

RECORD OF PROCEEDINGS

Date of Meeting: April 11, 2016

Members Present: Chair Renee Bessick, Treasurer Robert Kirkendall, Secretary Pamela Siegenthaler, Vice Chair Jim Kulig (3:55), Dr. Michelle Kowalski (4:55)

Members Absent: Attorney Jason Murray, Lynn Friebel, Dave Leitenberger, Stacy Jackson-Johnson

Others Present: Patty Harrelson, Nikki Harless, Kevin Goshe, Chris Zuercher, Recording Secretary Amy Gosser, Nicole Foulks, Shannon Riggle, Jeraca Barnett, Trevor Brush, Chrystal Stover

Others Absent:

The regular monthly Board meeting was held on Monday, April 11, 2016, in the Board Conference Room at Richland County Children Services. In absence of a quorum, the Board members present unanimously agreed to proceed at this point with all agenda items which did not require a majority vote.

NEW HIRE INTRODUCTIONS

Harrelson introduced a recent RCCS new hire and a new intern:

- Chrystal Stover, an OSU student, started her internship here at the Agency in the fall of 2015. She will be graduating in May 2016 and was just accepted into the Master's program, to start in June.
- Trevor Brush MSCJ, an Intake Caseworker, was hired on 4/7/2016. Trevor has two Masters Degrees (in Business and Criminal Justice) and has previous work experience in residential settings.

The Board introduced themselves and welcomed Stover and Brush to Richland County Children Services. Brush excused himself from the meeting at this point.

MINI-TRAINING

Jeraca Barnett headed the discussion on Agency Independent Living services for the April Board mini-training. Barnett is an Independent Living caseworker. She has been with the Agency for four (4) years, and has been in the Independent Living position for four (4) months. She works with children ages 14-18 in custody care, as well as

emancipated youth ages 18-21. There are currently 25 kids in her caseload, and 5 of them are emancipated youth. She will work with them as long as they live in Richland County (regardless of which county they emancipated from). For kids still in Agency custody, she starts working with them at age 14. She completes a life skills assessment on all of the children she works with in order to personalize their independent living plan. She completes credit checks on youth in care to make sure that they have clean credit when they turn 18; parents will sometimes put bills/credit cards in their children's names, and in that instance the Agency refers them to the Attorney General's office. She performs readiness reviews with youth every ninety days. Ninety days before they turn 18 she creates a transition plan for when they leave Agency custody (including financial planning, finding appropriate housing, establishing emergency contacts, etc.). Kids could often stay in a foster care setting, but usually they want to go out on their own at that point. The main things Barnett helps with are finding employment, finding housing, continuing/finishing their education, getting a state ID, and establishing a savings account.

Foster kids getting ready to age out of the system usually do not realize the amount of responsibilities that they will soon be facing. The State has a big peer-to-peer support system quarterly; some of our youth go down there with her, but none of them have picked up a leadership role yet. Some of the support programs available to youth include:

- PREP (Personal Responsibility Education Program): This is a pregnancy prevention program which focuses on abstinence and contraceptives.
- Organizations/Local Resources such as:
 - The Ohio Independent Living Association (OHILA);
 - The Ohio Youth Advisory Board (OYAB): They are going to help work on transitional housing for youth 18-21;
 - The Ohio Reach Program (Pathways to Success conference): This gives foster youth an emotional advisor at various colleges;
 - Foster Club: This is a nonprofit organization that helps foster youth lead a better life. One of our foster youth is flying to Washington in May to talk to Congress as part of this organization;
 - Family Life Counseling: They are trying to set up a mentoring program;
 - WIOA (Work Innovation and Opportunity Act);
 - Food pantries/clothing closets; and
 - Benefits from JFS.
- Funding sources: Chafee, TANF funds, and Education & Training vouchers: The Agency helps pay for bus passes, gas vouchers, food, clothing, rent, GED classes, and more.

There was also a short discussion regarding the new youth housing facility being built by the Mental Health Board. It will be up on the north end of town. Mental Health Executive Director Joe Trolian hasn't broken ground yet; this will be done in late fall. The building will contain eight apartments for youth ages 18-24. Barnett, Foulks, Riggle, and Stover excused themselves from the meeting at this point, following the conclusion of the presentation.

At this point in the meeting, the Executive Committee (with all members being present and accounted for) unanimously chose to exercise their right under the bylaws to proceed with the regularly scheduled Board meeting in absence of a quorum. In Section 2 of Article V of the Richland County Children Services Code of Regulations, it states:

The executive committee is empowered by the Board regularly to review with the Executive Director matters of Agency operation and to transact necessary business and act on emergencies between scheduled meetings of the Board.

