

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

August 21, 2023 – 11:30 a.m.

The August 21, 2023, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:30 a.m. by President, Abigail Wurm.

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

Excused Absence: Ben Baldwin

Guests Present: Andrea Hammond, Superintendent; 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 August 21, 2023 meeting agenda, as presented.

Motion: 082123-01

Motion: Robin Kurtz

Second: Mike Elkins

Motion approved.

Minutes

To approve the June 26, 2023 meeting minutes.

Motion: 082123-02

Motion: Mike Johnson

Second: Tanya Robarge

Motion approved.

Financial Reports

To approve the June 2023 and July 2023 financial reports.

Motion: 082123-03

Motion: Mike Elkins

Second: Robin Kurtz

Motion approved.

Program Reports: See attached reports

Superintendent

Personnel

EI/HMG/Special Olympics

Community Services

New Business:

Developmental Centers 2-Year Admission Agreement

To approve 2-year admission agreement with Tiffin Developmental Center.

Motion: 082123-04

Motion: Mike Johnson

Second: Mike Elkins

Motion approved.

School-Age Service and Support Administrator Position Description

To approve the new School-Age Service and Support Administrator position description, as presented.

Motion: 082123-05

Motion: Randy Allomong

Second: Robin Kurtz

Motion approved.

Discussion on Williams County Board of DD Services Pamphlet

Superintendent, Andrea Hammond, presented board members with a copy of the WCBDD Services pamphlet for review. The Board was pleased with the pamphlet and had a few suggestions for revisions.

Discussion of Finance Committee Meeting and Ethics Committee Meeting

Superintendent, Andrea Hammond, discussed with the Board the need to hold a Finance Committee meeting in order to review the 2024 proposed budget. She also informed the Board there is a need to schedule an Ethics Committee meeting in order to review a potential conflict of interest. The Finance Committee is set to meet on September 18, 2023 at 10:30 a.m. with the Ethics Committee meeting the same date at 11:25 a.m.

Executive Session

To enter into Executive Session to discuss certain personnel matters.

Time: 12:13 p.m.

Motion: 082123-06

Motion: Tanya Robarge

Second: Mike Elkins

Motion approved.

Exit Executive Session

Exit Executive Session and declaring no action taken.

Time: 1:09 p.m.

Adjourn

To adjourn the August 21, 2023, regular Board meeting at 1:09 p.m.

Motion: 082123-07

Motion: Mike Elkins

Second: Mike Johnson

Motion approved.

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman