

RECORD OF PROCEEDINGS

Date of Meeting: February 13, 2017

Members Present: Chair Renee Bessick, Vice Chair Jim Kulig, Treasurer Jason Murray, Secretary Pam Siegenthaler, Richard Grega, Stacy Jackson-Johnson, Dr. Michelle Kowalski (3:39 p.m.)

Members Excused: Deanna West-Torrence, Lynn Friebel

Members Absent:

Others Present: Patty Harrelson, Nikki Harless, Marsha Coleman, Kevin Goshe, Chris Zuercher, Recording Secretary Amy Gosser, Tiffany Rouse, Michael Stoffer, Jennifer Conley

Others Absent:

The regular monthly Board meeting was held on Monday, February 13, 2017, in the Board Conference Room at Richland County Children Services Board. Chair Bessick called the meeting to order at 3:30 p.m. of Board members present and representing a quorum.

INTRODUCTIONS

Harless introduced Tiffany Rouse. Rouse has worked for the Agency for almost 10 years. She is working toward her Master's degree in Social Work at the Ohio State University, and she decided to complete her internship here at the Agency. Chair Bessick welcomed her to the meeting, and all Board members present introduced themselves. Rouse thanked the Board for the opportunity to sit in on the meeting today.

AGENDA

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

MINUTES

On a motion by Murray, seconded by Jackson-Johnson, the Board unanimously approved the January 9, 2017 Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

There was some discussion regarding the Community Stakeholders survey. This will be discussed more in depth during the Services & Program portion of the meeting. Harrelson reported on Agency space issues. Besides the Child Support (CSEA) building, the only other County space available is on Longview Avenue. The next step is to have Goshe and architect

Dan Seckel view the unoccupied area at CSEA to see if this can be reconfigured to meet the needs of the Agency. The Agency and the Board will need to make some decisions regarding visitation space in the next 3-4 months. The cost to lease the CSEA space will need to be weighed against the costs associated with erecting a separate building on our property. Spending the capital (around \$375,000) to build when there is County space available may or may not be the best option for the Agency long-term. Pros and cons will need to be discussed once more information is available. Building on our property could potentially bring in additional revenue for the Agency by leasing unused space to the Domestic Relations court for their visitation. If we build, this would yield 6 rooms for our use.

Siegenthaler asked for more details on Harrelson's meeting with Tina Rutherford from Franklin County Children Services regarding their merit pay structure. Individual increases are based on team performance, department performance, and Agency performance.

Kulig noted that there were decreases for a lot of variables within the Agency over the last month (including the average number of children in custody, the number of days in care, and the number of investigations for all categories except for dependency). This is something that the Board will watch going forward to see if that downward trend continues.

On a motion by Kulig, seconded by Siegenthaler, the Board unanimously accepted the Executive Director's report.

Executive Committee Report

No report at this time.

Finance Director Report

- Finance Report

Goshe distributed and reported on the January 2017 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,004,295.17, \$295,907.32 in revenue, and \$718,939.73 in expenses with an ending balance of \$6,581,262.76. The ending fund balance reflects 66.9% or 8.0 months of the 2017 budget.

Goshe provided information on revenue. This is 5% lower than budgeted (which is normal for this time of year). ProtectOHIO changes were discussed briefly. The Agency will have to start using local levy funds in order to match federal funds, or else take less money from the federal government for IV-E and IV-B services. Examples of these services are placement costs, reunification costs, clothing, beds, furniture, etc. We typically use state-allocated funds for our JFS support payments. If we put this in pooled funds, we would have to clearly show that this is one of these activities. Services at the hospital are paid out of the VOCA grant since we cannot use these funds for anything at the hospital. These changes (which took effect on

October 1, 2016) will be reflected in the Financial Report as ProtectOHIO funds going down. Goshe will highlight this amount decreasing in the future. To balance, the Agency will have to go into the cash reserve.

Siegenthaler related an article that was in the paper recently about what campaign dollars were for various entities. Friends of Richland County Children Services currently has \$36,597 in their fund. Our next levy will be in the fall of 2018. Goshe will run some numbers to determine whether or not we will replace or renew the levy. We will have to lock in our billboards early, because there is a Senate race in 2018 and billboards will be more expensive. The possibility of asking the Richland County Foundation to sponsor a nonpolitical mailing prior to the levy was discussed.

