

RECORD OF PROCEEDINGS

Date of Meeting: March 9, 2026

Members Present: Chair Jim Nicholson, Vice Chair Jerry Snay, Randy Pore, Jessica Luttrell, Judy Forney, Fred Schuster, Bennie Allen

Members Absent: Treasurer Bill Hope, Secretary Mary Stentz

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

Others Absent: Nicole Foulks

The regular monthly Board meeting was held on Monday, March 9, 2026, in the Board Conference Room at Richland County Children Services. Chair Jim Nicholson called the meeting to order at 3:31 p.m. of Board members present and representing a quorum.

AGENDA

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

MINUTES

On a motion by Pore, seconded by Luttrell, the Board unanimously approved the February 9, 2026, regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Lautzenhiser commented on her meeting with RCSO. They started providing security for us in the lobby during the month of February. The Agency will provide ID badges for all of the Board members so that they do not need to be wanded and searched every time they enter the building. Lautzenhiser met with Commissioner Banks regarding the Youth & Family Council and how we utilize that entity. They decided to keep this, and Lautzenhiser is on the selection committee for the new YFC Director. The Commissioners have the final say on the selected candidate. Lautzenhiser also attended the Community Child Fatality Review. There were 13 child fatalities county-wide in 2025. This is always a depressing meeting. Lautzenhiser informed the Board that there is a client with whom we had history in the past, and we now have a new referral on her. She has filed several motions asking for us to stop bothering her, but that is not possible at this point based on allegations. The Prosecutor's Office is handling this for us. Miller and Lautzenhiser met with Andrew Keller and the Commissioners regarding the sub-lease agreement for the CAC space. Akron Children's Hospital is going to do another site visit to see what other changes will need to be made. The bathroom remodeling project began. There is a snag currently due to exhaust fan issues, but hopefully this will not delay the project too much. We had two employees involved in a fairly serious confidentiality breach; one of them resigned and one was terminated. Allen asked about the lobby security and what they are supposed to do. They should be wanding everyone and also checking inside bags.

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

Executive Committee Report

Nicholson stated that the Executive Committee did meet today to discuss some basic matters in addition to going over Lautzenhiser's 1-year evaluation results. Nicholson stated that she had very high marks in almost every category, which gave them a lot of faith in her abilities thus far.

Finance Director Report

February Finance Report

Finance Director Drew Miller distributed and reported on the February 2026 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$5,861,807.46, \$663,462.00 in revenue, and \$1,168,518.78 in expenses with an ending balance of \$5,356,750.68. The ending fund balance reflects 34.1% or about 4.1 months of the 2026 budget.

Miller stated that total revenue was 10.3% lower than budgeted and total expenses were 1.2% lower than budgeted at the end of February. Revenue is always light the first few months of the year until we receive our first real estate tax payment in April. Each area of expense was lower than budgeted at the end of February except for the Placement line (which was 2.4% higher than budgeted) and the Adoption line (which was 3.4% higher than budgeted). No new contracts were signed during the month of February. Nicholson asked about the projected budget for 2026. Miller stated that we budgeted a deficit of \$2.7 million.

On a motion by Snay, seconded by Pore, the Board unanimously accepted the February 2026 Final Finance report.

Finance Committee Report

No report at this time.

Personnel Committee Report

No report at this time.

Services and Program Report

2025 PQI Report Synopsis

Pore stated that there were three main takeaways from the S&P Committee's review of the 2025 PQI report. Backlog numbers have been holding at zero, so that is a positive trend. The Agency is still well above the state average for identifying fathers, but it would be beneficial to find additional ways to engage them further as well. Finally, a little under half of our current staff have been at the Agency for 4 years or less, so finding effective retention methods will continue to be a focus of Agency management in 2026. There was some discussion about different ways to acknowledge or reward longevity among employees other than just monetary compensation. The possibility of accruing vacation time earlier was discussed. Luttrell stated that there is even a retention issue with the casework field at the collegiate level. Soliday said that we struggle even getting candidates to show up for their initial interview. Allen asked about the merit raises.

Lautzenhiser explained that everyone received the 3% increase in pay, while some who consistently achieve their goals and objectives and do not have any disciplinary issues could receive up to an additional 2% increase on top of the 3%. The goal is to acknowledge and encourage good behavior.

BILLS

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

ADJOURNMENT

On a motion by Snay, seconded by Pore, the Board moved to adjourn the meeting at 4:08 p.m.

Respectfully Submitted:

Jim Nicholson, RCCS Board Chair
Amy Hackedorn, Recording Secretary