

# Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes July 10, 2018

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

Jeff Hahn  
Mick Pocratsky  
Judge Strausbaugh

## Fulton County

Joe Friess  
Roy Miller  
Bill Rufenacht

## Henry County

Tom Mack  
Judge McColley  
Glenn Miller

## Williams County

Judge Bird  
Jerry Stollings  
Terry Rummel

Others present: Dennis Greer Superintendent  
Jessica Croy Assistant Superintendent

Tom Mack noted there was a quorum present to conduct business.

## **Superintendents Report**

Dennis reported the food service is much improved. The Regional Manager for Summit Foods is serving as the Acting Food Service Director. NWOJDT&RC detainees have complimented the food. Dennis has open communication with the Acting Food Service Director. Dennis is pleased with the turn around.

Dennis reported that the National School Lunch Audit went very well. There were no issues to report. Dennis did complete the necessary training to become the School Food Authority (SFA) for NWOJDT&RC.

Dennis reported his first year with NWOJDT&RC has gone well. However, we continue to struggle with staff turnover.

Board thanked Dennis for working through the food service issues.

Board asked Dennis if we are losing good people because of wages. Dennis explained staff wages are comparable to other facilities. We offer an excellent benefit package. The benefits do not mean as much to the younger employees as they do to the older employees. Dennis noted many staff use NWOJDT&RC as a stepping stone to other opportunities in the criminal justice field. Jessica noted that due to lack of staff JCO's are covering absences and working more hours. Plans were in place to hire additional part time staff to cover hours. However, we were not able to fill the positions.

After much discussion, Board determined we need to be able to attract new hires and focus on staff retention. The Board encouraged Dennis to give this immediate attention.

## **Assistant Superintendent's Report**

Jessica reported the Classroom Computers have been installed. The new system is working well. The computers that were replaced are still useable. Several units will be used for backup. Other units will be placed in the PODs and in other areas within the facility. Upword Solutions, Inc. installed the new computers and will assist with placing the older computers throughout the facility as well as with disposing the computers in the appropriate manner.

## **Fiscal Officer Report**

Presented by Superintendent Greer.

There are issues with the Sprinkler System that need immediate attention. S.A. Comunale submitted a quote for repairs. We are requesting funds for the repairs.

Dennis reviewed the Fiscal Officer's report as presented in the Board Packet. Dennis highlighted the Year to Date Non-Member Rent Revenue Report. As of June 30, non-member rent revenue stands at \$98,000. The current rate for non-member beds is \$80/day.

The Finance Committee will need to meet to prepare the 2019 Budget Proposal. Tentative meeting date was announced for October 25<sup>th</sup>. However, the Committee determined they would like to meet as early as the end of August. The meeting date will be announced as soon as possible to give committee members time to clear their schedules.

Board approved motion for the Sprinkler System repairs.

Bill Rufenacht motioned the Board approve \$9,000 for repairs to the Sprinkler System. Terry Rummel seconded the motion. After additional discussion Bill Rufenacht amended motion. Bill motioned the Board approve up to \$20,000 for Sprinkler System repairs. Motion carried. Unanimous Ayes.

Board asked if Superintendent must wait for approval for emergency expenditures such as the sprinkler system repair. Tom Mack explained Dennis had contacted him regarding the needed repairs. Tom advised Dennis to proceed with the repairs and also advised him to contact the Executive Committee for authorization of the funds. The Superintendent has a \$5,000 spending limit.

The Board discussed charging the expense to the Capital Account.

Terry Rummel motioned the Board approve the use of Capital Funds for the repairs. Roy Miller seconded the motion. Board asked if sprinkler system repairs would include fixing or replacing the system. Dennis confirmed the old will be replaced with new. Motion Carried. Unanimous Ayes.

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

Tom Mack requested a motion to go into Executive Session.

Glenn Miller made motion to enter into Executive Session with Judges remaining to discuss Employee Compensation. Roy Miller seconded the motion. Unanimous Roll Call vote.

Board entered Executive Session 9:38 a.m.

Board reconvened

Roy Miller made motion give to Superintendent Dennis Greer a 2% increase, retro-active to his anniversary date of May 10<sup>th</sup>. Glenn Miller seconded the motion. Motion carried with a unanimous vote.

Board revisited the Sprinkler System Project. Dennis explained that our maintenance personnel, John Proxmire, reported a failed test to him. John Proxmire contacted a company to test the equipment. Dennis will provide a step by step report of the Sprinkler System repair to the Facilities Committee.

Tom Mack thanked Dennis for his year of service with the facility. The Personnel Committee feels they made a great hire a year ago.

#### **Facilities Committee**

Sprinkler System Project was discussed earlier in the meeting.

#### **Program and Policies Committee**

Joe Friess presented the Active Shooter Policy. After brief discussion, Bill Rufenacht motioned the Board approve the Active Shooter Policy. Glenn Miller seconded the motion. There was no further discussion. Motion Carried. Unanimous Ayes.

#### **Finance Committee**

Issues discussed with the Fiscal Officer Report.

#### **Old Business**

Board discussed the format for approving new Board Members. Judges explained the Statute provides for the Joint Board of Commissioners to appoint Board Members. However, there is nothing in the Statute that defines how the Joint Board must meet, whether that be a physical meeting or a conference call, etc.

Board noted it may be helpful to have a roster of Board Member and their occupations. It may be helpful to know the different skill sets represented on the Board.

#### **New Business**

Tom Mack asked for approval of Ricki Slattery Starrett's resignation. Ricki was a very dedicated Board Member and cared deeply about the youth. She did a lot of great things for the facility. However, other responsibilities requiring her time made it necessary for her to resign from the Board.

Joe Fries motioned the Board accept Ricki's resignation. Mick Pocratsky seconded the motion. There was no further discussion. Motion Carried. Unanimous Ayes.

Defiance County is working on finding a replacement for Ricki.

The Facilities Committee will discuss the Sprinkler System Project with John Proxmire, Maintenance Personnel, following the Board Meeting.

Bill Rufenacht motioned the Board adjourn. Roy Miller seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Next meeting is scheduled for September 11, 2018.