On a motion by Murray, seconded by Kulig, the Board unanimously accepted the January 2017 Final Financial Report.

- Revised RCCS Pay Scale

This will be increased \$0.05 on the backend. The increase is requested because it affects an individual in the bargaining unit who is red-lined and will not be able to receive her longevity payment.

On a motion by Murray, seconded by Siegenthaler, the Board unanimously accepted the revised RCCS pay scale as presented.

Finance Committee Report

No report at this time.

Levy Committee Report

No report at this time.

Personnel Committee Report

No report at this time. Zuercher will bring copies of the finalized Personnel Manual for all Board members to the meeting on March 13, 2017.

Services and Program Report

- 2016 4th Quarter PQI Summary Report

Kulig highlighted some aspects of the 2016 4th Quarter Summary report. There are currently 108 positions in the Agency; and 105 of those positions were filled at the end

of the year. Pertaining to major building repairs, the committee discussed the need for additional visitation space. There was 46% fidelity for meetings during the 4th quarter, and so there was further discussion at the committee meeting regarding this as well. Kulig explained that Coleman will address this issue at the next PQI meeting. If support individuals are deemed important in assisting the family with completing their plan, then workers should view helping them find support persons as important (especially through use of the HOPE program). For the monthly report overview, ODJFS has a compliance measure of 95% for family assessment timelines. The Agency numbers were significantly less than that for the quarter, so this needs to be looked at. COA accreditation ended on February 1, 2017. Kulig stated that there is no noticeable change in services and quality since this was eliminated, but that this is something which needs to be continuously evaluated going forward. Harrelson discussed some of the runaways that the Agency had during 2016. These were primarily teenagers who felt that they can do whatever they want. The transitional housing unit incurred a lot of damage from the recent fire that was set there, and so this project is now delayed about 4 months. Johnny's Mattress is working on packages for these rooms which include mattresses, couches, tables, and more that the residents can then take with them when they leave. The Services and Program Committee members recommended acceptance of the 4th Quarter PQI Board Summary Report.

On a motion by Kulig, seconded by Grega, the Board unanimously accepted the 2016 4th Quarter PQI Summary Report as recommended.

- 2017 PQI Plan

This is presented each year to the Board for approval. The committee felt that they should highlight the Community Stakeholder issue. They believe that the Board would be well-served by leaving the language in the plan regarding this that states “annually or biannually” as the timeframe for posting the survey. Once this has been completed in October, the issue will be revisited to see if a 3-year survey is feasible. The Services and Program Committee members recommended acceptance of the 2017 PQI Plan.

On a motion by Kulig, seconded by Grega, the Board unanimously accepted the 2017 PQI Plan as recommended.

BILLS

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

EXECUTIVE SESSION

At 4:33 p.m., Chair Bessick recommended an Executive Session. On a motion by Siegenthaler, seconded by Grega, the Board voted unanimously by roll call vote to move into Executive Session in order to consider the compensation of a public employee. At that time,

each Board member responded as follows: Kulig, “yes”; Kowalski, “yes”; Bessick, “yes”; Grega, “yes”; Siegenthaler, “yes”; Jackson-Johnson, “yes”; and Murray, “yes”. The Board asked Harrelson to stay.

On a motion by Siegenthaler, seconded by Kowalski, the Board voted unanimously to return to open session at 5:32 p.m.

RESOLUTION 02-13-17-01

Resolution 02-13-17-01 reflects the desire of the Richland County Children Services Board to enter into a new employment agreement with Patricia Harrelson for the position of Executive Director, with salary being set accordingly. The contract is for a 3 year term, effective January 1, 2017 through December 31, 2019.

On a motion by Grega, seconded by Kowalski, the Board unanimously approved Resolution 02-13-17-01 by roll call vote and signature.

ADJOURNMENT

On a motion by Siegenthaler, seconded by Murray, the Board moved to adjourn the meeting at 5:38 p.m.

Respectfully Submitted:

Renee Bessick, Chair

Amy Gosser, Recording Secretary