

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420

MEETING 2019

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 2/14/19

Time: 8:00AM – 1:22 PM

Present: Commissioners: Scott Miller, President; Russ Zimmerman, V-President; Kay E Reiter

Present: Theresa Garcia; County Administrator

Others Present: Jody Hatfield, Bill Windnagel, Melanie Allen, Jeff Jackson, Tim Braun

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 2/12/19 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller, Russ Zimmerman, Kay E Reiter		*Motion: Move to Approve minutes Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
Commissioners and Administrators Discussion	A tour at Capitol Aluminum was set up for the Commissioners to see the progress of the new windows for the building. Beth Hannam from SCEDC is going to join the tour.			
	First interviews will be held for the SCJFS Director on Friday, 2.14.19. Administrator Garcia and Jaime Wolfe, HR Specialist will do the first interviews. Second interviews will be scheduled for next week. Commissioner Reiter suggested that we invite John Trott, Director w/ WIA Area 7 and Kathy Oliver, Director w/ Seneca County JFS, to participate the second interviews. They would assist in questions focused on the functions of JFS as they are in the field. All agreed this would be helpful. Administrator Garcia will arrange for these interviews.			

	<p>Ron Hiser, Facility Management, came in last week to talk with the Administrator about a piece of property owned by the Commissioners. There is a small parking lot off of Clover Street that, in the past, was used to park county cars. This is no longer being used for that purpose. The business and the apartments on Napoleon are using this area as their parking lot. Ron has not been able to find an agreement that was signed by the County or these businesses for this use. The County is paving, marking and plowing this area and not using it. One of Ron's staff was yelled at by an individual parking there because it hadn't been cleared or salted. The thought was we should sell that parcel to eliminate the County liability and responsibility for caring for the parcel. Administrator Garcia will discuss this with the Prosecutors office on how to proceed.</p>			
* Then /Now Documents	<p>One certificate was presented by the Commissioners office. 2018 PO was completed and a PO for 2019 was not established yet. One invoice makes up this certificate. United Parcel Service - \$4.79</p> <p>One certificate was presented by TASC. No PO was prepared prior to Jan billing. One invoice makes up this certificate. Sandusky County Court #1- 80.00</p>		<p>\$4.79</p> <p>\$80.00</p>	<p>* Motion: Move to Approve certificates Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3</p>
* Personnel	None at this time			
* Travel Requests	None at this time			
Community Work Program (8:30am)	<p>Jody Hatfield – Community Work Program (CWP). Jody came in to meet with the Commissioners for his monthly meeting. Bill Windnagel came in with Jody. He has been training with Jody to be his replacement. Jody presented his work order report for January. He has been very busy this month. Not a lot of the work has been billable. They have spent most of the month working with Facility Management on the updates at the Communication Center. They dry walled and painted at both ends of the building. The total project is almost done. The next project they have been working on is the Board of Elections. They have wallpaper that is pulling apart at the seams. This may have to be contracted. They are going to see what they can do in the bathroom and then decide. They have been switching the admin documents from Jody to Bill. Jody talked about the crew</p>	Jody Hatfield - Director		

	size he takes out and how he selects a crew. CWP will need a new van soon and some equipment when the new grant comes out. He will finish the week reviewing projects with Bill. The Commissioners thanked Jody for the great job he has done.			
Job and Family Services (9:00am)	<p>Melanie Allen- Jobs & Family Services. Melanie came in for her monthly meeting with the Commissioners. See Attachment A for agenda items. Placement report was presented for review. Melanie made a note that in 2019 there will be several children that will be leaving the agency by adoption, aging out of the system or reunification with their family. This will reduce placement costs. Melanie presented a new format for the placement costs reports to the Commissioners. It was much easier to read and all agreed it was a good change. There will be an opportunity to restructure some of the divisions coming up. She has an Administrator and a Supervisor who will be retiring in the next few months. She has put together a plan already that can be used. There was an incident at the facility last week where an employee was threatened by a client. They called security and filed charges. They went to court and the Prosecutor for the case made the statement that this is part of your job to the case worker. This is unacceptable. Administrator Garcia is going to look in to this. Unit reports for 2018 were presented for review. Melanie talked about the installation of the new time and attendance system, Executime. Melanie and Taylor, HR, are testing it right now and seeing how it will work in their areas. They may move it out one division at a time. Commissioner Miller asked if she was having any issues since being appointed interim Director. Melanie said things are good and no problems. The Commissioners wanted Melanie to make sure her staff knows they appreciate the work they do for the agency. Commissioner Zimmerman shared some of the information presented at his new member training regarding JFS.</p>	Melanie Allen-Interim Director		
* Resolutions (10:00am)	2019 – 75 APPROVING LEASE AGREEMENT BETWEEN SANDUSKY COUNTY BOARD OF COMMISSIONERS AND SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES FOR THE PEAK FACILITY BUILDING			* Motion: Move to Approve Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3

