

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

June 26, 2023 – 11:30 a.m.

The June 26, 2023, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:32 a.m. by President, Abigail Wurm.

Roll call: Randy Allomong, Ben Baldwin, Mike Johnson, Robin Kurtz, Tanya Robarge, and Abigail Wurm (excused at 12:50 p.m.)

Excused Absence: Mike Elkins

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

Public Comment

None

Agenda

To approve the June 26, 2023 meeting agenda, as presented.

Motion: 062623-01

Motion: Mike Johnson

Second: Robin Kurtz

Motion approved.

Minutes

To approve the May 15, 2023 meeting minutes.

Motion: 062623-02

Motion: Randy Allomong

Second: Mike Johnson

Motion approved.

Financial Reports

To approve the May 2023 financial reports.

Motion: 062623-03

Motion: Robin Kurtz

Second: Tanya Robarge

Motion approved.

Program Reports: See attached reports

Superintendent

Personnel

EI/HMG/Special Olympics

Community Services

New Business:

Pregnant Workers Fairness Act Policy

To approve new personnel policy 4.07, Pregnant Workers Fairness Act

Motion: 062623-04

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved.

Attendance, Paid Work Breaks, Beginning and End of Day Policy

To approve updated personnel policy 7.01 Attendance, Paid Work Breaks, Beginning and End of Day

Motion: 062623-05

Motion: Tanya Robarge

Second: Randy Allomong

Motion approved.

Discussion on Building Project

Superintendent, Andrea Hammond, presented board members with the initial schematics created by Christopher M. Kannel Architect. Superintendent Hammond explained the vision for the building a how each space would be used in the future as well as next steps in order to keep the project moving forward.

Executive Session

To enter into Executive Session to discuss certain personnel matters.

Time: 12:26 p.m.

Motion: 062623-06

Motion: Tanya Robarge

Second: Robin Kurtz

Motion approved.

Exit Executive Session

Exit Executive Session and declaring no action taken.

Time: 1:20 p.m.

Community Inclusion Position Description

To approve the Community Inclusion position description, as presented.

Motion: 062623-07

Motion: Robin Kurtz

Second: Mike Johnson

Motion approved.

Director of Community Services Position Description

To approve the updated Director of Community Services position description, as presented.

Motion: 062623-08

Motion: Robin Kurtz

Second: Randy Allomong

Motion approved.

Management Contract

To approve the 2023 Director of Community Services management contract.

Motion: 062623-09

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved.

Adjourn

To adjourn the June 26, 2023, regular Board meeting at 1:24 p.m.

Motion: 062623-10

Motion: Randy Allomong

Second: Robin Kurtz

Motion approved.

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman