

RECORD OF PROCEEDINGS

Date of Meeting: January 13, 2025

Members Present: Chair Nicole Blakley, Vice Chair Jim Nicholson, Treasurer Bill Hope, Secretary Mary Stentz, Pat Heydinger, Judy Forney, Jerry Snay

Members Excused:

Members Absent: Randy Pore, Bennie Allen

Others Present: Tara Lautzenhiser, Nicole Foulks, Kevin Goshe, Sarah Soliday, La'Shaun Reuer, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, January 13, 2025, in the Board Conference Room at Richland County Children Services. Chair Blakley called the meeting to order at 3:30 p.m. of Board members present and representing a quorum.

AGENDA

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

MINUTES

On a motion by Snay, seconded by Nicholson, the Board unanimously approved the December 9, 2024, regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Lautzenhiser reported on the meetings that she attended in the past month. Richland County Commissioner Cliff Mears will begin meeting with Lautzenhiser at the Agency on a quarterly basis. Harless and Lautzenhiser also met with Judge McKinley last week. Juvenile Court is working on a Family Stability program in addition to the Family Treatment Court. Harless and Lautzenhiser met with representatives from Avita and OhioHealth a few weeks ago along with the ONCAC state representative (Danielle Vandegriff). The hope is to have both hospitals on board to share the forensic nursing duties at the Champions for Children Child Advocacy Center. A decision has not yet been reached, so these discussions will continue.

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

Resolution 01-13-25-02: Reclassifying a Position

Soliday put forth Resolution 01-13-25-02, in which the Agency management staff requested to reclassify one (1) vacant Caseworker position to one (1) new Child Advocacy Center (CAC) Coordinator position, to be maintained in Pay Range 5. This position is earmarked for RCCS forensic interview caseworker Amy Logan-Amelung. She has already been doing these job duties in addition to her normal duties, so

this would be a way to acknowledge the extra workload (scheduling interviews with the appropriate external entities, conducting the forensic interviews, etc.).

On a motion by Hope, seconded by Nicholson, the Board members present unanimously agreed by roll call vote and signature to approve the position reclassification as outlined in Resolution 01-13-25-02.

Executive Committee Report

No report at this time.

Finance Director Report

December Finance Report

Goshe distributed and reported on the December 2024 Preliminary Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,991,011.04, \$1,219,125.18 in revenue, and \$1,110,303.96 in expenses with an ending balance of \$8,099,832.26. The ending fund balance reflects 56.5% or about 6.8 months of the 2024 budget.

Goshe stated that total revenue was 7.9% higher than budgeted and total expenses were 5.7% lower than budgeted at the end of December. All expense lines were lower than budgeted except the Adoption line (which was 5.4% higher than budgeted) and the Placement line (which was 6.2% higher than budgeted). A contract with Weldon, Huston and Keyser was signed during the month of December for provision of legal services to kinship caregiver families. They did not raise their rates from the last contractual agreement we had with them.

Due to the fact that this was a Preliminary Financial Report, further discussion and a formal vote will be tabled until the finalized report can be reviewed at the regularly scheduled February Board meeting.

Vehicle Disposal

Goshe stated that one of our new vehicles with 604 miles on it was involved in an accident in May of 2024. The repair estimate is \$19,000. We were not cited, but Progressive still denied our claim since the owner's sister was technically the one driving. Goshe would like to dispose of the vehicle. Since we have a \$25,000 deductible, our insurance company will not touch this. Hope requested that Goshe and the County Risk Management team contact our insurance agency again to see if there is any other course of action that we can take to recoup the loss of this vehicle prior to authorizing disposal. This matter will be discussed further at the February Board meeting.

Blakley reminded the Board that policy surrounding vehicle activity captured on the new dash cameras will be drawn up over the next 3 months so that it can be implemented within the timeline previously discussed (six months after initial installation). Goshe receives notification if the AI has rated a driver's infraction as moderate or greater, and he then sends an email regarding the infraction to the worker and their supervisor. Goshe receives around 10 moderate or greater alerts every week. There are well over 100 minor infractions every week (things such as hard braking, etc.). Lautzenhiser will send out an email to staff informing them that policy surrounding captured dash cam infractions and the associated repercussions will be implemented within the next 3 months.

Resolution 01-13-25-01: Signature Authorization

Goshe put forth Resolution 01-13-25-01, in which the Agency management staff requested authorization allowing certain members of Agency staff to sign documents necessary in the performance of various

functions (i.e. payroll, new hire appointments, etc.) for submission to the County Auditor. This is always done on an annual basis around this time of year.

On a motion by Nicholson, seconded by Heydinger, the Board members present unanimously agreed by roll call vote and signature to approve the signature authorization for specified Agency staff to submit documents to the County Auditor.

2025 Pay Scale Adjustment

Goshe stated that there are two proposed changes. The first change adds the newly created CAC Coordinator position onto the pay scale under Pay Range 6. The other change adjusts all maximum amounts up by 3%. There were 13 employees who have been with the Agency for a long time who received nothing or almost nothing from the 5% pay increases that were voted upon at the December 2024 Board meeting.

On a motion by Nicholson, seconded by Hope, the Board members present unanimously agreed to add the CAC Coordinator position to the pay scale under Pay Range 6 and to raise the maximum hourly amount for the entire 2025 pay scale by 3% in order to allow all of the affected red-lined employees to receive a raise increase voted upon by the Board in the regularly scheduled December 2024 Board meeting.

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

ADJOURNMENT

On a motion by Nicholson, seconded by Stentz, the Board moved to adjourn the meeting at 4:17 p.m.

Respectfully Submitted:

Nicole Blakley, RCCS Board Chair

Amy Hackedorn, Recording Secretary