

# Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes March 14, 2017

The Board of the Northwest Ohio Juvenile Detention, Training and Rehabilitation District met on this day at 9:00 a.m. in the multi-purpose room of the Detention Center.

**Defiance County**      Mick Pocratsky  
Ricki Slattery Starrett  
Bill Rutenacht  
**Fulton County**      Judge Bumb  
Larry Stclair  
**Henry County**  
Judge Bird  
Jerry Stollings  
Terry Rummel  
Nick Woodall

Others present:      Jessica Croy - Assistant Superintendent  
Gayle Hilker - Fiscal Officer

Vice-Chairman Ricki Slattery Starrett called the meeting to order. There was a majority of voting members present with representation from each county. A quorum was present to conduct business.

Minutes from the January meeting were approved. Larry Stclair motioned the Board approve the January Board Meeting Minutes. Mick Pocratsky 2<sup>nd</sup> the motion. There was no further discussion. Motion carried. Unanimous Ayes.

### Superintendents Report

Presented by Assistant Superintendent Jessica Croy

Intakes	38	<u>January</u>
Releases	29	
Recidivists	19	
	15	

### Security Report:

Significant incidents resulting in injury

<u>January</u>	0
<u>February</u>	2 (Staff Injuries)

### Medical Services Report:

Nurse Sick Calls

<u>January</u>	65
<u>February</u>	65

Physician Assistant Sick Calls

<u>January</u>	10
<u>February</u>	6

Physicians

<u>January</u>	27
<u>February</u>	18

ER Visits

<u>January</u>	1
<u>February</u>	0

Percentage of Detainees on Prescription Drugs

<u>January</u>	25%
<u>February</u>	28%

Percentage of Detainees on Psychotropic Medications

<u>January</u>	26%
<u>February</u>	28%

Prescription Ordered

<u>January</u>	45
<u>February</u>	48

Number of Lab Studies

<u>January</u>	10
<u>February</u>	6

### Life without Drugs

Number of Individual Hours

<u>January</u>	27.25
<u>February</u>	32.75

Total Number of Case Management Units

<u>January</u>	6.60
<u>February</u>	3.80

Total Number of Group Hours

<u>January</u>	192.00
<u>February</u>	228.00

Total Number of Assessment Hours

<u>January</u>	13.00
<u>February</u>	6.50

### Mental Health Program:

Mental Health Assessment Hours

<u>January</u>	4 (2 Assessments)
<u>February</u>	15 (6 Assessments)

Group Hours Weekly

<u>January</u>	6 (36 Detainees in group)
<u>February</u>	9 (72 Detainees in group)

Individual and Family sessions hours

<u>January</u>	55
<u>February</u>	60

There were 99 Suicide Watch Days in January (99-15 minute watch days).

There were 47 Suicide Watch Days in February (47-15 minute watch days).

There was one (1) Tele-med appointment conducted in February.

Four County Family Center is searching for a replacement for recently promoted Mental Health Counselor, Karen Von Deylon. Karen continues to serve the needs of our detainees until her replacement is in place.

### Education Summary:

**Classroom A:** (Reading, Writing, Language, Workforce Employment, Life Skills)

<u>January Report</u>	566 Detainees in attendance
<u>February Report</u>	633 Detainees in attendance

**Classroom B:** (Math, science and social studies)

<u>January Report</u>	567 Detainees in attendance
<u>February Report</u>	628 Detainees in attendance

### Training Report:

During January and February there were a total of 118 training hours.

**Personnel Report:**

New Hires: 1 Intermittent JCO

Resignations: 1 Superintendent

Terminations: 2 Intermittent JCO's

Employee Grievances: 0

**Assistant Superintendent's Report**

Each month an employee will be recognized for outstanding performance. Assistant Superintendent Jessica Croy and Programs Office Adrienne Firman have created a Staff Appreciation Award. Each month an employee will be recognized for outstanding performance. Marathon Gift Cards were donated to use for the award program. Employee will receive a Certificate of Appreciation, a free dress down day of their choice and a Marathon Gift Card. Employee receiving the award will be recognized at the Board Meeting.

The January Staff Appreciate Award recipient was Catherine Stockburger. Officer Stockburger filled in for Lt. Herbert who was assigned to the front office to assist Jessica Croy after Superintendent Patrick resigned. Officer Stockburger did an excellent job as Officer in Charge during a very challenging time.

The February Staff Appreciation Award recipient was Earl Winegarner. On two different occasions Probation Officers have called to compliment Officer Winegarner for his outstanding performance. Recently Officer Winegarner was transporting an out of county youth. The youth became extremely upset. The detainee assaulted Officer Winegarner, detainee also damaged the locks in the facility vehicle. The Probation Officer reported that Officer Winegarner took care of the detainee's physical needs while offering him advise and counseling. Officer Winegarner was able to calm the youth in the midst of a very difficult situation.

**Fiscal Officer Report**

January Billing Census

Member County Credits - There were no member county overages during the month of January.

Non-Member County Revenues - During the month of January there were 217 non-member beds contracted at a rate of \$67/day. There were 16 non-member beds contracted at a rate of \$134/day. A higher rate was charged for a detainee who was known to be problematic. Detainee did not create any problems while in our care.

Monthly Total Non-Member rent revenue - \$16,683.

Average Daily Population - 29.70 Average Female Population - 8.5 Average Non-Member Population - 7.5

February Billing Census

Member County Credits - There were no member county overages during the month of February.

Non-Member County Revenues - During the month of February there were 169 beds contracted to non-member counties at a rate of \$67/day.

Monthly Total Non-Member Rent Revenue - \$11,323

Year to Date Non-Member Rent Revenue - \$28,006.

