

RECORD OF PROCEEDINGS

Date of Meeting: December 8, 2014

Members Present: Chair Pamela Siegenthaler, Vice Chair Dave Leitenberger, Secretary Jim Kulig, Treasurer Robert Kirkendall, Renee Bessick, Deanna West-Torrence, Lynn Friebe,

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

Others Present: Patty Harrelson, Nikki Harless, Marsha Coleman, Kevin Goshe, Carl Hunnell, Stacey Jackson-Johnson (5:15 PM)

Others Absent:

The regular monthly Board meeting was held on Monday, December 8, 2014, in the Board Conference Room at Richland County Children Services Board. Chair Siegenthaler called the meeting to order at 4:38 p.m. by roll call of Board members present.

Chair Siegenthaler recognized and welcomed new Board member Stacey Jackson-Johnson who is replacing West-Torrence as of January 1, 2015.

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 West-Torrence, seconded by Bessick, the Board unanimously approved the November 10, 2014 Board meeting minutes with corrections.

CONSENT AGENDA

Executive Director's Report and Comments

Harrelson answered questions regarding area child advocacy which is now referred to as the Forensic Center at Ohio Health Med Central. The Forensic Center is located across from the Emergency Room but in a secured area. Harrelson reported this is going well but they may need monetary help in the future to meet their needs. Harrelson also reported on the notification from ODJFS of the acceptance of the Agency's Innovation

and Efficiency Grant application. Harrelson was not made aware of the monetary piece of the grant as of this date.

Hunnell provided updates on the Foster Family Holiday Party held at the Berean Baptist Church on December 5 with good attendance. Chair Siegenthaler recognized attendance from Board members Kirkendall, Kulig and herself. The Staff Holiday Party sponsored by the Staff Enrichment Committee will take place on December 12. During the week of Thanksgiving a special dress down donation was held and raised approximately \$300 for the Red Cross for those involved in the Stimens Apartment fire. Hunnell also reported a tentative move for the annual tennis activity for children to Maple Lake Park with Ron Schaub and the Lexington Tennis Team.

On a motion by West-Torrence, seconded by Bessick, the Board unanimously accepted the consent agenda.

Executive Committee Report

Nominating Committee Discussion – West-Torrence reported the Committee met in December and reported Stacy Jackson-Johnson was approved by the Richland County Commissioners and was invited to attend the December Board meeting.

2015 Board Officers – The Committee recommends the 2015 Richland County Children Services Board Officers are as follows:

Pam Siegenthaler	Chair
Jim Kulig	Vice Chair
Robert Kirkendall	Treasurer
Renee Bessick	Secretary

On a motion by West-Torrence, seconded by Friebel, the Board unanimously approved the 2015 Board Officers.

Personnel Resolution -

Resolution 12-08-14-02 – Recommendation to move the Temporary Case Aide position to a permanent position

On a motion by Kulig, seconded by West-Torrence, the Board unanimously approved Resolution 12-08-14-02 by roll call vote.

Finance Director Report

Finance Report

Goshe distributed and reported on the November 2014 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$5,566,717.40, \$952,570.02 in revenue, and \$685,048.23 in expenses with an ending balance of \$5,834,239.19. The ending fund balance reflects 64.6% or 7.8 months of the 2014 budget.

Goshe provided information on the Protect Ohio payment and the total actual TANF amount paid by Richland County Job and Family Services was 390% of the budget revenue. Expenses included IPAD purchase.

On a motion by Friebel, seconded by Leitenberger, the Board unanimously accepted the November 2014 Final Financial Report.

Finance Committee Report

Kirkendall reported on the multiple Committee meetings held in December which ended in a budget recommendation for 2015. This will be a balanced budget recommendation for 2015 in the amount of \$9.8 million.

2015 Budget Proposal

Discussion was given regarding the additional \$324,650 over the 2014 budget and the additional \$519,800 in real estate collections over 2014. Highlights included 112 full time positions, 1.75% pay increase, 0.44% increase to health insurance premiums, \$8,000 for longevity pay for 20 staff and \$13,000 in licensure stipends for 15 staff. Projected placement costs have an increase of \$187,288 over 2014 costs. Concern was given for revenue in 2015 is not a guarantee for same revenue in 2016. Capital replacement budget was included. Budget expectations included increase in placement expenses, increase in Emergency Services Assistance Allocation (ESAA), increase in Kinship Permanency Incentive (KPI), increase in adoption expenses, increase in purchased services and increase in administrative costs.

On a motion by Kirkendall, seconded by Friebel, the Board unanimously accepted and approved the 2015 Budget recommendation.

2015 Employee Pay Range

A pay increase of 1.75% for staff was given and comparison was in relation to the social security increase of 1.7% this year. Promotional raises will be separate but not cumulative. The 2015 longevity payments were approved in November.

On a motion by West-Torrence, seconded by Friebel, the Board unanimously approved the 2015 Employee Pay Range.

2015 Foster Rates

Foster caregiver rates were increased \$1.00 across the board.

On a motion by Bessick, seconded by Leitenberger, the Board unanimously approved the 2015 Foster Rates.

Personnel Committee Report

This committee did not meet since November Board meeting. The Board recognized West-Torrence for her service as a Board member with a plaque and flowers.

Levy Committee Report

This committee did not meet since November Board meeting.

Services and Program Report

This committee did not meet since November Board meeting. This Committee will need to meet prior to February Board meeting and will set a date and time at the January Board meeting.

BILLS

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

EXECUTIVE SESSION

At 5:58 p.m., Chair Siegenthaler recommended an Executive Session. On a motion by Friebel, seconded by Kulig, the Board voted unanimously to move into Executive Session to discuss personnel matters by roll call vote. At that time, each Board member responded as follows: Kulig, "yes"; Bessick, "yes"; Kirkendall, "yes"; Leitenberger, "yes"; Siegenthaler, "yes"; Friebel, "yes"; and West-Torrence, "yes". The Board asked Harrelson to stay.

On a motion by Kirkendall, seconded by West-Torrence, the Board voted unanimously returned to open session at 6:22 p.m. by roll call vote.

The Board reviewed Resolution 12-08-14-01 and approved terminating current contract of February 27, 2013 and starting new terms January 1, 2015. The Board took action on the Executive Director's contract and approved same.

ADJOURNMENT

On a motion by Leitenberger, seconded by Kirkendall, the Board moved to adjourn the meeting at 6:27 p.m.

Respectfully Submitted:

Pamela Siegenthaler, Chair

Marsha Coleman, Recording Secretary