

Lorain County Children Services

Board Meeting

Wednesday, June 12, 2024 @ 5:00 p.m.

(Rescheduled from June 19, 2024, due to the Holiday)

I. Call to Order

Board Chair Jim Miller called the meeting to order at 5:04 p.m. at the Lorain County Administration Building, 226 Middle Ave., 4th Floor, Room A, Elyria, Ohio 44035.

A. Roll Call

Present: Lee Armbruster, Roberto Davila, Christina Doran, Kenneth Glynn, Dan Gross, Martin Heberling, Andrew Lipian, Jim Miller, Tamara Newton, Thomas Patrick, Kim Withrow

Excused: Rania Assily, Mallory Santiago

Also Present: Kristen Fox-Berki, Executive Director

B. Review Agenda

Board Chair Jim Miller asked if there were any additions or changes to the Board Meeting Agenda submitted for the June 12, 2024, Board meeting. No additions or changes made.

The Board welcomed new Board member Thomas Patrick to the Board. Arrangements will be made to schedule a swearing in ceremony with Judge Walther for an upcoming Board meeting.

C. Review and Approve Minutes

Board Chair Jim Miller asked if there were any additions or changes to the Board Meeting Minutes submitted for the May 15, 2024, Board meeting.

MOTION: It was moved by Martin Heberling, seconded by Roberto Davila to approve the May 15, 2024, Board Meeting Minutes. Motion carried.

Roll Call Vote

Ayes:	Lee Armbruster, Roberto Davila, Christina Doran, Kenneth Glynn, Dan Gross, Martin Heberling, Andrew Lipian, Jim Miller, Tamara Newton, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

II. Public Comment

Board Chair Jim Miller asked if there were any members of the public present, requesting to address the Board. Public comment was provided by former employee, Amber Gaikwad.

III. Old Business

A. Tabled Items

None.

B. Unresolved Action Items

None.

IV. Executive Director's Report

A. Policy 4.6 New Hires/Leaves

New Hires for the month of May:

1. Carol Levanoff, DS Caseworker 5/6/24
2. Zaylon Green, DS Caseworker 5/20/24

Leaves for the month of May:

1. Halle Tansing, DS Supervisor 5/15/24
2. Sarah Schmittle, DS Caseworker 5/17/24
3. Kegan Bartlome, DS Caseworker 5/17/24
4. Jacquilyn Daniels, Fiscal Account Clerk, 5/31/24

B. Visitation Center

The Lorain County Prosecutor's office reached an agreement with Fabo Architecture regarding the Terms and Conditions. The architect and engineer met at the Visitation Center on May 30, 2024, to gather the mechanical, electrical, and plumbing information needed to move forward on the project. We will receive a report with next steps.

Board member Martin Heberling requested Kristen Fox-Berki schedule another opportunity for the Board members to tour the building. Kristen Fox-Berki will email the Board members to schedule.

Regarding the Public Comment, Board member Andrew Lipian raised the question of the agency's practices to ensure that staff are being heard. Kristen Fox-Berki shared the agency conducts stay surveys, exit interviews, and a suggestion box is available to staff to share their suggestions, concerns, and ideas. Those suggestions are received by the CQI Manager, who shares them with the Manager's group and then responds back to the person making the suggestion. The Board requested Kristen Fox-Berki to provide the comments from the suggestion box that may be relevant to them. Because today's Public Comment was related to a personnel matter, the Board will discuss further in Executive Session.

C. LCCS Board Subcommittee Re: Foster Care Recruitment

Board Subcommittee Chair Christina Doran met initially with Kristen Fox-Berki and a few agency staff members to discuss what the Board can do to help support foster parent recruitment efforts. On May 22, 2024, they met with the Director and Deputy Director of the Lorain County Veterans Services Commission (LCVSC) at their facility on Abbe Road to learn more about the services they offer and how we can collaborate with them to recruit foster parents. The LCVSC can provide services to veterans in our community and funding assistance to veteran caregivers, as well as children with parents that are veterans. We will plan to hold a joint event at Lorain

County Community College for veterans to learn about the service commission and share information on how to become a foster parent. Christina Doran mentioned she also has a connection to someone with a podcast that could help with recruitment. Board Chair Jim Miller offered our staff to come speak with the Elyria Rotary.

Independent Living Graduates

Ten (10) of our Independent Living youth graduated this year. Some had a credit deficit and had to do a lot of work to graduate, but succeeded. About half of the youth that graduated have plans to attend LCCC or a 4-year college. Kristen Fox-Berki congratulated the graduates, as well as the staff that worked alongside with them. Once youth reach age 18, there is an Emancipated Youth (EY) program available, and a caseworker will continue to work with them until they reach twenty-one (21) years of age.

Policy 8.1 Annual Report, Revised

The 2023 Annual Report that was provided to the Board at the May Board meeting was edited to correct an error and modernize the style of the report. An updated report was provided to the Board members. The 2023 Annual Report will be available on the agency's website.

