

# Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes December 3, 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

Jeff Hahn  
Mick Pocratsky  
Robert Morton  
Erin Spieth representing Judge Strausbaugh

## Fulton County

Joe Friess  
Judge Bumb  
Roy Miller

## Henry County

Tom Mack

## Williams County

Nick Woodall  
Terry Rummel  
Jerry Stollings

Others present: David C Riker    Superintendent  
                         Jessica Croy    Assistant Superintendent  
                         Jon Mielke    Mental Health Counselor

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

Minutes from the September 10, 2019 Board Meeting were approved. Terry Rummel motioned the Board approve the Board Meeting Minutes. Robert Morton seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

## Superintendent's Report

David Riker, Superintendent, presented the board with the following information in the newsletter that was sent to the board before the meeting via e-mail.

## Population Report:

	September	October
Intakes:	28	32
Releases:	27	26
Recidivism:	21.4%	21.8%

## Security Report:

Significant Incidents:

September	October
(10) Use of Force	(10) Use of Force
(9) Oleoresin Capsicum Spray was utilized.	(2) Oleoresin Capsicum Spray was utilized.
(0) Significant Incidents that resulted in injury.	(2) Significant Incidents that resulted in injury.

## Medical Services Report:

	September	October
Nurse Sick Calls	25	24
Physician Assistant Sick Calls	8	5
Physicals	14	18
ER Visits	2	2
Hospital Admits	0	0
Average Daily Prescription Meds	453	346
Percentage Youth on Psychotropic Meds	33	25
Prescriptions Ordered	31	25
Number of Lab Studies	2	3

**Program / Support Services Report:**

**Life Without Drugs Program:**

Individual hours by County:

	September	October
Total:	25.25	32.75
Fulton:	9.0	13.75
Williams:	6.5	11.75
Henry:	2.75	2.5
Defiance:	0.0	0.0

Case Management Units by County

	September	October
Total:	7.0	3.25
Fulton:	1.0	.75
Williams:	2.0	1.25
Henry:	.25	0.0
Defiance:	0.0	0.0

Group Hours by County:

	September	October
Total:	173.5	198.25
Fulton:	58.5	70.25
Williams:	38.0	70.50
Henry:	20.5	11.0
Defiance:	0.0	19.5

Assessment Hours by County:

	September	October
Total:	2.0	4.0
Fulton:	1.0	0.0
Williams:	0.0	1.0
Henry:	0.0	1.0
Defiance:	1.0	1.0

**Mental Health:**

Mental Health Assessments:

Group Hours:

Individual & Family Sessions:

Suicide Watch:

	September	October
Individual & Family Sessions:	Due to attrition, data was not available	

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

Date:	Employee:	Status Update:
9.19.19	Trisitian Delegrange	Resigned
9.24.19	Robert Hollstein Jr.	New Hire: PT JCO
10.6.19	Travis Dille	New Hire: PT JCO
10.7.19	Cole Weaver	New Hire: PT JCO
10.8.19	General Sassy Pants	New Hire: Support Office Cat
10.15.19	Amber Marshall	Transfer: Sub to PT JCO
10.16.19	Gayle Hilker	New Hire: Temporary

10.18.19	Barb Colon	Resigned
10.26.19	Alan Schweinhagen	Corporal to Acting Lieutenant
10.31.19	Sierra Walters	Resigned
10.31.19	Kyle Brackenbury	Resigned
10.31.19	Alicia Leonard	Resigned

**Employee Grievances: (September & October):** None

**Education Report:**

For the month of September 2019, there were a total of 47 youth served in Classroom A and Classroom B. There were 33 males and 14 females.

For the month of October 2019, there were a total of 49 youth served in Classroom A and Classroom B. There were 35 males and 14 females.

David Riker informs the board of the Williams County Sheriff's K-9 unit completing a 'drug sweep' of the facility. No drugs were found. The WSCO would like to help train their K-9's by completing 'sweeps' at the facility every quarter. The board determines is appropriate as well as 'sweeps' of the employee lockers.

Discussion of a Residential Group Home was addressed. An Ad Hoc Committee placed under the Programs and Facilities Committee for the group home was discussed and finalization will be determined during the January 14, 2020 board meeting.

Committee-based services and readiness program, in alignment with the group home and the Ohio Youth Assessment System (OYAS) was explained. Training for OYAS will occur at JRC in January by 7 total staff members.

Ohio State Pharmacy Board conducted an inspection  
CORSAs contract was presented

**Assistant Superintendent Report**

The facility Thanksgiving program went very well with zero issues. Thank you to the Ridge Project for donating their time and providing the meal.

**Fiscal Officer Report**

September Billing Census-There were 5 Member County overages for the month of September. \$543 was credited back to member counties. Defiance County - \$135; Henry - \$238; Fulton County - \$154; Williams County - \$16. There was a total of 75 non-member beds contracted in September contracted at a rate of \$80/day. Auglaize - 30 beds; Crawford - 4 beds; Paulding - 41 beds; Wyanadot - 7 beds. Total non-member rent revenue for September was \$6,560.

Average daily population - 22.97  
Average female population - 7.1  
Average non-member - 2.5

October Billing Census-There were no Member County overages in the month of October. Year-to-date Member County Overages - \$21,351.50. There were 119 non-member beds contracted at a rate of \$80/day. Total non-member rent for the month of October - \$9,520. Auglaize - 31 beds; Hardin - 25 beds; Paulding - 63 beds. Year-to-date non-member revenue \$126,240. Last year's total non-member revenue was \$160,560.

Average daily population - 23.39  
Average female population - 6.2  
Average non-member population - 3.8

**Budget Report**

Cash Report

Operating Fund - \$959, 227.48

Capital Fund - \$253,750.18

2019 Operating Budget as of 10.39.2019

Operating Budget

Revenue Report – Year-to-date Revenue - \$1,570,650.77

Year-to-date Expenditures - \$1,348,289.28. This represents \$68.21% of the Operating Budget. We would expect this to be closer to 83%.

Capital Revenues - \$3,750.18 (interest income)

Capital Expenses - \$5,000 (Security door locks – refurbished)

We have an invoice from Aquatek in the amount of \$8,460 for the water filtration system. This will be included with the November report.

The August 2019 and September 2019 Visa Activity Logs are included in the Board Packet for review.

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

**Personnel and Grievance Committee**

Tom Mack noted there are no issues to report.

**Facilities Committee**

There were no issues to report.

**Program and Policies Committee**

Joe Friess reported there are no policies to present to the Board.

**Finance Committee**

**2020 Budget Proposal**

**Approval of the Operating Revenue Budget**

The Board has reviewed all accounts presented in the 2020 Operating Revenue Budget. Jeff Hahn motioned the Board to approve the 2020 Operating Revenue Budget in the amount of \$2,125,893. Please note that there is no increase to Member County Rents. Daily Per Diem remains at \$101.00. Daily overage remains at \$108.50. There is no proposed increase to School Tuition. Daily Tuition remains at \$44. Terry Rummel seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

**Approval of the Operating Expense Budget**

Expense Budget – The Board has reviewed all accounts in the 2020 Operating Expense Budget. Terry Rummel motioned the Board approve the 2020 Operating Expense Budget in the amount of \$2,122,513. Roy Miller seconded the motion. There was no further discussion. Unanimous Ayes.

Staff Salaries – The Board has reviewed the Salary Scale/Rates. Information was forwarded to the Board previously in an e-mail and was reviewed during the Board Meeting. Joe Friess motioned that the Board approve and adopt the new pay scale in two steps for Staff Salaries Proposal as presented in the Approved Budget. Glenn Miller seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Teacher Salaries – The Board has reviewed the Salary Scale/Rates. Information was forwarded to the Board previously in an e-mail and was reviewed during the Board Meeting. Jerry Stollings motioned that the Board approve the Teacher Salaries Proposal as presented in the Approved Budget. Jeff Hahn seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Effective Dates - Robert Morton motioned the Board to approve Salary/Wage increase effective the first full pay period in January: January 05, 2020 – January 19, 2020. Roy Miller seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Employee Insurance – Terry Rummel motioned The Board to approve the following insurance plans as presented in the Board Packet:

- Health Insurance – Northern Buckeye Health Plan Access+PPO
- Dental Insurance – Northern Buckeye Health Plan Standard Dental Plan
- Vision Insurance – Northern Buckeye Health Plan Vision Plan II

Robert Morton seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

**Capital Budget**

The Board has reviewed all Capital Fund Expense Accounts. Robert Morton motioned the Board to approve the 2020 Capital Expense Budget in the amount of \$124,000. Roy Miller seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

**Year End Transfers**

Each year the Board gives permission to the Fiscal Officer to transfer up to \$2,500 between Operating Expense Accounts through December 31, 2019. Terry Rummel motioned that the Board approve this transfer. Jeff Hahn seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

**Old Business**

There was no old business to discuss.

**New Business**

David Riker presented a newly implemented occurrence policy that has reduced staff call offs by 80% since it's implementation in October 2019.

Terry Rummel motioned to adjourn the meeting. Jerry Stollings seconded the motion. Motion carried. Unanimous Ayes.

Meeting adjourned – 10:16 a.m.  
Next meeting is scheduled for January 14, 2020.

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Respectively Submitted

\_\_\_\_\_  
Date



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Board Chairman

\_\_\_\_\_  
1-14-20  
Date