

RECORD OF PROCEEDINGS

Date of Meeting: September 14, 2020

Members Present*: Chair Jim Kulig, Vice Chair Pat Heydinger, Nicole Blakley, Renee Bessick, Rick Grega, Jim Nicholson, Scott Gatchall

Members Excused: Treasurer Jason Murray, Secretary Deanna West-Torrence

Members Absent:

Others Present: Nikki Harless, Kevin Goshe, Nicole Foulks, Evadyne Troyer, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, September 14, 2020, in the Board Conference Room at Richland County Children Services. Chair Kulig called the meeting to order at 3:31 p.m. of Board members present (both via phone and in person) and representing a quorum. *Please note that RCCS is following Federal and State guidance related to social distancing in light of the COVID-19 pandemic and conducted this meeting via teleconference as authorized by temporary changes to the Open Meeting law in Ohio.

“On March 27, Gov. Mike DeWine signed into law House Bill 197, allowing members of public bodies to hold and attend meetings, and to conduct hearings, by teleconference, video conference or any similar electronic technology. Such meetings are legal for as long as the governor’s coronavirus emergency remains in effect, up until Dec. 20, 2020.

The details:

- *Members attending the meeting through the body’s chosen electronic method count as present and count toward a quorum. They are permitted to vote on any issues that come before the body.*
- *Any resolution, rule or other formal action taken or adopted by the public body during such a session will have the same effect as one taken during an in-person meeting.*
- *The public body is required to give notice of the meeting to the media and other parties requiring notice at least 24 hours before it takes place. In an emergency situation, the public body must give notice as soon as practical.*
- *Members of the public must be provided access to the public body’s discussions and deliberations conducted via the electronic method to the same extent that they would get from attending in person. That includes the ability for the viewer/listener to hear every member participating in person or electronically. Examples of electronic methods that afford public access (and that are cited in the law) include live-streaming via the internet; local radio, television, cable or public access channels; and calling in to a teleconference.*
- *For a public hearing, the electronic method the public body uses for the meeting must be widely available to the public and must permit the public to converse with witnesses and receive documentary testimony and physical evidence.” - Ohio Attorney General’s website*

AGENDA

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

MINUTES

On a motion by Heydinger, seconded by Blakley, the Board unanimously approved the August 10, 2020 regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report and Comments

Harless commented on the fact that it is once again time to prepare the annual budget. Agency Finance Director Kevin Goshe will be scheduling several Board Budget & Finance Committee meetings over the next 1-2 months. Harless stated that we applied to become a Kinship Hub for our region in Ohio, and we will receive notification at the end of September regarding whether we were selected. This would involve us housing two additional Navigators here at the Agency who would service all 7 counties in our region. Our cohort is a control group, so the Navigators who are chosen as part of this group will only make/take phone calls for the next year (and will not travel throughout the seven counties). Our in-house Kinship Navigators have traditionally always gone out into homes in the community and have provided further assistance other than just an initial phone call, so we will keep that model in place for Richland County residents.

Bessick arrived at this point in the meeting (3:37 p.m.).

Kulig inquired about staff transitioning back into the building. Harless stated that this is going as well as can be expected. The Agency has been maintaining its increased cleaning/disinfecting regimen and the mask/social distancing mandate for workers throughout the pandemic. Kulig read the headlines from the Weekly Insider that was published last Friday. He especially wanted to acknowledge the two employees recognized in the Shout Out section (RCCS supervisor Teresa Coll and Ongoing caseworker Jen Cole). Clinical Director Marsha Coleman oversees the ASAP program (where the workers meet every Monday to go over high-risk cases). Harless commended Coleman for her work in this area as well. The Board members present all expressed gratitude to Coll, Cole and Coleman for working so hard to ensure that high-risk families are engaged.

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

Executive Committee Report

No report at this time.

Finance Director Report

August Finance Report

Goshe distributed and reported on the August 2020 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$6,276,400.19, \$2,431,872.11 in revenue, and \$771,714.13 in expenses with an ending balance of \$7,936,558.17. The ending fund balance reflects 70.4% or 8.4 months of the 2020 budget.

Grega arrived at this point in the meeting (3:47 p.m.).

For the year, revenue is 17.7% higher than budgeted (which is a fairly normal occurrence). We received \$1,505,648.34 for the second real estate tax payment and \$244,041.41 for the second public utilities property tax payment. Regarding expenses, the only line higher than budgeted for the month of August was Purchased Services.

Heydinger asked about the daily placement cost. This was \$5,493.36 per day on average for the month of August. This varies greatly over time due to multiple factors (the number of local foster homes, the number of children requiring higher levels of care at placement facilities, etc.).

On a motion by Blakley, seconded by Grega, the Board unanimously accepted the August 2020 Final Financial report.

RCCSB Records Retention Schedule

Goshe stated that he can go through the RCCSB Records Retention Schedule document line by line if that is the will of the Board, or he can simply answer questions as necessary. All changes/additions/deletions are included in red font. This document was last updated in April of 2019, and there are numerous items that required attention. All of the schedule numbers beginning in '06' were created by a consultant for use by all county entities. RCCS specific schedule numbers begin on with '07' on page nine of the document. Agency management met numerous times to discuss the necessary changes and amendments. Goshe would like approval to submit this to the Ohio Historical Society on behalf of the entire RCCS management group, barring any objections at the October review meeting.

On a motion by Grega, seconded by Nicholson, the Board unanimously agreed to recommend all proposed changes to the Ohio Historical Society for approval.

Finance Committee Report

No report at this time.

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 Grega, seconded by Nicholson, the Board unanimously approved payment by verbal acknowledgement of the Agency bills. Signatures will be obtained once the Board members resume meeting in person.

Nicholson asked why FINS (Family in Need of Services) cases are down so much. Harless explained that this is because families are receiving so much money from other sources (JFS, the State, unemployment, etc.), and so they have not needed to call us for further assistance.

Grega asked about employees working at home and whether they have expressed an interest in filing taxes based on their home address and not the Agency's address. Goshe explained that this has not been an issue to date, but that employees may choose to do this on an individual basis.

Nicholson asked if we have noticed a difference in travel reimbursement. Prior to this situation, we required employees to use Agency vehicles. We are now paying employees more overall for mileage reimbursement but we are having to put less gas in Agency vehicles, so the expenditures essentially balance out.

Tim Harless is retiring effective September 30th. The Executive Committee will discuss this matter further and propose some form of acknowledgement at the October Board meeting.

ADJOURNMENT

On a motion by Nicholson, seconded by Grega, the Board moved to adjourn the meeting at 4:12 p.m.

Respectfully Submitted:

Jim Kulig, RCCS Board Chair

Amy Hackedorn, Recording Secretary