

RECORD OF PROCEEDINGS

Date of Meeting: August 20, 2018

Members Present: Chair Deanna West-Torrence, Jim Kulig, Pam Siegenthaler, Secretary Dr. Michelle Kowalski (3:58), Richard Grega (4:07), Treasurer Jason Murray (4:13), Pat Heydinger (4:15)

Members Excused: Vice Chair Renee Bessick, Stacy Jackson-Johnson

Members Absent:

Others Present: Patty Harrelson, Nikki Harless, Chris Zuercher, Drew Miller, Donald Newton, Jacquelynn Timmerman, Susan Curatti Recording Secretary Amy Gosser

Others Absent: Kevin Goshe, Marsha Coleman

A special meeting of the RCCS Board was held on Monday, August 20, 2018, in the Board Conference Room at Richland County Children Services. This meeting was scheduled to take the place of the regular monthly RCCS Board meeting (set for 8.13.2018) which was cancelled due to the lack of a quorum. As a quorum was not initially met, the Board members present at 3:43 p.m. (West-Torrence, Kulig, & Siegenthaler) elected to proceed with the agenda items that did not require a majority vote.

NEW HIRE INTRODUCTIONS

Zuercher introduced the latest Agency new hires. Caseworkers Donald Newton (MBA) and Jacquelynn Timmerman (BA) joined Terrie Sgro-Perdue's Ongoing team on 7.12.2018, and Susan Curatti (BA) joined Jeraca Barnett's Placement team on 7.31.2018 to fill the Support position being vacated in September due to retirement. The Board introduced themselves and welcomed the new workers to the Agency. Newton, Timmerman, and Curatti left the meeting at this point.

***** Chair West-Torrence officially called the meeting to order at this point (4:07 p.m.) following the arrival of Grega, with Board members present representing a quorum. *****

AGENDA

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

MINUTES

Siegenthaler asked for an update on the Open Table process. West-Torrence stated that NECIC will be submitting a proposal on Friday for funding from the Ada Ford Foundation.

The cost for the license to begin operating is \$39,500. The Open Table organization is based out of Phoenix, AZ. The feedback from the community so far has been positive.

On a motion by Kulig, seconded by Siegenthaler, the Board unanimously approved the June 11, 2018 Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report and Comments

Harrelson reported on her trip to Atlanta, GA, for the Annie E. Casey meeting. There are a lot of changes to finance reform for child welfare regarding ProtectOH. Our Finance staff may need to learn a whole new reimbursement schedule. Murray and Heydinger both arrived during this discussion.

Harrelson stated that we will need to treat the most recent round of supervisor evaluations as a draft for purposes of public records. It was only discovered after completion that the format of the new form was too hard to follow and the scaling was not consistent. The Board supports treating these evaluations as drafts.

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

Executive Committee Report

No report at this time.

Finance Director Report

July Finance Report

Miller distributed and reported on the July 2018 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,336,156.50, \$313,700.75 in revenue, and \$759,716.80 in expenses with an ending balance of \$6,890,140.45. The ending fund balance reflects 65.5% or 7.9 months of the 2018 budget.

Siegenthaler asked Miller if there is anything in the revenue section that is concerning to him. Miller stated that there is nothing concerning at this time. Revenue from property taxes is as expected. JFS is in the process of authorizing another \$100,000 payment to us for hitting RMS (Random Moment Sample) codes. They are also giving us an additional \$100,000 to provide services to kin providers.

On a motion by Grega, seconded by Murray, the Board unanimously accepted the July 2018 Final Financial Report.

Finance Committee Report

No report at this time.

Levy Committee Report

No report at this time.

Personnel Committee Report

Employee Compensation Recommendations

The Personnel Committee and the Finance Committee met on August 9th to discuss raises for former bargaining unit employees as well as for employees who have completed their probationary period. Murray stated that there is money in the budget for this, and so the following represents a synopsis of the joint recommendation of both committees:

1. Former Bargaining Unit employees who were hired after October 1, 2015, and who have already completed a probationary period as a new employee, and who have not otherwise been promoted, will receive the two (2%) percent agency-wide raise **plus** an additional one (1%) raise, to bring the total raise to three (3%) percent.
2. Non-bargaining Unit employees who were hired after October 1, 2015, and who have already completed a probationary period, will receive a one (1%) raise. These employees received two (2%) percent at the beginning of 2018. The additional one (1%) percent would bring their total raise to the same three (3%) raise that is contemplated for former bargaining unit members.
3. Non-Bargaining Unit employees who received a two (2%) raise earlier this year, but who have not yet completed probation as a new employee with RCCS, will receive an additional one (1%) percent upon completion of their probationary period.
4. Bargaining Unit employees who have not yet completed probation as a new employee will not be eligible to receive the two (2%) agency-wide raise, but will receive a three (3%) percent post-probationary raise at the one-year mark.

The Personnel Committee and the Finance Committee recommend that the full board accept and implement these raises to be effective the first day of the next pay period immediately after the August 2018 board meeting. Specifically, August 23, 2018.

On a motion by Murray, seconded by Siegenthaler, the Board approved all of the recommendations of the Personnel Committee and Finance Committee as presented in the Committee meeting minutes.

Services and Program Committee Report

2nd Quarter PQI Report

On a motion by Kowalski, seconded by Grega, the Board agreed to approve the 2nd Quarter PQI report as presented.

Kulig commended staff on reaching 65% for FTM fidelity. This is close to Tiffany Rouse's goal of 70%. We have changed the way we reach out to families, and HOPE parents also participate in a lot of meetings as a support person. The Board recognizes the significance of this.

Kulig mentioned that the graphs were missing from the PQI report this quarter. The Committee was informed that it was very difficult for MIS Manager Pam Hinton-Groves to find time to create the graphs specifically for this group to review. S&P Committee members will look at their role over the next few months and determine if there is some benefit to having the Committee spend time focusing on specific issues (such as FTM fidelity, services offered to clients, etc.). Committee members would do this in addition to data review.

BILLS

Payment of Agency Bills - On a motion by Grega, seconded by Heydinger, 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 Grega, seconded by Heydinger, the Board moved to adjourn the meeting at 5:00 p.m.

Respectfully Submitted:

Deanna West-Torrence, Chair

Amy Gosser, Recording Secretary