

Northwest Ohio Juvenile Detention, Training and Rehabilitation District Board Minutes March 14, 2023

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.

Defiance County

Dana Phipps
Mark Denning
Judge Strausbaugh

Fulton County

Roy Miller
Joe Short
Judge Bumb

Henry County

Tom Mack
Elissa Carrizales
Judge Peper Firestone

Williams County

Terry Rummel
Michael Polley
Nick Woodall
Judge Gallagher

Absent- Jeff Mires-Henry County, Robert Morton-Defiance County, and Joe Friess and Bill Rufenacht-Fulton County.

| | |
|-----------------------------|--------------------------|
| Officers present: Dan Jones | Superintendent |
| Adrienne Firman | Assistant Superintendent |
| Kim Grime | Fiscal Officer |

Chairman, Terry Rummel, noted there was a quorum present to conduct business.

Due to technical difficulties with GoToMeeting the following people were lost and missed the rest of the meeting: Judge Strausbaugh, Judge Bumb, Judge Gallagher, and Tom Mack. There was still a quorum.

Mark Denning motioned to approve the January 10, 2023 Regular Board Meeting Minutes. Elissa Carrizales seconded the motion. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried. Minutes from the January 10, 2023 Regular Board Meeting was approved.

Joe Short motioned to approve the February 13, 2023 Special Board Meeting Minutes. Elissa Carrizales seconded the motion. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried. Minutes from the February 13, 2023 Special Board Meeting was approved.

Superintendent's Report

March 14, 2023 Board of Trustees Meeting

| <u>Population Report:</u> | January | February |
|----------------------------------|---------|----------|
| Intakes: | 34 | 23 |
| Releases: | 27 | 22 |
| Recidivism: | 56% | 57% |

Security Report:

Significant Incidents:

January

(9) Use of Force/Hands-On
(20) Mechanical Restraints for movement or safety only
(3) Oleoresin Capsicum Spray was utilized.

February

(33) Use of Force/Hands-On
(16) Mechanical Restraints for movement or safety only
(0) Oleoresin Capsicum Spray was utilized.

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(1) Significant Incidents that resulted in injury.

(2) Significant Incidents that resulted in injury.

Medical Services Report:

| | January | February |
|----------------------------|---------|----------|
| Nurse Sick Calls | 7 | 10 |
| Physician Sick Calls | 0 | 3 |
| Physicals | 29 | 19 |
| ER Visits | 4 | 4 |
| Hospital Admits | 0 | 0 |
| Daily Prescription Meds | 279 | 235 |
| Youth on Psychotropic Meds | 187 | 204 |
| Prescriptions Ordered | 9 | 8 |
| Number of Lab Studies | 7 | 0 |
| Psychiatric Visits | 3 | 0 |
| Dental Visits | 0 | 0 |
| Blood Sugar Checks | 0 | 0 |
| Pregnancy Tests | 2 | 0 |

Program / Support Services Report:

Life Without Drugs Program:

| | January | February |
|-----------------------------|---------|----------|
| Individual hours by County: | | |
| Total: | 34.75 | 32.00 |
| Fulton: | 3.75 | 4.00 |
| Williams: | 11.00 | 8.75 |
| Henry: | 0 | 0 |
| Defiance: | 7.25 | 9.50 |
| Out of County: | 12.75 | 9.75 |
| | January | February |

Case Management Units by County

| | | |
|----------------|-------|-------|
| Total: | 16.50 | 20.00 |
| Fulton: | 1.50 | 2.00 |
| Williams: | 3.00 | 3.00 |
| Henry: | 0 | 0 |
| Defiance: | 5.00 | 7.00 |
| Out of County: | 8.00 | 8.00 |

Group Hours by County:

| | January | February |
|--------|---------|----------|
| Total: | 22.00 | 22.00 |

Mental Health:

| | January | February |
|-------------------------------|---------|----------|
| Mental Health Assessments: | 3 | 2 |
| Group Hours: | 14 | 9 |
| Individual & Family Sessions: | 58/0 | 50/0 |
| Suicide Watch: | 32 | 22 |

