

Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes September 10, 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

Fulton County

Joe Friess
Bill Rufenacht
Judge Bumb
Roy Miller

Henry County

Tom Mack
Glen Miller
Larry Sicclair

Williams County

Nick Woodall
Judge Bird
Jerry Stollings

Others present: David C Riker Superintendent
 Jessica Croy Assistant Superintendent
 Barb Colon Fiscal Officer

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

Minutes from the July 9, 2019 Board meeting was approved. Glenn Miller motioned the Board approve the Board Meeting Minutes. Mick Pocratsky seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Superintendent's Report

The "Listening Tour" continues and I am assessing several aspects of the facility, staff and other potential opportunities. I have recently completed meeting with each member county Judge and an Administrative Budget Recommendation has been completed for 2020.

We continue to work towards transforming into a highly individualized, sophisticated and meaningful treatment-based services.

I am trying something new. Please see the attached newsletter to read in advance of the meeting. My hope is that this newsletter will save us time but please feel free to ask any questions.

Population Report:

	July	August
Intakes:	20	36
Releases:	14	41
Recidivism:	25%	33%

Security Report:

Significant Incidents:

July

- (3) Use of Force
- (0) Oleoresin Capsicum Spray was utilized.
- (4) Significant Incidents that resulted in injury.

August

- (3) Use of Force
- (0) Oleoresin Capsicum Spray was utilized.
- (3) Significant Incidents that resulted in injury.

Medical Services Report:

	July	August
Nurse Sick Calls	23	32
Physician Assistant Sick Calls	6	6
Physicals	17	20
ER Visits	1	1
Hospital Admits	0	0
Ambulance Transports	0	0
Average Daily Prescription Meds	389	385
Percentage Youth on Psychotropic Meds	25	30
Prescriptions Ordered	17	24

1 0

Program / Support Services Report:

Life Without Drugs Program:

Individual hours by County:

	July	August
Total:	41.5	28.75
Fulton:	7.0	7.5
Williams:	8.5	6.0
Henry:	9.50	4.0
Defiance:	5.75	3.0

Case Management Units by County

	July	August
Total:	5.5	4.5
Fulton:	0	.5
Williams:	.75	1.25
Henry:	.5	1.25
Defiance:	.5	.25

Group Hours by County:

	July	August
Total:	196.50	210.75
Fulton:	27	35
Williams:	31	51.0
Henry:	44.5	46.0
Defiance:	25	2.0

Assessment Hours by County:

	July	August
Total:	3.0	0
Fulton:	2.0	0
Williams:	0	0
Henry:	0	0
Defiance:	1.0	0

Mental Health:

	July	August
Mental Health Assessments:	3	3
Group Hours:	12	11
Individual & Family Sessions:	63	61
Suicide Watch:	149 days/15 youth	108 days/14 youth

Personnel Report: (July & August)

7.8.19	James Mireles	Corporal
7.15.19	John Franks	Resignation
7.15.19	Alicia Leonard	Resignation
.23.19	Andrew Spangler	Corporal
7.25.19	Kathryn Hall	Resignation
8.4.19	Jason Meade	PT JCO
8.19.19	Brian Gill	Resignation
8.20.19	Tristan Delagrange	Intermittent Sub

Employee Grievances: (July & August):

Mrs. Schmidt's Classroom A Report

During the month of July 2019, there was a total of 661 youth in attendance twice a day, and received instruction via Pearson Connexus in English Language Arts, Science, Economics, Workforce/Life Skills, and Health. There were 400 males and 261 females.

D&A Rotation – 0825-0920 and 1150-1245

Average number of detainees- 10 total/7 males and 3 females
0 – Home School
0 - PACE
0 – Typing
1 – GED
9 – Connexus
0 – Graduated (ACT Prep Courses)

.B Pod –0920-1015 and 1245-1340

Average number of detainees –12 total/9 males and 3 females
0 – Home School
0 – PACE
0 – Typing
0 – GED
12 – Connexus
0 - Graduated

C/D Pods- 1015-1110 and 1340-1435

Average number of detainees – 13 total/9 males and 4 females
0 – Home School
0 – PACE
0– Typing
0 – GED
11 – Connexus
2 – Graduated

Mrs. Rice's Classroom B Report

During the month of July 2019, there was a total of 661 detainees who were in attendance twice a day, and received instruction via Connexus in Math, Social Studies, and Health. There were 400 males and 261 females.

/D Pod – 0825-0920 and 1150-1245

Average number of detainees-13 total/7 males and 3 females

0 – Home School

0 - PACE

1 – Typing

0 – GED

11 – Connexus

2 – Graduated

A/B Pods- 0920-1015 and 1340-1435

Average number of detainees – 12 total/9 males and 3 females

0 – Home School

0 – PACE

0 – Typing

0 – GED

12 – Connexus

0 – Graduated

Drug and Alcohol –1015-1110 and 1340-1435

Average number of detainees –10 total/7 males and 3 females

0 – Home School

0 – PACE

1 – Typing

1 – GED

9– Connexus

0 - Graduated

Mrs. Schmidt's Classroom A Report

During the month of August 2019, there was a total of 587 youth in attendance twice a day, and received instruction via Pearson Connexus in English Language Arts, Science, Economics, Workforce/Life Skills, and Health. There were 449 males and 138 females.

D&A Rotation – 0825-0920 and 1150-1245

Average number of detainees- 9 total/6 males and 3 females

0 – Home School

0 - PACE

0 – Typing

1 – GED

7 – Connexus

1 – Graduated (ACT Prep Courses)

A/B Pod –0920-1015 and 1245-1340

Average number of detainees –13 total/10 males and 3 females

0 – Home School

0 – PACE

0 – Typing

0 – GED

13 – Connexus

0 - Graduated

C/D Pods- 1015-1110 and 1340-1435

Average number of detainees – 13 total/9 males and 4 females

- 0 – Home School
- 0 – PACE
- 0– Typing
- 0 – GED
- 11 – Connexus
- 2 – Graduated

Mrs. Rice's Classroom B Report

During the month of August 2019, there was a total of 591 youth in attendance twice a day, and received instruction via Pearson Connexus in Social Studies, Math, and Health. There were 454 males and 137 females.

C/D Pod – 0825-0920 and 1150-1245

Average number of detainees – 13 total/9 males and 4 females

- 0 – Home School
- 0 – PACE
- 0– Typing
- 0 – GED
- 11 – Connexus
- 2 – Graduated

A/B Pod –0920-1015 and 1245-1340

Average number of detainees –13 total/10 males and 3 females

- 0 – Home School
- 0 – PACE
- 0 – Typing
- 0 – GED
- 13 – Connexus
- 0 - Graduated

D&A Rotation – 1015-1110 and 1340-1435

Average number of detainees- 9 total/6 males and 3 females

- 0 – Home School
- 0 - PACE
- 0 – Typing
- 1 – GED
- 7 – Connexus
- 1 – Graduated (ACT Prep Courses)

Clay stated the Finance Committee met at 8:00 to discuss the 2020 Budget. Recommendations have been considered from the staffing and management teams of NWOJDT & RC. Clay presented a power point of the 2020 Budget recommendation.

Our goals:

1. To provide a clear understanding of the budget process according to the established By-Laws.
2. To present the Administrative recommendations of the 2020 requested budget
3. To begin discussion and creative thinking.

NWOJDC Mission Statement:

The Northwest Ohio Juvenile Detention Center provides a safe and secure placement for delinquent youth who are being detained in accordance to a court order or pursuant to the laws of arrest. It is our hope that strict discipline and fair treatment of each youth who enters our facility will help them to understand the consequences of poor choices and that the program inspires them to become positive and productive members of society.

Safety and security related to Human Resources and physical plant is the main focus of the budget. Recommendations include: Increased pay scale (including \$.50 increase to remaining staff not effected by rate change approved at July 9th meeting), increase investment in training, assessing and development of 5-year capital plan, and inflation costs.

Cash carryover balance continues to increase. Occupancy continues to be strong with an average of 28 per month. In efforts to stay competitive in this market we are requesting adoption of new pay scale. According to the 2017 OJDDA pay study, this would put us in the middle for salaries.

We are developing a 5-year capital plan. We are requesting quotes to help prepare for the future.

Training basics include CPR and First Aid, unarmed and self-defense, suicide prevention and more advanced treatment interventions like Ohio Youth Assessment Scale and Thinking for a Change curriculum.

Discussion followed. Board members will receive copy of proposed budget and pay scale.

Tom asked for a motion to increase salaries \$.50 per hour of staff not effected by last increase (Part-time, Substitutes, Maintenance and Administrative staff, excluding Superintendent Motion made by Bill Rufenacht and seconded by Jeff Hahn. There was no further discussion. Motion carried. Unanimous Ayes.

Assistant Superintendent Report

Training Report

(15) Staff Mental Health & CPR Training	Hours: <u>8</u>
(2) Staff members Sunshine Law Training	Hours: <u>3</u>
(7) Staff members Chemical Restraint Training	Hours: <u>5</u>
(1) Staff member School Justice Partnership	Hours: <u>2</u>
(2) Staff members Adult & Pediatric CPR & First Aid	Hours: <u>27</u>
(2) Staff members Nova Professional Development Training	Hours: <u>3</u>

Total Training Hours: 217

Fiscal Officer Report

July Billing Census-There were 48-member county overages for the month of May. \$5,208 was credited back to member counties. 143 nonmember beds were contracted at a rate of \$80/day. \$11,440 nonmember revenue. Average Daily Population 31.42 Average Female Population 7.5 Average nonmember Population 4.6

August Billing Census-There were 71-member county overages for the month of June. \$7,704 was credited back to member counties. 72 nonmember beds were contracted at a rate of \$80/day. Total year to date nonmember revenue \$110,160

Average Daily Population 30.58 Average Female Population 7.5 Average nonmember Population

Board reviewed 2019 Budget. As of 8.31.2019 Operating Budget is expended at 54.50% compares to 56.41% in 2018. Under target of 66% at end of 3rd quarter.

August 31, 2019 Operating Fund Cash Balance	\$922,255.15
Capital Fund Balance	\$253,750.18
Operating Revenues	\$1,262,459.02

The June 2019 and July 2019 Visa Activity Logs are included in the Board Packet for review. Larry Siclair motioned the Board approve the Financial Report. Mick Pocratsky seconded the motion. There was no further discussion. Motion carried. Unanimous Ayes.

Personnel and Grievance Committee

Tom asked to go into Executive Session to discuss employee grievances allowing everyone to stay. Board entered into Executive Session at 10:00.

Board re-conveyed at 10:10.

Tom would like future board reports to state why employees have decided to leave NWOJDT&C.

Facilities Committee

Clay stated we are getting quotes for the HVAC system and parking lot. Since the last board meeting a water test was completed and test results are back with our TTHM levels above EPA standards. Village of Archbold was contacted on when they feel this issue will be resolved but not firm date has been set. We received a quote of \$8,460 from Aquatek in Wauseon for a Carbon Backwashing Filter System. Discussion followed. Board wants a written guarantee from Aquatek stating the TTHM levels of our water will meet EPA standards. Motion made by Bill Rufenacht to accept Aquatek quote contingent on guarantee of compliance will EPA standards and usage is not more than 2 to 1 providing water supply. Motion seconded by Roy Miller. There was no further discussion. Motion carried. Unanimous Ayes.

Program and Policies Committee

Board reviewed an updated Table of Organization with position control numbers which will help when posting openings and budgeting. This chart is the most accurate representation of all fully funded positions. Motion was made by Jerry Stollings to replace and update the Table of Organization and seconded by Joe Friess. Mention was made of the Emotional Support/Therapeutic Office Cat position. Trauma based therapy with animals has had remarkable results with appropriate kids. If the detention center would start animal therapy, licensing agents with juveniles will demand an employee file showing it the pet has had its shots, etc. There was no further discussion. Motion carried. Unanimous Ayes.

Finance Committee

In Discussing Title 1 funds with Stryker Schools and the State, it came to my attention we have carryover funds to use from FY 18 to use towards Teacher Salaries and supplies. My contact with the state said we have 27 months to spend Title 1 funds.

At the January 2019 I was given approval to transfer Title 1 funds through June 30, 2019.

The Executive Committee approved Fiscal Officer to transfer Title 1 funds into appropriate accounts as needed through December 31, 2019.

****I am asking for Board approval for the Executive Committee action granting approval to transfer Title 1 funds through December 31, 2019. Motion made by Larry Siclair and seconded by Jeff Hahn. There was no further discussion. Motion carried. Unanimous Ayes.

Asking Board approval to transfer money to pay for additional training needed. Requesting Board approve the following transfer:

Action	Account Description	Account Number	Amount
Transfer Out	Contract Services	9065-90917-5-43000	\$5,000.00
Transfer In	Training	9065-90917-5-32000	\$5,000.00

Motion made by Nick Woodall to approve transfer and seconded by Joe Friess. There was no further discussion. Motion carried. Unanimous Ayes.

New Business

We currently have Northern Buckeye as health insurance. When the contract was set up last year, Northern Buckeye did not know we did not have Spousal Carve-out. With this provision, spouses of employees that are offered health insurance must take their insurance and no longer be covered under us as primary. Discussion followed. Meeting will be set up with Northern Buckeye, Barb and Clay. If decision needs to be made before next board meeting, Barb will go through Policy Committee and if they approve then on to the Executive Committee.

Clay has been contacted by several counties in Michigan and one in Indiana to place youth in our facility. Board reviewed a proposed updated non-member contract. Discussion followed. Motion made by Roy Miller not to accept out of state youth and motion seconded by Joe Friess. There was no further discussion. Motion carried. Unanimous Ayes.

The Board reviewed a quote from Corrections Products Company for security locks in the amount of \$9,730.00. This purchase is to replenish our reserve supply as the locks that were recently purchased had been used. Motion made by Larry Siclair to approve quote and order security locks. Motion was seconded by Jerry Stollings.

Roy Miller meeting adjourn. Jerry Stollings seconded the motion. Motion Carried.
Meeting adjourned 10:40 a.m.

Next meeting is scheduled for November 12, 2019.

Respectively Submitted

Date





Board Chairman

Date