

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

**Board Meeting Agenda**

**February 21, 2024**

**I. Call to Order and Roll Call:**

- a. Roll Call 2024 Board
- b. Approval of January 2024 Minutes
- c. No Donations
- d. Personnel Actions

**II. Financial:**

- a. Financial Statement Review
- b. Ethics Recommendation
- c. Financial Transactions and Voucher Approvals

**III. Board Status Reports:**

**IV. Program Reports:**

**V. New Business:**

- a. Approvals:
  - i. Then and Now Certification
  - ii. Cash Transfer
  - iii. Locally Funded Services Agreement
  - iv. Contract Approval
  - v. Lease Agreement
  - vi. MSI Vehicle Grant
  - vii. The Metzenbaum Foundation Carnival Grant
  - viii. Disposal of Assets
- b. Issues:
  - i. SYNERGY, donate \$250 to conference
  - ii. New Maple Leaf houses
  - iii. MSI Provider Loan Program
  - iv. DD Awareness Overview
  - v. LGCA Contract
  - vi. Property Tax Exemption
  - vii. March 18<sup>th</sup> Budget Commission Meeting

**VI. General Announcements:**

**VII. Other Business – comments from the floor:**

**VIII. Adjournment**

***Next Board Meeting: March 20, 2024***

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

February 21, 2024, Bd. Meeting

Roll Call: 2024 Board

ROLL CALL:

Mrs. Janson	<u>Here</u>	Absent	Mr. Jackson	<u>Here</u>	Absent
Mr. Suttell	<u>Here</u>	Absent	Mr. Miller	<u>Here</u>	Absent
Mrs. Keiper	Here	<u>Absent</u>	Mrs. Wilder	Here	<u>Absent</u>
Mr. Lair	<u>Here</u>	Absent			

  
\_\_\_\_\_  
BOARD PRESIDENT, 2/21/24

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-13(A)**

BE IT RESOLVED to approve the attached minutes of the January 17, 2024, Board meeting.


MOTION: *Lair*

SECOND: *Janson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain	Mr. Jackson	<u>Yes</u>	No	Abstain
Mr. Suttell	<u>Yes</u>	No	Abstain	Mr. Miller	<u>Yes</u>	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	<u>Yes</u>	No	Abstain				

  
BOARD PRESIDENT, 2/21/24

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

***BOARD MINUTES***

***January 17, 2024***

**Board Members Present**

Laura Janson  
Richard Suttell  
Mark Jackson  
Dave Lair  
Martin Miller  
Uschy Keiper

**Administration**

Donald Rice  
Dave Carlson  
Janice Chesnes  
Rean Davis  
Richelle Mills  
Kellie Tvergyak-Oznowich  
Megan Thirion  
Tami Setlock  
Meredith Myers  
Emily Stendalen

**Board Members Absent**

Stacey Wilder

**I. Call to Order:**

a. Roll Call 2023 Board:

A call of the roll indicated that all Board Members were present, except Mrs. Wilder. There being a quorum present, Mrs. Janson, President of the Board, called the meeting to order.

b. Approval of Minutes:

Resolution 23-104(A) was presented to approve the minutes for the December 13, 2023, meeting. This resolution was approved.

c. Adjourn 2023 Board:

Resolution 23-105(A) was presented to approve adjourning the 2023 board meeting. This resolution was approved.

d. Roll Call 2024 Board:

A call of the roll indicated that all Board Members were present, except Mrs. Wilder. There being a quorum present, Mrs. Janson, President of the Board, called the meeting to order.

e. Election of Officers:

Resolution 24-01(A) was presented to elect the officers of the 2024 Geauga DD Board. Mrs. Janson was elected President. Mr. Suttell was elected Vice President. Mrs. Keiper was elected Secretary. This resolution was approved.

f. Appoint Finance Committee:

Resolution 24-02(A) was presented to appoint the 2024 Geauga DD Board Finance Committee. Mrs. Janson, Mr. Lair, and Mr. Jackson were elected. This resolution was approved.

g. Approval of Donations:

Resolution 24-01(D) was presented approving donations to the program. This resolution was accepted and approved.

h. Personnel Actions:

Resolution 24-01(P) was presented approving personnel actions. This resolution was accepted and approved.

**II. Financial**

a. Financial Statement Review:

Mrs. Davis provided a review of the financial statements of all funds for the time period processed in December of 2023. See attached.

- b. Ethics Recommendations:  
Resolution 24-03(A) was presented to approve the ethics recommendation for the time period processed in December 2023. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.
- c. Financial Transactions and Voucher Approvals:  
Resolution 23-23(B) was presented detailing financial transactions and Resolution 23-24(B) was presented approving voucher schedules for the period indicated. These resolutions were approved.

**III. Board Status Reports:**

Mr. Rice reviewed status reports.

**IV. Program Reports:**

Mr. Rice reviewed program reports.

**V. New Business:**

a. Approvals:

- i. Appoint NEON Representative:  
Resolution 24-04(A) was presented approving Don Rice as the rep. for NEON, and Dave Carlson and Tami Setlock as the alternates. This resolution was approved.
- ii. Appoint Family First Council Representative:  
Resolution 24-05(A) was presented approving Don Rice as the rep. for Family First Council, and Dave Carlson and Tami Setlock as the alternates. This resolution was approved.
- iii. Approval of Then and Now:  
Resolution 24-06(A) was presented approving a Then and Now Certification. This resolution was approved.
- iv. Supplemental Appropriation:  
Resolution 24-07(A) was presented approving a Supplemental Appropriation. This resolution was approved.
- v. Grant:  
Resolution 24-08(A) was presented approving a grant to The Metzenbaum Foundation. This resolution was approved.
- vi. MSI Approval:  
Resolution 24-09(A) was presented approving an approval with MSI. This resolution was approved.
- vii. LFSA:  
Resolution 24-10(A) was presented approving a locally funded services agreement. This resolution was approved.
- viii. Ohio SIBS Donation:  
Resolution 24-11(A) was presented approving a donation to the Ohio SIBs. This resolution was approved.
- ix. Disposal of Assets:  
Resolution 24-12(A) was presented approving the disposal of assets. This resolution was approved.

b. Issues:

i. House A and B:

Mr. Rice informed the board of an issue related to the property tax exemption for the Metzenbaum Center campus which is being reviewed by the Geauga County Auditor following a complaint by Chester Township Trustees. A final determination has yet to be made, and we

are cooperating with the Board of County Commissioners' office to resolve the issue.

ii. LGCA Contract:

Mr. Rice told the board that the Geauga County ADP board is reviewing the IT support contract with LGCA and has yet to determine whether this contract's invoice can be paid; Mr. Rice plans to follow up.

iii. Quarterly Training:

Mr. Rice discussed with the board topics to get trained on throughout the year for board certification.

**VI. General Announcements:**

Mrs. Janson called for any other general announcements from the Board or the public:

**VII. Other Business – comments from the floor:**

Mrs. Janson called for any other business from the Board or the public:

**VIII. Adjournment:**

Mrs. Janson, board president adjourned the meeting.

***The Next Board meeting will be on February 21, 2024.***

Submitted:

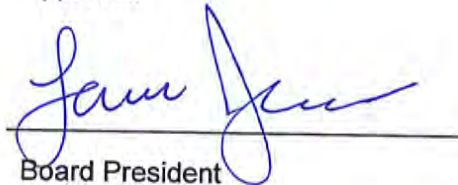


~~Donald L. Rice II, Superintendent~~

*Dave Carlson, Assistant Superintendent*

cc: Bd. of Geauga Co. Commissioners, Geauga Co. Probate Court, Geauga Co. Prosecutor

Approval:



Board President

# Geauga County Board of DD Revenue and Expense Report

12/1/2023-12/31/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
<b>REVENUE</b>						
401	Property and Other Taxes	12,035,803.00	.00	12,311,621.37	(275,818.37)	102%
410	State Reimbursement-Real Estate	1,180,460.00	6,764.16	1,206,426.60	(25,966.60)	102%
412	Federal Grants	696,000.00	232,659.38	872,331.14	(176,331.14)	125%
413	State Revenues	600,000.00	111,666.04	614,871.93	(14,871.93)	102%
420	Fees	766,000.00	128,895.63	874,259.99	(108,259.99)	114%
450	Interest	.00	.00	16,972.08	(16,972.08)	--
451	Donations	20,000.00	.00	373,099.62	(353,099.62)	1865%
452	Other Revenue	200,000.00	324,965.99	1,650,424.65	(1,450,424.65)	825%
452.0104	Other Revenue Real Estate Fee Fund	.00	.00	1,820.00	(1,820.00)	--
457	Reimbursements	.00	.00	.00	.00	--
		<b>\$15,498,263.00</b>	<b>\$804,951.20</b>	<b>\$17,921,827.38</b>	<b>(\$2,423,564.38)</b>	<b>116%</b>

