

RECORD OF PROCEEDINGS

Date of Meeting: July 8, 2013

Members Present: Chair Robert Konstam, Vice Chair Dean Wells, Treasurer Dr. Michelle Kowalski, Secretary Jim Kulig, Pam Siegenthaler, Robert Kirkendall, Monica Cirata

Members Absent: Dave Leitenberger, Cheryl Carter

Others Present: Patty Harrelson, Nikki Harless, Marsha Coleman, Elayna Rizor, Kevin Goshe, Lori Feeney

Others Absent:

The regular monthly Board meeting was held on Monday, July 8, 2013, in the Board Conference Room at Richland County Children Services Board. Chair Konstam called the meeting to order at 4:37 p.m. by roll call of Board members present.

AGENDA

On a motion by Siegenthaler, seconded by Kulig, the Board unanimously approved the June 10, 2013 Board meeting minutes.

CONSENT AGENDA

Director's Report – Harrelson responded to questions from the report concerning the following:

Conversations with Judge Spon will continue to look at kinship and programming clarification on funding and services. Harrelson will continue to see key community persons quarterly such as the Judge, Commissioners, Prosecutor, etc.

Harrelson gave an explanation of the CORE team project the focus on recruitment/selection of staff, retention of staff, evaluation of staff and succession planning.

Harrelson would like to the Agency become a continuing education site for social workers and attorneys and is pursuing the process for credits with the Social Worker Board and the Ohio Supreme Court.

Coleman pointed out data charts and the addition of the Child and Family Services Review (CFSR) six month data report. The Board members would like to see a comparison of data in 2013 to the average of the previous five year figures.

On a motion by Kulig, seconded by Siegenthaler, the Board unanimously approved the consent agenda as written for this meeting.

Finance Director Report – Goshe reported on the revenues and expenditures for June, which included a beginning balance of \$5,276,649.60, \$678,991.16 in revenue, and \$892,290.05 in expenses with an ending balance of \$5,063,350.71. The ending fund balance reflects 59.5% or 7.1 months of the 2013 budget.

Goshe noted the following:

- There is \$110,000 from Job and Family Services that we will be receiving again for the court liaison team which is extra to the budget in October. This will offset the deficit at the beginning of the year and will be used for staff costs.
- The Agency received the tangible personal property tax along with the receipt of the adoption payment subsidy and the ProtectOhio payment.

Goshe reported the Auditor's office is receiving new software and the Agency is waiting to pay bills until this is completed and we are notified by the Auditor's office.

On a motion by Wells, seconded by Cirata, the Board unanimously approved the budget report.

Executive Committee Report

Director Comments – Harrelson commented on the exchange in location of the Smartboard and flatscreen TV. The Smartboard, which was purchased with Alternative Response funding is now in the Board room and will be used in meetings where it relates to spreadsheets, data discussion and even meetings with families eventually. The flatscreen is now located in the lobby area with information running constantly on services and events from the Agency programs.

Presentation by Lori Feeney on Foster Care and Treatment Foster Care – Lori Feeney, Placement Program Supervisor, provided an overview of the Agency's foster care and treatment foster care program. Currently there are three therapeutic foster homes with 3-4 more expressing interest. The biggest change in the program is new foster homes will have the required therapeutic foster care training. Barriers for the expansion of this program has been lack of interest, the increased level of care with the children, there are numerous local private agencies providing therapeutic care, the private agencies are structured differently, the current structure of the Agency's foster care department does not accommodate the increased demands and the private vs. public differences around placements. Feeney explained there are approximately 50 therapeutic foster homes in this county. Board members recommended sharing the foster program booklet with Judge Spon as well as the assessment instrument.

Wendy's Wonderful Kids Recruiter Grant Application – Harrelson shared the Agency applied for a part time recruiter to share with Morrow and Huron County. Richland would provide the space for this person. The application status is unknown at this point. This grant is a research based project.

Personnel Committee Report – This committee met prior to this Board meeting regarding the following policy changes:

Auto Insurance Policy – changes were made to this policy to mirror the county policy which states if an employee drives for their job, they need to have \$100,000 bodily injury per person, \$300,000 bodily injury per occurrence, and \$100,000 property damage per occurrence or combined single limit of \$300,000. The Human Resource Director will check yearly the staff needing this coverage. This change also reflects the volunteer staff cannot have any points on their driving record.

On a motion by Wells, seconded by Cirata, the Board unanimously approved the changes as written.

Tuition Reimbursement Policy – The Board members discussed the changes proposed to this policy which include limiting the number of staff receiving funding to three per year. In the past, the Agency has not had parameters on the type of Masters degrees, online degrees and accredited status of the institution. There will also need to be a selection process and use The Ohio State University as the benchmark. The committee will come back to the Board in August to address these concerns and changes to the policy.

Levy Committee Report – Kowalski reported on the Levy committee meetings from June. The Board was asked to give ideas on the children on the new posters. The placement of the portable signs was discussed as well as the Golf Scramble on July 14. The next levy meeting is Thursday July 11 at noon at the Agency.

Finance Committee Report – This committee did meet in June. There will be a presentation and recommendation in August regarding the balance sheet and recommendation on appropriate fund balance to cover operating expenses and what should be set aside for maintenance costs. Goshe is working on guidelines for use of fund balance.

Goshe also reported on the new changes to the tax law as a result of House Bill 59. This law, which goes into effect in 2014, will impact the November levy and refers to the homestead exemption changes. The expected loss from non-payments of taxes, which is usually 15%, will be \$23,625 on local funds plus the federal match. The increase per \$100,000 home will be \$1.50 more per month. Goshe invited the Board members to the Commissioner meeting on July 18 at 10:00 which will officially put the November levy on the ballot.

Services and Program – This committee did not meet in June. Next committee meeting will be July 31 at 2:00 at the Agency. A reminder with attachments will be sent July 25 to the committee members.

BILLS

Payment of Agency Bills - On a motion by Siegenthaler, seconded by Kulig, the Board unanimously approved payment of the Agency bills.

EXECUTIVE SESSION

Executive session was not held at this meeting.

ADJOURNMENT

On a motion by Wells, seconded by Cirata, the Board moved to adjourn the meeting at 7:15 p.m.

Respectfully Submitted:

Bob Konstam, Chair

Marsha Coleman, Recording Secretary