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other quotes that were received last year. Judge Gallagher told Dr. Park how much she appreciates him for his service and also thanked him. Judge McColley stated how much she appreciates Dr. Park and also thanked him. Joe Short asked Dr. Park for clarification on the superintendent and that facilities health professionals determining youth as special needs for the new charges that will begin next year for non-member counties. Dr. Park stated that he would assess diabetic supplies as an example. Rummel asked how the determination would be made for someone that is autistic. Superintendent Garza would bring the individual in question to Dr. Park. They would have a discussion regarding behavior and medications and then make a recommendation.

### **Superintendent's Report**

#### **Population Report:**

	September	October
Intakes:	22	25
Releases:	20	18
Recidivism:	18%	16%

#### **Security Report:**

Significant Incidents:

September	October
(3) Use of Force	(3) Use of Force
(2) Oleoresin Capsicum Spray utilization.	(0) Oleoresin Capsicum Spray utilization.
(0) Significant Incidents that resulted in injury	(1) Significant Incidents that resulted in injury.

#### **Medical Services Report:**

	September	October
Nurse Sick Calls	16	27
Physician Assistant Sick Calls	8	8
Physicals	16	24
ER Visits	4	3
Hospital Admits	0	0
Average Daily Prescription Meds	446	389
Percentage Youth on Psychotropic Meds	361	330
Prescriptions Ordered	26	19
Number of Lab Studies	51	28
Psychiatric Visits	4	2
Dental Visits	0	0
Blood Sugar Checks	334	343
Pregnancy	0	0

#### **Program / Support Services Report:**

##### **Life Without Drugs Program:**

	September	October
Individual hours by County:		
Total:	26.25	25.0
Fulton:	0	0
Williams:	2.75	10.25
Henry:	10	6.5
Defiance:	13.5	8.25
Out of county:	0	0

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	September	October
<b>Case Management Units by County</b>		
Total:	7.0	20.25
Fulton:	0.0	0.0
Williams:	0.25	1.25
Henry:	0.5	5.25
Defiance	6.25	13.75
Out of county:	0.0	0.0

	September	October
<b>Group Hours by County:</b>		
Total:	155	244
Fulton:	0	0
Williams:	25	60
Henry:	48	44
Defiance:	82	140
Out of county:	0	0

	September	October
<b>Assessment Hours by County:</b>		
Total:	6	2
Fulton:	0	0
Williams:	1.5	2
Henry:	0	0
Defiance:	4.5	0
Out of county:	0	0

<b><u>Mental Health:</u></b>	September	October
Mental Health Assessments:	2	4
Group Hours:	7	8
Individual & Family Sessions:	59	80
Suicide Watch:	11	13

**Personnel Report: (September and October)**

<b>Date:</b>	<b>Employee:</b>	<b>Status Update:</b>
September 9, 2021	Tracy Valentine	Promoted to corporal
September 12, 2021	Kara Likins	Full Time
September 24, 2021	Jessica Shoup	Resigned
September 27, 2021	Adriana Lopez	Resigned
September 27, 2021	Azul Sepulveda	Intermittent from full time
September 28, 2021	Ashley Dempsey	Full Time

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October 7, 2021	Jared Armstrong	Terminated
October 8, 2021	Brianna Bowley	Intermittent from full time
October 22, 2021	Jennifer Yahraus	Terminated

**Employee Grievances: (September and October):**

Lt. A. Marshall on October 14, 2021 regarding an adverse action excepting a diabetic detainee without all his supplies.

**Education Report:**

For the month of September 2021, there were a total of 67 youth served in Classroom A and Classroom B. There were 59 males and 8 females.

For the month of October 2021, there were a total of 73 youth served in Classroom A and Classroom B. There were 65 males and 8 females.

**Assistant Superintendent Report:**

Our teaching staff got certified and implemented the Personal Responsibility Education Program (PREP) at the end of October with four detainees successfully completing. The program taught the detainees about healthy relationships, safe sex practices, career building, financial literacy and time management. All the detainees successfully completing the program were given a \$25.00 VISA gift card, pizza party and completion certificate. The program is set to run three times next year starting in March.

Our teaching staff also started The Fresh Start program with three detainees. This program began in the beginning of October and will finish December 10, 2021. The detainees have been working on communicating effectively, budgeting, resume building, interview skills and time management. Once the program is completed the detainees will present a "scholarship" application to administration to be awarded the opportunity to shop for interview appropriate clothing and a haircut (if needed), then taken to interviews (set-up by the teachers) in the hopes of obtaining employment once they are released from the facility. We currently have two counties that approved participants into the program. Our next start date for this program will be January 2022.

October 29, 2021 the teachers hosted a Halloween Party with the detainees. They played games, decorated cookies and pumpkin decoration winners were announced. On the same day, the teachers hosted the PREP completion ceremony with certificates, gift cards and a pizza party.

Our teaching staff along with our counselors have created new program opportunities for our facility. Donna Robinson will be instructing a Family Education Class starting in January on Monday nights from 6:30pm-8:00pm. If the parents/guardians come and participate, they will be given incentives. The incentives will vary from an extra visit with your child, pizza night with their child, game night with their child and a \$25.00 gift card. Parents can come via their own freewill or be court ordered to the group. We are trying to educate the parents/guardians and give them opportunities to meet other families dealing with similar issues and how to handle those issues effectively. Also, this will help build relationships between the detainee and parents/guardians. We have high hopes for good outcomes with this program.

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Our mental health counselor, Leigh Pickelman, will be conducting a new program two-times per week called Aggression Replacement Training. This will replace our current Anger Management program that Shalom Counseling & Meditation Center did. By having our inhouse counselor conduct this new course, the detainees will be able to get a better understanding on how to cope with their anger and how to implement their skills with her guidance since she is on site rather than someone from the outside coming in one time per week. Plus, they are getting more consistent group time.

Our final program for our facility is called Nurturing Fathers. This class will meet once per week for two-hours instructed by BJ Horner from Maumee Valley Counseling. The program focuses on teaching young father's or expecting father's how to be a father. It will focus on what it means to be a father, parenting techniques, what they liked and disliked from their father growing up. This program start date for the first session in 2022 will be January 4 and run for 10-weeks. Must start day one and be court ordered to attend this program. There is no additional fee for this program.

Another program we are restarting will be Board Member Invite Night. Starting December 2, 2021 from 6:30 p.m.-8:00 p.m. We welcome any member of the board (including judges and probation) to come and play basketball (horse, pig, or around the world), UNO, Skipbo, Chess/checkers or even watch a movie and have some pizza and popcorn with the eligible detainees. We will have our Invite Night every other Thursday due to Xperience Church coming Thursday nights as well. The schedule for each week will be as follows: December 2, 2021-Game Night, December 16, 2021-Basketball, December 30, 2021-Movie Night. We encourage and welcome anyone willing to come and spend some time with the detainees.

I will email the new schedule to all members each month.

Melissa and I, along with a few board members have been meeting with various out of county juvenile courts to discuss all the programming opportunities and benefits of using our facility for their at risk youths. Every county we have met with so far has been very receptive to our programming especially the mental health services being a part of their base-rate fee. They are also happy with the Substances Abuse Program, Nurturing Father's and Girls Circle. We are still set to meet with two more counties with the hope of setting an appointment with Logan County at the end of the month once their judge returns. We had no luck with Crawford and Lenawee Counties returning calls.

Chairman Mack asked members to turn to Dr. Park's renewal contract in their Board Packet. Dr. Park is requesting his contract be increased from \$75,000 to \$90,000 per year. Mack informed board members that \$90,000 is still a good deal, that last year the other lowest quote was \$114,000. Rummel added that it did not include diabetic youth.