## EXPENSE

501	Salaries	3,502,000.00	419,188.31	3,399,543.79	102,456.21	97%
502	Medicare	51,000.00	6,174.65	48,427.34	2,572.66	95%
503	Hospitalization	750,000.00	70,619.32	738,860.36	11,139.64	99%
504	OPERS	490,280.00	36,976.77	450,744.79	39,535.21	92%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	--
506	Unemployment	7,000.00	.00	1,851.46	5,148.54	26%
507	STRS	18,000.00	1,761.67	14,566.91	3,433.09	81%
601	Contract Services	1,047,964.83	20,953.44	578,248.00	469,716.83	55%
701	Materials and Supplies	396,553.65	5,530.48	304,167.30	92,386.35	77%
801	Equipment	226,820.30	7,249.41	99,037.03	127,783.27	44%
901	Other	304,282.21	274.00	272,235.11	32,047.10	89%
902	Travel	73,896.74	5,012.07	54,761.89	19,134.85	74%
903	Advertising	40,000.00	1,366.46	23,307.88	16,692.12	58%
601	Res Svc (2063) Contract Services	12,572,093.21	2,609,655.27	11,866,513.74	705,579.47	94%
601	Capital (4023) Contract Services	1,314,179.58	14,194.35	851,561.91	462,617.67	65%
901	Donation (2058) Other Expenses	181,913.74	292.15	175,838.75	6,074.99	97%
		<b>\$20,990,984.26</b>	<b>\$3,199,248.35</b>	<b>\$18,879,666.26</b>	<b>\$2,111,318.00</b>	<b>90%</b>

## INTERFUND TRANSFERS

499	Transfers In-2063	12,400,000.00	.00	12,400,000.00	.00	100%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out-2027	10,400,000.00	.00	10,400,000.00	.00	100%
999	Transfers Out-2096	2,000,000.00	.00	2,000,000.00	.00	100%

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

February 21, 2024

**Resolution: 24-02(P)**

BE IT RESOLVED to confirm the following personnel actions:

Appointments	Position	Department	Date
No changes			

Separations
No changes

Changes	Position	Department	Date
Scott Ashburn	Service and Compliance Coord	CSS	1/1/2024
David Carlson	Assistant Superintendent	Admin	1/8/2024
Rean Davis	Director of Business Ops	Admin	1/8/2024


MOTION: *Janson*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	No	Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	No	Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	No	Abstain				

  
 BOARD PRESIDENT, 2/21/24



# Geauga County Board of DD Revenue and Expense Report

1/1/2024-1/31/2024

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
<b>REVENUE</b>						
401	Property and Other Taxes	12,175,414.00	.00	.00	12,175,414.00	0%
410	State Reimbursement-Real Estate	1,194,227.00	.00	.00	1,194,227.00	0%
412	Federal Grants	850,000.00	100,417.79	100,417.79	749,582.21	12%
413	State Revenues	700,000.00	46,295.23	46,295.23	653,704.77	7%
420	Fees	365,000.00	59,208.64	59,208.64	305,791.36	16%
450	Interest	.00	6,906.88	6,906.88	(6,906.88)	-
451	Donations	20,000.00	300.00	300.00	19,700.00	2%
452	Other Revenue	400,000.00	192.43	192.43	399,807.57	0%
452.0104	Other Revenue Real Estate Fee Fund	.00	.00	.00	.00	-
457	Reimbursements	.00	.00	.00	.00	-
		\$15,704,641.00	\$213,320.97	\$213,320.97	\$15,491,320.03	1%
<b>EXPENSE</b>						
501	Salaries	3,756,000.00	294,158.96	294,158.96	3,461,841.04	8%
502	Medicare	55,000.00	4,173.82	4,173.82	50,826.18	8%
503	Hospitalization	843,000.00	63,834.94	63,834.94	779,165.06	8%
504	OPERS	502,000.00	37,178.95	37,178.95	464,821.05	7%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	-
506	Unemployment	2,000.00	.00	.00	2,000.00	0%
507	STRS	18,000.00	1,128.18	1,128.18	16,871.82	6%
601	Contract Services	826,074.56	38,141.30	38,141.30	787,933.26	5%
701	Materials and Supplies	207,683.71	43,156.50	43,156.50	164,527.21	21%
801	Equipment	110,000.00	2,728.40	2,728.40	107,271.60	2%
901	Other	300,000.00	30,675.73	30,675.73	269,324.27	10%
902	Travel	82,890.28	3,975.45	3,975.45	78,914.83	5%
903	Advertising	41,963.07	.00	.00	41,963.07	0%
601	Res Svc (2063) Contract Services	11,125,921.55	158,838.67	158,838.67	10,967,082.88	1%
601	Capital (4023) Contract Services	252,848.47	13,849.81	13,849.81	238,998.66	5%
901	Donation (2058) Other Expenses	405,000.00	.00	.00	405,000.00	0%
		\$18,543,381.64	\$691,840.71	\$691,840.71	\$17,851,540.93	4%
<b>INTERFUND TRANSFERS</b>						
499	Transfers In-2063	10,600,000.00	.00	.00	10,600,000.00	0%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out-2027	10,883,000.00	.00	.00	10,883,000.00	0%
999	Transfers Out-2096	.00	.00	.00	.00	0%

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-14(A)**

BE IT RESOLVED that the Board has reviewed the financial transactions processed in the time period of January 2024.

