

## RECORD OF PROCEEDINGS

Date of Meeting: October 14, 2019

Members Present: Chair Deanna West-Torrence, Treasurer Jason Murray (left at 4:41), Secretary Dr. Michelle Kowalski, Jim Kulig, Pat Heydinger, Rick Grega, Pam Siegenthaler

Members Excused: Vice Chair Renee Bessick, Nicole Blakley

Members Absent:

Others Present: Nikki Harless, Chris Zuercher, Kevin Goshe, Marsha Coleman, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, October 14, 2019, in the Board Conference Room at Richland County Children Services. Chair West-Torrence called the meeting to order at 3:30 p.m. of Board members present and representing a quorum.

### AGENDA

The 'New Hire Introduction' section will be removed from the agenda, as the new hire is assisting with a home visit at this time. There will also be a section added to the end of the agenda for the Board Nominating Committee.

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

### MINUTES

Siegenthaler said that she will check with the Mansfield Rotary Club to see if they could accommodate a member of the RCCS Foster Care team at one of their upcoming meetings to discuss foster care recruitment. She will give Harless a list of possible dates.

On a motion by Grega, seconded by Kowalski, the Board unanimously approved the September 9, 2019 Board meeting minutes.

### MINI-TRAINING

#### CPOE/PPA Discussion

Clinical Director Marsha Coleman explained the results of the recent CPOE 11 review. CPOE stands for 'Child Protection Oversight Evaluation.' This is a federal review that is

conducted every other year in order to improve the services provided by PCSA's to children and families. CPOE is basically Ohio's answer to the federal government on how we police ourselves. Over the years this has gone from compliance issues to more of a peer review process focusing on strengths and weaknesses. This year they looked at 15 cases. We are notified 30-60 days in advance of the cases that are selected, but they are older cases (so nothing can be changed). They review a lot of cases throughout the state of Ohio and Richland County has traditionally always performed better than other counties. We only had three areas for improvement during the latest review, whereas other counties have had as many as twelve. We have already completed our PPA (Plan for Practice Advancement) where we had to identify how we are going to address the three areas that we were out of compliance on. One issue was how new referrals were categorized. Traditionally, if (for example) a case was open for allegations of sexual abuse and another referral came in for neglect, we wouldn't open another case on the family. We were informed during the review, however, that each new allegation should be either screened in or out on its own merits as a new intake. We have already implemented the necessary changes to our process in order to become compliant in this area. The federal review team is usually in the state of Ohio for about 1-2 months; counties can volunteer to participate in this and become part of the PPA for the state as a whole. COA accreditation helped us to develop proactiveness in supervisors and set some good practices in place.

## **INTERIM DIRECTOR'S REPORT**

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

Siegenthaler asked Harless about her meeting with Marilyn John regarding the Child Advocacy Center (CAC). Richland County tried to implement one of these several years ago, but the Prosecutor's office was not in agreement at that time. We established a Forensic Interview Center at Ohio Health and filled it with a significant amount of interview equipment, but we are the only entity who currently uses it. One of our workers decided to schedule a meeting with the Prosecutor's Office, law enforcement, medical facilities, and the Commissioner's Office to reintroduce the idea of a CAC in this community. Having a CAC would be in the best interest of children because it streamlines the process for traumatized kids. Everyone can be in the same place and hearing the same information, and the child doesn't have to cope with multiple interviews. The Prosecutor's Office would like to have this happen because it would help them with prosecution of cases, but getting law enforcement representatives to attend these meetings has historically been difficult. We typically have 19 sexual abuse investigations per month.

West-Torrence asked about the feedback that Harless solicited from staff at the September Staff meeting. A summary of this information will be given to the Board Finance Committee at their next meeting and then to the full Board at the November Board meeting.

Kulig asked about the recent meeting between RCCS staff and Sherry Bouquet. Bouquet develops care teams by recruiting church members to support foster parents. The goal is for the care team individuals to eventually become foster parents themselves. Bouquet is looking for a volunteer from the faith-based community in Richland County to help locally.

