

RECORD OF PROCEEDINGS

Date of Meeting: January 11, 2021

Members Present*: Chair Jim Kulig, Vice Chair Pat Heydinger, Treasurer Jason Murray, Secretary Deanna West-Torrence, Nicole Blakley, Renee Bessick, Jim Nicholson, Bill Hope

Members Excused: Scott Gatchall

Members Absent:

Others Present: Nikki Harless, Kevin Goshe, Nicole Foulks, Sarah Soliday, Marsha Coleman, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, January 11, 2021, in the Board Conference Room at Richland County Children Services. Chair Kulig called the meeting to order at 3:30 p.m. of Board members present (via phone) and representing a quorum. *Please note that RCCS is following Federal and State guidance related to social distancing in light of the COVID-19 pandemic and conducted this meeting via teleconference as authorized by temporary changes** to the Open Meeting law in Ohio.

**Update: The Open Meetings Act exception allowing public bodies in Ohio to hold virtual meetings and hearings has been extended until at least July 1, 2021 through the passage of House Bill 404. The exception was originally set to expire in December of 2020 under House Bill 197. The General Assembly passed H.B. 404 as an emergency measure, and it became effective on 11.22.2020 upon Governor Mike DeWine's signature. The following rules will continue to govern virtual public meetings:

"The details:

- *Members attending the meeting through the body's chosen electronic method count as present and count toward a quorum. They are permitted to vote on any issues that come before the body.*
- *Any resolution, rule or other formal action taken or adopted by the public body during such a session will have the same effect as one taken during an in-person meeting.*
- *The public body is required to give notice of the meeting to the media and other parties requiring notice at least 24 hours before it takes place. In an emergency situation, the public body must give notice as soon as practical.*
- *Members of the public must be provided access to the public body's discussions and deliberations conducted via the electronic method to the same extent that they would get from attending in person. That includes the ability for the viewer/listener to hear every member participating in person or electronically. Examples of electronic methods that afford public access (and that are cited in the law) include live-streaming via the internet; local radio, television, cable or public access channels; and calling in to a teleconference.*
- *For a public hearing, the electronic method the public body uses for the meeting must be widely available to the public and must permit the public to converse with witnesses and receive documentary testimony and physical evidence." - Ohio Attorney General's website*

Prior to approval of the agenda, Board Chair Jim Kulig wished everyone present a healthy and happy new year. Kulig also thanked all RCCS staff for continuing to do the essential job of keeping our children safe throughout the course of the pandemic.

AGENDA

On a motion by West-Torrence, seconded by Heydinger, the Board unanimously approved the proposed agenda by all Board members in attendance.

Board Treasurer Jason Murray arrived at this point (3:32 p.m.).

MINUTES

On a motion by Nicholson, seconded by Hope, the Board unanimously approved the December 14, 2020 regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report and Comments

Harless commented on her December Board report. On 12.10.2020, RCCS HR Assistant Sarah Soliday was promoted to the HR Manager position. Prior to joining the Human Resources department, Soliday was a caseworker here at RCCS for five years. Her familiarity with the day-to-day experience of casework will hopefully help her find additional ways to recruit and retain casework staff here at the Agency. Soliday stated that this has been a good learning experience for her so far. As an update on how the coronavirus has affected the Agency, Harless informed the Board that a total of 14 RCCS staff have tested positive for COVID-19, but only one so far in 2021. The hope is to bring our workers back to the building full-time in March if the downward trend of positive tests continues. The ODJFS Director will keep us updated as to whether our workers qualify for the first round of vaccines. We are hopeful that we will fill all 50 casework positions this year. Assistant Director Nicole Foulks stated that we are still adding drug-impacted cases to the workload of the second dyad of START workers. The goal moving forward is to continue building relationships with SUD providers in the community.

Board members Nicole Blakley and Renee Bessick arrived at this point (3:41 p.m.).

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

Executive Committee Report

2021 Board Committee Members

Kulig confirmed the 2021 committee memberships for each Board member. According to Agency bylaws, each of the RCCS standing committees should have three members, with the

Board Chair serving as an ex-officio member on all committees. The Budget & Finance Committee as identified for 2021 consists of Jason Murray and Pat Heydinger, so there is need to add a third member. Deanna West-Torrence stated that she would be willing to serve on the Budget & Finance Committee in addition to the Services & Programs Committee for 2021.

On a motion by Heydinger, seconded by Murray, the Board unanimously accepted the slate of 2021 Board Committee members as presented and modified.

Finance Director Report

December Finance Report

Goshe distributed and reported on the December 2020 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,258,825.56, \$902,718.92 in revenue, and \$857,368.00 in expenses with an ending balance of \$7,304,176.48. The ending fund balance reflects 64.8% or 7.8 months of the 2020 budget.

The revenue received during the month of December (\$902,718.92) brought our total revenue up 12.2% higher than budgeted. We received the January – March advance for the State Child Protective Allocation (SCPA) one month earlier than anticipated. This was originally slated to be received in January 2021. We finished 9.3% lower than budgeted with expenses for the year 2020. Main expenditures in December from the capital replacement budget consisted of a new ID badge maker and repairs to the sprinkler system. Overall, Goshe believes that we ended 2020 on a positive note (financially speaking).

On a motion by Nicholson, seconded by Bessick, the Board unanimously accepted the December 2020 Final Financial report.

Resolution 01-11-21-01: Authorization to Sign Auditor Documents

Resolution 01-11-21-01 was proposed for purposes of authorizing specific agency staff to perform the various functions necessary to process payroll, pay bills, and be the point of contact to the Auditor's office. These authorizations must be approved annually by the RCCS Board.

On a motion by Bessick, seconded by West-Torrence, the Board unanimously approved Resolution 01-11-21-01 by roll call vote. Signatures will be obtained once the Board can reconvene in person.

Finance Committee Report

No report at this time.

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.

BILLS

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

Kulig asked the Board members present whether they had thoughts regarding meeting in person moving forward. Consensus was to allow in-person attendance depending on the comfort level of each individual member, but to also continue providing a telephone number to allow virtual attendance as long as legally possible. West-Torrence thanked Kulig for his Board leadership throughout 2020.

ADJOURNMENT

On a motion by West-Torrence, seconded by Nicholson, the Board moved to adjourn the meeting at 4:00 p.m.

Respectfully Submitted:

Jim Kulig, RCCS Board Chair

Amy Hackedorn, Recording Secretary