BE IT FURTHER RESOLVED that upon review, it was found that payments do not present a conflict of interest and no violation of the ethics rule was determined to have occurred.

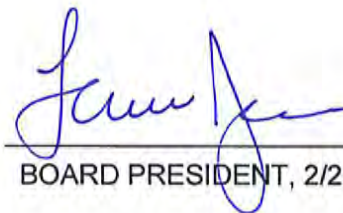
MOTION: *Lair*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 2/21/24

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 2: 24 1 (B) Financial Transactions January, 2024

Be it resolved that the Geauga County Board of Developmental Disabilities at its board meeting dated February 21st, 2024 approved the following purchase order certifications and financial transactions for the General Operating, Donation, Residential, and Construction Funds (accounts with no activity not shown).

**Operating Fund (2027)**

**Payroll and Related Encumbrances:**

Account	Amount	Pay Dates: 1/12/2024, 1/26/2024
501 - Salaries	\$ 294,158.96	
502 - Medicare	\$ 4,173.82	
504 - PERS	\$ 37,178.95	
505 - Workers Comp	\$ -	
506 - Unemployment	\$ -	
507 - STRS	\$ 1,128.18	
	<u>\$ 336,639.91</u>	

**Purchase Orders:**

Vendor	Fund	Amount	Description	PO Number
See Attached		\$9,972,828.03		

\$ 9,972,828.03

Motion: *Janson*  
 Second: *Jackson*  
 Discussion?

**Roll Call Vote:**

Mr. Jackson:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Janson:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Suttell:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Wilder:	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Lair:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper:	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

*Sam Janson*  
 \_\_\_\_\_  
 President

BY OFFICIAL ACTION OF THE BOARD

February 21st, 2024



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered	
6057 - BR549 LLC	2024-00000571	Adult Day/Supported Living/Transportation	MRDD Board of DD	6057 - BR549 LLC	Formal Contract	Open	01/03/2024		12/18/2023			6057 - BR549 LLC	1	\$9,000.00	\$0.00	\$0.00	\$3,781.50	\$5,218.50	\$5,218.50	
Vendor 6057 - BR549 LLC Totals														1	\$9,000.00	\$0.00	\$0.00	\$3,781.50	\$5,218.50	\$5,218.50
53842 - A BETTER CHOICE SLS INC	2024-00000556	Adult Day/Supported Living/Transportation	MRDD Board of DD	53842 - A BETTER CHOICE SLS INC	Formal Contract	Open	01/03/2024		12/18/2023			53842 - A BETTER CHOICE SLS INC	1	122,000.00	.00	.00	5,960.20	116,039.80	116,039.80	
Vendor 53842 - A BETTER CHOICE SLS INC Totals														1	\$122,000.00	\$0.00	\$0.00	\$5,960.20	\$116,039.80	\$116,039.80
10687 - A.L.S. LLC	2024-00000557	Supported Living/Transportation	MRDD Board of DD	10687 - A.L.S. LLC	Formal Contract	Open	01/03/2024		12/18/2023			10687 - A.L.S. LLC	1	135,000.00	.00	.00	8,447.05	126,552.95	126,552.95	
Vendor 10687 - A.L.S. LLC Totals														1	\$135,000.00	\$0.00	\$0.00	\$8,447.05	\$126,552.95	\$126,552.95



