

**Northwest Ohio Juvenile Detention, Training and Rehabilitation
District Board Minutes
July 14, 2020**

The Board of the Northwest Ohio Juvenile Detention, Training and Rehabilitation District met on this day at 9:00 a.m. via GoToMeeting.

Defiance County

Jeff Hahn
Mick Pocratsky

Fulton County

Joe Friess
Roy Miller
Bill Rufenacht
Joe Short
Judge Bumb

Henry County

Tom Mack
Elissa Carrizales

Williams County

Jerry Stollings
Terry Rummel
Nick Woodall

Absent- Judge Strausbaugh and Robert Morton -Defiance County, Judge McColley and Glenn Miller - Henry County, and Judge Bird-Williams County

Others present: Melissa Garza Acting Superintendent
 Kim Grime Fiscal Officer
 Adrienne Firman Administrative Assistant
 Erin Spieth Defiance County for Judge Strausbaugh

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

Jeff Hahn motioned to approve the May 12, 2020 Board Meeting Minutes and the June 16, 2020 Special Board Meeting Minutes. Mick Pocratsky seconded the motion. There was no further discussion. Vote on motion: Unanimous Ayes. Motion carried. Minutes from the May 12, 2020 Board Meeting and the June 16, 2020 Special Board Meeting were approved.

Acting Superintendent's Report

Population Report:

	May	June
Intakes:	22	25
Releases:	14	23
Recidivism:	9%	9%

Security Report:

Significant Incidents:

May	June
(0) Use of Force	(0) Use of Force
(0) Oleoresin Capsicum Spray utilization.	(0) Oleoresin Capsicum Spray utilization.
(0) Significant Incidents that resulted in injury	(0) Significant Incidents that resulted in injury.

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<u>Medical Services Report:</u>	May	June
Nurse Sick Calls	5	6
Physician Assistant Sick Calls	1	4
Physicals	20	20
ER Visits	0	0
Hospital Admits	0	0
Average Daily Prescription Meds	117	107
Percentage Youth on Psychotropic Meds	115	92
Prescriptions Ordered	23	14
Number of Lab Studies	0	1
Psychiatric Visits	1	0
Dental Visits	0	0

Program / Support Services Report:

<u>Life Without Drugs Program:</u>	May	June
Individual hours by County:		
Total:	8	30.25
Fulton:	2.5	7
Williams:	0	3
Henry:	0	0
Defiance:	2.5	3

	May	June
Case Management Units by County		
Total:	0	4.25
Fulton:	0	1.25
Williams:	0	0
Henry:	0	0
Defiance	0	0.25

	May	June
Group Hours by County:		
Total:	38	168
Fulton:	10	32
Williams:	0	3
Henry:	0	0
Defiance:	10	27

	May	June
Assessment Hours by County:		
Total:	6	1
Fulton:	1	1
Williams:	0	0
Henry:	0	0
Defiance:	1	0

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Mental Health:

	May/June
Mental Health Assessments:	0
Group Hours:	4
Individual & Family Sessions:	32/8
Suicide Watch:	5/2

Education Report:

For the month of May 2020, there were a total of 23 youth served in Classroom A and Classroom B. There were 18 males and 5 females.

For the month of June 2020, there were a total of 33 youth served in Classroom A and Classroom B. There were 22 males and 11 females.

Educational Programs: The garden is thriving and the detainees are enjoying the learning process. *The Bryan Times* did an amazing job reporting on the garden. The detainees participated in Field Day on July 2, 2020 to celebrate the Fourth of July. Youth for Christ hosted a Vacation Bible Camp for the detainees, July 6-8, 2020.

In addition, Acting Superintendent, Melissa Garza added;

- Regarding the Population Report, there are currently 20 individuals.
- Had a meeting with Donna Robinson about Inspiration Point. It is a non-profit organization. They are looking at resources for kids leaving the facility.
- Vacation Bible School went fantastic. The kids really loved it.
- There was a Field Day inside the facility that the kids really loved.

Chairman Mack asked how long the census has been at 20. Acting Superintendent Garza stated that the numbers have been gradually increasing with seven that are out of county, and Donna Robinson's class is full now with no openings until August 18th.

Administrative Assistant Report:

Job Postings – Currently trying to process (3) three intermittent officers and have posted two full time positions.

Personnel Report: (May and June)

Date:	Employee:	Status Update:
May 24, 2020	Lindsey Wiles	Intermittent Officer
May 24, 2020	Marcella Luera Sturgeon	Full time Officer
May 26, 2020	Martin Moreno Rangel	Intermittent Officer
May 19, 2020	Kathryn Hall	Intermittent Officer
June 14, 2020	Michael Slagle	Intermittent Officer
June 14, 2020	Cody Yeasley	Intermittent Officer
June 01, 2020	Treya Brown	Teacher
June 23, 2020	Marcella Luera Sturgeon	Resigned
June 11, 2020	James Mireles	Demoted to Officer from Corporal
June 03, 2020	Haley Roth	Resigned

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Employee Grievances: (May and June): One: Officer N. Fout regarding scheduling; the matter was resolved.

Fiscal Officer Report

May Billing Census

There were no Member county overages in May.

There were a total of 51 Non-member beds contracted in May at a rate of \$80.00 per day.

Auglaize – 13 Beds/Crawford – 17 Beds/Mercer - 11 Beds/Paulding – 10 Beds

Total non-member rent revenue - \$4,080.00.

Average daily population – 7.97

Average female population – 2.5

Average non-member – 1.6

June Billing Census

There were no Member county overages in June.

There were a total of 130 Non-Member beds contracted in June at a rate of \$80 per day.

Auglaize – 30 Beds/Crawford – 60 Beds/Mercer – 30 Beds/Paulding – 10 Beds

Monthly Non-Member Rent Revenue - \$10,400.00

YTD - \$40,480.00

Last year - \$ 101,600 (about 60% less than a year ago)

Average Daily Population – 13.47

Average Female Population – 4.2

Average Non-Member Population – 3.1

Cash Report

Operating Fund - \$882,881.33

Capital Fund - \$ 241,714.00

2020 Operating Budget as of 6.30.2020.

Shows we have expended 36.82%.

Operating Fund

Revised Operating Fund Budget \$2,183,139.16

Capital Fund

Revised Capital Fund Budget \$ 133,730.00

Work has continued on the Federal Funding Grant for our Internet Service.

The new computers were installed the weeks of June 29th and July 6th. There were some compatibility problems with a software for intake, but Firman is working on that. We are still using Windows 7 for intake. During the installation it was discovered that 1 Windows 7 computer in the Interview room was missed. The cost for the desktop computer is \$849.00. A motion is requested to approve the purchase of one additional desktop computer.

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Terry Rummel motioned to approve the purchase of one desktop computer from Sonit Systems from Capital Equipment. Joe Friess seconded. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

Visa Activity Log for April and May is included in the Board Packet.

The Ohio Department of Education is currently auditing the School Lunch Program (CRRS) from 2017-2018.

The 2018-2019 bi-annual audit is going well.

Requested a Finance Committee and Records Commission meeting in October. Chairman Mack stated that it is okay to schedule the Committee meetings but to contact Glenn Miller first.

Joe Friess motioned to approve the Financial Report as presented. Elissa Carrizales seconded. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

Personnel and Grievance Committee

Adrienne Firman stated that one grievance was filed and resolved. Chairman Mack asked her to explain it in more detail. Adrienne Firman explained that it was regarding scheduling. She was trying to be at full capacity on the schedule because of all the activities that were planned. To do that she needed someone Monday thru Friday from 6:00 to 10:00. A full-time officer thought we were showing favoritism to someone. When it was explained to the officer about scheduling and that it was temporary then it was okay. Chairman Mack asked what was the final resolution? Adrienne Firman stated that the officer wanted to be sure that if a position was permanent it would be posted.

Facilities Committee

Terry Rummel reported that he has some projects in mind and will be working with John Proxmire, Maintenance. The Heating System needs updated before it becomes problematic.

Finance Committee

Chairman Mack reminded everyone that a new committee list was included in this month's packet, and that Finance and Records Committee meetings would be scheduled.

Program and Policies Committee

Joe Friess stated that NWOJDC has some quality people teaching. He was impressed by their enthusiasm with dealing with unmotivated kids. He met with the teachers and they talked about graduation requirements because they keep changing and he will be speaking with the Ohio Department of Education regarding that. Also, the committee is looking at job descriptions and updating the organizational chart. Hopefully, they will have something by the next meeting.

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Old Business

Adrienne Firman reported that NWOJDC does have until the end of the year with Activate Healthcare. All the pricing she has received is costly. Activate is still refusing diabetics. It was pointed out that insulin is a medication. Activate does not feel our staff is qualified to handle insulin-based diabetics. Acting Superintendent Garza stated that Activate wants NWOJDC to find another company before the end of the year. In a telephone conference with them she explained that NWOJDC is following protocol. The staff is meeting all expectations and cares about the kids. Activate is trying to manipulate NWOJDC because they don't want those types of kids. Our attorney, David Smith, stopped the conversation because it was not going anywhere. Adrienne Firman stated that Activate feels NWOJDC is not providing proper care and could be negligent, but nothing has ever happened that NWOJDC was negligent for. Bill Rufenacht asked about utilizing other facilities that take those types of health problems. Adrienne Firman has contacted both small and large facilities. The small facilities do not have 24-hour care and the large facilities have 24-hour care and they hire from the hospitals. Smaller facilities have independent companies or the county health departments. Our health departments are unable to help us. Southern Health Care has the best prices and they would be close for emergencies because they are at CCNO (Corrections Center of Northwest Ohio). Bill Rufenacht asked what the cost for Southern Health was. Adrienne Firman stated that the quote is \$119,000. That is for 30 hours of nursing care per week and 2 hours with a doctor. Acting Superintendent Garza stated that Wood County Juvenile Detention Center was contacted about taking our insulin-based detainees. They could not guarantee NWOJDC beds. They could only do a case by case assessment. Bill Rufenacht asked about other quotes that were obtained. Adrienne Firman stated that she has a quote from Advanced Health Care. They quoted four options and the lowest was \$124,000. It was for 24-hour nursing care and one physician hour. It was asked how much NWOJDC pays Activate. Adrienne Firman replied \$31,000 per year. Bill Rufenacht asked about NWOJDC hiring a nurse and wanted to know the laws and rules that need met. He also wondered what NWOJDC's liability would be. Acting Superintendent Garza stated that NWOJDC would still need to hire a doctor, and is planning on meeting with David Smith regarding our liability. Terry Rummel stated that he had a few doctors in mind that might be interested in talking with us. Adrienne Firman is to look into the liability with our insurance company CORSA and look at the Ohio Revised Code. It was asked if Northwest Ohio Education Center has been contacted. Adrienne Firman stated a message was left but has not been returned. Terry Rummel suggested that Health Partners in Bryan be contacted to see if they would be interested.

Chairman Mack stated he was part of the conversation with Activate and our attorney did an excellent job conveying the boards expectations. Our expectations are that Activate will continue treating diabetic youth and other health issues through the end of the contract.

New Business –

Adrienne Firman discussed problems that NWOJDC is having with Bart Ankney at AJA Behavioral. Mr. Ankney is never on time and upset when he can't be where he wants to be. He is rude to the staff and upsets the kids to the point where something will happen with the kid during the day. Adrienne Firman asked if another company or counselor could be used. Chairman Mack asked if he counsels out of area youths. Adrienne Firman stated yes that is who is called, but Mr. Ankney upsets the youth and tries telling the teachers what to do. In county youth are court ordered to see Mr. Ankney, but it is unclear if out of county youth are court ordered. Acting Superintendent Garza stated that Fulton County uses Mr. Ankney. Acting Superintendent Garza receives complaints all the time from the kids and feels that concerns regarding Mr. Ankney are not being addressed. After Mr. Ankney leaves, Garza speaks with

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the kids and addresses their concerns and sometimes they just don't want to speak with him. If they don't meet with him, he will kick them out of the program. It is always a negative. Erin Spiess has not received any complaints regarding Mr. Ankney, and will follow up with the Parole Officers and will report back. Judge Bumb has used Bart Ankney in the past and this is the first time he has heard any complaints. Judge Bumb will follow up with his Parole Officers and asked Acting Superintendent Garza to follow up with the appropriate sitting court and address the problems there before coming to the board with them.

Executive Session

Jerry Stollings motioned to enter into Executive Session for hiring personnel. Joe Friess seconded the motion. Discussion: Chairman Mack asked that Erin Spieth and the judges be included. Vote on motion: Unanimous Ayes. Motion carried.

Entered into Executive Session of 10:05 a.m.

Exited Executive Session at 10:15 a.m.

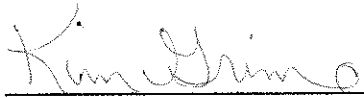
Upon exiting Executive Session Jerry Stollings motioned to offer the Superintendent's position to Melissa Garza with no salary change until after a 90-day probation and it would be reconsidered at that time. Roy Miller seconded the motion. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

Jeff Hahn motioned to adjourn. Terry Rummel seconded the motion.

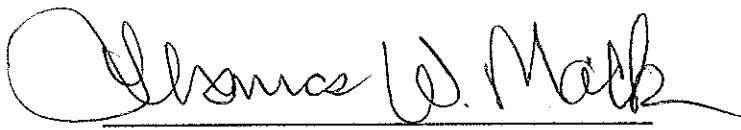
Vote on motion: Unanimous Ayes. Motion Carried.

Meeting adjourned at 10:19 a.m.

Next meeting is scheduled for September 8, 2020.


Respectfully Submitted

9/9/2020
Date


Board Chairman

9/9/2020
Date