

Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes January 8, 2019

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

Robert Morton
Mick Pocratsky
Judge Strausbaugh

Fulton County

Judge Bumb
Joe Friess
Roy Miller

Henry County

Tom Mack
Judge McColley
Nick Woodall

Williams County

Jerry Stollings
Terry Rummel
Nick Woodall

Others present: Jessica Croy Assistant Superintendent
 Gayle Hilkert Fiscal Officer
 Amanda Schmidt NWOJDC Teacher
 Barb Colon Fiscal Officer

Tom Mack noted there was a quorum present.

Minutes from the November Board meeting were approved. Terry Rummel motioned the Board approve the November Board Meeting Minutes. Nick Woodall seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Superintendent’s Report

The Superintendents Report was emailed to Board Members prior to meeting. Tom Mack asked for any questions. No discussion.

Assistant Superintendent’s Report

Jessica Croy stated the DYS Audit will be the last Monday in January and then will be working on the Annual Report.

Fiscal Officer Report

Gayle introduced Barb Colon who will be the new Fiscal Officer, replacing Gayle as of March 1st.

November Member Credits	\$ 2,332	Average population	23.33
159 non-member counties total revenue	\$ 12,720	Average female population	6.9
		Average non-member population	5.3
December Member Credits	\$ 1,484	Average population	27.26
YTD Member Credits	\$ 14,416	Average female population	8.4
192 non-member counties revenue	\$ 15,360	Average non-member population	6.2
YTD Non-Member	\$ 188,640		
December 31, 2018 Operating Fund Balance	\$ 736,866		
Capital Fund Balance	\$ 255,000	—This figure includes year end transfer and \$5,000 carryover for security door locks.	

December 31, 2018 Operating Fund Revenues \$ 1,727,918
Operating Budget was expended 81.52%, we typically run between 92% to 95% We had \$104,00 in carry over of which \$60,000 for Health Insurance buy in has not been billed.

The October and November Visa Activity Logs, and 2018 Carry Overs are included in the Board Packet for review.

Joe Friess motioned the Board approve the Financial Report. Jerry Stollings seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Personnel and Grievance Committee

There was no Personnel and Grievance Committee report.

Facilities Committee

There was no Facilities Committee report.

Old Business

Defiance County Commissioner, Mick Pocratsky, gave an update on water quality issues. Mick met with Archbold Village Administrator, Archbold Water Superintendent, Brunersburg Water and Sewer Authority and Maumee Valley Planning Organization. Ohio EPA wants a report on plans for water quality, committee will probably be asking for more time for that report. CCNO owns water tower, needs to be rehabbed and wants to give the tower back to the Village of Archbold. Grant monies are potentially available and could allow all entities to be a part of it and have a bubbling cleansing system within the water tower. If decision cannot be made by the entities, Brunersburg will put in their own bubbling system. Ohio EPA wants the water tower rehabbed so it can accommodate the area. Waiting on tower issued to be determined and who will pay. If issue is in the water tower cost is approximately \$733,000, or if the issue is not in the tower cost is approximately \$833,000. Maumee Valley Planning states grant monies may be available as of July 2020. Archbold Village Administrator is waiting on a follow up meeting with CCNO’s Finance Committee and

the Village of Archbold on how to give back the water tower. NWOJDC's water is tested yearly. Mick stated Archbold is obligated to test the water at tower. Discussion followed. Mick will keep the board updated.

Program and Policies Committee

There was no Program and Policies Committee report.

Finance Committee

Year End Transfers

At the last Board Meeting the Fiscal Officer was given permission to transfer funds between accounts as needed. The transfers are as follows:

Terry Rummel motioned the Board approve the Year End Transfers as presented.

<u>Date</u>	<u>Action</u>	<u>Account Description</u>	<u>Account Number</u>	<u>Amount</u>
11.28.2018	Transfer Out	Computer	9065-90917-5-33400	\$ 2,409.54
11.28.2018	Transfer In	Electric	9065-90917-5-35100	\$ 2,409.54
12.21.2018	Transfer Out	Travel	9065-90917-5-31000	\$ 2,500.00
12.21.2018	Transfer In	Detainee Supplies	9065-90917-5-51001	\$ 2,500.00
12.21.2018	Transfer Out	Maintenance Contracts	9065-90917-5-42000	\$ 2,500.00
12.21.2018	Transfer Out	Contracts	9065-90917-5-43000	\$ 2,500.00
12.21.2018	Transfer In	Electric	9065-90917-5-35100	\$ 5,000.00

Joe Friess seconded the motion. There was no further discussion. Motion Carried. Unanimous Ayes.

Title 1

2019 Title 1 Grant-\$90,904. 2019 Title 1 Grant funds will be used January 1, 2019 through June 30, 2019. The funds are currently assigned to the Title 1 Supplies Account.

Title 1 Funds are used for:

Teacher Salaries	STRS	Medicare-Teachers (Employer Portion)
Health, Dental Vision Life Insurance- Teachers (Employer Portion)		

Title 1 Supplies	Example – classroom supplies	Library Books
Title 1 Equipment	Example – computers	Classroom Equipment
Title 1 Professional Services	Example – Licenses	Services needed for classroom equipment etc.

Transfers would be from the Title 1 Supplies Account into one of the following:

Teachers Salaries	Title 1 Equipment
STRS	Title 1 Professional Services
Medicare	Insurance-employee benefits

Any purchase \$5,000 or more will be presented to the Board for approval before purchase. Title 1 transfers are only for approved expenses. (per Title 1 criteria.)

Request Board approval granting Fiscal Officer permission to transfer Title 1 funds into appropriate account as needed through June 30, 2019. Joe Friess motioned the Board approve Title 1 transfers as needed. Mick Pocratsky seconded the motion. There was no further discussion. Unanimous Ayes

New Business

NWOJDC teacher, Amanda Schmidt presented the Board with Detainee Aftercare Check-In Procedure Guidelines. Her Master's thesis was on Aftercare based on theories and evidence. Relationships are built while detainees are here and when released with no further contact, they struggle. Check-In procedures would reduce and prevent legal issues. Treatment plan is filled out before detainee leaves facility if they would like to be contacted with date and time set up. Two staff members consisting of Teachers, Superintendent and Assistant Superintendent will be present when phone contact is made. Prevents kids calling and emailing on their own while giving support and keeping professional. Parent/guardian approval will be needed. More discussion followed

Amanda took the treatment plan off the Juvenile Justice Government website. Amanda also contacted Mental Health and was given Suicide Prevention Hotline and procedures for welfare checks. Kids are looking for positive adult role models with this procedure making it productive and less of a liability. Amanda stated about 90% of kids would want follow up call. Calls would originate from the facility and documentation would be keep in youth's file.

Tom Mack would like the board to look over proposal and suggest any changes. Tom thanked Amanda for bringing this to the board. Asked that Joe Friess take this back to the Policies and Procedures Committee.

Discussion on procedures to appoint Robert Morton to the Board. Joint Board will meet to approve Robert Morton.

Mental Health Services

Tom Mack stated Dennis was approached by the ADAMhs Board and suggested NWOJDC hire their own Mental Health Counselor. Estimated costs of NWOJDT&RC hiring our own Mental Health Counselor was distributed. Insurance and Liability becomes the facilities issue. Currently funding for the mental health services is provided by the ADAMhs Board and Renewed Minds is the provider. Renewed Minds takes care of aftercare. Discussion followed. Idea from the board is not to hire Mental Health Counselor. Jessica Croy will investigate the contract.

Jerry Stollings mentioned in December Congress reissued the Juvenile Justice & Delinquency Prevention Act. The OJJDP will be giving guidance.

Nick Woodall motioned meeting adjourn. Roy Miller seconded the motion. Motion Carried.
Meeting adjourned 10:03 a.m.

Next meeting is scheduled for March 12, 2019.

Respectively Submitted

Date

Board Chairman

Date