David Kern motioned to accept the contract with Dr. Park. Elissa Carrizales seconded. Discussion: David Kern stated that he liked the extra language in the contract regarding the meeting in June. Vote on motion: All Ayes, No Nays. Motion carried.

### **Fiscal Officer Report**

#### **September Billing Census**

There were 4 Member County overages in September.

There was a total of 30 Non-member beds contracted in September at a rate of \$100.00 per day.

Paulding – 30 Beds

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Monthly Non-Member Rent Revenue - \$3,000.00

Average daily population – 20.03

Average female population – 1.8

Average non-member – 1

### **October Billing Census**

There were 16 Member County overages in October.

There was a total of 55 Non-Member beds contracted in October; 28 at a rate of \$100 per day and 27 at \$150 per day.

Paulding – 55 Beds

Monthly Non-Member Rent Revenue - \$6,850.00

YTD - \$38,250.00

Average Daily Population – 22.48

Average Female Population – 2.29

Average Non-Member Population – 1.8

2020 Year to Date - \$ 86,160.00 (Revenue is down about 56.5% less than a year ago)

### **Cash Report**

Operating Fund - \$600,895.31 Balance as of 10.31.2021

Capital Fund - \$ 342,431.63 Balance as of 10.31.2021

2021 Operating Budget as of 10.31.2021.

Shows we have expended 73.49%.

### 2021 Operating Fund

Operating Fund Budget \$2,251,500.00

2020 Carry over PO's            1,253.62

Revised 2021 Operating    \$2,252,753.62

### 2021 Capital Fund

Capital Fund Budget    \$ 157,000.00

A motion is needed to ratify the Emergency purchase from Advanced Systems Technology, Inc. of \$6,300.00. The Executive Committee approved the transfer. The purchase was needed because the Control Panel computer and Audio amplifier went out. This equipment controls the locks and the intercom system for the cells. The cost for the replacement is \$6,300.00. The Superintendent only has the authority to purchase up to \$5,000 without Board approval. Grime asked members to consider increasing the spending limit of the Superintendent to \$10,000.

Roy Miller motioned to ratify the Emergency Purchase from Advanced Systems Technology, Inc. of \$6,300.000 as approved by the Executive Committee. Jeff Hahn seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

After a short discussion, the consensus is to leave the spending limit for the Superintendent at \$5,000.

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Joe Short motioned to approve the Financial Report as presented. Terry Rummel seconded. Discussion: Rummel pointed out that tuition is down \$154,000 and the solution is to get people in the facility. Vote on motion: All Ayes, No Nays. Motion carried.

In addition, Grime informed members that she received about \$7,000 from school lunches as a Covid 19 reimbursement.

Visa Activity Logs for September and October are included in the Board Packet.

#### **Executive Committee**

Nothing to report.

#### **Personnel and Grievance Committee**

Nothing to report

#### **Facilities Committee**

Terry Rummel stated that he is still waiting on details for the Ohio Department of Youth Grant (DYS).

Grime explained the two quotes from National Safe & Security Systems. Money was placed in the 2021 Capital Funds Budget for additional cameras for the back of the building and the parking lot. Since the first quote is over Superintendent Garza's spending limit the board would need to approve the purchase. Brock McNeal, Maintenance, asked for a second quote with only two cameras. Since the quotes are so close in price, Superintendent Garza is asking the board to approve the first quote with four cameras. Joe Short wanted to check the DYS Grant before approving the purchase. Rummel stated that he would like audio cameras and would like to wait. Superintendent Garza explained that the cameras are needed for the back of the building for the security of the staff doing perimeter checks. Rummel stated that he would like to have an in-person Facilities Committee before January's board meeting.

#### **Finance Committee**

Joe Short spoke to members about the financial challenges that are being faced. Short told members of the new programs that are being offered and gave the board members a recap of the changes that are included in the 2022 budget. They are:

- Member Rent increasing to \$120.00 per day with no overages or credits.
- Intake Fee of \$50.00 per detainee per year.
- Tuition increasing on July 1, 2022 to \$77.00 per day.
- Non-Member Rent reduced to \$85.00 per day with the Superintendent having the full authority to increase or decrease the rent as needed.

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- Non-Member Counties will have the option of allowing their client mental health counseling for an additional \$20.00 per day charge.
- Non-Member Counties will be charged \$60.00 per hour for Crisis Intervention.
- Non-Member Counties will be charged \$60.00 per day for clients with special needs. The Superintendent and the facilities health professionals will make this determination.
- Grime will also start including information on the Member Counties statements for Crisis Intervention and Special Needs so that real numbers can be looked at when working on 2023 Budget. In addition, the statement will be copied to the commissioners of each county.
- No longer being an American Corrections Association Member but continue following those standards.
- Employee starting wages will be increased to \$16.03 per hour, current employees under that threshold will also be increased to \$16.03, and all other staff will receive a merit increase up to three percent.
- All changes will be looked at quarterly and will be reviewed annually.

Jeff Hahn asked if Short had researched federal Covid money. Short said that he spoke with both the Fulton County and the State Auditor and they both said that that the Covid money can't be used to help NWOJDC with the lost revenue, but nothing is definitive. David Kern also stated that the Defiance County Auditor agreed that NWOJDC is not eligible, but it might change in the future. Terry Rummel pointed out that the budget for 2022 is still using \$207,000 of carryover money.

Terry Rummel motioned to approve the 2022 Operating Budget as presented. David Kern seconded. Discussion: Short reminded members that there will be no overage charge and no credits for rent in this budget. Assistant Superintendent Firman reminded members that the new programs are at no additional cost. They are funded from outside sources. Short thanked the judges for their input on preparing the budget. Kern confirmed that administration will continue to partner with the Corrections Center of Northwest Ohio. Judge Bumb clarified that each member county will be responsible to pay for their allotment of beds and if a county goes over their allotment, they will be charged \$120 per day for each bed over their allotment. Grime stated that he is correct. Vote on motion: All Ayes, No Nays. Motion carried.

Grime reminded members that each year the Board gives permission to the Fiscal Officer to transfer funds between Operating Accounts. Grime stated that a few accounts will need some increases to finish out the year.

David Kern motioned the Board grant Fiscal Officer permission to transfer up to \$2,500 between Operating Fund Expense Accounts as needed through December 31, 2021. Roy Miller seconded the motion. Discussion. None. Vote on motion: All Ayes, No Nays. Motion carried.

Chairman Mack thanked Short for the countless hours and hard work he spent working on this budget. There were lots of challenges to overcome with the Covid virus. Mack thanked Judge Bumb for his time and leadership. In addition, Mack thanked all the commissioners for the joint workshop that was held to work on the issues facing NWOJDC and for coming together and creating positive solutions, and the Finance Committee for the extra time spent working on the budget. Short thanked the judges for their



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input. It has been very valuable, and NWOJDC has instituted more programing at no additional cost and that will make a better institution.

**Program and Policies Committee**

Superintendent Garza informed everyone that there will be changes in the future.

**Old Business**

Chairman Mack thanked everyone again, and stated that there are still problems with the lack of personnel.


**New Business**

None.

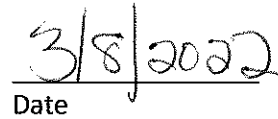
Joe Short motioned to adjourn. Roy Miller seconded. Vote on motion: All Ayes, No Nays. Motion Carried.

Meeting adjourned at 10:47 a.m.

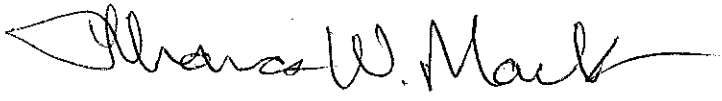
Next meeting is scheduled for January 11, 2022.

  
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Respectfully Submitted

  
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Date

  
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Board Chairman

  
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Date