

Minutes

January 26, 2023

Commissioners Present: William Bateson, Timothy Bechtol and Michael Pepple.

Also Present: Lynn Taylor, Cindy Land, Steve Wilson, Adam Witteman and Auditor Charity Rauschenberg.

Commissioner Bateson opened the meeting at 10:00 a.m. in the Commissioners' 1st floor conference room. The Pledge of Allegiance was recited. Minutes from the January 24, 2023 were read with Michael Pepple making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Michael Pepple made the motion to approve the two Warrant Journals, Timothy Bechtol seconded. Motion passed 3-0. The payroll for JFS and the Commissioner's Office staff was approved.

The Clerk presented the following resolutions for consideration:

Resolution #58-23 – Repayment of advance from HUD Fund 2062 to the General Fund. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #59-23 – Decreasing the Felony Care and Custody Fund #2121 by \$12,180.00. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #60-23 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to Severance (Sheriff) #2136. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #61-23 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to the Job and Family Services Capital Project Fund #4072. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #62-23 – Transfer of funds within the appropriation – Sanitary Landfill Fund #5042. Michael Pepple made the motion to approve, Bill Bateson seconded. Motion passed 3-0.

Cindy Land presented the following resolutions for consideration:

Resolution #63-23 – Resolution authorizing the Hancock County Commissioners to purchase a postage/ mailing machine from IMS of Dayton. Cindy stated that based upon a conversation with the Mailroom employee, a new postage machine is needed. The price for the new machine is \$31,445.00. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Cindy Land stated that she did not include the resolution for engineering services for the tower at the CR 140 location due to capital projects amount on the agenda. Adam Witteman stated that a fund needs to be established. Cindy stated that she has not received a request to set one up. Auditor Rauschenberg stated that the end of the year was a busy time and it fell through the

cracks. Cindy stated that the contract for the design can't happen until we have a fund. Charity inquired if this is at the RFQ point and Cindy stated that has already been done. We are at a contract point. Bill stated that this is for the new tower only and would like to get the engineer hired ASAP. This will not include any fiber etc., and a stone road will be put down to access the tower. Cindy doesn't expect the cost of this contract will not exceed \$35,000.00. The length of the engineering will be 6 months, with approval to come from the FAA. Tim inquired if Charity wants to include this in the cost of construction and Auditor Rauschenberg stated that she will want to for fixed asset cost. Cindy stated that an advertisement for bids next week will start for the demolition of the tower at the Sheriff's location. She also stated that in her conversations with Phil Johnson, the issue with the parking in that area is pretty much wrapped up. She has no idea what the final cost would be to demolish that tower. Cindy stated that we will need to know where funds for that will be coming from. She inquired if those could come from the same project. Auditor Rauschenberg stated that is correct. Tim reminded everyone that the tower is in the current location of a corner section of the proposed Probate and Juvenile building. Auditor Rauschenberg inquired when the current tower would be demolished. Tim stated that it is ready to go as there is nothing left on the tower, so hopefully in a couple of weeks. In addition, Cindy stated that Mark Price has been working with Spectrum and all of those items have been removed. In regards to the time it will take the State to acknowledge the new fund, there was no timetable. Tim inquired if we could classify the demolition of the old tower as site prep for the new building? Cindy said that is possible. Cindy stated that this could be attached to the new tower or the new building. Tim and Mike acknowledged that since we have money in the new building project fund to use that. Cindy and Auditor Rauschenberg acknowledged. The issue remains is the new tower engineering. A discussion continued as to what we would use the new fund for; the radio tower and/or site development. Cindy stated that there are 3 projects they are working on, the radio tower, Litter Landing and the CASC. Those will be different projects within their own fund. Auditor Rauschenberg suggested to keep the Litter Landing separate. Adam inquired if the new tower is just for the Sheriff. Cindy stated that several others will use it. For example, the Engineer's Office, safety and other general communication sources. Auditor Rauschenberg brought up the possibility of using ARPA funds, in regards to safety. Mike stated that we are waiting on the final report from the engineer on the HVAC system. Auditor Rauschenberg stated that time is important to remember for using ARPA funds and not knowing when and if the HVAC project will go, we could use those funds. We could move those funds for the new tower engineering into the General Fund. The Commissioners would fill out the ARPA application forms for the tower. Adam discussed the ARPA category that the tower will qualify under. We are running low on the \$4 million section with about \$900,000 left. Cindy stated that we could still use it under the \$10 million with a category. Bill inquired if we use ARPA funds for the tower, will a fund still need to be established. Adam said yes, as we will have site development. Cindy suggested that her and Auditor Rauschenberg talk in the afternoon to discuss options.

