

# Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes January 14, 2020

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 County

Jeff Hahn  
Mick Pocratsky  
Judge Strausbaugh

## Fulton County

Joe Friess  
Bill Rufenacht  
Judge Bumb  
Roy Miller

## Henry County

Tom Mack  
Glen Miller  
Elissa Carazales  
(representing Judge  
McColley)

## Williams

Nick Woodall  
Judge Bird  
Jerry Stollings  
Terry Rummel

Others present: Jessica Croy  
Amanda Schmidt  
John Proxmire

Assistant Superintendent  
Teacher  
Maintenance

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

Bill Rufenacht informed members that Mark Robinson has resigned his position at the county.

Roy Miller motioned to approve the January 7, 2020 Special Board Meeting Minutes. Joe Friess seconded the motion. There was no further discussion. Vote on motion: Unanimous Ayes. Motion carried. Minutes from the January 7, 2020 Special Board meeting were approved.

## Facilities Committee

The quote for an exterior door was discussed. John Proxmire was asked where the door was located. Mr. Proxmire stated that door S-14 is an exterior door. It is original to the building and has been eaten away by salt. Mr. Proxmire was questioned if he had received a quote from any other vendor. Mr. Proxmire stated that he did not because there are limited vendors and none in the four-county area.

Roy Miller motioned to accept the bid using money from the Capital Fund for door S-14. Joe Friess seconded the motion. There was no further discussion. Vote on motion: Unanimous Ayes. Motion carried.

Lighting for the gym was discussed. Mr. Proxmire was asked if he had received any other quotes from any of the electrical companies in the four-county area. Mr. Proxmire stated that the only one he received was from Lake Erie Electric. Mr. Proxmire has also requested a quote from Woolace Electric but has not heard from them yet. Mr. Proxmire was asked if he has looked into any grants because schools can get grants to update their lighting. Mr. Proxmire is to bring more information to the next board meeting.

The HVAC System was discussed. Mr. Proxmire explained that the system is now 20 years old and a decision should be made if we repair the current system that is running at 65 percent efficiency or

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purchase a new one that would run at 97-98 percent efficiency. Preliminary cost from Northwest Custom Mechanicals for boilers are \$76,000. This is the company that got the HVAC system working properly. The board would like information on the cost of natural gas for the facility.

Joe Friess will look into grants for the lighting and the boilers.

### Superintendent's Report

A newsletter was sent out in email to make you aware of the numerous activities being conducted at NWOJDC. If you would like to discuss any or all of these matters, I am happy to help. A brief review of the newsletter.

<u>Population Report:</u>	November	December
Intakes:	22	31
Releases:	17	23
Recidivism:	18%	29%

### Security Report:

Significant Incidents:

November	December
(4) Use of Force (Youth)/1 (Staff)	(10) Use of Force
(3) Oleoresin Capsicum Spray utilization.	(3) Oleoresin Capsicum Spray utilization.
(3) Significant Incidents that resulted in injury (Youth)/1 (Staff).	(0) Significant Incidents that resulted in injury.

### Medical Services Report:

	November	December
Nurse Sick Calls	16	23
Physician Assistant Sick Calls	0	2
Physicals	12	18
ER Visits	1	0
Hospital Admits	0	0
Average Daily Prescription Meds	346	492
Percentage Youth on Psychotropic Meds	35	38
Prescriptions Ordered	40	44
Number of Lab Studies	1	0

### Program / Support Services Report:

<u>Life Without Drugs Program:</u>	November	December
Individual hours by County:		
Total:	30.00	32.00
Fulton:	13.25	13.25
Williams:	8.25	5.50
Henry:	3.75	3.0
Defiance:	1.00	6.5
Van Wert	1.75	Auglaize 0.50
Out of State	2.00	3.25
	November	December

Case Management Units by County

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Total:	10.25		2.50
Fulton:	3.50		1.50
Williams:	4.25		0.50
Henry:	1.25		0.50
Defiance	0.75		0.00
Van Wert	0.25	Auglaize	0.00
Out of State	1.00		0

Group Hours by County:	November	December
Total:	150.00	212.00
Fulton:	64.00	67.00
Williams:	27.00	46.00
Henry:	20.00	22.00
Defiance:	20.00	48.00
Van Wert	19.00	9.00
		Auglaize

Assessment Hours by County:	November	December
Total:	1.0	5.0
Fulton:	1.0	0
Williams:	0	0
Henry:	0	0
Defiance:	0	2
		Paulding
		Auglaize
		Out of State

<u>Mental Health:</u>	November	December
Mental Health Assessments:	2	2
Group Hours:	0	0
Individual & Family Sessions:	31/0	52/0
Suicide Watch:	11	15

**Personnel Report: (November and December)**

Date:	Employee:	Status Update:
11.04.19	Kristin Beatty	New Hire: Sub JCO
11.04.19	Williams Schmidt	Resigned
11.10.19	Diana Chairez	Resigned
11.19.19	Kristin Beatty	Resigned
11.19.19	Christina Valdez	New Hire: Sub JCO
11.27.19	Sheree Ferrell	Resignation
11.27.19	Travis Dilley	Promotion to Corporal

**Employee Grievances: (November and December):** None

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**Education Report:**

For the month of November 2019, there were a total of 38 youth served in Classroom A and Classroom B. There were 25 males and 13 females.

There were the following:

- 1 graduated youth
- 2 GED prep youth
- 35 Pearson Connexus/Schools PLP youth
- 9 youth in the Life Without Drugs Program

For the month of December 2019, there were a total of 55 youth served in Classroom A and Classroom B. There were 36 males and 19 females.

There were the following:

- 2 graduated youth
- 2 GED prep youth
- 51 Pearson Connexus/Schools PLP youth
- 11 youth in the Life Without Drugs Program

Amanda Schmidt completed Superintendent's report.

- The group home has been put on hold.
- Activate has requested that if NWOJDC is going to accept detainees with complex medical conditions, they are open to discussing increasing the healthcare coverage to maintain a safe environment for the children and adolescents of Northwest Ohio.
- Discussed church services in the gym and what is done with the youth that don't want to attend. Jessica Croy is looking into some new ideas for them.
- P.R.E.A. (Prison Rape Elimination Act)– Received a grant to train staff. The initials stand for Personal Responsibility and Education. It focuses on sex education, relationships, and hygiene. It will be led by staff after training has been completed.
- Phone cards-Work is being done on ways for kids to have phone calls. Are judges okay if the kids only call parents if they have a phone card? Don't want kids to be cut off from parents if they can't afford a phone card. Cell phones don't have service in the pods. The facility does have donated phone cards and a list of approved phone numbers. The procedure is that an officer calls the phone number and verifies the person on the other end of the line and then gives the phone to the youth. It was recommended that research should be done to find out how Corrections Center of Northwest Ohio does phone calls. Ms. Schmidt stated that she is looking into voice over internet protocol. The board wondered if calls are recorded if the Police and Prosecutors will want access to those calls. Board would like a committee to look at policy so that kids won't be cut off from family.
- Six staff members have received Ohio Youth Assessment System Training. It has not been started yet but is something that Mr. Riker wants to implement.
- Activate letter regarding PRN (as needed for pain).
- Discussed Mr. Riker's Memorandum regarding drug dog.

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**Assistant Superintendent Report:**  
**Training Report**

	# of Staff	# of Hours	Total # of Hours
PREA Standards	9	1	9
Ethics and Professionalism	10	1	10
Cross Gender Search Training	10	1	10
Sexual Harassment – Zero Tolerance	18	0.5	9
Active Shooter Policy	10	1	10
Fraternization and Inappropriate Relationships	10	1	10
Emergency Procedures	11	5	55
Specialized Services	5	2.75	13.75
CPR/AED Instructor Certification	2	16	32
CPR/AED Certification	2	4	8
Trauma Informed Schools	3	3	9
OCCSA Annual Conference	2	9.25	18.5
			<b>194.25</b>

**Fiscal Officer Report**

November Billing Census-There was 1-member county overage for the month of November. \$109.00 was credited back to member counties. 73 nonmember beds were contracted at a rate of \$80/day. \$5,840 nonmember revenue.

Average Daily Population 23.87 - Average Female Population 7 - Average nonmember Population 2.4

December Billing Census-There were 17-member county overages for the month of December. The year to date county overages was 2,305. \$1,845 was credited back to member counties. 131 nonmember beds were contracted at a rate of \$80/day. Total year to date nonmember revenue \$142,560

Average Daily Population 30.61 - Average Female Population 7.0 - Average nonmember Population 4.2

December 31, 2019 Operating Fund Cash Balance	\$ 765,644.14
Capital Fund Balance	\$ 245,290.18
Operating Revenues	\$1,654,664.19

The October 2019 and November 2019 Visa Activity Logs are included in the Board Packet for review.

It was requested that the previous year's revenue be included in the Financial Report for comparison.

Joe Friess motioned the Board approve the Financial Report. Jeff Hahn seconded the motion. There was no further discussion. Vote on motion: Unanimous Ayes. Motion carried.

Jeff Hahn motioned to approve Year End Transfer through December 31,2019. Dated 12/19/2019 transfer out \$243.00 from Insurance-Employee Benefits and transfer in \$243.00 to Workers' Compensation. Roy Miller seconded. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

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Jessica Croy requested Transfer of 2019/2020 Title 1 Funds. 2019/2020 Title 1 Grant- \$83,013. NWOJDC will use the Title 1 Grant funds between January 1, 2020 and June 30, 2020. Currently Title 1 Funds are assigned to the Title 1 Supplies Account in the 2020 Budget. Title 1 Funds are used for the following:

Teachers Salaries and related accounts-STRS, Medicare, Employee Health, Dental and Vision Insurance (Employer Portion), Title Supplies, Equipment and Professional Services.

Terry Rummel motioned to approve Transfer of 2019/2020 Title 1 Funds. Joe Friess seconded. Discussion: It was asked if Title 1 money goes away. The balance does carry over for a certain amount of time and there is a limit of how much can be carried over. Vote on motion: Unanimous Ayes. Motion carried.

### **Personnel and Grievance Committee**

The new Fiscal Officer, Kim Grime, will be starting February 3, 2020. Gayle Hilkert has agreed to stay on to train.

Tom Mack stated that the Executive Session could be cancelled, but asked if anyone felt it was needed. The Conditional Offer Agreement for Mr. Riker was discussed. It was asked about NWOJDC's long term plan. The Personnel Committee has started to search for a full time Superintendent. Mr. Riker would like to stay on, but the intention for this is not long term. Since there is such a short time between searches there is a good possibility the search won't turn up anyone new.

Bill Rufenacht motioned to approve the Conditional Offer Agreement for Mr. Riker. Jeff Hahn seconded. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

### **Program and Policies Committee**

2020 Policy Revisions were tabled.

### **Old Business**

Board would like to look at non-member bed revenue once a year and would like a survey of competitors cost per bed.

Does NWOJDC have some kind of memorial planned for Larry Siclair?

**New Business** – None at this time.

Tom Mack thanked all the Board Members.

Roy Miller motioned to adjourn. Joe Friess seconded the motion. Vote on motion: Unanimous Ayes. Motion Carried.

Meeting adjourned 10:15 a.m.

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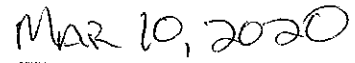
Next meeting is scheduled for March 10, 2020.

\_\_\_\_\_  
Respectfully Submitted

\_\_\_\_\_  
Date



\_\_\_\_\_  
Board Chairman



\_\_\_\_\_  
Date