Personnel Report: (January and February)

| Date: | Employee: | Status Update: |
|-----------------|---------------|----------------|
| January 9, 2023 | Sawyer Miller | Full time |

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| | | |
|-------------------|------------------------|---------------------------|
| January 17, 2023 | Jonah Figgins | Full time |
| January 28, 2023 | Alexandrea Martinez | Resigned |
| February 2, 2023 | Alana Harrison | Part Time |
| February 7, 2023 | Jordan Ambrose | Intermittent |
| February 7, 2023 | Matthew Richmond | Terminated |
| February 11, 2023 | Jonah Figgins | Resigned |
| February 15, 2023 | Esmeralda Silva Barron | Resigned |
| February 19, 2023 | Jordon Bryan | Full time |
| February 21, 2023 | Ashley Dempsey | Full time to Intermittent |
| February 21, 2023 | Savannah McCoy | Intermittent |

Employee Grievances: (January and February)

Officer Valdez against Officer Vasquez for workplace harassment. Addressed and resolved.

Officer Vasquez regarding being mandated to work. Not grieved within the timeframe per policy.

Officer Vasquez regarding lights on during the showers. Not grieved within the timeframe per policy.

Also, this issue was previously addressed via email by Captain Garza.

Education Report:

For the month of January 2023, there were a total of 96 youth served in Classroom A and Classroom B. There were 62 males and 34 females.

For the month of February 2023, there were a total of 91 youth served in Classroom A and Classroom B. There were 65 males and 26 females.

There was another youth that had a graduation ceremony on March 1, 2023. He had the required credits to graduate through the state of Ohio. He received a certificate of completion, marched in Cap and Gown and his family was invited to the ceremony to help him celebrate.

Assistant Superintendent Report:

- CORSA hosted another De-escalation training event for the staff March 6-9, 2023. We had over 20 staff members be able to participate in this personal one-hour training event with Steve Flory.
- Dental Truck is doing exams on March 14, 2023 then cleaning on March 15, 2023 for all youth. They were out here last April for exams and cleaning too.
- Eligible youth, 15-years and older are being certified in Mental Health 1st Aid for Youth by BJ Horner from Maumee Valley Guidance Center.
- BJ Horner will be conducting a 1-hour training session (4 total sessions) on March 27 & 28, 2023 regarding Narcan. Each participant will be given a Narcan kit along with the education and administration of the product.
- We are currently working on the reconstruction of the laundry room and new "holding" cell rooms within intake area. We are hoping to have the new laundry area in use by April. The new holding cells will need some work to make it safe for youth and cameras need installed.
- Policy Review is being conducted. A few policies to be reviewed and passed today.

Carrizales asked if the corrections officers were certifying personally or under the institution as a whole for the Narcan training. Carrizales reported that Henry County recently did the Narcan training and they had to certify individually, because there was not a Narcan Policy. NWOJDT&RC does not have a policy

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either. Firman will work with Horner to make sure the training is certified correctly and thanked Carrizales for the information.

Fiscal Officer Report

January Billing Census

There were 58 Member County overages in January.

There were a total of 40 Non-Member beds contracted in January at a rate of \$120 per day.

Hardin – 40

There were a total of 15 Non-Member beds contracted in January at a rate of \$150 per day.

Paulding - 15

There were a total of 31 Non-Member beds contracted in January at a rate of \$240 per day.

Richland County – 31

There were a total of 70 Non-Member beds contracted in January at a rate of \$350 per day.

Washtenaw County Michigan – 70

There were a total of 45 Non-Member beds contracted in January at a rate of \$350 per day.

Mecosta County Michigan – 31

Charlevoix County Michigan - 14

Total non-member rent revenue - \$56,990.00.

Average daily population – 30.23

Average female population – 8.55

Average non-member – 6.5

February Billing Census

There were 81 Member County overages in February.

There were a total of 9 Non-Member beds contracted in February at a rate of \$240 per day.

Richland – 9 Beds

There were a total of 84 Non-Member beds contracted in February at a rate of \$350 per day.

Washtenaw County Michigan-84 Beds

There were a total of 23 Non-Member beds contracted in February at a rate of \$400 per day.

Charlevoix County Michigan-17 Beds

Mecosta County Michigan– 6 Beds

There were a total of 6 Non-Member beds contracted in February at a rate of \$600 per day.

Mecosta County Michigan– 6 Beds

There was a total of 1 Non-Member bed contracted in February at a rate of \$1,000 per day.

Mecosta County Michigan– 1 Beds

Monthly Non-Member Rent Revenue - \$45,360.00

Average Daily Population – 30.07

Average Female Population – 8.14

Average Non-Member Population – 4.4

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Non-Member Rent

2022 YTD - \$198,425.00 collected.

2021 YTD - \$41,190 collected.

2020 YTD - \$102,240.00 collected.

Tuition

YTD \$59,829.00 collected.

Cash Report

Operating Fund - \$706,160.34 Balance as of 2.28.2023

Capital Fund - \$ 335,751.92 Balance as of 2.28.2023

2023 Operating Budget as of 2.28.2023 shows we expended 15.11%.

2022 Carry Over Purchase Orders

Operating is \$7,356.14

2023 Operating Fund

Operating Fund Budget \$2,484,357.00

2022 Carry Over P.O.'s \$ 4,165.16

Total \$2,488,522.16

2023 Capital Fund

Capital Fund Budget \$ 512,000.00

2022 Carry Over P.O.'s \$ 16,916.50

Total \$ 528,916.50

Increase Appropriations

When preparing the 2023 budget, the bills that were received from Maumee Valley Guidance were about \$2,000 per month. However, the numbers of youth from non-member counties that are using mental health services is greater than was expected. This is leaving Professional Service line short. Grime asked that the Board of Trustees approve an additional \$127,000 for Professional Services-Account #9065-90917-5-411000. In, addition, a motion is needed to increase the Operating Budget by \$100,000.00 for Staff Salary-Account 9065-90917-5-10300, \$14,000.00 for PERS-Account 9065-90917-5-20100, and \$1,450.00 for Medicare-Account 9065-90917-5-20300.

Mark Denning motioned to approve increasing the Operating Budget as presented in the Board Packet. Elissa Carrizales seconded the motion. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Michael Polley motioned to approve the Financial Report as presented. Dana Phipps seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

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2023 Operating Fund

| | |
|-----------------------|----------------------|
| Operating Fund Budget | \$2,488,522.16 |
| Wages | \$ 100,000.00 |
| PERS | \$ 14,000.00 |
| Medicare | \$ 1,450.00 |
| Professional Services | <u>\$ 127,000.00</u> |
| Revised Operating | \$2,730,972.16 |

2022 Annual Financial Statement has been completed and filed with the state. It is available for review in Grime's office.

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

Executive Committee

Nothing to report.

Personnel and Grievance Committee

Nothing to report.

Facilities Committee

Nothing to report.

Finance Committee

Nothing to report.

Program and Policies Committee

Grime informed members that Joe Friess sent an email stating that the Program and Policies Committee has reviewed the changes included in the Board Packet and the committee was okay with the proposed changes. Miller asked Jones if he is comfortable using OC spray. Jones stated that he was, but that NWOJDT&RC will be looking at trying to get a medical checkup after someone is sprayed.

New Business

Tony Miller sent a letter of resignation.

Old Business

Polley updated members on the Memorandum of Understanding with New Hope Community Church. The MOU is being presented to the church's Board of Elders. Polley is expecting it to be approved with no problems.

Members asked Jones to set up a meeting with the new superintendent at Four County Career Center to introduce himself.

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Executive Session

Roy Miller motioned to enter into Executive Session to discuss pending litigation with everyone staying. Joe Short seconded the motion. Discussion: None. Roll call vote on motion: Denning-Aye, Phipps-Aye, Short-Aye, Miller-Aye, Carrizales-Aye, Rummel-Aye, Polley-Aye and Woodall-Aye. All Ayes, No Nays. Motion carried.

Entered into Executive Session at 9:45 a.m.


Exited Executive session at 9:52 a.m.

Action taken: None

Dana Phipps motioned to adjourn. Mark Denning seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion Carried.

Meeting adjourned at 9:53 a.m.

Next meeting is scheduled for May 9, 2023.




Respectfully Submitted



Date



Board Chairman



Date