

RECORD OF PROCEEDINGS

Date of Meeting: March 11, 2024

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

Members Excused: Vice Chair Jim Nicholson, Bennie Allen, Randy Pore

Members Absent:

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

Others Absent:

The regular monthly Board meeting was held on Monday, March 11, 2024, in the Board Conference Room at Richland County Children Services. Chair Blakley called the meeting to order at 3:35 p.m. of Board members present and representing a quorum.

AGENDA

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

MINUTES

On a motion by Hope, seconded by Stentz, the Board unanimously approved the February 12, 2024, regular Board meeting minutes as amended.

EXECUTIVE DIRECTOR'S REPORT

Harless informed the Board that we are almost at full staff. Soliday stated that we have done well with retention of employees recently. Even employees who have left are still willing to give us a good review. Blakley asked about the February staff meeting. Reuer stated that all of our guest speakers were well received by staff. Harless briefly mentioned the sidewalk construction project for the Community Park for All. This will be discussed further during the Budget & Finance Committee report. We also started our three new internal DEI committees (DEI Enrichment, Staff Retention and Community Events) in the month of February. Reuer will be spearheading these. Soliday and Reuer conduct a 'check-in' with all new hires once they have been here for 6 months. Stentz stated that she attended the R.I.S.E. event here at the Agency on 2.14.2024, and Program Manager Tara Lautzenhiser did very well with her presentation.

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

Agency Operations on April 8, 2024

Harless informed the Board that the Richland County Commissioners may elect to close County departments on April 8, 2024, due to uncertainty surrounding the solar eclipse. While our Agency does not necessarily have to follow what they do, Harless would like to seek approval from the RCCS Board to close Agency building operations that day if the Commissioners vote to close other County organizations.

On a motion by Hope, seconded by Forney, the Board unanimously agreed to close the Agency as a calamity day if the Commissioners elect to do so with other County buildings.

Executive Committee Report

No report at this time.

Finance Director Report

February Finance Report

Goshe distributed and reported on the February 2024 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$8,489,916.62, \$628,264.60 in revenue, and \$1,097,383.91 in expenses with an ending balance of \$8,020,797.31. The ending fund balance reflects 56.0% or about 6.7 months of the 2024 budget.

Goshe stated that revenue was 7.3% lower than budgeted at the end of February, although that is a typical occurrence every year until the first real estate tax payment is received (usually sometime in April). Expenses were 2.4% lower than budgeted at the end of February.

On a motion by Hope, seconded by Forney, the Board unanimously accepted the February 2024 Final Financial Report.

Finance Committee Report

Restroom Remodeling

Hope stated that we would like to use the same architect currently being used by the Richland County Commissioners for remodeling of Agency restrooms. Snay informed the Board that the architect recently raised their bid by \$80,000 per restroom, so this may not be a feasible project. Goshe stated that our only recourse would be to hire our own architect, and all of the Finance Committee members agreed that we should use an architect for a project of this scope. This topic will be revisited at a later date.

Contracting / Purchasing

Hope stated that he would like to avoid any potential conflicts between the Board and/or staff and our contractual obligations. These would not include placement contracts nor contracts that go through Central Services. Snay informed the Board that Stark State College uses an online Ethics training through the Ohio Ethics Commission that may be beneficial for the Board to undergo. Hackedorn will send out the training link to the full Board.

Disposal & Procurement of Agency Vehicles

Hope stated that the recommendation of the Board Finance Committee is to replace the nine remaining 2013 Ford Focus vehicles that were scheduled for replacement in 2024. Through the Ohio Department of Administrative Services, we could purchase eight vehicles to replace them, with a recommendation as follows: two (2) 2024 Honda Civic sedans at \$28,270 each for a total of \$56,540; five (5) 2024 Honda Accord sedans at \$29,455 each for a total of \$148,400; and one (1) 2024 Honda Odyssey minivan at \$39,440; for a total purchase cost of \$244,380 (which includes an estimate of \$1,800 in delivery charges).

On a motion by Hope, seconded by Forney, the Board unanimously approved allowing Agency management staff to seek approval from the Richland County Commissioners regarding disposal/sale of the nine (9) remaining 2013 Ford Focus vehicles in the Agency fleet, and also unanimously approved the purchase of the eight replacement vehicles as outlined above.

Sterkel Park Sidewalk Construction

RCCS has been asked by Michele Giess (Richland Newhope Executive Director) to make a \$50,000 contribution toward the cost of playground equipment and the cost of constructing a 250-foot sidewalk from the Agency to the park. RCCS staff have earned \$125,459 in incentives through Best Practices state funding, and the State has agreed that those funds can be used for this purpose. Best Practices funding can be used for anything that will benefit clients and improve their experience with our Agency. The County has already donated \$500,000 toward the park and its operations.

On a motion by Hope, seconded by Snay, the Board unanimously approved making a \$50,000 contribution toward the Community Park for All project, with the understanding that this park will benefit both Agency staff and clientele due to its proximity to the Agency.

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

ADJOURNMENT

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

Respectfully Submitted:
Nicole Blakley, RCCS Board Chair
Amy Hackedorn, Recording Secretary