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

## **Executive Committee Report**

### **2020 Board Meeting Dates**

This document was recommended for approval by the Executive Committee.

On a motion by Heydinger, seconded by Grega, the Board unanimously approved the 2020 Board meeting dates as presented.

## **Finance Director Report**

### **September Finance Report**

Goshe distributed and reported on the September 2019 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,567,564.42, \$951,522.27 in revenue, and \$783,575.70 in expenses with an ending balance of \$7,735,510.99. The ending fund balance reflects 72.1% or 8.7 months of the 2019 budget.

Goshe commented on revenue. We received normal reimbursement on all fronts (so there were no surprises). Total operating expenditures were 4.9% lower than budgeted for the year, so this is not an area of concern. The current paving project will cost about \$280,000 total. We will get some federal reimbursement for this, but we must pay for it first.

On a motion by Heydinger, seconded by Murray, the Board unanimously accepted the September 2019 Final Financial Report.

## **Finance Committee Report**

### **2020 Holiday Schedule**

This document was recommended for approval by the Finance Committee.

On a motion by Kowalski, seconded by Grega, the Board unanimously approved the 2020 holiday schedule as presented.

### **2020 Health Insurance**

Murray said that health insurance costs never go down (unless you cut benefits). Over the last three years our total claims have exceeded what we have paid in premiums by \$638,000. We have \$50,000 stop loss coverage, but several employees have already exceeded that amount in claims. Jefferson Health Plan would like us to begin paying back some of the \$638,000 that is owed. Our insurance broker (McGohan Brabender) recommended either increasing rates by 9.55% with a \$350,000 contribution from the Agency or increasing rates by 20.63% with a \$175,000 contribution from the Agency.

It is the recommendation of the Finance Committee to go with a middle option (a 15% increase in rates) and contribute \$262,700 from the Agency. Siegenthaler said that the Committee was concerned about taking so much money out of our Agency reserve with so much uncertainty regarding our funding going forward. Heydinger said that a 15% rate increase might allow us to give a raise to employees.

On a motion by Heydinger, seconded by Siegenthaler, the Board unanimously approved the 2020 health insurance rates and information as presented.

### **Levy Committee Report**

No report at this time.

### **Personnel Committee Report**

No report at this time.

### **Services and Program Report**

No report at this time.

### **Search Committee Report**

The Search Committee members present updated the full Board on the progress made thus far regarding the search for a new Executive Director. The Committee received some interesting results from the RCCS staff survey. Chris will forward these results to the full Board for review. The deadline for responses from the community survey was Friday (10.11.19). The focus group meetings will be held on 10.24.19. Zuercher and Hackedorn will find a date that works best for the majority of Board members and applicants in order to schedule the Executive Director interviews.

### **Nominating Committee Report**

The RCCS Board will have two vacant seats as of midnight on 12.31.19. Both Siegenthaler and Kowalski have served out their full terms and must cycle off of the Board. West-Torrence asked the Board members present to think about individuals to recommend to the Commissioners for appointments beginning 1.1.20. Several names were suggested, including individuals from local law enforcement and the medical field. The goal is to have a diverse representation of people from various backgrounds throughout the community to serve on the Board. Current Board members will contact any appropriate individual(s) with whom they are acquainted to gauge their interest in Board membership and will bring any identified possibilities to the November Board meeting. Kulig noted that the loss of both Siegenthaler and Kowalski from the Board is significant, as neither can be easily replaced. They have dedicated many years and considerable knowledge to RCCS and to the children and families of this community.

## **BILLS**

**Payment of Agency Bills** - On a motion by Grega, seconded by Kulig, 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 Heydinger, seconded by Siegenthaler, the Board moved to adjourn the meeting at 4:48 p.m.

Respectfully Submitted:

Deanna West-Torrence, RCCS Board Chair  
Amy Hackedorn, Recording Secretary