

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

January 22, 2024 - 11:30 a.m.

The January 22, 2024, Organizational Board meeting of the Williams County Board of Developmental Disabilities called to order at 11:31 a.m., by President, Abigail Wurm.

Roll call: Randy Allomong, Ben Baldwin (arrived at 11:40 a.m.), Mike Elkins, Robin Kurtz, Tanya Robarge, and Abigail Wurm

Excused Absence: N/A

Guests Present: Andrea Hammond, Superintendent; Nichole Rigelman, Director of Business; Pat Uhlenhake, Interim Director of Community Services; Angela Luke, Early Intervention Specialist/Special Olympics/Youth Rec. Coordinator; and Chris Kannel, Architect.

Election of 2024 Officers

Voice vote to approve the slate of officers as nominated: Robin Kurtz - President, Mike Elkins - Vice-President and Randy Allomong - Secretary.

Motion: 012224-01

Motion: Abigail Wurm

Second: Mike Elkins

Motion approved unanimously.

Finance Committee and Ethics Council Appointments

Finance Committee: Randy Allomong, Ben Baldwin, and Robin Kurtz

Ethics Council: Mike Elkins, Abigail Wurm, and Tanya Robarge

Board Meeting Schedule 2024

To approve the Monthly Board Meeting Schedule for 2024: 3rd Monday of each month except July & December at 11:30 a.m. (Exception noted – meetings will be on 4th Monday in January, and 2nd Monday in February due to holidays.) *

Motion: 012224-02

Motion: Randy Allomong

Second: Mike Elkins

Motion approve unanimously.

Resolution 2024-01: Board Obligations

To approve the resolution authorizing the Superintendent to pay Board obligations for 2024.

Motion: 012224-03

Motion: Abigail Wurm

Second: Tanya Robarge

Rollcall vote taken; Resolution approved unanimously.

Resolution 2024-02: Board Funds

To approve the resolution authorizing the Superintendent to transfer funds within the 2024 appropriations.

Motion: 012224-04

Motion: Mike Elkins

Second: Tanya Robarge

Rollcall vote taken; Resolution approved unanimously.

Adjourn

To adjourn the 2024 Organizational meeting at 11:40 a.m.

Motion: 012224-05

Motion: Randy Allomong

Second: Abigail Wurm

Motion approved unanimously.

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

January 22, 2024 – 11:47 a.m.

The January 22, 2024, Regular Board meeting of the Williams County Board of Developmental Disabilities was called to order at 11:41 a.m. by elected President, Robin Kurtz.

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

Excused Absence: N/A

Guests Present: Andrea Hammond, Superintendent; Nichole Rigelman, Director of Business; Pat Uhlenhake, Interim Director of Community Services; Angela Luke, Early Intervention Specialist/Special Olympics/Youth Rec. Coordinator; and Chris Kannel, Architect.

Public Comment

None

Agenda

To approve the January 22, 2024 meeting agenda.

Motion: 012224-06

Motion: Abigail Wurm

Second: Tanya Robarge

Motion approved unanimously.

Minutes

To approve the November 20, 2023 meeting minutes.

Motion: 012224-07

Motion: Mike Elkins

Second: Tanya Robarge

Motion approved unanimously.

Financial Reports

To approve the November and December 2023 financial reports.

Motion: 012224-08

Motion: Tanya Robarge

Second: Mike Elkins

Motion approved unanimously.

Program Reports: See attached reports

Superintendent

Personnel

EI/HMG/Special Olympics

Community Services

New Business:

Building Project

Architect, Chris Kannel, addressed the Board in order to provide an update on the project as well as to discuss the next steps. Chris shared the Design Development process is done and he and Superintendent, Andrea Hammond, met to discuss the specific phases of construction and how best to complete the project. He suggested completing the process in 4 phases to help mitigate disruption to the operation of the board. Chris also provided a rough timeline of events, with the bidding process hopefully starting in April/May of 2024 and the entire project wrapping up in 2025. There was some discussion regarding the phases, with some alternate ideas being presented. Chris and Andrea will meet to discuss further.

Resolution 2024-03: Board Authorization Delegation

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: 012224-09

Motion: Abigail Wurm

Second: Mike Elkins

Rollcall vote taken; Resolution approved unanimously.

Resolution 2024-04: Payment for Non-Federal Share of Medicaid Expenditures for HCBS Waivers

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: 012224-10

Motion: Mike Elkins

Second: Randy Allomong

Rollcall vote taken; Resolution approved unanimously.

Table of Organization

To approve the 2024 Table of Organization, as presented.

Motion: 012224-11

Motion: Tanya Robarge

Second: Mike Elkins

Motion approved unanimously.

Guardianship Services Board MOU

To approve the Guardianship Services Board MOU, as presented. The MOU is for a duration of 5 years; however, the superintendent will present the MOU annually, in November, for approval as there is an option to opt-out.

Motion: 012224-12

Motion: Tanya Robarge

Second: Randy Allomong

Motion approved unanimously.

Furnace Replacement

To approve the lowest/best quote for furnace replacement in the building currently occupied by Lincare.

Motion: 012224-13

Motion: Mike Elkins

Second: Tanya Robarge

Motion approved unanimously.

Adjourn

To adjourn the January 22, 2024, regular Board meeting at 12:56 p.m.

Motion: 012224-14

Motion: Abigail Wurm

Second: Mike Elkins

Motion approved unanimously.

Respectfully submitted,

Recording Secretary

Prepared by: Nichole Rigelman