Auditor Rauschenberg requested an executive session in regards to pending litigation.

Steve Wilson stated that he is speaking on behalf of Phil Johnson regarding some topics. The underground storage tanks at the former Kuhlman Body Shop is still not resolved. TTL is working on it's 3rd reviewer and should be done shortly. Phil is still working with the City of Findlay and the Findlay City School.

Meetings and Reports

Mike Pepple stated that he attended the Community Leaders Opioid meeting at the hospital this morning.

Timothy Bechtol stated that he attended the Chamber of Commerce Advisory meeting. He also has been working on the JFS water recovery bid specs. The structural engineer will be at the JFS building on January 27, 2023.

Bill Bateson stated that he also attended the Community Leaders Opioid meeting. It's important to state that marijuana is a gateway drug and becoming more common.

Auditor Rauschenberg will stay for the JFS update meeting and then proceed with her executive session.

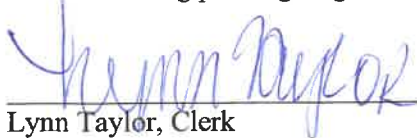
At 10:30 a.m., the Commissioners met with Randy Galbraith. Cindy Land, Lynn Taylor, Adam Witteman and Auditor Rauschenberg were also in attendance. Randy stated that the number of kids in care are still up, but he is hopeful that the number will go back down soon. Randy stated that the upcoming changes to pre-pandemic levels for Medicaid and SNAP recipients will be enacted in March and April of 2023. The Medicaid changes are to start at the first of April. Medicaid pre-pandemic levels amounted to about \$12,500 in benefits. Since the pandemic, benefits were increased to an estimated \$16,000.00. SNAP recipients will see a change around the middle of February and by March 1st. Randy explained that Hancock County recipients have received about \$1.6 million dollars in SNAP benefits. That will be reduced to about \$800,000.00. The ripple effects of this may show in retail stores, via revenue and labor. The calls will be not very pleasant, however, there is nothing that he can do about it. Randy also discussed 16-year-old foster care individuals who want to get a driver's license. Cuyahoga County is the only county in Ohio that allows this practice. Randy feels that this issue is above his level as this has several layers; exposure, financial liability, and policy. He will be speaking to other directors to get additional information. Foster parents would have to be willing to sign when a minor gets their license. Bill concurred that this is a huge financial liability. Cindy also stated that maybe the State needs to get involved with this privilege. Randy is also in the process of going through the JFS handbook to correspond to the County handbook. An issue that Randy discovered was in the situation of a leave of absence, the JFS handbook stated that the personnel action form needs to be approved by the Commissioners. The Board agreed that that is not necessary. Randy agreed to keep the Board updated as to the status of a situation arises of a leave beyond 2 weeks. Randy also is working on the lack of child care offerings in the City and County. A lot of data has been gathered and local employers such as Hearthside in McComb and the hospital are starting to experience employment retainage issues due to no child care centers. Randy is changing the reporting position of the HR staff member at his office. He also discussed the Student Fellowship program with Wood County. The agreement is that Wood County will be responsible for the wages and Hancock County will be responsible for the gas to training. With the success of the program, Randy would like to hire an additional 2 student workers. This program allows for a paid position for 12 months and then at the end of the year, he would have an experienced case worker who would be ready to enter the field. The Board was excited to hear the success and agreed that they could hire 2 more workers.

Randy requested an executive session in regards to employee discipline.

At 11:10 a.m., Bill Bateson made the motion to enter into executive session in regards to employee discipline. Timothy Bechtol seconded. A roll call vote resulted as follows: Bill Bateson, yes; Timothy Bechtol, yes; Mike Pepple, yes. At 11:30 a.m., Bill Bateson made the motion to exit executive session after discussing employee discipline. Timothy Bechtol seconded. Motion passed 3-0.

At 11:30 a.m., Bill Bateson made the motion to enter into executive session in regards to pending litigation. Timothy Bechtol seconded. A roll call vote resulted as follows: Bill Bateson, yes; Timothy

Bechtol, yes; Mike Pepple, yes. At 11:53 a.m., Bill Bateson made the motion to exit executive session after discussing pending litigation. Timothy Bechtol seconded. Motion passed 3-0.



Lynn Taylor, Clerk

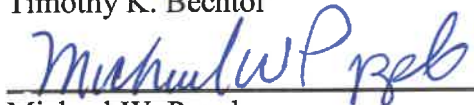
Reviewed and approved by:



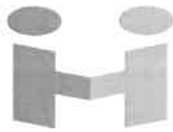
William L. Bateson



Timothy K. Bechtol



Michael W. Pepple



Randall L. Galbraith, Esq., Director

Commissioner’s Report – January 26th, 2023

1) CPSU Financials

| | |
|---|-----------------------|
| Balance Brought Forward (end of December 2021 placements) | (530,528.80) |
| 2022 YTD Foster Care Placement | 1,864,796.39 |
| YTD Shared Placement Costs | 124,067.40 |
| ADAMHS and Juvenile Court Share | (82,711.63) |
| SCPA and Title XX used for shared | (41,355.77) |
| YTD Adoption (county share) | 78,443.00 |
| IV-E Reimbursement for Placements | (637,378.49) |
| Title XX Reimbursements for Placements | (163,903.18) |
| SS & Child Support | (77,144.20) |
| MSY Reimbursement (May) | (117,342.00) |
| MSY Reimbursement | - |
| SCPA SFY22 used for foster care services | - |
| Levy funds received | (1,711,433.65) |
| 30-Days to Family Salary, Benefits, & Shared Costs | 77,285.27 |
| Balance | (1,217,205.66) |

- 2) CPSU Children in Care
- 3) SNAP/Medicaid Update
- 4) Policy Discussion – Leave of Absence
- 5) Child Care Update
- 6) Position Description and Table of Organization Updates
 - Student Fellowship Position
 - Human Resource Position
- 7) Executive Session – Employee Discipline

Providing Help Today and Building Hope for Tomorrow

PLACEMENTS SUMMARY STATEMENT *

Hancock County Job & Family Services

Providing Help Today and Building Hope for Tomorrow

7814 County Road 99
Findlay, OH 45840

DATE: 1/19/2023

To:

Honorable Board of Hancock County Commissioners
300 S. Main Street
Findlay, OH 45840

| MONTHLY TOTALS ** | Foster Placement | Shared Placements | Adoption | IV-E | Other reimb | Total County Owed |
|-------------------|---------------------|-------------------|------------------|---------------------|---------------------|---------------------|
| January | 167,250.63 | 1,550.00 | 6,446.47 | (49,690.90) | (19,725.01) | 105,831.19 |
| February | 127,656.88 | 1,400.00 | 6,431.62 | (46,677.31) | (18,707.11) | 70,104.08 |
| March | 137,862.96 | 5,487.24 | 6,431.62 | (49,068.36) | (24,483.80) | 76,229.66 |
| April | 137,703.40 | 7,794.10 | 6,431.62 | (48,486.07) | (26,877.12) | 76,565.93 |
| May | 140,811.85 | 8,053.91 | 6,621.69 | (50,921.53) | (28,925.10) | 75,640.82 |
| June | 157,643.18 | 6,994.10 | 6,413.79 | (53,011.40) | (26,281.08) | 91,758.59 |
| July | 179,181.88 | 6,503.89 | 6,516.25 | (65,243.55) | (28,124.83) | 98,833.64 |
| August | 202,936.62 | 3,105.87 | 6,516.25 | (76,974.97) | (27,455.39) | 108,128.38 |
| September | 217,647.50 | 466.66 | 6,635.05 | (73,808.98) | (22,799.12) | 128,141.11 |
| October | 226,166.01 | - | 6,750.79 | (69,334.26) | (29,598.15) | 133,984.39 |
| November | 169,935.48 | - | 6,793.09 | (54,161.16) | (29,404.36) | 93,163.05 |
| December | - | - | 6,454.76 | - | (22.08) | 6,432.68 |
| TOTAL | 1,864,796.39 | 41,355.77 | 78,443.00 | (637,378.49) | (282,403.15) | 1,064,813.52 |

