

# FULTON COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

April 15, 2025  
Board Meeting Minutes

## CALL TO ORDER

Anderson called the April 15, 2025 meeting of the Fulton County Board of Developmental Disabilities to order at 4:03 pm.

## ROLL CALL

Scott Anderson, Adam Cook, Sam Denn, Lynlee Reinking (4:28 pm), Larry Restivo, and Britney Ward (4:04 pm). Excused: Mike Oricko.

Guests: Lindsey Deering, Children Services Director; Shannon Keiser, Community and Medicaid Services Director; Emmi Johnson, Business Manager (NOWAC) and Robin Shepherd, Superintendent.

## APPROVAL OF AGENDA

*Restivo made a motion to approve the agenda as presented. Cook seconded the motion. Approval by unanimous voice vote.*

## PUBLIC COMMENT

No public comment.

## APPROVAL OF MARCH 18, 2025 BOARD MEETING MINUTES

*Denn made a motion to approve the March 18, 2025 Board Meeting Minutes as presented. Restivo seconded the motion. Approval by unanimous voice vote.*

## APPROVAL OF MARCH, 2025 EXPENDITURES

*Cook made a motion to approve the March, 2025 Expenditures as presented. Denn seconded the motion. Approval by unanimous voice vote.*

## FINANCE, FACILITIES & PERSONNEL

Anderson reviewed the committee meeting minutes.

## 2026 DRAFT BUDGET

Johnson reviewed the 2026 draft budget.

*Ward made a motion to approve the 2026 Draft Budget as presented. Denn seconded the motion. Approval by unanimous voice vote.*

## INTELLINETICS

Anderson reviewed that this is the electronic filing system for client records. The cost of the contract is \$3,570.98 which is a \$70.55 cost increase from the previous year.

*Anderson made a motion to approve the Intellinetics contract \$3,570.98 as presented. Cook seconded the motion. Approval by unanimous voice vote.*

#### LEGENDS AND LIVESTOCK SPONSORSHIP

Anderson reviewed that this was a new program last year, and this is the first time the Board has been asked to consider providing sponsorship. Discussion followed regarding the number of individuals electing to participate this year and the possibility of increasing the sponsorship based on participation. Keiser shared that 26 individuals are currently signed up, with the potential for that number to increase between 30 and 35 before registration closes.

***Restivo made a motion to approve a Legends and Livestock sponsorship in the amount of \$750. Ward seconded the motion. Approval by unanimous voice vote.***

***Restivo made a motion to amend the previous motion to approve a Legends and Livestock sponsorship in the amount of \$1,000. Ward seconded the motion. Approval by unanimous voice vote.***

#### PERSONNEL POLICY, SECTION 6

No recommended changes to this policy.

***Anderson made a motion to approve the Personnel Policy, Section 6 as presented. Restivo seconded the motion. Approval by unanimous voice vote.***

#### SSA POSITION EDUCATIONAL REQUIREMENTS

Anderson reviewed the education requirements for the Service and Support Administration (SSA). Shepherd presented a proposal to lower the minimum educational requirement from a Bachelor's degree to an Associate's degree, with a renewed focus on relevant skills and experience rather than formal education alone.

***Anderson made a motion to approve changing the minimum educational requirements for the SSA position to an Associate's degree with 3 years qualified experience and making a 3-tiered starting pay scale as presented. Restivo seconded the motion. Approval by unanimous voice vote.***

#### PROGRAM & PUBLICITY

##### PROGRAM POLICY

##### EMPLOYMENT

Cook reviewed the recommended minor changes to the Employment Policy to reflect changes in the rule.

***Cook made a motion to approve the Program Policy: Employment policy as presented. Denn seconded the motion. Approval by unanimous voice vote.***

Reinking arrived at 4:28 pm.

#### OLD BUSINESS

##### SUMMER PICNIC—JUNE 12<sup>TH</sup>

The Annual Picnic will be held on June 12<sup>th</sup> at the Fulton County Fair Grounds.

#### NEW BUSINESS

##### STRATEGIC PLANNING

The August 19, 2025 Board Member Training, which will be held immediately following the Board meeting and will incorporate strategic planning as a key component of the session.

**MAY 7<sup>TH</sup> IN-SERVICE ACTIVITY**

Shepherd shared that for the May in-service, she would like to incorporate a fun activity for staff. ***Denn made a motion to approve an activity with Soaring Arts, not to exceed \$600, for the May7, 2025 In-service as presented. Restivo seconded the motion. Approval by unanimous voice vote.***

**STATE & ADVOCACY UPDATES**

No updates to report.

**DIRECTOR'S REPORTS**

No questions or comments.

**SUPERINTENDENT'S REPORT**

No questions or comments.

**ADJOURNMENT**

***Restivo made a motion to adjourn the Board Meeting at 4:34 pm. Reinking seconded the motion. Approval by unanimous voice vote.***

  
Secretary

  
Date

  
President

  
Date