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
Vendor	12911 - A1 HOME CARE SERVICE INC.	2024-00000559	Adult Day/Transportation	12911 - A1 HOME CARE SERVICE INC.	Formal Contract	Open	01/03/2024		12/18/2023			\$38,000.00	.00	.00	.00	.00	38,000.00	38,000.00	
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,000.00	\$38,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,000.00	\$38,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$4,000.00	.00	.00	.00	.00	.00	4,000.00	4,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$1,000.00	.00	.00	.00	.00	.00	1,000.00	1,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
												Amount	Voided	Discounted	Expensed	Remaining	Encumbered		
												\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 14542 - ADAMS, NANCY		G/L Date		Purchase Orders		Encumbered
Purchase Order	2024-00000562	01/03/2024				\$1,000.00
Description	Transportation	Deliver by Date				
Department	MRDD Board of DD	Printed Date	12/18/2023			
Vendor	14542 - ADAMS, NANCY	Completed Date				
Type	Formal Contract	Expiration Date				
Status	Open					
Vendor 14542 - ADAMS, NANCY Totals						1
Vendor 14808 - ADAMS, RACHEL ANN						
Purchase Order	2024-00000563	01/03/2024				6,000.00
Description	Transportation	Deliver by Date				
Department	MRDD Board of DD	Printed Date	12/18/2023			
Vendor	14808 - ADAMS, RACHEL ANN	Completed Date				
Type	Formal Contract	Expiration Date				
Status	Open					
Vendor 14808 - ADAMS, RACHEL ANN Totals						1
Vendor 10138 - ADMAR DISTRIBUTING CO INC						
Purchase Order	2024-00000381	01/03/2024				17,000.00
Description	Custodial Supplies	Deliver by Date				
Department	MRDD Board of DD	Printed Date	12/18/2023			
Vendor	10138 - ADMAR DISTRIBUTING CO INC	Completed Date				
Type	Contract	Expiration Date				
Status	Open					
Vendor 10138 - ADMAR DISTRIBUTING CO INC						1
Vendor 10138 - ADMAR DISTRIBUTING CO INC						
Purchase Order	2024-00000382	01/03/2024				5,000.00
Description	Maintenance Equipment	Deliver by Date				
Department	MRDD Board of DD	Printed Date	12/18/2023			
Vendor	10138 - ADMAR DISTRIBUTING CO INC	Completed Date				
Type	Formal Contract	Expiration Date				
Status	Open					
Vendor 10138 - ADMAR DISTRIBUTING CO INC Totals						1



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Contract	Expiration Date	Purchase Orders	Remaining Encumbered	Amount Voided	Discounted	Expensed	Remaining Encumbered	
<b>10138 - ADMAR DISTRIBUTING CO INC</b>									
Type	Contract								
Status	Open								
Vendor <b>10138 - ADMAR DISTRIBUTING CO INC</b> Totals Purchase Orders <b>2</b>									
Vendor <b>13406 - AIKEY, MICHAEL</b>									
Purchase Order	2024-00000564	G/L Date	01/03/2024	Amount	21,000.00	Voided	.00	Discounted	.00
Description	Transportation	Deliver by Date		Expensed	1,732.80	Remaining Encumbered	19,267.20		
Department	MRDD Board of DD	Printed Date	12/18/2023	Amount	21,000.00	Voided	.00	Discounted	.00
Vendor	13406 - AIKEY, MICHAEL	Completed Date		Expensed	\$1,732.80	Remaining Encumbered	\$19,267.20		
Type	Formal Contract	Expiration Date		Amount	\$21,000.00	Voided	\$0.00	Discounted	\$0.00
Status	Open			Expensed	\$1,732.80	Remaining Encumbered	\$19,267.20		
Vendor <b>13406 - AIKEY, MICHAEL</b> Totals Purchase Orders <b>1</b>									
Vendor <b>3540 - AIR LIFT &amp; LUBE SERVICE CO. LLC</b>									
Purchase Order	2024-00000383	G/L Date	01/03/2024	Amount	3,200.00	Voided	.00	Discounted	.00
Description	Annual Maintenance/Service	Deliver by Date		Expensed	3,200.00	Remaining Encumbered			
Department	MRDD Board of DD	Printed Date	12/18/2023	Amount	\$3,200.00	Voided	\$0.00	Discounted	\$0.00
Vendor	3540 - AIR LIFT & LUBE SERVICE CO. LLC	Completed Date		Expensed	\$3,200.00	Remaining Encumbered			
Type	Contract	Expiration Date		Amount	\$3,200.00	Voided	\$0.00	Discounted	\$0.00
Status	Open			Expensed	\$3,200.00	Remaining Encumbered			
Vendor <b>3540 - AIR LIFT &amp; LUBE SERVICE CO. LLC</b> Totals Purchase Orders <b>1</b>									
Vendor <b>15429 - ALMUR CONSTRUCTION</b>									
Purchase Order	2024-00001777	G/L Date	01/17/2024	Amount	11,128.40	Voided	.00		
Description	Replace head end of the access control and swap four readers	Deliver by Date		Amount	11,128.40	Voided	.00		