| | |
|----------------------|-----------------------|
| Bal brought fwd | (530,528.80) |
| County Paid | |
| MSY | (117,342.00) |
| MSY | - |
| SCPA Applied | |
| Levy funds February | - |
| Levy funds February | - |
| Levy funds March | (979,616.11) |
| Levy funds April | - |
| Levy funds August | (731,010.71) |
| Levy funds September | (806.83) |
| January | 6,147.04 |
| February | 6,181.20 |
| March | 6,181.20 |
| April | 8,492.04 |
| May | 6,204.51 |
| June | 6,180.56 |
| July | 6,180.56 |
| August | 6,180.56 |
| September | 8,488.20 |
| October | 10,868.84 |
| November | 6,180.56 |
| December | - |
| TOTAL REC'D | (1,751,490.38) |
| Balance | (1,217,205.66) |

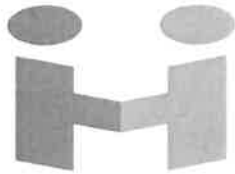
30 Days to Family personnel exp

NET BALANCE DUE (1,217,205.66)

* Detailed placement log report available upon request.

** Includes invoices and reimbursements known as of date of report.

All expenses and receipts will be recorded in month accrued/obligated, even if received at a later date.



Hancock County Job & Family Services

Children's Protective Services Unit

December 2022

Date of Report: January 9, 2023

| Total Number of reports Received: | |
|--|--|
| September 2022 | 154 |
| October 2022 | 116 |
| November 2022 | 142 |
| December 2022 | 110 |
| Screened In/Out | |
| September 2022 | IN= 36, OUT=118 |
| October 2022 | IN=29, OUT= 87 |
| November 2022 | IN=39, OUT= 103 |
| December 2022 | IN= 37, OUT= 73 |
| Breakdown of case Type Screened In: | |
| | TR/AR/FINS** (see below) |
| September 2022 | TR=20, AR=11, FINS- 4, Dependency=1 |
| October 2022 | TR= 14, AR=12, FINS= 3 |
| November 2022 | TR= 19, AR= 16, FINS= 4 |
| December 2022 | TR= 16, AR= 17, FINS= 3, Dependency= 1 |
| Total Number of Kids in Care at months end | |
| September 2022 | 100 |
| October 2022 | 106 |
| November 2022 | 103 |
| December 2022 | 101 |
| Breakdown of <u>Current</u> Placements (103) | |
| Family Foster Homes | 53 |
| Kinship Placement | 32 |
| Group Home | 5 |
| Residential | 7 |
| Detention | 1 |
| AWOL* | 3 |
| Total number of Children Entering Care/Exiting Care | |
| September2022 | Enter=9, Exit= 1 |
| October 2022 | Enter=7, Exit= 1 |
| November 2022 | Enter= 3, Exit= 6 |

| | |
|--|-------------------|
| December 2022 | Enter= 1, Exit= 3 |
| Total number of Children Receiving In-Home Services | |
| September 2022 | 62 |
| October 2022 | 78 |
| November 2022 | 79 |
| December 2022 | 72 |

TR- Traditional Response
AR- Alternative Response
FINS- Family in Need of Services
AWOL- Absent without leave