

RECORD OF PROCEEDINGS

Date of Meeting: December 11, 2017

Members Present: Chair Renee Bessick, Vice Chair Jim Kulig, Treasurer Jason Murray, Secretary Pam Siegenthaler, Richard Grega, Stacy Jackson-Johnson, Dr. Michelle Kowalski, Deanna West-Torrence

Members Excused:

Members Absent: Lynn Friebel

Others Present: Patty Harrelson, Chris Zuercher, Kevin Goshe, Marsha Coleman, Pat Heydinger, Recording Secretary Amy Gosser, Dendara Oakleaf, Catherine Cook, DeWayne Lee, Maja-lisa Anderson Lee, Joe Trolian

Others Absent:

The regular monthly Board meeting was held on Monday, December 11, 2017, in the Board Conference Room at Richland County Children Services Board. Chair Bessick called the meeting to order at 3:36 p.m. of Board members present and representing a quorum.

NEW HIRE INTRODUCTIONS

Zuercher introduced the Agency new hires. Caseworker Dendara Oakleaf (BA) started on Terrie Sgro-Perdue's Ongoing team on 11.2.2017, and caseworker Catherine Cook (BA) started on Jeraca Barnett's Ongoing team on 11.6.2017. The Board introduced themselves and welcomed Oakleaf and Cook to the Agency. Cook and Oakleaf left the meeting at this point.

AGENDA

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

MINUTES

On a motion by Siegenthaler, seconded by Murray, the Board unanimously approved the November 13, 2017 Board meeting minutes.

SHORT TERM CARE FOR YOUTH

Discussion was held with the Executive Director of the Mental Health & Recovery Services Board (Joe Trolian) and the Directors of the Healing Hearts organization (Maja-lisa Anderson Lee and DeWayne Lee) regarding the development of a short-term crisis stabilization unit for youth in Richland County. DeWayne Lee presented information on his background, as well as his references and contacts within the community. Trolian stated that

the relevant state entities (including Tracy Plouck, Executive Director of OMAS) do not have any issues with Lee, and Trolian has done his own due diligence as well. There are no restrictions on the licensure of Healing Hearts or on Lee himself. The crisis stabilization unit, when developed, would be licensed under the state licensing board. Harrelson stated that the Agency will still place children there even if we do not help fund the project. This will be a locked down facility outfitted with a comprehensive camera system, and no one will gain entrance to that area of the building if they do not need to be there. Trolian, Lee, and Anderson Lee left the meeting at this point. Kulig stated that all of our contracts are approved by the Prosecutor's office, so this one should be no different. The Board agreed that they need more information about the Healing Hearts organization itself in order to determine whether or not this is a good business decision and whether that entity has the capacity to handle this type of operation long-term. Harrelson will come back in February 2018 with a proposal and additional information for the Board to consider.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report and Comments

Harrelson reported on the Adventure Therapy process. This involves conducting youth group therapy in an active setting (as opposed to one-on-one or sit-down therapy sessions).

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

Executive Committee Report

2018 Board Officers

The Executive Committee (in its role as Nominating Committee) recommended the following Board officers for 2018: Chair Deanna West-Torrence, Vice Chair Renee Bessick, Secretary Michelle Kowalski, and Treasurer Jason Murray.

On a motion by Grega, seconded by Siegenthaler, the Board unanimously accepted the 2018 Board officer recommendations of the Executive Committee in its role as Nominating Committee.

Finance Director Report

Finance Report

Goshe distributed and reported on the November 2017 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,633,121.83, \$591,756.00 in revenue, and \$951,724.31 in expenses with an ending balance of \$7,273,153.52. The ending fund balance reflects 73.9% or 8.9 months of the 2017 budget.

Goshe provided information on revenue. The TANF dollars are at 34% of what was budgeted. The Agency just received another payment in December but will still be

\$58,000 short of the amount anticipated for 2017. ProtectOH revenue has increased slightly. They changed the reimbursement method. The Agency may have to pay back some funds in 2018, but this would be seen as a reduction in future payments. The money spent on institutions and intensive care continues to increase.

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

Finance Committee Report

No report at this time.

Levy Committee Report

No report at this time.

Personnel Committee Report

- **Resolution 12-11-17-01: Resolution to Reclassify a Position**

Resolution 12-11-17-01 was proposed for purposes of reclassifying one (1) vacant Supervisor 2 position to one (1) Community Engagement Specialist position in pay range 19.

On a motion by West-Torrence, seconded by Jackson-Johnson, the Board unanimously approved Resolution 12-11-17-01 by roll call vote and signature.

- **Resolution 12-11-17-02: Resolution to Reclassify a Position**

Resolution 12-11-17-02 was proposed for purposes of reclassifying one (1) vacant Caseworker 1 position to one (1) Kinship Navigator position in pay range 20.

On a motion by Siegenthaler, seconded by West-Torrence, the Board unanimously approved Resolution 12-11-17-02 by roll call vote and signature.

- **Substitute Care Manual**

Changes were made to the psychotropic medication section. Several other rules were clarified to make this language consistent with the Ohio Revised Code and edited as necessary to be combined into one document.

On a motion by Siegenthaler, seconded by Kulig, the Board unanimously approved the recommendation of the Personnel Committee to adopt the Substitute Care manual as proposed.

Services and Program Report

No report at this time.

BILLS

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

EXECUTIVE SESSION

At 5:08 p.m., Chair Bessick recommended an Executive Session. On a motion by Siegenthaler, seconded by Jackson-Johnson, the Board voted unanimously to move into Executive Session to discuss personnel matters and union activity by roll call vote. At that time, each Board member responded as follows: Kulig, “yes”; Kowalski, “yes”; Bessick, “yes”; West-Torrence, “yes”; Grega, “yes”; Siegenthaler, “yes”; Jackson-Johnson, “yes”; and Murray, “yes”. The Board asked Harrelson to stay.

On a motion by Grega, seconded by Kulig, the Board voted unanimously to return to open session at 5:30 p.m.

As a result of the Executive Session and following a review of the results of Harrelson’s annual evaluation, the Board approved giving Harrelson a 3.5% raise with great appreciation for her efforts in her role as Executive Director.

ADJOURNMENT

On a motion by Grega, seconded by Kulig, the Board moved to adjourn the meeting at 5:31 p.m.

Respectfully Submitted:

Renee Bessick, Chair

Amy Gosser, Recording Secretary