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	15429 - ALMUR CONSTRUCTION	Printed Date	02/01/2024	Purchase Orders	1	Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	15429 - ALMUR CONSTRUCTION	Expiration Date				Remaining	11,128.40
Type	Contract					Encumbered	11,128.40
Status	Open					Amount	\$11,128.40
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$11,128.40
						Encumbered	\$11,128.40
Vendor	9656 - AMAZON CAPITAL SERVICES INC	G/L Date	01/03/2024			Amount	5,000.00
Purchase Order	2024-00000384	Deliver by Date				Voided	.00
Description	Materials and Supplies	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	762.25
Vendor	9656 - AMAZON CAPITAL SERVICES INC	Expiration Date				Remaining	4,237.75
Type	Contract					Encumbered	4,237.75
Status	Open					Amount	10,000.00
						Voided	.00
						Discounted	.00
						Expensed	549.86
						Remaining	9,450.14
						Encumbered	9,450.14
Vendor	9656 - AMAZON CAPITAL SERVICES INC	G/L Date	01/03/2024			Amount	\$15,000.00
Purchase Order	2024-00000385	Deliver by Date				Voided	\$0.00
Description	Equipment Purchases	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	549.86
Vendor	9656 - AMAZON CAPITAL SERVICES INC	Expiration Date				Remaining	9,450.14
Type	Contract					Encumbered	9,450.14
Status	Open					Amount	\$15,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$1,312.11
						Remaining	\$13,687.89
						Encumbered	\$13,687.89
Vendor	9602 - AMERICAN RED CROSS	G/L Date	01/03/2024			Amount	1,000.00
Purchase Order	2024-00000386	Deliver by Date				Voided	.00
Description	First Aid/CPR Training	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	9602 - AMERICAN RED CROSS	Expiration Date				Remaining	1,000.00
Type	Contract					Encumbered	1,000.00
Status	Open					Amount	2,000.00
						Amount	2,000.00





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 9602 - AMERICAN RED CROSS		Deliver by Date	12/18/2023	Totals	Purchase Orders	2	
Description	First Aid/CPR Training	Printed Date					.00
Department	MRDD Board of DD	Completed Date					.00
Vendor	9602 - AMERICAN RED CROSS	Expiration Date					.00
Type	Contract						2,000.00
Status	Open						2,000.00
Vendor 9602 - AMERICAN RED CROSS							\$3,000.00
Totals							\$0.00
Discounted							\$0.00
Expensed							\$0.00
Remaining							\$3,000.00
Encumbered							\$3,000.00
Vendor 3091 - ANDRESS, SARA		G/L Date	01/03/2024	Totals	Purchase Orders	1	
Description	Travel Expenses, Other	Printed Date	12/18/2023				1,150.00
Department	MRDD Board of DD	Completed Date					.00
Vendor	3091 - ANDRESS, SARA	Expiration Date					.00
Type	Contract						1,150.00
Status	Open						1,150.00
Vendor 3091 - ANDRESS, SARA							\$1,150.00
Totals							\$0.00
Discounted							\$0.00
Expensed							\$0.00
Remaining							\$1,150.00
Encumbered							\$1,150.00
Vendor 10696 - ANSELMO-BURROW, JOANN		G/L Date	01/03/2024	Totals	Purchase Orders	1	
Description	Travel Expenses, Other	Printed Date	12/18/2023				200.00
Department	MRDD Board of DD	Completed Date					.00
Vendor	10696 - ANSELMO-BURROW, JOANN	Expiration Date					.00
Type	Contract						200.00
Status	Open						200.00
Vendor 10696 - ANSELMO-BURROW, JOANN							\$200.00
Totals							\$0.00
Discounted							\$0.00
Expensed							\$0.00
Remaining							\$200.00
Encumbered							\$200.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 10026 - ASHBURN, SCOTT		G/L Date	01/03/2024	Purchase Orders	1	Amount
Purchase Order	2024-00000389	Deliver by Date				1,000.00
Description	Travel Expenses, Other	Printed Date	12/18/2023			.00
Department	MRDD Board of DD	Completed Date				.00
Vendor	10026 - ASHBURN, SCOTT	Expiration Date				.00
Type	Contract					1,000.00
Status	Open					1,000.00
Vendor 10026 - ASHBURN, SCOTT Totals						\$1,000.00
Purchase Orders						1
Vendor 12805 - AZTEK CONSULTING CORPORATION						
Purchase Order	2024-00000390	G/L Date	01/03/2024			8,200.00
Description	Website Hosting	Deliver by Date				.00
Department	MRDD Board of DD	Printed Date	12/18/2023			.00
Vendor	12805 - AZTEK CONSULTING CORPORATION	Completed Date				.00
Type	Contract	Expiration Date				8,200.00
Status	Open					8,200.00
Vendor 12805 - AZTEK CONSULTING CORPORATION Totals						\$8,200.00
Purchase Orders						1
Vendor 9537 - B & J TEPPS INC						
Purchase Order	2024-00000391	G/L Date	01/03/2024			1,500.00
Description	Lock Sets	Deliver by Date				.00
Department	MRDD Board of DD	Printed Date	12/18/2023			.00
Vendor	9537 - B & J TEPPS INC	Completed Date				242.81
Type	Contract	Expiration Date				1,257.19
Status	Open					1,257.19
Vendor 9537 - B & J TEPPS INC Totals						1,381.22
Purchase Orders						1
Vendor 9537 - B & J TEPPS INC						
Purchase Order	2024-00001776	G/L Date	01/17/2024			1,381.22
Description	2 Electronic Strikes	Deliver by Date				.00
Department	MRDD Board of DD	Printed Date	02/01/2024			.00
Vendor	9537 - B & J TEPPS INC	Completed Date				1,381.22
Type	Contract	Expiration Date				.00
Status	Open					.00
Vendor 9537 - B & J TEPPS INC Totals						1,381.22
Purchase Orders						1



