

RECORD OF PROCEEDINGS

Date of Meeting: May 11, 2015

Members Present: Chair Pamela Siegenthaler, Vice Chair Jim Kulig, Treasurer Robert Kirkendall, Secretary Renee Bessick (4:50 p.m.), Dave Leitenberger, Stacy Jackson-Johnson (5:18 p.m.)

Members Absent: Dr. Michelle Kowalski (excused), Attorney Jason Murray (excused), Lynn Friebel (excused)

Others Present: Patty Harrelson, Nikki Harless, Marsha Coleman, Kevin Goshe, Recording Secretary Amy Gosser

Others Absent:

The regular monthly Board meeting was held on Monday, May 11, 2015, in the Board Conference Room at Richland County Children Services Board. Chair Siegenthaler called the meeting to order at 4:55 p.m. of Board members present and representing a quorum.

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

AGENDA

On a motion by Kirkendall, seconded by Kulig, the Board unanimously approved the April 13, 2015 Board meeting minutes.

CONSENT AGENDA

Executive Director's Report and Comments

Harrelson reported on the Agency's recent success regarding the Quality Improvement Plan (QIP) imposed by the Ohio Department of Job and Family Services (ODJFS) last year. The Agency was subject to the QIP after being found out of compliance for safety and well-being, but can now be released from the Quality Improvement Plan early due to the significant amount of improvement shown.

Harrelson also discussed the upcoming meeting between herself, Assistant Director Harless, Mansfield Superintendent Brian Garverick, and Principal Kirsten DeVito in

regards to a recent issue between Prospect School and this Agency. There was also some discussion regarding two Agency personnel issues.

On a motion by Bessick, seconded by Leitenberger, the Board unanimously accepted the consent agenda.

Executive Committee Report

The Executive Committee met on Monday, May 4, 2015, at 4:00 p.m. A quorum was present. Movement of the HR Manager/Attorney position from a Class 33 pay range to a Class 34 pay range was approved for recommendation to the Board.

On a motion by Kulig, seconded by Kirkendall, the Board unanimously accepted the HR Manager/Attorney position's pay reclassification.

Finance Director Report

Finance Report

Goshe distributed and reported on the April 2015 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$5,220,238.91, \$2,027,852.64 in revenue, and \$810,435.34 in expenses with an ending balance of \$6,437,656.21. The ending fund balance reflects 65.5% or 7.9 months of the 2015 budget.

Goshe provided information on the purchase of the new Equinox (\$24,929.27 from the Equipment budget). The financial impact of this will be lessened once we sell the old vehicle, which will be listed this week. Expected revenue from Child Welfare-TANF funds was discussed. Goshe informed the Board that the Agency will receive all of the \$434,650 that is budgeted; in addition, there is potentially an extra \$150,000 that may be available to the Agency in the next few months.

There was also discussion of the Intensive Foster Care line items; the question was raised as to whether or not the Local Intensive Foster Care line could be combined with the Purchased Intensive Foster Care line. Goshe will look into this, as the Agency has not had a Local Intensive Foster Care facility available for a while.

On a motion by Bessick, seconded by Jackson-Johnson, the Board unanimously accepted the February 2015 Final Financial Report.

Finance Committee Report

No Report at this time

A Finance Committee meeting will be held sometime in June.

Levy Committee Report

No Report at this time

Personnel Committee Report

No Report at this time

A Personnel Committee meeting will be held sometime in June.

Services and Program Report

The Services and Program Committee met on Thursday, April 30, 2015, at 3:30 p.m. A quorum was present. Minutes were distributed by Committee Chair Kulig. The 2015 1st Quarter PQI Report was approved for recommendation to the Board.

Discussion centered around the FTM/TDM processes. Harless and Coleman reported that there were 91 TDM's held between March 2nd and May 4th, for a total of 305 FTM's and TDM's. There was also discussion of the meeting slogan "nothing about us without us," as well as possibilities for renting additional meeting space at 4th Street and/or the Rehab Center.

On a motion by Siegenthaler, seconded by Leitenberger, the Board unanimously accepted the 2015 1st Quarter PQI Report.

BILLS

Payment of Agency Bills - On a motion by Bessick, seconded by Kirkendall, 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 Kirkendall, seconded by Bessick, the Board moved to adjourn the meeting at 6:14 p.m.

Respectfully Submitted:

Pamela Siegenthaler, Chair

Amy Gosser, Recording Secretary