Average Daily Population - 33.4 Average Female Population - 7.8 Average Non-Member Population - 6.0

**Financial Report**

Cash Report:

Operating Fund Balance 2,282,2017 \$ 563,939.43

Capital Fund Balance 2,282,2017 \$ 216,565.84

Board reviewed the 2017 Budget. As of February 28, 2017, NWJDC has expended 18.93% of the Operating Budget. This report includes the Fund Transfer of \$127,012.53 from the Operating Fund into the Capital Fund. This transfer was approved at the January meeting.

The 2016 Annual Financial Report is complete and has been submitted to the State. A copy of the Report is available for review.

**Personnel and Grievance Committee**

Ricky Shattery started the Board on the search for the next Superintendent. Initial advertising was placed in the local newspapers.

After reviewing the postings and Corrections.com, CorrectionsOne.com, Indeed.com and ACA.com (American Corrections Association website). The revised ad for the Superintendent's Position was re-posted on Corrections.com, CorrectionsOne.com, Indeed.com and ACA.com. Interested candidates are to respond no later than March 21<sup>st</sup>. The Committee will review candidate applications after the due date. The Committee will keep the Board updated.

NWJDC not only focuses on detention but also on training and rehabilitation. The Life Without Drugs Program and mental health services are key components of our programming. The facility Superintendent needs to be comfortable with corrections as well as treatment. The Superintendent will work with the Board to address issues that challenge our detainees. Mental health is an issue that challenges many detainees.

**Activities Committee**

Jessica Croy updated the Board on the status of the National School Lunch Program (NSLP). ABL Inc., the new food service vendor for CCNO, was not aware that NWJDC participates in the NSLP. Currently we are waiting for the dietitian to sign off on a menu that will comply with the NSLP. Ricki spoke with Jim Dennis (CCNO Executive Director). He confirmed meal prices will not change with the new meal plan.

There were two unfinished projects from January when Brian Patrick left. The Camera Call Up System approved at the November Board Meeting continues to be a work in progress. National Safe and Security Systems, Inc. is working with John Proxmire, our maintenance personnel.

The Breakroom door has been installed. The project is complete.

**Finance Committee**

There were several items on the Agenda for the Finance Committee.

2016 Carry-over: Board reviewed the 2016 Carry-over Purchase Orders as presented in the Board Packet. 2016 Carry-over Purchase Orders total \$ 25,657.19.

Mick Pocratsky motioned the Board approve the 2017 Budget to include the 2016 Carry-over Purchase Orders. Revised 2017 Budget totals \$1,875,841.72. Terry Rummel 2<sup>nd</sup> the motion.

Approved Budget	\$ 1,850,184.53
2016 Carry-over Purchase Orders	25,657.19
Revised Budget	\$ 1,875,841.72

Title I Carry-over Funds - Styker Schools informed NWOJDC we have an additional \$7,180 in Title I funds. These are carry-over funds. The Title I Budget for 2017 is \$90,897. Request to increase the Title I line to \$98,077, increasing the total 2017 Budget to \$1,883,021.72.

Approved Budget	\$ 1,875,841.72
Title I Carry-over funds	7,180.00
Revised Budget	\$ 1,883,021.72

Terry Rummel motioned the Board approve the increase of the 2017 Budget to include Title I Carry-over funds as presented. Larry Siclair 2<sup>nd</sup> the motion. The 2017 Budget will total \$1,883,021.72.

Board agreed one vote would approve the motion made by Mick Pocratsky and seconded by Terry Rummel to approve the 2016 Carry-over Funds as well as the motion made by Terry Rummel and 2<sup>nd</sup> by Larry Siclair to approve the Title I Carry-over Funds. Motion Carried. Unanimous Ayes.

Title I Transfer - Request transfer of Title I Funds.

Action	Account Description	Account Number	Transfer Out Amount	Transfer In Amount
Transfer Out	Title I	9065-90917-5-59001	\$55,000	
Transfer In	Teacher's Salaries	9065-90917-5-10301		\$ 37,500
Transfer In	Medicare - Teachers	9065-90917-5-20301		\$ 500
Transfer In	STRS	9065-90917-5-21001		\$ 5,250
Transfer In	Insurance - Employee Benefit	9065-90917-5-20400		\$ 11,750

We are requesting \$55,000 of the total Title I award of \$ 98,077. The remaining funds will be used to purchase GradPoint Licenses as well as other purchases for classroom education. Bill Rufenacht motioned the Board approve the transfer as presented. Larry Siclair 2<sup>nd</sup> the motion. There was no further discussion. Motion carried. Unanimous Ayes.

**Old Business**

Board questioned status of the new server project. The server is installed. The project is complete. Issues with the new server have been resolved.

**New Business**

Judge Bumb reported the four Juvenile Court Judges of Northwest Ohio will present "Juvenile Law and Procedure by the Numbers" on March 24, 2017, at the Educational Service Center. This is a CLE training for local attorneys who represent juveniles in Northwest Ohio. Jessica Croy will be a presenter at the training.

Nick Woodall mentioned in his experience he knew of a substance abuse facility that had a 10% success rate. The numbers he sees from Williams County are higher than 10%. Judge Bird noted the Life Without Drugs program has a higher success rate than the average. Judge Bird also noted since they have started a 30-Day Review post release, the six-month success rate has improved significantly. Detainees leave NWOJDC with a great attitude. However, without follow up it quickly dissipates. The more that can be done to encourage youth to stay on track and to encourage parents to help kids be successful the better the outcome.

Bill Rufenacht motioned the Board adjourn. Larry Siclair 2<sup>nd</sup> the motion. Meeting adjourned 10:05 a.m.

Next meeting is scheduled for May 9, 2017.

Board Chairman

Thomas W. Mark

Respectively Submitted

Walter A. Niekant

Date

5.9.17

Date

5.9.17