

RECORD OF PROCEEDINGS

Date of Meeting: March 14, 2022

Members Present: Chair Pat Heydinger, Vice Chair Nicole Blakley, Bill Hope, Renee Bessick, Mary Stentz, Scott Gatchall

Members Excused: Treasurer Jason Murray, Secretary Jim Nicholson, Bennie Allen-Stanford

Members Absent:

Others Present: Nikki Harless, Nicole Foulks, Kevin Goshe, Sarah Soliday, Marsha Coleman, Chris Zuercher, Recording Secretary Amy Hackedorn

The regular monthly Board meeting was held on Monday, March 14, 2022, in the Board Room at Richland County Children Services. Chair Heydinger called the meeting to order at 3:31 p.m. of Board members present and representing a quorum.

AGENDA

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

MINUTES

On a motion by Blakley, seconded by Bessick, the Board unanimously approved the February 14, 2022, regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report and Comments

Blakley asked about the Harmony House donation. Her daughter participated in a 'Her' donation with other area organizations (providing self-care items for local women), and she was wondering if there is a need for this at our Agency as well. While we do not typically turn away donations, Harless stated that there are other entities within the community that would benefit more from this (since we have access to more funding sources than many other organizations). Harless commented on the OSU Workforce survey that was included in her Board report. The state created an onboarding curriculum as well as an online exit interview for all CPS staff. This was just launched recently, so we will have to update the Board on this at a later date. Hope commented on the opiate lawsuit. Harless stated that we probably will not receive anything financially from this. Hope also commented on the staff vacancies. Soliday stated that after another new hire starts on Thursday this week, we will be down to seven casework vacancies. We also have two OSU interns starting their internships here soon. Harless informed the Board about changes we have made internally to the FSS division

(the Family Support Specialists who supervise parent/child visits and transport clients). The goal is to build a better relationship between caseworkers and FSS staff, in addition to streamlining the visitation schedule. Joe Trolan and Michele Giess purchased the old CenturyLink building, so we may lease two rooms over there if we need additional space. The supervisor who was over FSS staff will now supervise the two facilitators and serve as the Agency Safety Officer.

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

Executive Committee Report

Heydinger stated that the Executive Committee completed their annual review of the Executive Director's performance as part of her yearly evaluation. This is essentially a 13-page survey with various areas of importance in her role at the Agency (such as development of short-term and long-term goals, fiscal and facility management, Board relations, public relations, levy planning, services to children, etc.). The survey results were reviewed with Harless; in all cases she met (and in many cases she exceeded) expectations for her performance. Blakley stated that the past two years have been unprecedented times, but that Harless has done very well in leading the Agency through all of this uncertainty. The Executive Committee's focus currently is on retention of staff in addition to a long-range succession plan for the Agency. Heydinger stated that they also conducted a salary review for Harless' position in comparison to similar positions both locally and throughout Ohio. Following their review, the Executive Committee is therefore recommending a 3% salary increase for Executive Director Nikki Harless, to be effective on June 1, 2022. This would bring her annual salary to \$116,600. MIS Manager Pam Hinton-Groves will send the final evaluation document electronically to all Board members.

On a motion by Hope, seconded by Bessick, the Board unanimously approved the 3% salary increase for Executive Director Nikki Harless to be effective on June 1, 2022, per the recommendation of the Board Executive Committee.

Finance Director Report

February Finance Report

Goshe distributed and reported on the February 2022 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,769,219.28, \$674,061.10 in revenue, and \$841,164.92 in expenses with an ending balance of \$7,602,115.46. The ending fund balance reflects 62.4% or about 7.5 months of the 2022 budget.

Goshe stated that revenue for 2022 is running 9.2% lower than budgeted. This is not unusual for the first part of the year; usually we do not get caught up until we receive our first tax payment in April. Expenditures for the year are about 3.0% lower than budgeted. The Placement line is the only one currently running higher than budgeted.

Hope asked whether we are legally allowed to invest any of our money. Goshe stated that the short answer to that is no; the Treasurer handles the fund for us and collects any interest. In exchange, however, we are not charged for any administrative costs for services provided by the Board of Commissioners, County Auditor, County Treasurer, etc.

On a motion by Bessick, seconded by Hope, the Board unanimously approved the February 2022 Final Financial Report.

Finance Committee Report

No report at this time. This Committee will meet on Wednesday (3/16/2022).

Levy Committee Report

No report at this time.

Personnel Committee Report

No report at this time. This Committee will need to meet sometime in April.

Services and Program Report

No S&P Committee report at this time. Blakley met with Deanna West-Torrence last week regarding the Advisory Committee. They discussed that while training is often beneficial, it may be more helpful to also find ways to build relationships between staff and clients of different cultures. Harless stated that we are one of 10 counties who are going to participate in a statewide PCSAO committee that will cover race and equity inclusion. Some agencies are further along than others with promoting diversity, so this will be a way for agencies to learn from each other. This process is still developing, but Harless will keep the Board updated on what is discussed during these meetings.

BILLS

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

ADJOURNMENT

On a motion by Blakley, seconded by Hope, the Board moved to adjourn the meeting at 4:06 p.m.

Respectfully Submitted:

Pat Heydinger, RCCS Board Chair

Amy Hackedorn, Recording Secretary