

## RECORD OF PROCEEDINGS

Date of Meeting: June 11, 2012

Members Present: Chair Robert Konstam, Vice Chair Dean Wells, Secretary Dr. Colleen McKinney, Treasurer Dave Metzger, Ivy Amos, Jim Kulig, Jon Bell, Dave Leitenberger, Carol Payton, Dr. Michelle Kowalski, Beth Price,

Members Absent: Pam Siegenthaler

Others Present: Nikki Harless, Marsha Coleman, Elayna Rizor, WMFD cameraman, Mark Caudill, Carl Hunnell, Kevin Goshe, Attorney Scott Harvey, Ruth Baumberger

Others Absent: None

The regular monthly Board meeting was held on Monday, June 11, 2012, in the Board Conference Room at Richland County Children Services Board. Chair Konstam called the meeting to order at 4:31 p.m. by roll call of Board members present.

### **A. OLD BUSINESS**

On a motion by McKinney, seconded by Wells, the Board unanimously approved the May 31, 2012 special Board meeting minutes.

### **B. NEW BUSINESS**

On a motion by Wells, seconded by Metzger, the Board unanimously approved the agenda with the Executive Session moved to first on the agenda.

### **EXECUTIVE SESSION**

At 4:33 p.m., Chair Konstam recommended going into Executive Session. On a motion by Price, seconded by McKinney, the Board voted unanimously to move into Executive Session to discuss matters of a personnel nature.

The Board returned to open session at 6:05 p.m. upon a motion by Price, and seconded by Metzger.

On a motion by Wells, seconded by Metzger, the Board recommended the separation agreement and mutual release of claims between Richland County Children Services and

Randy J. Parker dated June 11, 2012. The separated agreement will be attached to the minutes.

### **Agency Business**

**Personnel Committee Report** – Amos reported on the Personnel Committee meeting held on June 4, 2012. The 2012 Risk Management Plan was explained by Rizor and included some wording changes for clarification purposes. On a motion by Bell, seconded by McKinney, the Board unanimously approved the 2012 Risk Management Plan. Rizor went on to explain the policies reviewed by the Personnel Committee. The Conflict of Interest Policy which was a procedure but needed to be incorporated as a policy. Changes were made in the reporting procedure and the Board will need a new signed copy from each Board member. A disclosure statement will be done by staff annually. On a motion by Kulig, seconded by Metzger, the Board unanimously approved the Conflict of Interest Policy. Rizor explained the Safety and Security Policy needed revision to include no smoking language reflecting the Ohio Revised Code. Fire and Tornado Safety Policy, Disaster Preparedness Policy and Media Policy were reviewed and did not need any revisions. On a motion by Payton, seconded by Amos, the Board unanimously approved these policies.

**Executive Director Report** - Harless reported on a number of May activities, meeting with Judge Spon, and a Council on Accreditation update with the Self-Study to be submitted on July 16. Monthly stats, update on the vehicles which are being built and ready in July. Harless gave a Protect Ohio summary and update. Board members had questions on the number of medications being given to foster children which will be reported next month. The contract with MOESC was terminated in June 2011 and there are efforts to reinstate this contract. It will go to the Family Council and Job and Family Services as next steps. Recommendation was made that staff would watch that getting services and consults would also extend to kinship kids as well. An update on the generator was reported by Metzger that Goshe has all the specifications to get a bid package together for an amount of \$115,000. The Board would like more information on the need for a generator which the money would be coming out of maintenance and equipment line item. On a motion by Kulig, seconded by Kowalski, the Board approved by a vote of 9 yes and 2 no, to refer to the Finance Committee to get clarification on the need to the whole building, cost, etc.

**CPOE 8 Final Report** - Harless reported on the CPOE 8 final report which resulted in no quality improvement plan for the second consecutive time. Permanent stability was not met on one Federal standard but this was a technical issue with the database which was corrected.

**Table of Organization** - Harless reported on the current Table of Organization which moved Lori Feeney to Interim Director of Operations, Nicole Foulks as Interim ProtectOhio Program Supervisor and Dawn Butterman as Placement Supervisor. No positions were added or deleted.

**2012 Executive Committee Meeting Dates** - Harless reported on the list of Executive Committee Meeting Dates as a handout in the Board packet. These would be considered open meetings.

## **Finances**

**Financial Report and Summary** – Goshe reported on Protect Ohio funding and a summary of the effect on Agency finances. The Board would like more information on the bigger picture on the different types of funding. Yearly projections, grant funding would help in the long term planning. Board needs an economic forecast chart.

**Contracted Services Funded by RCCS** – Goshe reported on contracts going through the Family Council are earmarked for specific contract. The Board asked questions on monitoring of outcomes.

## **Personnel**

**Personnel Actions** – Rizer reported on 2 departures from the Agency in May.

## **C. BILLS**

**Payment of Agency Bills** - On a motion by Amos, seconded by Metzger, the Board unanimously approved payment of the Agency bills.

## **D. 2012 BOARD PLANNING**

Chair Konstam began the 2012 Board Planning process by explaining the purpose and then listing the subjects to be considered. These included the following:

- Surveying – Internal Relations between the Board and staff
- Response to the Family Law Committee
- Set Objectives (Board)
- Executive Director Qualifications
- Search
- Levies – Finance needs to work on this
- Public Relations – Program and Services committee to work on this
- Ad Hoc committee will look at Kinship next week.

Chair Konstam would like the Board to come next time prepared to discuss a timeline to accomplish the above with Surveys as #1 priority and Setting objectives as #2 priority.

## **E. ADJOURNMENT**

On a motion by Price, seconded by Bell, the Board moved to adjourn the meeting at 7:20 p.m.

Respectfully Submitted:

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Robert Konstam, Chair

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Marsha Coleman , Recording Secretary