

RECORD OF PROCEEDINGS

- Date of Meeting: June 13, 2016
- Members Present: Chair Renee Bessick, Vice Chair Jim Kulig, Treasurer Robert Kirkendall, Secretary Pam Siegenthaler, Dr. Michelle Kowalski (3:57)
- Members Absent: Dave Leitenberger, Attorney Jason Murray, Lynn Friebe, Stacy Jackson-Johnson
- Others Present: Patty Harrelson, Nikki Harless, Kevin Goshe, Recording Secretary Amy Gosser, Shannon Riggle, Amy Shenberger, Beverly Paramore, Bethany Peiffer
- Others Absent:

The regular monthly Board meeting was held on Monday, June 13, 2016, in the Board Conference Room at Richland County Children Services Board. 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 two new RCCS caseworkers:

- Bethany Peiffer, BSW LSW, is a new Ongoing caseworker. She graduated from BGSU last month and completed her internship at Wood County Children Services.
- Beverly Paramore, BS, is a new Intake caseworker. She graduated from Ashland University last month with a degree in Psychology; she has a passion for helping kids and knew this position would be a good fit.

The Board introduced themselves and welcomed Paramore and Peiffer to Richland County Children Services.

MINI-TRAINING

Riggle and Shenberger provided the Board with some background information and updates on the TST (Trauma Systems Therapy) project. Planning for this started about a year ago. The Agency has been doing a lot of conferencing with the other pilot group involved in the program (Washington County in Maryland). It was during this time that

the idea came up of a peer exchange group. On May 24th and 25th, ten (10) employees from RCCS and Catalyst traveled to Baltimore, Maryland. The trip was paid for entirely by the Annie E. Casey Foundation. It was a very useful networking experience; the involved employees got the chance to meet the other workers, put faces to their names, and hear what they have been doing that works in their county. It was also a great networking experience with Catalyst, to see where they were at with the project.

Workers received a lot of good ideas from Washington County. They are very similar to our county in size. They made TST training mandatory for foster parents (while we initially only made it mandatory for staff). Now all RCCS foster parents will have this included in their ITNA's and will be reassessed every two years (to make sure they are compliant with training plans). Workers learned that Richland County is not as far behind as we thought we were, and this really made staff feel encouraged. RCCS employees also learned ways to make the TST training more effective, and they worked with the trainer to get this down to one day instead of two. The trip gave workers the opportunity to hear other ideas and gave them concrete guidance. They learned some things that don't work, as well as things that RCCS will now be implementing.

The question was raised (pertaining to the TST program): How do you measure success? This is measured on a case-by-case basis right now for the children that are involved. One of the key indicators eventually will be when disruption numbers go down. Some of the kids in custody have moved 3 or more times, and the Agency disruption rate is typically between 3 and 7 each month. Some moves are good moves (i.e. going from residential back down) but that is still considered a disruption of placement by the federal government. TST helps foster parents to identify trauma and provides them with words and knowledge that they can use to make disruptions from the home less likely. Until someone appreciates what these children have gone through, they will never understand. Foster parents are invited to the team meetings; this makes them feel like they are supported more and that they have a voice. The TST process is also beneficial because it allows Catalyst employees to see how foster parents and RCCS workers communicate with the kids firsthand.

Harrelson read an email that was received from an ICPC temporary custodian following a home study performed by foster care caseworker Amy Shenberger. This individual thanked Shenberger for everything she had done for their family and stated that they would be forever grateful for her help and guidance. Harrelson passed around a card for Shenberger and asked all Board members present to sign.

Paramore, Peiffer, Shenberger and Riggle excused themselves from the meeting at this point.

Following the arrival of Board member Kowalski, Chair Bessick officially called the meeting to order at 3:59 p.m. of Board members present and representing a quorum.

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 Kowalski, the Board unanimously approved the May 9, 2016 Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report and Comments

Harrelson read two cards that the Agency received. One was from the We Act organization, thanking RCCS for its donation toward their charter bus to the 2nd Annual Celebration of Hope event in Cleveland. The second was from caseworker Carla Wilkinson, thanking RCCS for all of the support shown toward her and her family following the death of her daughter, Cora.

Siegenthaler expressed her enjoyment of the recent foster parent dinner. She was really pleased with how well this event turned out (especially the presentations), and by the fact that Commissioner Gary Utt was able to attend. Placement Supervisor Shannon Riggle is going to send out a survey to find out why more foster parents did not/could not attend.

Harrelson provided information on the Community Health Survey. The group working on this includes all members of Youth & Family Council (YFC). The hospital is also required to do one of these surveys on a staggered schedule (every 5 years vs. every 3 years for YFC), and so the Council members have been trying to align those two schedules. Both Avita and Ohio Health have put in significant amounts of money toward the \$86,000 cost of the survey.

RCCS Supervisors have been doing presentations at Staff meetings on the Guiding Principles of the agency. Seeing their Supervisors up there seems to help workers to assimilate these concepts and to comprehend them a little better. Staff all seem to understand where these are coming from and agree that they make sense. Harrelson might have Supervisors prepare presentations on the Guiding Principles next year as well.

Harrelson informed the Board about an upcoming training for RCCS staff. Council will assist in bringing employees from Ohio Health to the Agency to talk about Neo-Natal Abstinence Syndrome (NAS). This presents in newborns as withdrawal symptoms due to maternal drug use while pregnant; the children typically need to be given phenyl barbitol or morphine to wean them off of the drug to which they were exposed. The long-term

risk to the child depends on the drug(s) used, but common ailments include seizures, low birth weight, and learning deficits.

Various personnel changes were discussed, including three (3) recent employee resignations. One employee left pending a discipline, one left for a position where they will make \$1.00 more per hour, and one will be leaving shortly for a position that more closely matches their degree.

Kulig pointed out a potential data glitch/inconsistency on page 2 of the Board graphs. Harrelson will check into this and come back to the Board with an answer. We have recently changed the set up for these graphs, so it may have pulled the number from the wrong Excel line.

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

Executive Committee Report

On a motion by Bessick, seconded by Kulig, the Board unanimously accepted the decision of the Executive Committee to leave Harrelson's 2016 vacation time addition as previously agreed in Resolution 01-11-16-01 at the January 11, 2016 Board meeting, and to take no further action on this matter.

Finance Director Report

Finance Report

Goshe distributed and reported on the May 2016 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,051,722.53, \$616,197.67 in revenue, and \$793,610.89 in expenses with an ending balance of \$6,874,309.31. The ending fund balance reflects 70.4% or 8.4 months of the 2016 budget.

Goshe provided information on revenue and expenses. The Child Welfare – TANF line was higher than budgeted due to RCCS receiving \$84,948.38 from JFS. Income from levies is also slightly higher than normal, since it appears that real estate payments have increased.

Expenses were slightly lower than budgeted overall, although two lines were higher than normal: Unemployment (due to a claim) and Other Expenses (due to a CORSA payment for legal fees).

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

- Vehicles - Capital Replacement Budget:

The new Jeep Cherokee that the Agency ordered has arrived at the dealership, and so Goshe requested permission to sell the two older vehicles that are being replaced (the 2009 Chevy Cobalts). The county receives a small percentage (less than 5%) for its role in selling them. RCCS might receive \$1500 out of one car, and possibly \$2500 out of the other. The purchase of the new SUV was originally approved at the April 11, 2016 Board meeting on a motion by Siegenthaler and a second from Kulig.

On a motion by Siegenthaler, seconded by Kowalski, the Board unanimously authorized Goshe to sell the two older vehicles through the County process.

- Resolution 06-13-16-01: Authorization of Agency Staff to Sign Documents for Submission to County Auditor:

Resolution 06-13-16-01 designates staff who are permitted to sign documents for submission to the county auditor. The Agency recently hired a new Support employee in the Finance department (Maria Koser), and Goshe would like to use her as a back-up for payroll purposes if necessary.

On a motion by Siegenthaler, seconded Kulig, the Board unanimously accepted Resolution 06-13-16-01 regarding by roll call vote and signature.

Finance Committee Report

No report at this time. The committee did not officially meet, but Kirkendall and Goshe had an opportunity to sit down and review the two proposals that were submitted for the architectural work. One proposal did not fully comply with the request, so Goshe will be contacting that entity.

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 Kirkendall, seconded by Kowalski, the Board moved to adjourn the meeting at 4:37 p.m.

Respectfully Submitted:

Renee Bessick, Chair

Amy Gosser, Recording Secretary