

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

**February 13, 2023 – 11:30 a.m.**

**The February 13, 2023, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:30 a.m. by elected President, Abigail Wurm.**

**Roll call:** Randy Allomong, Ben Baldwin, Mike Johnson, Tanya Robarge and Abigail Wurm. Robin Kurtz, present via zoom, participated in discussions but abstained from voting.

**Excused Absence:** Mike Elkins

**Guests Present:** Andrea Hammond, Superintendent; Nichole Rigelman, Director of Business; Melanie Yarger, Director of Community Services; Dennis Myers, Director of Children's Services; Joan Miller, Community Inclusion Specialist; and Angela Luke, Early Intervention Specialist/Special Olympics/Youth Rec. Coordinator

**Public Comment**

Joan Miller, Community Inclusion Specialist, presented the "Disability Bill of Rights" video that showcases self-advocates discussing rights for people with disabilities while highlighting things that are important to them. Joan also discussed several of the upcoming events planned for DD Awareness Month.

**Agenda**

To approve the February 13, 2023 meeting agenda.

**Motion: 021323-01**

**Motion: Ben Baldwin**

**Second: Mike Johnson**

**Robin Kurtz abstained.**

**Motion approved.**

**Minutes**

To approve the January 9, 2023 meeting minutes.

**Motion: 021323-02**

**Motion: Ben Baldwin**

**Second: Mike Johnson**

**Robin Kurtz abstained.**

**Motion approved.**

**Financial Reports**

To approve the January 2023 financial reports.

**Motion: 021323-03**

**Motion: Ben Baldwin**

**Second: Tanya Robarge**

**Robin Kurtz abstained.**

**Motion approved.**

**Program Reports: See attached reports**

Superintendent

Personnel

EI/HMG/Special Olympics

Community Services

**New Business:**

**Review of Annual Conflict of Interest Disclosure for Staff**

No areas of conflict noted.

**Discussion of developing the Board's 3-year Strategic Plan**

Strategic Plan effective 2023-2025. Ms. Hammond reviewed the past process and presented 2 dates in which Willie Jones, OACB, would be available to be onsite in order to facilitate the development of the Strategic Plan. Ms. Hammond will confirm date and inform Board and staff.

**Discussion of Architectural Services quotes**

Ms. Hammond reviewed the 3 quotes for architectural services in regards to renovations at the newly acquired building. Quotes were received from Christopher Kannel Architect, G5 Architecture, and Kleinfelder.

**Architectural Services**

To approve the quote from Christopher Kannel Architect

**Motion: 021323-04**

**Motion: Ben Baldwin**

**Second: Mike Johnson**

**Robin Kurtz and Abigail Wurm abstained.**

**Motion approved.**

**Adjourn**

To adjourn the February 13, 2023, regular Board meeting at 12:25 p.m.

**Motion: 021323-05**

**Motion: Ben Baldwin**

**Second: Tanya Robarge**

**Robin Kurtz abstained.**

**Motion approved.**

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman