

## RECORD OF PROCEEDINGS

Date of Meeting: December 8, 2025

Members Present: Chair Jim Nicholson, Vice Chair Jerry Snay (3:31 p.m.), Treasurer Bill Hope, Pat Heydinger, Randy Pore, Judy Forney, Bennie Allen (3:31 p.m.)

Members Absent: Secretary Mary Stentz, Fred Schuster

Others Present: Tara Lautzenhiser, Nicole Foulks, Kevin Goshe, Drew Miller, Sarah Soliday, La'Shaun Reuer, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, December 8, 2025, in the Board Conference Room at Richland County Children Services. Chair Jim Nicholson called the meeting to order at 3:30 p.m. of Board members present and representing a quorum.

### AGENDA

Nicholson stated that there is need to amend the agenda as presented, to include the addition of "Resolution 12-08-25-01: Signature Authorization" under the Finance Director's section.

On a motion by Pore, seconded by Hope, the Board unanimously approved the revised agenda as proposed by all Board members in attendance.

### MINUTES

On a motion by Hope, seconded by Heydinger, the Board unanimously approved the November 10, 2025, regular Board meeting minutes. *Allen and Snay arrived at this point in the meeting (3:31 p.m.).*

### EXECUTIVE DIRECTOR'S REPORT

Lautzenhiser commented on her November meeting with Judge McKinley. We are now able to file for child support on temporary orders of custody, so this should help both the Agency and kin providers. If a child ends up in detention and the parent doesn't want to deal with them, there will now be some financial repercussions. If the mother is already receiving child support for that child, we can terminate that order and transfer the child support payments from both parents to our Agency (or to the grandparents or kin who are caring for the child). Lautzenhiser will meet with MPD and other law enforcement entities over the next few months to see if they are willing to start pressing charges as well.

Lautzenhiser commented on the meeting that she attended at the office of Mansfield Mayor Jodie Perry regarding the individual who is fixated on sexual predators within the community. Richland County used to have numerous halfway houses, and even though that number is now greatly reduced, he is still upset about this issue. We have sent our Program Managers to his neighborhood watch meetings to discuss protocol for reporting and investigating child abuse and neglect cases.

The first Doughnuts with the Director meeting was held in November. They had two mini-trainings: one on time management (since that is one of the things that caseworkers have identified as struggling with the most) and one on the weakening of standards within the Agency. This was a very positive meeting.

Hope asked about the employee who was hired on 11.6.2025 and only worked two days before quitting. This Agency was not a good fit for that individual. The CAC contract is still under review. The DV Shelter backed out, but we could potentially use the DV Advocate from the Prosecutor's Office for this instead.

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

### **Executive Committee Report**

The Executive Committee met immediately prior to the December Board meeting in order to discuss several matters, which are outlined below.

### **2026 Board Meeting Schedule**

The proposed schedule of 2026 Board meeting dates was presented for consideration.

On a motion by Snay, seconded by Allen, the Board unanimously approved the 2026 Board meeting schedule as presented.

### **2026 Board Officers**

The proposed slate of officers for 2026 is recommended to remain the same as in 2025, and is as follows: Jim Nicholson as Chair, Jerry Snay as Vice Chair, Bill Hope as Treasurer and Mary Stentz as Secretary.

On a motion by Heydinger, seconded by Hope, the Board unanimously approved the 2026 slate of Board officers as proposed.

Nicholson congratulated Schuster, Allen and Stentz for being reappointed to new terms in 2026. Jessica Luttrell was appointed by the Commissioners to fill the seat being vacated by Pat Heydinger, effective 1.1.2026. Nicholson also mentioned that this is Heydinger's last meeting as a member of the RCCS Board. Heydinger was presented with a plaque commemorating his years of service and was asked to say a few words regarding his time here. Heydinger stated that "it has been a pleasure and an honor to serve on the RCCS Board. I wish there would come a day when this Agency is no longer necessary, but that will probably never be the case unfortunately. The Board and Agency employees often have a thankless job, and the people of Richland County don't fully realize the scope of the work that must be done." Heydinger concluded by thanking the Board and the staff of RCCS for their commitment to keeping the children of Richland County safe.

### **2026 Board Committees**

Nicholson stated that we are going to keep the committees the same, with Luttrell joining the Personnel Committee to fill Pat's place in 2026. This action does not require a vote, although all of the Board members present agreed to this course of action.

## **Finance Director Report**

### **November Finance Report**

Finance Director Kevin Goshe distributed and reported on the November 2025 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,602,168.00, \$393,234.20 in revenue, and \$1,137,392.64 in expenses with an ending balance of \$6,858,009.56. The ending fund balance reflects 46.5% or about 5.6 months of the 2025 budget.

Goshe stated that total revenue was 1.0% higher than budgeted and total expenses were 5.2% lower than budgeted at the end of November. We did not receive the IV-E Maintenance reimbursement due to a delay, so we will receive the reimbursements for both September and October in the month of December. Hope asked about the tuition reimbursement repayment of \$30,554 that we received from a former employee. They left prior to fulfilling the time commitment they had agreed to serve, so this money was owed back to the Agency per the contract that they had signed. The fund balance was down \$1,241,822.70 at the end of December. A contract with Weldon, Huston & Keyser for provision of legal services to kinship families was signed during the month of November.

On a motion by Pore, seconded by Snay, the Board unanimously accepted the November 2025 Final Finance report.

### **Restroom Remodeling Bids**

We received two bids for this project: one from Modern Builders in Mount Vernon for \$122,888.00, and one from Studer-Obringer in New Washington for \$101,000.00. Performance timeline is 45-60 days after they receive the contract. Goshe would like approval from the Board for Lautzenhiser to enter into a contract with Studer Obringer for \$101,000. The next step (according to the architect, Brad Maurer) is to apply for a building permit. Maurer might sign for this himself in order to ensure that there are no further delays in this project. There is a prevailing wage requirement.

On a motion by Hope, seconded by Snay, the Board members present unanimously approved having Lautzenhiser enter into a contract on behalf of the Agency with Studer Obringer for \$101,000 for completion of this project.

### **Resolution 12-08-25-01: Signature Authorization**

Goshe put forth Resolution 12-08-25-01, in which the Agency management staff requested authorization allowing certain members of Agency staff to sign documents necessary in the performance of various functions (i.e. payroll, new hire appointments, etc.) for submission to the County auditor, effective 1.1.2026. This is always done on an annual basis around this time of year.

On a motion by Snay, seconded by Allen, the Board members present unanimously agreed by roll call vote and signature to approve the signature authorization for specified Agency staff to submit documents to the County Auditor, effective 1.1.2026.

### **2026 Pay Raises**

The request is for the Board to approve paying a stipend to those employees who are red-lined and who earned a pay raise over the 3% and up to the 5% maximum that they could earn for performance in 2025. The total dollar amount of this would be \$8,400. This would be a one-time payment to those six employees (as opposed to adding it to their hourly wage).

On a motion by Allen, seconded by Pore, the Board unanimously approved a one-time stipend payment to the six affected RCCS employees.

**Finance 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 Heydinger, seconded by Snay, the Board unanimously approved payment by signature of the Agency bills.

**ADJOURNMENT**

On a motion by Heydinger, seconded by Hope, the Board moved to adjourn the meeting at 4:12 p.m.

Respectfully Submitted:

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Jim Nicholson, RCCS Board Chair

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Amy Hackedorn, Recording Secretary