

# Lorain County Children Services

## Board Meeting

Wednesday, June 21, 2023 @ 5:00 p.m.

### **I. Call to Order**

Board Chair Jim Miller called the meeting to order at 5:02 p.m. at the Lorain County Administration Building, 226 Middle Ave., 4<sup>th</sup> Floor, Room A, Elyria, Ohio 44035.

#### **A. Roll Call**

**Present:** Lee Armbruster, Rania Assily, Roberto Davila, Christina Doran, Dan Gross, Martin Heberling, Tawana Jackson, Andrew Lipian, Jim Miller, Mallory Santiago, Joshua Varney

**Excused:** Kenneth Glynn, Tamara Newton

**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 21, 2023, Board meeting. LCCFFC Contract Approval will be added to Agenda Item VI.A, New Business. The agenda is approved as amended.

#### **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 17, 2023, Board meeting. Hearing none, the minutes are approved as distributed.

### **II. Public Comment**

Board Chair Jim Miller noted that there was no one from the public present and wishing to address the Board.

### **III. Old Business**

#### **A. Tabled Items**

##### **1. Policy 5.6 Executive Director Contract**

A copy of the revised LCCS Executive Director Employment Contract was provided to the Board, reflecting the changes to Kristen Fox-Berki's current salary and vacation accrual. Further discussion will be held in Executive Session.

#### **B. Unresolved Action Items**

##### **1. Visitation Center**

The former Lorain County Visitors Center located at 8025 Leavitt Road, Amherst, Ohio 44001 was identified as a possible location for the visitation center. Several Board members and staff members were able to tour the building. Dan Gross provided the Board with the floor plan; the highlighted walls are structural and cannot be removed. Dan Gross was advised on the cost of renting the building, which is between 5,200 – 5,300 square feet. The exact

figure is not yet available, but the approximate cost to rent the building would be \$9,000 - \$10,000 per month: approximately \$24/square foot. The Board reviewed the average square footage costs for Lorain County. The Board could also consider purchasing the property and paying off the loan. The Board agrees to continue to search for available properties. The former Lorain City Health Department building is for sale. Dan Gross will continue to research available properties.

#### **IV. Executive Director's Report**

##### **A. Short-Term Trauma Caseworker Presentation- *Constance Chrosniak & Andrea Hall-Miller***

In the fall of 2022, the Board approved a new position for a Short-Term Trauma Caseworker to help process the trauma of the children in our custody, their biological families and new placements. Minimizing the number of placements is a priority. To prevent multiple moves, the Short-Term Trauma Caseworker helps the foster families to learn about the trauma of the child and trouble-shoot behaviors. The Short-Term Trauma Caseworker begins services 7 days after placement at the mandated 7-day visit and provides the caregiver(s) with information and training on trauma, provides two follow-up visits, and then again with the 90-day check-in. It is too soon to provide data but overall, we are seeing improvements since the position was implemented.

##### **B. Policy 4.6 New Hires/Leaves**

New Hires for the month of May:

1. Sarah Schmittle, DS Caseworker 5/22/23
2. Kenni Tolliver, DS Caseworker 5/22/23
3. Karen Brank-Bennett, DS Caseworker 5/22/23

Leaves for the month of May:

1. Kelley Gregory, Fiscal Account Clerk 5/3/23
2. Andrea Franklin, DS Caseworker 5/5/23
3. Angelica Castro, Case Aide 5/12/23

##### **Council on Accreditation (COA)**

The COA site visit was held the week of June 5, 2023. There were three (3) reviewers on-site to review agency practices and standards, and they provided positive feedback during the exit conference. A written report will be provided in about 30 days. Kristen Fox-Berki will share the report with the Board.

##### **Hero for a Day**

The first annual Hero for a Day event was held on Saturday, June 10, 2023. Members of the community provided a lot of support and local police and fire department provided emergency vehicles. The Princess Ball will be held in the Fall of 2023.

The Board welcomed new Board members Rania Assily and Joshua Varney.

#### **V. Fiscal Reports**

None.

**VI. New Business**

**A. New Items for Discussion and Approval**

LCCFFC Contract Approval

**MOTION:** A motion was made by Lee Armbruster, seconded by Dan Gross to approve the LCCFFC contract with the Childcare Resource Center for parent mentoring services. Motion carried.

**Roll Call Vote**

Ayes:	Lee Armbruster, Rania Assily, Roberto Davila, Christina Doran, Dan Gross, Martin Heberling, Tawana Jackson, Andrew Lipian, Jim Miller, Mallory Santiago, Joshua Varney
Nays:	None- 0
Abstentions:	None- 0

**MOTION:** A motion was made by Martin Heberling, seconded by Mallory Santiago to approve the LCCFFC contract with Neighborhood Alliance for early intervention and help me grow services. Motion carried.

**Roll Call Vote**

Ayes:	Lee Armbruster, Rania Assily, Roberto Davila, Christina Doran, Dan Gross, Martin Heberling, Tawana Jackson, Andrew Lipian, Jim Miller, Mallory Santiago, Joshua Varney
Nays:	None- 0
Abstentions:	None- 0

**MOTION:** A motion was made by Christina Doran, seconded by Roberto Davila to approve the ratification of the LCCFFC payment contract with Palmentera and Associates, Inc. Motion carried.

**Roll Call Vote**

Ayes:	Lee Armbruster, Rania Assily, Roberto Davila, Christina Doran, Dan Gross, Martin Heberling, Tawana Jackson, Andrew Lipian, Jim Miller, Mallory Santiago, Joshua Varney
Nays:	None- 0
Abstentions:	None- 0

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

**MOTION:** A motion was made by Andrew Lipian, seconded by Martin Heberling to enter into Executive Session to discuss litigation, personnel matters and other matters required to be kept confidential by law. Motion carried.

**Roll Call Vote**

Ayes:	Lee Armbruster, Rania Assily, Roberto Davila, Christina Doran, Dan Gross, Martin Heberling, Tawana Jackson, Andrew Lipian, Jim Miller, Mallory Santiago, Joshua Varney
Nays:	None- 0
Abstentions:	None- 0

**MOTION:** A motion was made by Martin Heberling, seconded by Andrew Lipian to approve the LCCS Executive Director Contract for the period commencing on June 21, 2023, through November 10, 2025. Motion carried.

**Roll Call Vote**

Ayes:	Lee Armbruster, Rania Assily, Roberto Davila, Christina Doran, Dan Gross, Martin Heberling, Tawana Jackson, Andrew Lipian, Jim Miller, Mallory Santiago, Joshua Varney
Nays:	None- 0
Abstentions:	None- 0

**VIII. Announcements**

None.

**IX. Adjourn**

**MOTION:** It was moved by Martin Heberling, seconded by Andrew Lipian to adjourn the Board meeting at 5:58 p.m. Motion carried.

The next Board meeting is scheduled for Wednesday, July 19, 2023, at 5:00 p.m. at the Lorain County Administration Building, 226 Middle Ave., 4<sup>th</sup> Floor, Room A, Elyria, Ohio 44035.

Minutes Prepared by:  
Kimberly Kassam, Administrative Supervisor

Approved by:  
Christina Doran, Board Secretary