

## RECORD OF PROCEEDINGS

Date of Meeting: May 9, 2016

Members Present: Chair Renee Bessick, Vice Chair Jim Kulig, Treasurer Robert Kirkendall, Secretary Pam Siegenthaler, Attorney Jason Murray, Lynn Friebe, Stacy Jackson-Johnson (3:41), Dr. Michelle Kowalski (3:56), Dave Leitenberger (4:27)

Members Absent:

Others Present: Patty Harrelson, Nikki Harless, Marsha Coleman, Kevin Goshe, Chris Zuercher, Maria Koser, Ashley Coburn, Recording Secretary Amy Gosser

Others Absent:

The regular monthly Board meeting was held on Monday, May 9, 2016, in the Board Conference Room at Richland County Children Services Board. Chair Bessick called the meeting to order at 4:35 p.m. of Board members present and representing a quorum.

### NEW HIRE INTRODUCTIONS

Maria Koser, BS: Koser started her employment with RCCS today as support in the Finance department. She previously worked at Richland New Hope. Koser stated that she is excited to be part of the Finance department.

Ashley Coburn (intern from Ohio University): Coburn is a student who started her internship today at RCCS. She stated that she is glad to be here and is interested in seeing how this experience works out for her.

Koser excused herself from the meeting at this point.

### AGENDA

On a motion by Murray, seconded by Kirkendall, the Board unanimously approved the proposed agenda by all Board members in attendance.

## **MINUTES**

On a motion by Siegenthaler, seconded by Murray, the Board unanimously approved the April 11, 2016, Board meeting minutes by all Board members in attendance.

## **MINI-TRAINING**

### **Backwards Bicycle Video**

Harrelson showed a video to the Board detailing one man's struggle to learn how to ride a backwards bicycle, and then consequently relearn how to ride a normal bicycle again. This was also shown to RCCS employees at a staff meeting recently. The takeaway from this video was the idea that "knowledge doesn't equal understanding." This idea can be related to children in our custody, foster parents, employees, and society in general. We all need to learn (and possibly relearn) skills in order to help youth and foster parents deal with life better. Coach Julie Kenniston is at the Agency today to teach employees a more effective method of questioning clients. We have to retrain workers on how to ask questions in order to get a response other than one-word answers.

The Trauma Systems Therapy (TST) process was discussed. This has been instrumental in building the relationship between Mental Health and Children Services. It forces the agencies to come to the same table and work together. Workers don't have any qualms about asking for help now. Everyone can offer suggestions and help solve problems. The Agency recently had a TST case regarding a frequent runaway. We posted the information on Twitter and Facebook, and a police officer in another county brought her back to our detention home even though he didn't have to. This type of teamwork between agencies is what will help to keep kids safe.

The coaching process was also discussed. The question was asked: at what point will supervisory staff be able to coach themselves? They are almost at that point now. There would be a benefit to having that continued support for some individuals; it would be a question of money. It is important to develop worker thought processes. Harrelson will come back to the Board with a number of how much funding we would need to continue this. Core Team members and management have been utilizing Fred Pryor trainings; this is \$199/person a year for membership.

## **CONSENT AGENDA**

### **Executive Director's Report and Comments**

Harrelson passed out four (4) employee sympathy cards and one (1) employee thank you card for the Board to sign.

- A recommendation was made to change the title of this agenda item from “Consent Agenda” to “Executive Director’s Report” in order to provide necessary clarity for discussions in future meetings.

On a motion by Kulig, seconded by Murray, the Board unanimously accepted the recommendation as presented by all Board members in attendance.

Harrelson reported on the recent County Directors meeting that she attended. This consists of herself and other Richland County directors (Martin Tremmel, Joe Trolian, etc...) along with Representative Mark Romanchuk. The group has been meeting monthly to try to work on building relationships between their respective organizations within Richland County. Harrelson has also been meeting with Bambi Couch Page regarding obtaining money through a Victims of Crime Act (VOCA) grant for our leased space at Ohio Health. The goal is to hire a Social Worker to do interviews there; this individual would have to be based in a medical setting in the event that they need to testify in court.

Harrelson also explained the conundrum regarding her vacation hours. Service credit hours matter when figuring out vacation time, and she recently noticed that she was missing about 3 years of service credits. The auditor had to go back to 2015 to give her an extra week, and so she received 80 additional hours this year that she was not expecting. Kulig proposed moving this discussion to the next Executive Committee session.

Regarding the Board graphs, Days in Care is up because the Agency has more kids in care. This is concerning, but at least the reasoning behind the increase is known. There are more sibling groups (larger families) coming into care.

On a motion by Kulig, seconded by Friebel, the Board unanimously accepted the consent agenda by all Board members in attendance.

### **Executive Committee Report**

No report at this time.

### **Finance Director Report**

#### **Finance Report**

Goshe distributed and reported on the April 2016 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$5,900,747.24, \$2,073,605.43 in revenue, and \$922,630.14 in expenses with an

ending balance of \$7,051,722.53. The ending fund balance reflects 72.3% or 8.7 months of the 2016 budget.

Goshe provided additional information on the State Child Protective Allocation (SCPA) payment that was received. These are withheld funds that we can earn back based on the results of our visitation data. The first Real Estate Property tax and Personal Property tax payments were also received.

Goshe was asked if there were any unexpected expenses or revenue to report. The only abnormal expenses we have paid are the coaching bills. These payments will make the first six (6) months of the year look higher than the second six (6) months. Funding for this project was received through a grant.

On a motion by Kirkendall, seconded by Siegenthaler, the Board unanimously accepted the April 2016 Final Financial Report.

### **Finance Committee Report**

No report at this time. Data will be available shortly for the Committee regarding qualifications for architects. Once Goshe has compiled the data, the committee will meet to bring a recommendation to the full Board.

### **Levy Committee Report**

No report at this time.

### **Personnel Committee Report**

No report at this time.

### **Services and Program Report**

#### **2016 1<sup>st</sup> Quarter PQI Board Summary Report (including 2016 RCCS Public Relations Plan):**

On a motion by Kulig, seconded by Friebel, the Board unanimously accepted the 2016 1<sup>st</sup> Quarter PQI Board Summary Report and the 2016 RCCS Public Relations Plan.

## **BILLS**

**Payment of Agency Bills** - On a motion by Friebel, seconded by Kowalski, the Board unanimously approved payment by signature of the Agency bills.

## **EXECUTIVE SESSION**

The Board did not convene an Executive Session on this date.

## **ADJOURNMENT**

On a motion by Friebel, seconded by Jackson-Johnson, the Board moved to adjourn the meeting at 4:48 p.m.

Respectfully Submitted:

Renee Bessick, Chair

Amy Gosser, Recording Secretary