V. Fiscal Reports

A. Policy 6.7 Fiscal Audit

Kristen Fox-Berki provided the Board with the results of the Lorain County Single Audit for January 1, 2022, through December 31, 2022. The Ohio Department of Job and Family Services (ODJFS) has accepted the Lorain County single audit report, conducted by Auditor of the State of Ohio, received by the Office of Fiscal and Monitoring Services Audit Resolution Section on March 28, 2024. Based on the review of the audit, there were no questioned costs or costs recommended for disallowance. The audit reported no administrative findings, no uncorrected previous year findings and no significant management letter recommendations related to programs passed through the Ohio Department of Job and Family Services. Kristen Fox-Berki and the Board congratulated Jessica Basinski and the fiscal department for a job well done.

VI. New Business

A. New Items for Discussion and Approval

1. Levy Discussion

The current levy expires on December 31, 2025. The Board is considering placing the levy on the ballot a year early, in conjunction with the presidential election in November 2024, as there is a larger voter turnout. There will not be any changes to the funds received in our current levy; we are asking for a 1.8 mill renewal levy. There is a time constraint, and the Board would need to vote tonight to meet the deadline requirements. Steps are 1) the Board will vote to approve the Resolution asking the Commissioners to request the Auditor's office to certify the millage. 2) once we receive the total current tax valuation of the County and the dollar amount of revenue that would be generated by a 5-year 1.8 mill renewal levy for years 2026 through 2030, the Board would have to approve it, then 3) send the Board approval to the Commissioners asking

them to approve the levy to go on the ballot. Since the next regularly scheduled LCCS Board meeting is after the deadline to send the second request to the Commissioners, Board Chair Jim Miller is asking the Board to approve a motion authorizing him to review and approve the total current tax valuation of the County and the dollar amount of revenue that would be generated by a 5-year 1.8 mill renewal levy for years 2026 through 2030 received from the Auditor, on the Board’s behalf.

Resolution 06-2024-01

Board Chair Jim Miller reviewed Resolution 06-2024-01 with the Board, stating “The Board hereby requests the Lorain County Board of Commissioners to request the Lorain County Auditor to certify to the Lorain County Board of Commissioners the total current tax valuation of the County and the dollar amount of revenue that would be generated by a 5-year 1.8 mill renewal levy for years 2026 through 2030, for the purposes of funding essential services to Lorain County’s abused and neglected children.”

MOTION: It was moved by Andrew Lipian, seconded by Kim Withrow to approve Resolution 06-2024-01. Motion carried.

Roll Call Vote

Ayes:	Lee Armbruster, Roberto Davila, Christina Doran, Kenneth Glynn, Dan Gross, Martin Heberling, Andrew Lipian, Jim Miller, Tamara Newton, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

MOTION: It was moved by Kenneth Glynn, seconded by Dan Gross to authorize Board Chair Jim Miller and Board Vice Chair Andrew Lipian to approve the total current tax valuation of the County and the dollar amount of revenue that would be generated by a 5-year 1.8 mill renewal levy for years 2026 through 2030 on the Board’s behalf once it is received from the Lorain County Auditor. Motion carried.

Roll Call Vote

Ayes:	Lee Armbruster, Roberto Davila, Christina Doran, Kenneth Glynn, Dan Gross, Martin Heberling, Andrew Lipian, Jim Miller, Tamara Newton, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

2. Policy 5.12 Executive Director Performance

Board Chair Jim Miller requested volunteers from the Board to form a Board Executive Director Performance Subcommittee to review the Executive Director’s performance. Subcommittee members will include Lee Armbruster, Martin Heberling and Tamara Newton. Jim Miller will send the guidelines and metrics needed to conduct the review to the subcommittee members. Board Policy 5.12 states that the review “will be conducted annually no later than 90

days prior to the anniversary date of hire of the Executive Director and may be the basis for merit which is at the discretion of the Board.” Kristen Fox-Berki’s hire date is in November, so the evaluation must be completed by the August Board meeting.

VII. Executive Session *(to discuss litigation, personnel matters and other matters required to be kept confidential by law)*

MOTION: It was moved by Martin Heberling, seconded by Dan Gross to enter Executive Session to discuss personnel matters. Motion carried.

Roll Call Vote

Ayes:	Lee Armbruster, Roberto Davila, Christina Doran, Kenneth Glynn, Dan Gross, Martin Heberling, Andrew Lipian, Jim Miller, Tamara Newton, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

VIII. Announcements

None.

IX. Adjourn

MOTION: It was moved by Roberto Davila, seconded by Kenneth Glynn to adjourn the Board meeting at 6:09 p.m. Motion carried.

Roll Call Vote

Ayes:	Lee Armbruster, Roberto Davila, Christina Doran, Kenneth Glynn, Dan Gross, Martin Heberling, Andrew Lipian, Jim Miller, Tamara Newton, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

The next Board meeting is scheduled for Wednesday, July 17, 2024, at 5:00 p.m. at the Lorain County Administration Building, 226 Middle Ave., 4th Floor, Room A, Elyria, Ohio 44035.

Minutes Prepared by:
Kimberly Kassam, Administrative Supervisor

Approved by:
Christina Doran, Board Secretary