

RECORD OF PROCEEDINGS

Date of Meeting: November 18, 2024

Members Present: Chair Nicole Blakley, Vice Chair Jim Nicholson, Treasurer Bill Hope, Secretary Mary Stentz, Pat Heydinger, Randy Pore, Judy Forney, Jerry Snay (3:26 p.m.), Bennie Allen (3:30 p.m.)

Members Excused:

Members Absent:

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

Others Absent:

The regular monthly Board meeting was held on Monday, November 18, 2024, in the Board Conference Room at Richland County Children Services. Chair Blakley called the meeting to order at 3:00 p.m. of Board members present and representing a quorum.

AGENDA

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

Executive Session

At 3:01 p.m, Chair Blakley recommended an Executive Session. On a motion by Hope, seconded by Pore, the Board voted unanimously to move into Executive Session by roll call vote in order to conduct the personnel actions involved in the appointment and compensation of a public employee. At that time, each Board member responded as follows: Nicholson, "yes"; Hope, "yes"; Stentz, "yes"; Pore, "yes"; Forney, "yes"; Heydinger, "yes"; and Blakley, "yes." Blakley asked all of the RCCS staff present to leave the meeting at this time. *While the Board was in Executive Session, Snay arrived at 3:26 p.m. and Allen arrived at 3:30 p.m. Forney left the meeting at 4:04 p.m. Soliday's presence was requested at 4:20 p.m.*

On a motion by Hope, seconded by Nicholson, the Board voted unanimously to return to open session at 4:25 p.m. The lobby was checked, and there were no members of the public waiting to be admitted. The Board asked Harless, Hackedorn, Foulks, Goshe and Reuer to return to the meeting.

RCCS Executive Director Selection

Following the Executive Session, Blakley put a motion forward to negotiate a contract with internal candidate Tara Lautzenhiser for the RCCS Executive Director position that will be vacated by Nikki Harless on 1/31/2025. Lautzenhiser's transition into the new role will begin on 1/2/2025, assuming a contract can successfully be agreed upon by all parties.

On a motion by Hope, seconded by Snay, the Board voted unanimously to enter into contract negotiations with applicant Tara Lautzenhiser for the Executive Director position.

MINUTES

On a motion by Heydinger, seconded by Stentz, the Board unanimously approved the October 7, 2024, regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Harless reported on the RCCS Fundamentals training. There was great participation in this from staff. Harless has been sending out thoughts on one Fundamental each week, and Hackedorn has been including examples of staff demonstrating the Fundamental in the Weekly Insider. The lease agreement with Family Life Counseling has been signed for the CAC space. Interview recording equipment is going in on Thursday (11/21/2024). The RCCS Board will have governing control over the CAC and will need to start a subcommittee for this (which can include other individuals from within the Richland County community). We lost the \$100,000 in capital funding that we were anticipating from the state. Since Colleen Rice was the individual who initially requested it, the money can only go toward improvements to the DV Shelter. However, Romanchuk has stated that he is in full support of the CAC development and that there will be other funding opportunities for this moving forward.

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

Executive Committee Report

No report at this time.

Finance Director Report

September Finance Report

Goshe distributed and reported on the September 2024 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$9,348,345.33, \$777,008.26 in revenue, and \$1,014,716.54 in expenses with an ending balance of \$9,110,637.05. The ending fund balance reflects 63.6% or about 7.6 months of the 2024 budget.

Goshe stated that total revenue was 11.5% higher than budgeted and total expenses were 5.3% lower than budgeted at the end of September. All expense lines were lower than budgeted except the Adoption line (which was 5.2% higher than budgeted) and the Placement line (which was 3.1% higher than budgeted). The dash cam contract with Verizon Wireless was signed during the month of September.

October Finance Report

Goshe distributed and reported on the October 2024 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$9,110,637.05, \$642,592.41 in revenue, and \$1,083,719.26 in expenses with an ending balance of \$8,669,510.20. The ending fund balance reflects 60.5% or about 7.6 months of the 2024 budget.

Goshe stated that total revenue was 8.7% higher than budgeted and total expenses were 6.0% lower than budgeted at the end of October. All expense lines were lower than budgeted except the Adoption line (which was 5.3% higher than budgeted) and the Placement line (which was 4.7% higher than budgeted). The snow removal contract with Small's Lawn Care was signed during the month of October.

On a motion by Hope, seconded by Pore, the Board unanimously approved both the September and October Final Financial Reports as presented.

Finance Committee Report

No report at this time. The Finance Committee will meet on Tuesday, December 3rd, at 1:00 to finalize the budget and its components for 2025.

Personnel Committee Report

No report at this time.

Services and Program Report

1st Half 2024 PQI Report Data

Nicholson stated that the Committee met in order to discuss the 1st Half PQI Report data for 2024. The Agency's backlog numbers went down significantly, largely due to the incentive programs that are in place. The money for the incentive programs comes from the State, so this does not cause a direct hit to Agency funding. Placement costs continue to increase. The Agency will need to find additional ways to increase the number of Agency foster homes moving forward in order to keep this budget line in check. The CPOE report reflected the fact that we are doing well as an Agency with compliance. Foulks explained the conclusion letter that was received from our Technical Assistance Manager (Sally Buccieri), which shows that we improved in all of the areas that we had been working on since our last review six months ago. The two cases that were pulled showed full compliance, which reflects well on our staff. Overall, the Agency is doing well with compliance. Foulks explained placement stability. In a nutshell, this data reflects the number of placement moves for children who enter foster care (so, a lower number is good). The national standard was 4.48. When we started we were at 4.80, but now we are down to 3.14, so we are below the national standard. Statewide this number averaged at 3.87, so we are below the statewide standard as well.

On a motion by Allen, seconded by Hope, the Board unanimously approved the 1st Half 2024 PQI Report data as presented.

BILLS

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

ADJOURNMENT

On a motion by Nicholson, seconded by Snay, the Board moved to adjourn the meeting at 4:47 p.m.

Respectfully Submitted:

Nicole Blakley, RCCS Board Chair

Amy Hackedorn, Recording Secretary