

# FULTON COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

October 21, 2025  
Board Meeting Minutes

## CALL TO ORDER

Anderson called the October 21, 2025 meeting of the Fulton County Board of Developmental Disabilities to order at 4:05 pm.

## ROLL CALL

Scott Anderson, Sam Denn, Lynlee Reinking (4:29 pm), and Britney Ward. Excused: Adam Cook and Larry Restivo.

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

## APPROVAL OF AGENDA

**ADD:** VII.A. Conference Room Technology

**ADD:** Board Vehicles

**ADD:** X.C. Restroom

**ADD:** X.D. Linfoot Street

*Ward made a motion to approve the agenda as amended. Denn seconded the motion. Approval by unanimous voice vote.*

## PUBLIC COMMENT

No public comment.

## APPROVAL OF SEPTEMBER 16, 2025 BOARD MEETING MINUTES

*Denn made a motion to approve the September 16, 2025 Board Meeting Minutes as presented. Ward seconded the motion. Approval by unanimous voice vote.*

## APPROVAL OF SEPTEMBER, 2025 EXPENDITURES

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

## FINANCE, FACILITIES & PERSONNEL

Ward reviewed the committee meeting minutes.

## 2026 BUDGET

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

## 2026 LEVY ROLLBACK

*Ward made a motion to approve the 2026 Levy Rollback, 1.6 Mill as presented. Denn seconded the motion. Approval by unanimous voice vote.*

#### **STAFF COMPENSATION**

Ward reviewed that the County Commissioners have not yet decided on 2026 wages. The committee recommends tabling until that has been decided.

#### **2026 WAIVER ALLOCATION**

Ward shared that the committee is recommending requesting an allocation of eight I.O. Waivers and eight Level 1 Waivers, for 2026.

*Ward made a motion to approve an allocation of eight I.O. Waivers and eight Level 1 Waivers for 2026 as presented. Denn seconded the motion. Approval by unanimous voice vote.*

#### **DEVELOPMENTAL SPECIALIST COACHING CONTRACT**

*Ward made a motion to approve the EI Developmental Specialist Coaching contract as presented. Denn seconded the motion. Approval by unanimous voice vote.*

#### **PERSONNEL POLICY: SECTIONS 12 AND 13**

Ward reviewed that there are no changes to these policies.

*Ward made a motion to approve Personnel Policies, Sections 12 and 13 as presented. Denn seconded the motion. Approval by unanimous voice vote.*

#### **PROGRAM & PUBLICITY**

Denn reviewed the Program and Publicity committee minutes.

#### **PROGRAM POLICY**

##### **HCBS WAIVER, EARLY INTERVENTION AND MEDICAID ADMINISTRATION CLAIMING (MAC)**

There were no recommended changes to the Early Intervention and MAC policies. The HCBS Waiver policies include recommended updates to align with current rules and to clarify and streamline language.

*Denn made a motion to approve the Program Policy: HCBS Waiver, Early Intervention and Medicaid Administration Claiming (MAC) as presented. Ward seconded the motion. Approval by unanimous voice vote.*

#### **2026 BILLBOARDS**

Cook shared the committee recommends doing billboard advertising again in March.

*Denn made a motion to approve advertising on three billboard locations with a different design on each billboard, in the amount of \$2,070 as presented. Ward seconded the motion. Approval by unanimous voice vote.*

#### **OLD BUSINESS**

##### **Conference Room Technology**

Shepherd explained that the Board previously approved a TV and TV cart for the front conference room. IT staff has since determined that a camera and microphone are also needed to support virtual meetings in that space.

*Denn made a motion to approve purchasing a camera, microphone and cables in the amount of \$361.50 as presented. Ward seconded the motion. Approval by unanimous voice vote.*

### **Board Vehicles**

Shepherd shared a proposal to purchase a 2023 Buick Enclave, trading in the 2016 Chevrolet Trax, for a total cost of \$28,305.50. She also recommended the purchase of a 2023 GMC Acadia, trading in the 2014 Buick Encore, for a total cost of \$27,420.50. Both vehicles have mileage under 30,000. The combined cost of the two vehicles remains under the \$60,000 previously approved by the Board.

***Ward made a motion to approve the purchase of the 2023 Buick Enclave and 2023 GMC Acadia in the amount of \$55,726.00 as presented. Denn seconded the motion. Approval by unanimous voice vote.***

### **NEW BUSINESS**

#### **OACB DELEGATE ASSEMBLY**

Discussion to consider a Delegate at the OACB Delegate Assembly, on November 19, 2025.

***Denn made a motion to appoint Robin Shepherd to be the Delegate at the OACB Delegate Assembly. Ward seconded the motion. Approval by unanimous voice vote.***

#### **ANNUAL SURVEY**

Shepherd shared the results from the annual survey.

#### **RESTROOM**

Shepherd stated that the front office restroom vanity has water damage and the vinyl flooring is coming up in areas. Shepherd shared an estimate to purchase a new vanity with a sink, faucet, mirror, light and flooring, under \$700. Luke would install everything.

***Denn made a motion to approve the bathroom remodel not to exceed \$700.00 as presented. Ward seconded the motion. Approval by unanimous voice vote.***

#### **LINFOOT STREET**

Shepherd highlighted recent discussions shared in the Finance, Facility, and Personnel Committee minutes. As Triangular Processing explores a recycling plan to present to the Commissioners, Shaw inquired whether, in the event recycling operations change, the Board would be willing to assume responsibility for the facility's utilities as part of the lease agreement. Currently, the Commissioners cover these utility costs, which are estimated to range from \$22,000 to \$70,000 annually. Board members discussed the financial and regulatory implications of funding utilities for a private provider. Members emphasized the importance of maintaining separation between the Board and provider agencies, as required by state rules, while recognizing the value Triangular Processing provides to individuals served—particularly through vocational habilitation and employment opportunities. Given the number of unknowns, including the future use of the facility, the Commissioners' decision, and actual cost estimates, the Board tabled the discussion. The Board expressed continued support for Triangular Processing's mission and services but agreed that additional information is needed before any financial commitments can be considered.

#### **STATE & ADVOCACY UPDATES**

No updates to report.

**DIRECTOR'S REPORTS**

No questions or comments.

**SUPERINTENDENT'S REPORT**

No questions or comments.

**ADJOURNMENT**

*Ward made a motion to adjourn the Board Meeting at 4:51 pm. Denn seconded the motion.  
Approval by unanimous voice vote.*

  
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Secretary

11/18/25  
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Date

  
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Vice President

11-18-2025  
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Date