

RECORD OF PROCEEDINGS

Date of Meeting: January 12, 2026

Members Present: Chair Jim Nicholson, Vice Chair Jerry Snay, Treasurer Bill Hope, Secretary Mary Stentz, Randy Pore, Jessica Luttrell, Fred Schuster

Members Absent: Judy Forney, Bennie Allen

Others Present: Tara Lautzenhiser, Nicole Foulks, Drew Miller, Sarah Soliday, Recording Secretary Amy Hackedorn

Others Absent: La'Shaun Reuer

The regular monthly Board meeting was held on Monday, January 12, 2026, in the Board Conference Room at Richland County Children Services. Chair Jim Nicholson called the meeting to order at 3:32 p.m. of Board members present and representing a quorum.

AGENDA

On a motion by Snay, seconded by Schuster, the Board unanimously approved the agenda as presented by all Board members in attendance.

MINUTES

On a motion by Pore, seconded by Hope, the Board unanimously approved the December 8, 2025, regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Lautzenhiser commented on the RCCS Staff Christmas party. This was held at the Mansfield Knights of Columbus location on 12.5.2025 and was catered by MVP. This seemed to be a hit with staff, especially the karaoke portion and the 'white elephant' gift exchange. The retirement party for Kevin Goshe was also held in the month of December. He will definitely be missed. One major change recently was updates to the Teams List. Pictures of the Core Team members were added so that new staff can easily identify members of management. Some of the duties of Assistant Director Nicole Foulks were redistributed so that she will have more time to function as the Executive Director designee. In addition, the Kinship Navigator and Facilitator teams were moved back to the program area so that their former supervisor (MIS Manager Angie Poth) can focus more attention on the 'risk management' area of Agency operations.

On a motion by Snay, seconded by Hope, the Board unanimously accepted the Executive Director's report as presented.

Executive Committee Report

No report at this time. Nicholson formally acknowledged the newest Board member, Jessica Luttrell. She was appointed effective 1.1.2026 to fill the seat vacated by Pat Heydinger following the expiration of his

final 4-year term. The Board members and RCCS staff present introduced themselves and welcomed Jessica to the Board. Luttrell explained that she runs the program for social work at OSU-Mansfield, so she is glad to see a lot of her former students are employed here at the Agency. She is not originally from the Mansfield area but has been pleased with her experience here thus far.

Finance Director Report

December Finance Report

Finance Director Drew Miller distributed and reported on the December 2025 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$6,858,009.56, \$1,374,247.16 in revenue, and \$1,264,888.56 in expenses with an ending balance of \$6,967,368.16. The ending fund balance reflects 47.3% or about 5.7 months of the 2025 budget.

Miller stated that total revenue was 3.8% higher than budgeted and total expenses were 4.9% lower than budgeted at the end of December. Each area of expense was lower than budgeted except for the Placement line (which was 13.6% higher than budgeted at the end of December). There were no new contracts signed during the month of December.

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

Finance Committee Report

No report at this time. Hope gifted a small plaque to Miller in celebration of his transition into the Finance Director position at RCCS.

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 Snay, seconded by Schuster, the Board unanimously approved payment by signature of the Agency bills.

Executive Session

At 3:51 p.m., Chair Nicholson recommended an Executive Session. On a motion by Snay, seconded by Pore, the Board voted unanimously to move into Executive Session by roll call vote in order to consider the compensation of a public employee or official. At that time, each Board member responded as follows: Snay, "yes"; Stentz, "yes"; Hope, "yes"; Pore, "yes"; Schuster, "yes"; Luttrell, "yes"; and Nicholson, "yes." Nicholson asked Lautzenhiser, Foulks, Miller and Hackedorn to leave the meeting at this time.

On a motion by Snay, seconded by Stentz, the Board voted unanimously to return to open session at 4:05 p.m. The lobby was checked, and there were no members of the public waiting to be admitted. Lautzenhiser, Foulks, Miller and Hackedorn were permitted to rejoin the meeting at this time.

Executive Director's Compensation

Following discussion in Executive Session, Hope put forth a motion for an overall 10% increase in salary for Executive Director Tara Lautzenhiser. Five percent (5%) of the increase in salary would be retroactively effective as of January 1, 2026. The additional five percent (5%) increase will be effective as of July 1, 2026.

On a motion by Hope, seconded by Schuster, the Board unanimously agreed to approve Executive Director Tara Lautzenhiser's salary increases as presented.

ADJOURNMENT

On a motion by Snay, seconded by Stentz, the Board moved to adjourn the meeting at 4:07 p.m.

Respectfully Submitted:

Jim Nicholson, RCCS Board Chair

Amy Hackedorn, Recording Secretary