

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

March 20, 2023 – 11:30 a.m.

The March 20, 2023, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:40 a.m. by Vice-President, Tanya Robarge.

Roll call: Mike Johnson, Robin Kurtz, Tanya Robarge, and Abigail Wurm

Excused Absence: Randy Allomong, Ben Baldwin, and Mike Elkins

Guests Present: Andrea Hammond, Superintendent; Nichole Rigelman, Director of Business; Dennis Myers, Director of Children's Services; and Joan Miller, Community Inclusion Specialist

Public Comment

Robin Kurtz informed the board Angela Luke, Early Intervention Specialist/Special Olympics/Youth Rec. Coordinator, reached out to share the positive changes that have been occurring within the agency in recent months. Robin was pleased to hear about the increased morale and thanked Ms. Hammond for her efforts.

Joan Miller, Community Inclusion Specialist, also voiced her pleasure in the changes happening within the agency, citing several instances in which Ms. Hammond has had a positive impact on the culture.

Agenda

To approve the March 20, 2023 meeting agenda.

Motion: 032023-01

Motion: Mike Johnson

Second: Robin Kurtz

Motion approved.

Minutes

To approve the February 13, 2023 meeting minutes.

Motion: 032023-02

Motion: Robin Kurtz

Second: Mike Johnson

Motion approved.

Financial Reports

To approve the February 2023 financial reports.

Motion: 032023-03

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved.

Program Reports: See attached reports

Superintendent

Personnel

EI/HMG/Special Olympics

Community Services

New Business:

NOWAC Contract Addendum

To approve the addendum contract with NOWAC for Early Intervention Services.

Motion: 032023-04

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved.

2023 Lawn Care

To approve Blake's Lawn Maintenance for the 2023 mowing/trimming season.

Motion: 032023-05

Motion: Robin Kurtz

Second: Mike Johnson

Motion approved.

Guardianship Services Board

To appoint Collene Hill as the WCBDD representative for the Guardian Services Board.

Motion: 032023-06

Motion: Mike Johnson

Second: Robin Kurtz

Motion approved.

Enter Executive Session

To go into Executive Session to discuss certain personnel matters.

Time: 12:50 p.m.

Motion: 032023-07

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved unanimously.

Exit Executive Session and declaring no action taken.

Time: 1:03 p.m.

Position Description

To approve the updated Medicaid and Facilities Manager position description.

Motion: 032023-08

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved.

Management Contract

To approve the 2023 Medicaid and Facilities Manager contract as presented.

Motion: 032023-09

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved.

Adjourn

To adjourn the March 20, 2023, regular Board meeting at 1:04 p.m.

Motion: 032023-10

Motion: Robin Kurtz

Second: Mike Johnson

Motion approved.

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman