

**Northwest Ohio Juvenile Detention, Training and Rehabilitation
District Board Minutes
May 6, 2025**

The Annual Meeting of 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 Zoom.

Defiance County

Dana Phipps
Judge Strausbaugh

Fulton County

Joe Friess
Chad Kern

Henry County

Tom Mack

Williams County

Michael Polley
Nick Woodall
Terry Rummel
Judge Gallagher

Officers present: Dan Jones
Kim Grime

Director
Fiscal Officer

Absent-Mark Denning and Robert Morton-Defiance County, Joe Short, Roy Miller and Judge Bumb-Fulton County, Elissa Carrizales and Judge Peper-Firestone-Henry County.

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

Approval of Minutes

Tom Mack motioned to approve the March 12, 2025 Regular Board Meeting Minutes. Michael Polley seconded the motion. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried. Minutes from the March 12, 2025 Regular Board Meeting was approved.

Election of Officers

Chairman Terry Rummel gave the floor the Judge Gallagher to conduct the election of officers. Judge Gallagher reminded members that pursuant to Ohio Revised Code 2152.44 an annual meeting of the Board of Trustees is to be held the first Tuesday in the month of May. Pursuant to Ohio Administrative Code 3357:15-11-02 elections must be held for the positions of Chairman and Vice-Chairman. Judge Gallagher opened the floor for nominations.

Tom Mack nominated Terry Rummel for Chairman and Joe Short for Co-Chairman. With no other nominations Judge Gallagher asked for a motion to close nominations. Dana Phipps motioned to close nominations. Michael Polley seconded the motion. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Michael Polley motioned to approve the nominations. Dana Phipps seconded. Discussion: None. Roll Call Vote on motion: Phipps-Aye, Friess-Aye, Kern-Aye, Mack-Aye, Rummel-Aye, Polley-Aye and Woodall-Aye, No Nays. Motion carried.

Judge Gallagher congratulated Rummel and Short and concluded the election of officers for this year.

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Program / Support Services Report

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In addition, Director Jones informed members that the dental truck is here from Monday thru Wednesday. All parents were contacted for permission to allow their children to be seen. Only two parents said no. Dana Phipps asked if there was a full staff and Director Jones informed him that there was.

Fiscal Officer Report

March Billing Census

There were 15 Member County overages in March.

There was a total of 1 Non-Member bed contracted in March at a rate of \$175 per day.

Auglaize County-1

There were a total of 62 Non-Member beds contracted in March at a rate of \$275 per day.

Auglaize County-31

Hardin County-31

There were a total of 22 Non-Member beds contracted in March at a rate of \$350 per day.

Mecosta County Michigan-22

There were a total of 31 Non-Member beds contracted in March at a rate of \$450 per day.

Montmorency County Michigan-31

Total non-member rent revenue - \$38,875.00.

Average daily population – 21.77

Average female population – 8.39

Average non-member – 3.7

April Billing Census

There were 22 Member County overages in April.

There was a total of 22 Non-Member beds contracted in April at a rate of \$175 per day.

Hancock County-10

Paulding County-12

There were a total of 30 Non-Member beds contracted in April at a rate of \$275 per day.

Auglaize County-13

Hardin County-17

There were a total of 25 Non-Member beds contracted in April at a rate of \$450 per day.

Montmorency County Michigan-25

Total non-member rent revenue - \$23,350.00

Average Daily Population – 23.5

Average Female Population – 8.7

Average Non-Member Population – 2.6

Non-Member Rent

2025 Operating - \$91,680.00 Collected

Capital - \$10,420.00 Collected

2024 Operating FYE - \$483,430.00

Capital FYE - \$30,880.00

2023 FYE - \$746,970.00 collected

2022 FYE - \$198,425.00 collected.

2021 FYE - \$41,190 collected.

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Tuition

YTD \$123,760.00 collected.

Cash Report

Operating Fund - \$943,325.60 Balance as of 4.30.2025

Capital Fund - \$772,921.71 Balance as of 4.30.2025

2025 Operating Fund

Operating Fund Budget \$3,130,556.00

2025 Capital Fund

Capital Fund Budget \$ 340,000.00

Visa Activity Log for March is included in the Board Packet.

In addition, Grime explained that it is possible that the Unemployment line will need increased at the July meeting. There are two open claims right now. Both claims are being appealed, but if not successful the responsibility for one claim is \$15,600. The other claim NWOJDC is the second employer and there is not an estimated responsibility to that claim yet.

Tom Mack motioned to transfer \$11,000 from Capital Equipment Line 9070-90917-5-62000 to Capital Other-Juvenile Detention Improvement Line 9070-90917-5-96000. Michael Polley seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Chad Kern motioned to approve the Financial Report as presented. Dana Phipps 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

Director Jones informed members that the painting is B/C pods is complete. The flooring company is expected to be here on May 12th. NWOJDT & RC had to pass a moisture mitigation test before the project could begin. In addition, the price was increased by \$8,000 from when the project was first quoted. Director Jones got FabriCare to share the cost and so the price increased \$4,000. The Zoom rooms will be closed when the Intake Area is started. Jones asked the judges if they could temporarily have their kids picked up for court. The entire process is going to be 4-6 weeks. Grime informed members that Ruff Cutt would be starting on the landscaping about May 26th.

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Finance Committee

Grime explained that looking of the cost of tuition for school year 2025-2026 the expenses have increased because of wages, general operating expenses, and the average count for students has decreased. Grime is recommending increasing tuition to \$91.00 per day.

Michael Polley motioned to increase tuition rates to \$91.00 per day for the 2025-2026 school year. Dana Phipps seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Program and Policies Committee

Joe Friess said most all changes are cleaning up language. One policy is time sensitive. Jones explained that the Bereavement Policy makes staff have sick time available. Policy #47 language changed because long distance phone calls are no longer a problem and we no longer issue cell phones to staff. Policy #63 changed electronic cigarettes to vaping devices. Most importantly, many of the Deputy Director's duties have been dissolved. Regarding the other policy change, Director Jones discovered that NWOJDT&RC has been out of compliance for surveillance rounds. During waking hours surveillance checks are mandated to be done every 15 minutes and every 30 minutes during sleeping hours.

Joe Friess motioned to approve the changes to Policies 19, 47, 63 and Juvenile Supervision and Surveillance Checks. Michael Polley seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Director Jones then discussed a new position that the administrative team would like approved. Most of the Deputy Director job duties have been absorbed by other people. Jones explained that the Fiscal Officer duties are lengthy. The team is looking at an administrative assistant because there is no need for another position in a supervisory role. This position will work with the administrative team and assist the Fiscal Officer. The draft for the Administrative Assistant policy was created in leu of the Deputy Director position. Rummel added that the board wanted a succession plan for the director position. It makes sense to do the same thing for the Fiscal Officer position. Tom Mack asked if some tasks could be outsourced. Grime stated that has not been looked into. Fulton County is the fiscal agent for NWOJDT&RC. They provide the same services as a payroll agency. Grime's list of duties was discussed. One of the items discussed is Information Technology problems. Rummel suggested an AdHoc committee to look at options. Judge Gallagher stated that it was smart to look ahead.

Michael Polley motioned to create an Administrative Assistant position. Chad Kern seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion carried.

Old Business

Rummel stated that the food vehicle he was bidding on fell thru. A 2019 Ram Promaster was purchased for transporting meals from a dealership in Defiance.

The school lunch audit at the facility has been completed. The audit is still open on the website. The Procurement audit has six corrective Action Documents that need to be completed by May 16. The

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items that need the corrective action pertain to two policy changes and competitive bidding requirements.

New Business


Nothing to report.

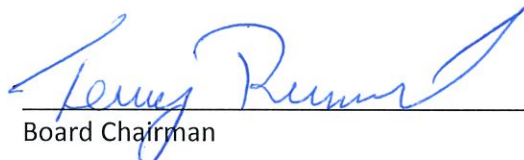
Michael Polley motioned to adjourn. Dana Phipps seconded. Discussion: None. Vote on motion: All Ayes, No Nays. Motion Carried.

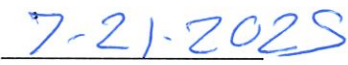
Meeting adjourned at 10:15 a.m.

Next meeting is scheduled for July 9, 2025.


Respectfully Submitted


Date


Board Chairman


Date