

September 8, 2020

<u>Medical Services Report:</u>	July	August
Nurse Sick Calls	37	43
Physician Assistant Sick Calls	4	2
Physicals	18	18
ER Visits	0	0
Hospital Admits	0	0
Average Daily Prescription Meds	200	227
Percentage Youth on Psychotropic Meds	159	176
Prescriptions Ordered	22	30
Number of Lab Studies	2	2
Psychiatric Visits	1	1
Dental Visits	0	0

Program / Support Services Report:

<u>Life Without Drugs Program:</u>	July	August
Individual hours by County:		
Total:	12	31.5
Fulton:	2	3.5
Williams:	2	5.75
Henry:	0	0
Defiance:	2	7

	July	August
Case Management Units by County		
Total:	16.50	19.5
Fulton:	2.0	7.5
Williams:	4.25	.5
Henry:	0	0
Defiance	2.25	2.75

	July	August
Group Hours by County:		
Total:	270	264
Fulton:	50	41
Williams:	49	35
Henry:	0	0
Defiance:	43	57

	July	August
Assessment Hours by County:		
Total:	3	2
Fulton:	0	0
Williams:	0	0
Henry:	0	0
Defiance:	1	1

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<u>Mental Health:</u>	July	August
Mental Health Assessments:	3	2
Group Hours:	2	7
Individual & Family Sessions:	29/2	50/0
Suicide Watch:	10	13

Personnel Report: (July and August)

<u>Date:</u>	<u>Employee:</u>	<u>Status Update:</u>
July 1, 2020	James Mireles	Resigned
July 1, 2020	Travis Dilley	Resigned
July 7, 2020	Brianna Bowley	Intermittent Officer
July 25, 2020	Lindsey Wiles	Intermittent Officer
July 26, 2020	Cody Daniels	Full Time Officer
August 1, 2020	Kathryn Hall	Part Time Officer
August 2, 2020	Lesley Frederick	Part Time Officer
August 2, 2020	Azul Sepulveda	Part Time Officer
August 2, 2020	Alyssa Foor	Intermittent Officer
August 6, 2020	Justin Antigo	Resigned
August 6, 2020	Jennifer Giesige	Senior Lieutenant-Intake
August 6, 2020	Cole Weaver	Lieutenant
August 6, 2020	Jesse Leonard	Lieutenant
August 6, 2020	Amber Marshall	Corporal
August 6, 2020	Logan DeWitt	Corporal

Employee Grievances: (July and August):

None

Policy Review: There have been changes made to job descriptions and the Organizational Chart. They have been submitted to be reviewed to policy committee member, Joe Friess.

Education Report:

For the month of July 2020, there were a total of 61 youth served in Classroom A and Classroom B. There were 42 males and 19 females.

For the month of August 2020, there were a total of 73 youth served in Classroom A and Classroom B. There were 44 males and 29 females.

In addition, Superintendent Garza reported:

- That there is an error in the Security Report. It should read for July Significant Incidents; 2 Oleoresin Capsicum spray and 0 Significant Incidents that resulted in injury. August should read 1 Oleoresin Capsicum spray and 0 Use of Force.
- The Review Committee met in August and an individual will be reprimanded because proper protocol was not followed.
- At full staff right now with one termination on Friday.
- There will be no Facility Manager at this time. The hours needed for the maintenance position will be reviewed.

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Chairman Mack asked if NWOJDC notifies the Court about the Use of Force Incident Reports. Garza stated that the Incident Reports are emailed to the Parole Officers. Judge Strausbaugh stated that when the Parole Officers receive them, they are reviewed with him. Judge Strausbaugh stated he is not concerned, but if he did have a concern the Parole Officers would be asked to contact NWOJDC.

Assistant Superintendent Report:

Detainees had a Fourth of July Field Day event that they thoroughly enjoyed. Youth for Christ came in July 6-8, 2020 for Bible Camp. Everything went really well with this event and the detainees had fun while learning through Christ. There were a few minor injuries with one of the games.

The teachers have been doing an amazing job with the education department. They are thriving in programs and implementing new concepts and ideas regarding hand-on-learning. The garden has been slowly producing but everything from the garden has been utilized with cooking projects with the detainees.

Mrs. Rice will be looking into grants to build a kitchen for the center for not only, continued life skills credits but empowering the detainees with cooking for the center. Our hope is to have a kitchen, hire a manager for the kitchen and have the detainees prepare the meals throughout the day rather than use CCNO. Please keep in mind this is a long-term goal but something we wish to make happen.

We met with a possible medical provider, Dr. Park out of Bryan. He will let us know if he can provide services and hire Glenna Jenkins by the end of September. More information to follow once he has made his decision. If this does not work, we will have to consider going with Southern Health Care Partners with their quote of \$120,000 per year.

The first ever off-site training and team building day will be held this month. We have rented the Putt-Putt facilities in Defiance for the training. We will be covering a variety of areas involving safety and security. We will also be doing some friendly team building competitions throughout the day. Awards will be given for various events and training purposes. Also, Lieutenant C. Weaver will be awarded Line Staff Worker of the Year and Ashley Rice (teacher) will be receiving Support Staff Worker of the Year for our facility.

Met with Terry Rummel, Melissa Garza, Kim Grime, Dr. Kevin Park, and Glenna Jenkins about medical services. Dr. Park asked for 30 days to figure out if he could replace Activate Healthcare for NWOJDC.