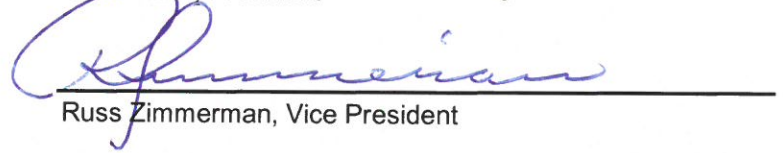
	2019 - 76 APPROVING SUPPLEMENTAL APPROPRIATIONS TO WOLF CREEK DITCH CONTRACT SERVICES (\$2,000.00) FOR STUDIES NEEDED AND ADVERTISEMENT (\$500.00) FOR HEARING NOTICES		\$2,000.00 \$500.00	* Motion: Move to Approve Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 77 APPROVING APPROPRIATION TRANSFER FROM COUNTYWIDE SUPPLIES TO REFUNDS AND REIMBURSEMENTS (\$320.00) FOR REIMBURSEMENT TO VISITORS BUREAU FOR ITEMS SOLD ON GOVDEALS AND PURCHASE (\$100.00)		\$320.00 \$100.00	* Motion: Move to Approve Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
EMS (10:30am)	Jeff Jackson – EMS. Jeff came in to discuss personnel matters involving contract negotiations. At 10:35am Commissioner Reiter made a motion to enter executive session to discuss personnel matters involving contract negotiations.	Jeff Jackson – Director Tim Braun – Prosecutor		* Motion: Move to enter executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	At 11:35am Commissioners exited executive session. A motion to exit was made by Commissioner Reiter. Discussion of personnel matters involving possible contract agreements were discussed during that session.			* Motion: Move to exit executive session Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
Prosecutor (11:35am)	Tim Braun – Prosecutor. Tim came in for his monthly meeting with the Commissioners. The plea deal on the Meyer case is complete. He feels this was good for the families involved and for the County. There were statements that were given by the family that made this a good closure. The Commissioners thanked the Prosecutor and his staff, the Sheriff and his team along with BCI for their good team work to bring this case to closure. Tim asked to discuss pending litigation: At 12:00pm Commissioner Zimmerman moved to enter executive session to discuss pending litigation. At 12:15pm the Commissioners exited executive session. Commissioner Zimmerman moved to exit executive session after discussing pending litigation.	Tim Braun - Prosecutor		* Motion: Move to enter executive session Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes – 3 * Motion: Move to exit executive session Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes – 3

Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – Tim Braun, Prosecutor			
* Adjournment (1:22pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to Approve Moved by 2nd: Scott Miller Yes - 3

Signature of:



 Scott Miller, President

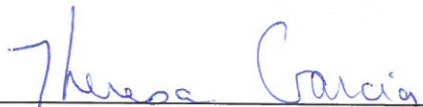


 Russ Zimmerman, Vice President



 Kay E Reiter

Board of County Commissioners, Sandusky County Ohio

Attest: 

 Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners, Sandusky County, Ohio, do hereby certify that the foregoing is a true and correct copy from the official record of said Board of County Commissioners as recorded in its Journal.

 Clerk, Board of County Commissioners, Sandusky County, Ohio

Commissioners' Meeting Agenda

2/14/19

I. Placement Costs, handout – is there a better format?

- a. Jan:
 - i. 2018 had 47-50 children in custody each month. Ended with Dec with 39. Current count is 37.
 - ii. If maintain 22% safe reduction in # = approx \$370,000 reduction in annual cost.
 - iii. 14 local homes – 10 open applications going through the process.
- b. 30 days to family- Ohio: update on status
- c. Placement discussions continue to occur w CS, becoming more creative and identifying better team generated options for children and families.

II. Building issues

- a. OSS solid waste district grants? Discussed ideas with Ron 2/8, will get some information to him and decide if it's something he feels worth pursuing. Grant meeting in May, application due in June.
- b. Security – working on photo id badges, and visitor badges for those who enter the building, Alice training 3/21- will close the offices at 3, will notify the public, possibly grants for cameras.

III.

Staffing

- a. Children Services and CSEA Administrator retires in Oct. CSEA supervisor retiring in August. Lots of reorganization will be occurring.
- b. Understaffing issues / Children Services / Public Assistance

IV.

Misc.

- a. Working on agency morale-worker threatened, public image and increasing communication among divisions, with the public and within the county
- b. Working with divisions to create goals
- c. Annual stats for WFD, Child Support and Children Services are done- have copy for Commissioner's office
- d. Gov't Shut down – effect on SNAP, food drive
- e. Cloud-based programs being used in PA, CSEA and CS – in varying stages of implementation. Lots of technology changes for us right now, can be big source of stress.
- f. March is social work month, we will be recognizing their work all month long.
- g. Working on Executime payroll and attendance system, trying to make it fit our work day.

Sandusky County Foster Care Costs for 2017	
Total cost of placements	\$ 1,682,309.06
-Federal/State Reimbursement Received	-\$ 468,166.46
County Responsibility	\$ 1,214,142.60

Sandusky County Foster Care Costs for 2018	
Total cost of placements	\$ 1,796,025.10
-Federal/State Reimbursement Received	-\$ 566,688.12
-Local Assistance	-\$ 200,000.00
County Responsibility	\$ 1,029,336.98

Potential Co. Savings 2019

JB – Feb. moving to a DD facility, covered by a waiver, SS, and Medicaid	\$19,000
CC – Feb. moving to a relative	\$8,000
RD- Aug. turns 21, leaves custody. 2017 \$76,000 2018 \$57,000	\$10,000
DG – Feb. moving to relative	\$2,700
TH- Apr. Adoption	\$8,800
EH – Feb. terminated, to relative	\$14,000
NH – Jan. moving to relative	\$4,800
BJ, JJ – Feb. Adoption	\$5,000
HK, JK, MK – Feb. moving to relative	\$25,500
NL, RL – March out of state Adoption	\$30,000
CL, EL – May Adoption	\$14,000
JP – turning 18 in March – he is unsure if he is leaving care	\$30,000
BS – Aug. Adoption	\$9,200
ES – Aug. emancipation	\$12,000
BV – Apr. Adoption	\$10,000
Additional Estimated Potential Reduction:	\$203,000