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 9537 - B & J TEPPS INC

Vendor	9537 - B & J TEPPS INC	Totals	Purchase Orders	2	Amount
					\$2,881.22
					Voided \$0.00
					Discounted \$0.00
					Expensed \$1,624.03
					Remaining \$1,257.19
					Encumbered \$1,257.19

Vendor 13902 - BANKS, KERRY A.  
 Purchase Order 2024-00000566  
 Description Supported Living  
 Department MRDD Board of DD  
 Vendor 13902 - BANKS, KERRY A.  
 Type Formal Contract  
 Status Open

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date  
 Expiration Date

Vendor 13902 - BANKS, KERRY A. Totals Purchase Orders 1

Vendor	13902 - BANKS, KERRY A.	Totals	Purchase Orders	1	Amount
					\$1,000.00
					Voided \$0.00
					Discounted \$0.00
					Expensed \$0.00
					Remaining \$1,000.00
					Encumbered \$1,000.00

Vendor 14345 - BARBER, JESSICA  
 Purchase Order 2024-00000567  
 Description Supported Living/Transportation  
 Department MRDD Board of DD  
 Vendor 14345 - BARBER, JESSICA  
 Type Formal Contract  
 Status Open

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date  
 Expiration Date

Vendor 14345 - BARBER, JESSICA Totals Purchase Orders 1

Vendor	14345 - BARBER, JESSICA	Totals	Purchase Orders	1	Amount
					14,000.00
					Voided .00
					Discounted .00
					Expensed 125.00
					Remaining 13,875.00
					Encumbered 13,875.00

Vendor 5004 - BERKSHIRE L.S.D.  
 Purchase Order 2024-00000569  
 Description ODE Passthrough  
 Department MRDD Board of DD  
 Vendor 5004 - BERKSHIRE L.S.D.

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date

Vendor	5004 - BERKSHIRE L.S.D.	Totals	Purchase Orders	1	Amount
					345,000.00
					Voided .00
					Discounted .00
					Expensed \$125.00
					Remaining \$13,875.00
					Encumbered \$13,875.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Contract	Expiration Date	Totals	Purchase Orders	1	Remaining Encumbered	345,000.00
<b>Vendor 5004 - BERKSHIRE L.S.D.</b>							
Type	Open					Amount Voided	\$0.00
Status	Open					Discounted	\$0.00
						Expensed	\$0.00
						Remaining Encumbered	\$345,000.00
						Amount Voided	\$345,000.00
<b>Vendor 38370 - BIOSOLUTIONS LLC</b>							
Purchase Order	2024-00000392	G/L Date	01/03/2024			Amount Voided	4,000.00
Description	Water Testing	Deliver by Date				Discounted	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Expensed	.00
Vendor	38370 - BIOSOLUTIONS LLC	Completed Date				Remaining Encumbered	95.00
Type	Contract	Expiration Date				Amount Voided	3,905.00
Status	Open					Discounted	\$0.00
						Expensed	\$95.00
						Remaining Encumbered	\$3,905.00
						Amount Voided	\$4,000.00
<b>Vendor 38370 - BIOSOLUTIONS LLC</b>							
Purchase Order	2024-00000393	G/L Date	01/03/2024			Amount Voided	400.00
Description	Travel Expenses, Other	Deliver by Date				Discounted	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Expensed	.00
Vendor	56347 - BITTING, MISTY	Completed Date				Remaining Encumbered	\$3,905.00
Type	Contract	Expiration Date				Amount Voided	400.00
Status	Open					Discounted	\$0.00
						Expensed	\$0.00
						Remaining Encumbered	\$400.00
						Amount Voided	\$400.00
<b>Vendor 56347 - BITTING, MISTY</b>							
Purchase Order	2024-00000570	G/L Date	01/03/2024			Amount Voided	\$400.00
Description	Transportation	Deliver by Date				Discounted	\$0.00
						Expensed	\$0.00
						Remaining Encumbered	\$400.00
						Amount Voided	\$400.00
<b>Vendor 14237 - BLOOMMORE SERVICES LLC</b>							
Purchase Order	2024-00000570	G/L Date	01/03/2024			Amount Voided	9,000.00
Description	Transportation	Deliver by Date				Discounted	\$0.00
						Expensed	\$0.00
						Remaining Encumbered	\$400.00
						Amount Voided	\$400.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Printed Date	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Totals	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
<b>14237 - BLOOMMORE SERVICES LLC</b>							<b>14237 - BLOOMMORE SERVICES LLC</b>		<b>1</b>	<b>\$9,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$8,500.00</b>	<b>\$8,500.00</b>
Department	MRDD Board of DD														
Vendor	14237 - BLOOMMORE SERVICES LLC														
Type	Formal Contract														
Status	Open														
<b>45904 - BRITTANY RESIDENTIAL INC</b>							<b>45904 - BRITTANY RESIDENTIAL INC</b>		<b>1</b>	<b>\$27,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,000.00</b>	<b>\$27,000.00</b>
Purchase Order	2024-00000573														
Description	Adult Day/Supported Living														
Department	MRDD Board of DD														
Vendor	45904 - BRITTANY RESIDENTIAL INC														
Type	Formal Contract														
Status	Open														
<b>45904 - BRITTANY RESIDENTIAL INC</b>							<b>45904 - BRITTANY RESIDENTIAL INC</b>		<b>1</b>	<b>\$27,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,000.00</b>	<b>\$27,000.00</b>
G/L Date	01/03/2024														
Deliver by Date															
Printed Date	12/18/2023														
Completed Date															
Expiration Date															
<b>11760 - BRITTCO LLC</b>							<b>11760 - BRITTCO LLC</b>		<b>1</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,450.00</b>	<b>\$18,550.00</b>
Purchase Order	2024-00000394														
Description	Software Service (01/01/24-12/31/24)														
Department	MRDD Board of DD														
Vendor	11760 - BRITTCO LLC														
Type	Contract														
Status	Open														
<b>11760 - BRITTCO LLC</b>							<b>11760 - BRITTCO LLC</b>		<b>1</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,450.00</b>	<b>\$18,550.00</b>
G/L Date	01/03/2024														
Deliver by Date															
Printed Date	12/18/2023														
Completed Date															
Expiration Date															