Chairman Mack asked for more information regarding the meeting with Dr. Park. Terry Rummel stated that the meeting with Dr. Park was very promising. Malpractice insurance through CORSA is being looked into. If it doesn't work out with Dr. Park, he has a second doctor that is the Director of EMS for Williams County or a doctor from the hospital that might be willing to provide services for NWOJDC. Rummel stated that he feels something will work out with Dr. Park. Chairman Mack asked Firman if Southern Health Partners is a definite option. Firman stated that yes, it is, but 30-day notice must be given. Firman estimated the additional cost to the budget would be \$90,000. Chairman Mack asked Grime if the budget could handle that increase. Grime replied that the topic is on the agenda for the Finance Committee. A decision needs to be made so that Contracted Services can be funded properly. It is possible that that line will have to be adjusted right before November's meeting to approve the 2021 Budget. Chairman Mack instructed Firman to keep the Board informed.

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Fiscal Officer Report

July Billing Census

There were no Member county overages in July.

There were a total of 197 Non-member beds contracted in July at a rate of \$80.00 per day.

Auglaize – 54 Beds/Crawford – 62 Beds/Mercer - 62 Beds/Paulding – 19 Beds

Total non-member rent revenue - \$15,760.00.

Average daily population – 20.52

Average female population – 6

Average non-member – 6.4

August Billing Census

There were no Member county overages in August.

There were a total of 211 Non-Member beds contracted in August at a rate of \$80 per day.

Auglaize – 50 Beds/Crawford – 47 Beds/Mercer – 70 Beds/Paulding – 44 Beds

Monthly Non-Member Rent Revenue - \$16,880.00

YTD - \$53,600.00

Last year - \$ 110,160.00 (about 50% less than a year ago)

Average Daily Population – 21.81

Average Female Population – 7.3

Average Non-Member Population – 6.8

Cash Report

Operating Fund - \$985,084.28

Capital Fund - \$ 226,463.75

2020 Operating Budget as of 8.31.2020.

Shows we have expended 48.26%.

Operating Fund

Revised Operating Fund Budget \$2,183,139.16

Capital Fund

Revised Capital Fund Budget \$ 133,730.00

We failed to qualify for the Federal Funding Grant for our Internet Service.

We need more money in the unemployment line due to Covid19. I would like a motion to transfer \$7,000 from 9065-90917-5-32000 Training to 9065-90917-5-95100 Unemployment. I am recommending the training because the trainings we need have been cancelled because of Covid19.

Visa Activity Log for June and July is included in the Board Packet.

Chairman Mack asked the percentage of budget that has been expended this year. Grime replied 48.26 percent and that revenues should be increased. One way to increase the revenues is to increase the population and Superintendent Garza is ready for that to happen. Chairman Mack asked for the

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population comparison for the last few years. Grime replied that for 2019 year to date nonmember rent was \$110,000 and 2020 year to date rent is \$63,600. Chairman Mack asked about the average census, how many are in county and how many are out of county. Grime replied that NWOJDC has been averaging dailey in the low 20's and about 6 are out of county for the month of August. Chairman Mack asked how the 48 percent of expended budget compares to last year. Grime stated that in 2019 Revenues were at 86 percent collected and 2020 Revenues are at 70 percent collected. 2019 Operating Expenses were at 82 percent at the end of the year. In August of 2019 they were at 54 percent and August of 2020 Operating Expenses were at 48 percent.

Terry Rummel asked about unemployment and the CARES Act. Rummel asked if the four counties could partner to get reimbursed. Grime replied that Fulton County takes care of that for us. There are two former employees that will put us over our budget, but we have seen some credits already. Bill Rufenacht stated that he was unsure if the four counties could make a partnership for that.

Joe Friess motioned to approve the transfer of \$7,000.00 from 9065-90917-5-32000 Training to 9065-90917-5-95100 Unemployment. Bill Rufenacht seconded. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

Roy Miller motioned to approve the Financial Report as presented. Bill Rufenacht seconded. Discussion: None. Vote on motion: Unanimous Ayes. Motion carried.

Grime reminded members of a scheduled Finance Committee Meeting on September 10, 2020 at 1:30 p.m. and a Local Records Commission Meeting on September 22, 2020 at 9:00 a.m.

Executive Committee

Terry Rummel had nothing to report.

Personnel and Grievance Committee

Chairman Mack stated that at the end of today's meeting he would like to enter Executive session to discuss Personnel.

Facilities Committee

Terry Rummel had nothing to report.

Finance Committee

Committee Meeting scheduled for Thursday, September 10th at 1:30 p.m. via GoToMeeting.

Program and Policies Committee

Joe Friess stated the committee is still working on the Organization Chart and one job description. Friess would like to wait until November's meeting to make all the changes at the same time.

Old Business

Detainee healthcare already reported.

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New Business

None.

Executive Session

Joe Friess motioned to enter into Executive Session for personnel with no action to be taken. Nick Woodall seconded the motion. Discussion: Chairman Mack asked that Melissa Garza and the judges be included. Vote on motion: Unanimous Ayes. Motion carried.

Entered into Executive Session of 9:34 a.m.


Exited Executive Session at 10:00 a.m.

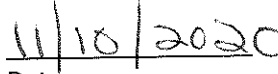
Roy Miller motioned to adjourn. Joe Friess seconded the motion.

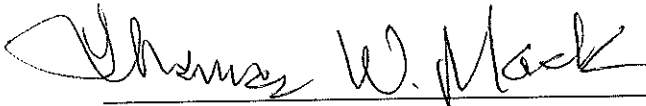
Vote on motion: Unanimous Ayes. Motion Carried.

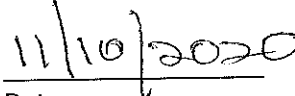
Meeting adjourned at 10:02 a.m.

Next meeting is scheduled for November 10, 2020.


Respectfully Submitted


Date


Board Chairman


Date