Business; Anna Conklin, Community Education Specialist.

Election of 2023 Officers

Voice vote to approve the slate of officers as nominated: Abigail Wurm - President, Tanya Robarge - Vice-President and Randy Allomong - Secretary.

Motion: 010923-01

Motion: Robin Kurtz

Second: Ben Baldwin

Motion approved unanimously.

Finance Committee and Ethics Council Appointments

Finance Committee: Mike Johnson, Randy Allomong, Ben Baldwin

Ethics Council: Mike Elkins, Abigail Wurm, and Robin Kurtz

Board Meeting Schedule 2023

To approve Board meetings on the 3rd Monday of each month, except July and December, at the Williams County Board of DD at 11:30a.m., with the exception noted that meetings will be on the 2nd Monday in January and February, and the 4th Monday in June due to federal holidays.

Motion: 010923-02

Motion: Mike Johnson

Second: Tanya Robarge

Motion approve unanimously.

Board Obligations

To approve the resolution authorizing the Superintendent to pay Board obligations for 2023.

Motion: 010923-03

Motion: Randy Allomong

Second: Ben Baldwin

Motion approved unanimously.

Board Funds

To approve the resolution authorizing the Superintendent to transfer funds within the 2023 appropriations.

Motion: 010923-04

Motion: Ben Baldwin

Second: Robin Kurtz

Motion approved unanimously.

Adjourn

To adjourn the 2022 Organizational meeting at 11:44 a.m.

Motion: 010923-05

Motion: Mike Johnson

Second: Robin Kurtz

Motion approved unanimously.

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

January 9, 2023 – 11:47 a.m.

The January 9, 2023, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:47 a.m. by elected Vice - President, Tanya Robarge.

Roll call: Randy Allomong, Ben Baldwin, Mike Elkins, Mike Johnson, Robin Kurtz, and Tanya Robarge.

Excused Absence: Abigail Wurm.

Guests Present: Andrea Hammond, Superintendent; Melanie Yarger, Director of Community Services; Dennis Myers, Director of Children's Services; Nichole Rigelman, Director of Business; Anna Conklin, Community Education Specialist.

Public Comment

None

Agenda

To approve the January 9, 2023 meeting agenda.

Motion: 010923-06

Motion: Ben Baldwin

Second: Robin Kurtz

Motion approved unanimously.

Minutes

To approve the November 21, 2022 meeting minutes.

Motion: 010923-07

Motion: Mike Elkins

Second: Mike Johnson

Motion approved unanimously.

Financial Reports

To approve the November and December 2022 financial reports.

Motion: 010923-08

Motion: Mike Johnson

Second: Robin Kurtz

Motion approved unanimously.

Program Reports: See attached reports

Superintendent

Personnel

EI/HMG/Special Olympics

Community Services

Resolution for Board Authorization

To approve the Resolution for Board Authorization Delegation: naming Andrea Hammond, Superintendent and Nichole Rigelman, Director of Business, 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: 010923-09

Motion: Randy Allomong

Second: Mike Johnson

Motion approved unanimously.

Required Resolution

To adopt a Resolution, as required by ORC 5123.0511, to commit payment for the non-federal share of Medicaid expenditures for home and community based waiver services.

Motion: 010923-10

Motion: Mike Elkins

Second: Ben Baldwin

Motion approved unanimously.

Table of Organization

To approve the 2023 Table of Organization, as presented.

Motion: 010923-11

Motion: Robin Kurtz

Second: Mike Elkins

Motion approved unanimously.

Telework Policy

To approve the revised Telework Policy, as presented.

Motion: 010923-12

Motion: Mike Elkins

Second: Mike Johnson

Motion approved unanimously.

Enter Executive Session

To go into Executive Session to discuss certain personnel matters.

Time: 12:31 p.m.

Motion: 010923-13

Motion: Robin Kurtz

Second: Ben Baldwin

Motion approved unanimously.

Exit Executive Session

Exit Executive Session and declaring no action taken.

Time: 12:44 p.m.

Motion: 010923-14

Motion: Ben Baldwin

Second: Mike Johnson

Motion approved unanimously.

Increased Hours

To approve the increase of hours for key positions in order to meet operational needs.

Motion: 010923-15

Motion: Mike Elkins

Second: Mike Johnson

Motion approved unanimously.

Adjourn

To adjourn the January 9, 2023, regular Board meeting at 12:45 p.m.

Motion: 010923-16

Motion: Robin Kurtz

Second: Ben Baldwin

Motion approved unanimously.

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman