

Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes May 11, 2021

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 and via GoToMeeting.

<u>Defiance County</u>	<u>Fulton County</u>	<u>Henry County</u>	<u>Williams County</u>
Jeff Hahn	Joe Friess	Tom Mack	Nick Woodall
Mick Procratsky	Roy Miller		Terry Rummel
Bob Morton	Bill Rufenacht		Michael Polley
Judge Strausbaugh	Judge Bumb	Judge McColley	Judge Gallagher

Absent- Jeff Mires and Elissa Carrizales - Henry County, Joe Short - Fulton County.

Officers present: Melissa Garza Superintendent
 Kim Grime Fiscal Officer
 Adrienne Firman Assistant Superintendent

Chairman, Tom Mack, noted there was a quorum present to conduct business and turned the floor over to Judge Bumb to conduct the 2021 Annual Business Meeting.

The Annual Meeting of the Board is conducted each May. Judge Bumb reminded everyone that according to the by-laws two offices for the Board are filled by election. Those positions are Chairman and Vice-Chairman.

Judge Bumb asked for nominations for Chairman.

Terry Rummel motioned to nominate Tom Mack. Joe Friess seconded the motion. With no other nominations Judge Bumb asked for nominations to be closed. Terry Rummel motioned to close nominations. Joe Friess seconded. Vote on motion: All Ayes, No Nays. Motion carried. Tom Mack elected Chairman.

Judge Bumb asked for nominations for Vice-Chairman.

Bob Morton motioned to nominate Terry Rummel. Roy Miller seconded the motion. Joe Friess motioned to closed nominations. Bob Morton seconded. Vote on motion: All Ayes, No Nays. With no other nominations Judge Bumb closed nominations and asked for a voice vote. Vote on motion: All Ayes, No Nays. Motion carried. Terry Rummel elected Vice-Chairman.

With the Annual Meeting concluded Judge Bumb turned the floor over to Chairman, Tom Mack.

Terry Rummel motioned to approve the March 9, 2021 Board Meeting Minutes. Bob Morton seconded the motion. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried. Minutes from the March 9, 2021 Board Meeting were approved.

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Superintendent's Report**Population Report:**

	March	April
Intakes:	25	19
Releases:	23	16
Recidivism:	16%	10%

Security Report:

Significant Incidents:

March	April
(3) Use of Force	(0) Use of Force
(3) Oleoresin Capsicum Spray utilization.	(0) Oleoresin Capsicum Spray utilization.
(0) Significant Incidents that resulted in injury	(0) Significant Incidents that resulted in injury.

Medical Services Report:

	March	April
Nurse Sick Calls	41	21
Physician Assistant Sick Calls	7	4
Physicals	10	9
ER Visits	2	0
Hospital Admits	0	0
Average Daily Prescription Meds	729	214
Percentage Youth on Psychotropic Meds	448	96
Prescriptions Ordered	27	10
Number of Lab Studies	0	1
Psychiatric Visits	2	1
Dental Visits	0	1
Blood Sugar Checks	13	1
Pregnancy	1	1

Program / Support Services Report:**Life Without Drugs Program:**

	March	April
Individual hours by County:		
Total:	13.5	27
Fulton:	1.5	3
Williams:	11	24
Henry:	0	0
Defiance:	1	0
Out of county:	0	0

	March	April
Case Management Units by County		
Total:	6.25	16.25
Fulton:	0	1.5
Williams:	6.25	14.75
Henry:	0	0
Defiance	0	0
Out of county:	0	

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	March	April
Group Hours by County:		
Total:	85	249
Fulton:	0	3
Williams:	79	123
Henry:	0	0
Defiance:	6	126
Out of county:	0	0

	March	April
Assessment Hours by County:		
Total:	2	1
Fulton:	0	0
Williams:	2	1
Henry:	0	0
Defiance:	0	0

<u>Mental Health:</u>	March	April
Mental Health Assessments:	5	3
Group Hours:	6	6
Individual & Family Sessions:	38	33
Suicide Watch:	9	11

Personnel Report: (March and April)

Date:	Employee:	Status Update:
3-03-2021	Brock McNeal	Part time Maintenance
3-20-2021	Nolan Fout	Resigned
3-23-2021	Jessica Shoup	Full-time
3-24-2021	Alexis Muncy	Intermittent
3-24-2021	Samantha McGowen	Intermittent
3-24-2021	Tasha Sumner	Full-time
4-05-2021	Jeffrey Peoples	Full-time
4-08-2021	Martin Rangel	Intermittent from Full-time
4-09-2021	Corina Rocha	Intermittent from Full-time
4-09-2021	Jared Armstrong	Full-time (out on Military Leave)
4-11-2021	Robert Hollstein	Full-time
4-25-2021	Amber Deeson	Full-time
4-27-2021	Tasha Sumner	Part-time from Full-time
4-27-2021	Randal Eaton	Full-time
4-28-2021	Veronica Sepulveda	Substitute Teacher

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4-29-2021	Cole Weaver	Resigned
5-03-2021	Alexis Muncy	Resigned
5-10-2021	Kathryn Kirkendall (Hall)	Resigned

Employee Grievances: (March and April):

None.

Education Report:

For the month of March 2021, there were a total of 44 youth served in Classroom A and Classroom B. There were 29 males and 15 females.

For the month of April 2021, there were a total of 55 youth served in Classroom A and Classroom B. There were 32 males and 13 females.

In addition, Superintendent Garza reported:

- Introduced Brock McNeal as the facility's new maintenance person and leader for Boy's Council.
- The current population is at 24.
- The facility is short staffed. Two Lieutenants resigned this week. Staff is upset about On-call. The hiring process is not going well. Last week there were 27 applicants and were only able to hire two. Staff is being moved around and officers are being promoted to accommodate the schedule. In addition, on-call procedures are being reviewed. Currently, someone on-call might have to work an 18-hour shift. The procedure will be changing from a two-person rotation to a three-person rotation so the longest on-call shift would be 16 hours and is looking into an on-call premium.

Terry Rummel clarified that right now officers get no pay while they are on-call and that it is a seven-day period. Garza confirmed that he is correct and reminded everyone about the new attendance 10-point system. Garza stated that the first day of on-call is part of the duty but the rest of the week could use some incentive. Possibly a double pay for being mandated and a shift differential. Without an incentive the cycle of call offs will probably continue. Administration has been working in the back to help cover shifts. Clarification was made regarding on-call. The on-call shift starts as voluntary and if the hours are not filled, they become mandatory.

Judge Gallagher would like the Personnel Committee to meet to discuss compensation. The hourly rate and on-call need to be addressed. The staff needs to be treated as if they are valued and the judges need to depend on the facility. Judge McColley agreed with Judge Gallagher and stated that other professions while on-call receive compensation for that time. Chairman Mack spoke about the difficulty of keeping employees. Mack has spoken with various employers in the area and the consensus is that raising a starting wage even \$3.00 per hour will not help eliminate staff shortages in today's environment. Mack agreed with Judges Gallagher and McColley to pay employees that are on-call. Bob Morton stated that the Board needs to address the root cause of the problem as to why the employees are not coming to work. The Board needs to look for a long-term solution to the problem and that raising the starting rate is not the solution. Terry Rummel stated that he was out trying to recruit people and his problem was that the starting rate is too low. Superintendent Garza would like to see the starting wage at \$16.00 per hour with an on-call premium of some sort. Chairman Mack felt the issue should be tabled for the day, but asked the Board if they would like to schedule a Personnel Committee

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meeting to work on the problems. Grime asked if the Finance Committee could be included in the meeting. Judge Bumb suggested that a motion should be made allowing the Personnel Committee to make recommendations to change staffing pay effective immediately upon their decision and to be ratified by the full Board at July's meeting.

Bob Morton motioned that the Board authorize the Personnel and Finance Committee to make immediate recommendations to staffing pay and to move ahead with the findings and to be ratified at July's full board meeting. Joe Friess seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Assistant Superintendent Report:

- Hired a substitute teacher that will be able to cover one, possibly two days per week this summer for Mrs. Rice's maternity leave. Ideally, we would have liked to have someone more available but was unable to find anyone interested in covering.
- Girl's Circle has been successfully started and is being led by Mrs. Rice. Both Mrs. Rice and Mrs. Brown will be attending a virtual training for Girl's Circle this month. Brock McNeal will be virtually training to be the Boy's Council leader this week and we hope to begin this council in June.
- Senior Lieutenant Jennifer Giesige will celebrate her 10-year anniversary with the facility on May 12, 2021.

In addition, Assistant Superintendent Firman reported:

Happily, the facility has hired a substitute teacher that is also a juvenile probations officer, because Mrs. Rice will be going on Maternity Leave by June 11th. It is also a possibility that Brock McNeal could be utilized as well.

Fiscal Officer Report

March Billing Census

There were 0 Member county overages in March.

There was a total of 1 Non-member bed contracted in March at a rate of \$100.00 per day.

Average daily population – 19.45

Average female population – 6.58

Average non-member – 0

April Billing Census

There were 19 Member county overages in April.

There were a total of 11 Non-Member beds contracted in April at a rate of \$100 per day.

Paulding – 11 Beds

Monthly Non-Member Rent Revenue - \$1,100.00

YTD - \$1,400.00

Last year - \$ 22,240.00 (about 95% less than a year ago)

Average Daily Population – 17.6

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Average Female Population – 5.3
Average Non-Member Population – 0.4

Cash Report

Operating Fund - \$712,196.20 Balance as of 4.30.2021
Capital Fund - \$ 409,348.01 Balance as of 4.30.2021

2021 Operating Budget as of 4.30.2021.
Shows we have expended 34.11%.

2021 Operating Fund

Operating Fund Budget	\$2,251,500.00
2020 Carry over PO's	<u>1,253.62</u>
Revised 2021 Operating	\$2,252,753.62

2021 Capital Fund

Capital Fund Budget \$ 157,000.00

Visa Activity Logs for February and March are included in the Board Packet.

Terry Rummel motioned to ratify the Transfer of Funds as approved by the Executive Committee transferring \$251.00 from Other Expenses Account # 9065-90917-5-96000 to Insurance-Facility Account # 9065-90917-5-95900. Joe Friess seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Jeff Hahn motioned to approve the Financial Report as presented. Roy Miller seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Executive Committee

Nothing to report.

Personnel and Grievance Committee

Nothing to report.

Facilities Committee

Maintenance, Brock McNeal, reported that work on the boilers will start on Monday, May 19th. Earl Mechanical is expecting the installation to take two weeks. Earl Mechanical has been very accommodating and are not foreseeing any problems.

Terry Rummel commented about how great the new windows in the Multi-Purpose Room looked. Rummel also informed members that other windows in the building will need to be replaced and should be done as it comes up instead of all at once. The chillers for the air-conditioning would probably be the next thing to be replaced. Rummel stated that he would like his fellow commissioners to consider giving NWOJDC some Cares Act money if it is legal and allowable. Mick Procratsky stated that Defiance County

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had no extra Cares Act money to give. Judge Bumb wants the facility to look into grant money from the State of Ohio thru the Department of Youth Services for capital improvements. Repairs and upkeep of the facility are important to maintain our American Correctional Association accreditation. Judge Bumb will reach out to his contacts and provide Superintendent Garza some contact information.

Finance Committee

Nothing to report.

Program and Policies Committee

Joe Friess stated that because of the recent Ohio Revised Code change regarding not shackling pregnant inmates the policy will need to be updated.

Old Business

Mick Procratsky asked since the facility is having staffing shortages should the population be addressed. Superintendent Garza stated to NWOJDC is still able to accommodate and doesn't see the need to decrease the population at this time. Assistant Superintendent Firman stated that the need for male officers is the issue.

New Business

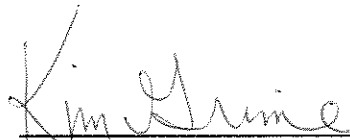
Nothing to report.

Terry Rummel motioned to adjourn. Joe Friess seconded. Motion carried.

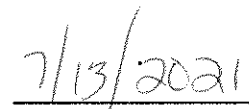
Vote on motion: All Ayes, No Nays. Motion Carried.

Meeting adjourned at 9:53 a.m.


Next meeting is scheduled for July 13, 2021.




Respectfully Submitted



Date



Board Chairman



Date