AGENDA

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

MINUTES

On a motion by Siegenthaler, seconded by Kulig, the Board unanimously approved the March 14, 2016 Board meeting minutes.

CONSENT AGENDA

Executive Director's Report and Comments

Harrelson passed around two “thank-you” cards for the Board to sign; one was for employee Rhonda Marsha for all of her work with the New Store, and one was for Julie Kleshinski for speaking to the Board at their regular March meeting regarding all of the services that the Richland County Auxiliary offers in this community.

Harrelson reported on a potential conflict of interest that has arisen as a result of her dual roles as the Director of RCCS and a member of the local community organization WeAct. There is going to be a free “Celebration of Hope” event in Cleveland on April 30th to honor entertainers and local community leaders who work toward ending violence. WeAct would like to send 56 area residents up there on a bus so that they can attend this event, but they need to raise \$1,050 for the bus rental. Harrelson asked if the Board would be willing to allow the Agency to donate a small amount toward this, under the stipulation that we will extend an invitation to all of our Agency kinship providers.

The Board unanimously supported this request since it will benefit our kinship providers.

Harrelson also gave an update on our ongoing relationship with Ohio Health. The carpet has been installed in the leased hospital space, furniture has been ordered, and Pam Hinton is working on the RFP (Request for Proposal) for the necessary recording equipment. This joint venture has opened up dialogue between the Agency and the President of Ohio Health (Jean Halpin) on community issues such as opiate addiction. Harrelson is very impressed with the level of involvement and collaboration that Ohio Health has initiated within Richland County. One difficulty has been that Ohio Health is closing down their Juvenile Mental Health unit for a year due to facility restructuring. However, they provided the Agency with a list of other hospitals that can be used in Ohio, and they also provided more than 6 weeks' notice. This short term difficulty will benefit Richland County youth in the long run.

On a motion by Kulig, seconded by Siegenthaler, the Board unanimously accepted the consent agenda.

Executive Committee Report

No report at this time.

Finance Director Report

Retention Schedule

While this does not require Board approval, Harrelson and Goshe wanted to make the Board aware of an upcoming change to the Records Retention Schedule. The Agency will be requesting an addition to this document regarding the implementation of video recording of supervision sessions between managers and their staff for coaching/training purposes. This technology will not be used for case file documentation, and all electronic media created from these sessions will be erased/recorded over within 7 business days from creation.

Finance Report

Goshe distributed and reported on the March 2016 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$6,048,203.14, \$577,785.15 in revenue, and \$725,241.05 in expenses with an ending balance of \$5,900,747.24. The ending fund balance reflects 60.5% or 7.3 months of the 2016 budget.

Goshe provided information on the first half tax payment that arrived last week. It was about \$50,000 higher than last year (either because more people paid in full or more people paid their delinquencies). We also received our first TPP tax replacement payment; we will receive another one in August.

On a motion by Kirkendall, seconded by Siegenthaler, the Board unanimously accepted the March 2016 Final Financial Report.

Following the arrival of Board member Kowalski, Chair Bessick officially called the meeting to order at 4:55 p.m. of Board members present and representing a quorum.

Upon gaining a quorum, there was a full Board motion to approve the previous actions of the Executive Committee.

On a motion by Kowalski, seconded by Siegenthaler, the Board unanimously approved the previous actions of the Executive Committee.

Vehicles-Capital Replacement Budget

Goshe received an email on Friday informing him that the State contract has been amended (effective today), and that any orders need to be submitted by May 2, 2016. On the capital replacement budget, there are two 2009 Chevy Cobalts that are scheduled to be replaced this year. These are \$15,500 each, for a total of \$31,000. Internally, we would rather purchase one more SUV as opposed to two small sedans. We are not running short on Agency vehicles, and the total cost would be less overall (about \$23,000 for one SUV vs. \$31,000 for two Cobalts). The SUV purchased would be a Jeep Cherokee.

On a motion by Siegenthaler, seconded by Kulig, the Board approved purchasing one (1) SUV instead of the two (2) Chevy Cobalts that were budgeted.

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 Kirkendall, 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 Siegenthaler, seconded by Kirkendall, the Board moved to adjourn the meeting at 5:05 p.m.

Respectfully Submitted:

Renee Bessick, Chair

Amy Gosser, Recording Secretary