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 12740 - BRUNO, ASHLEY		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000395	Deliver by Date	01/03/2024	Voided		3,500.00	
Description	Travel Expenses, Other	Printed Date	12/18/2023	Discounted		.00	
Department	MRDD Board of DD	Completed Date		Expensed		254.20	
Vendor	12740 - BRUNO, ASHLEY	Expiration Date		Remaining		3,245.80	
Type	Contract			Encumbered		3,245.80	
Status	Open						
Vendor 12740 - BRUNO, ASHLEY		Purchase Orders		Purchase Orders		Amount	
		1		1		\$3,500.00	
						\$0.00	
						\$0.00	
						\$254.20	
						\$3,245.80	
						\$3,245.80	
Vendor 14645 - BUCKEYE BLESSINGS, LLC		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000574	Deliver by Date	01/03/2024	Voided		21,000.00	
Description	Transportation	Printed Date	12/18/2023	Discounted		.00	
Department	MRDD Board of DD	Completed Date		Expensed		.00	
Vendor	14645 - BUCKEYE BLESSINGS, LLC	Expiration Date		Remaining		21,000.00	
Type	Formal Contract			Encumbered		21,000.00	
Status	Open						
Vendor 14645 - BUCKEYE BLESSINGS, LLC		Purchase Orders		Purchase Orders		Amount	
		1		1		\$21,000.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$21,000.00	
						\$21,000.00	
Vendor 13372 - BURESCH, KATHLEEN		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000575	Deliver by Date	01/03/2024	Voided		22,000.00	
Description	Transportation	Printed Date	12/18/2023	Discounted		.00	
Department	MRDD Board of DD	Completed Date		Expensed		1,000.40	
Vendor	13372 - BURESCH, KATHLEEN	Expiration Date		Remaining		20,999.60	
Type	Formal Contract			Encumbered		20,999.60	
Status	Open						
Vendor 13372 - BURESCH, KATHLEEN		Purchase Orders		Purchase Orders		Amount	
		1		1		\$22,000.00	
						\$0.00	
						\$0.00	
						\$1,000.40	
						\$20,999.60	
						\$20,999.60	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	10241 - CAPALDI, AVERY	10241 - CAPALDI, AVERY	Totals	Purchase Orders	1	Amount	
Purchase Order	2024-00000396	G/L Date	01/03/2024			400.00	
Description	Travel Expenses, Other	Deliver by Date				Voided .00	
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted .00	
Vendor	10241 - CAPALDI, AVERY	Completed Date				Expensed .00	
Type	Contract	Expiration Date				Remaining 400.00	
Status	Open					Encumbered 400.00	
		Vendor	10241 - CAPALDI, AVERY	Totals	Purchase Orders	1	Amount
							Voided \$400.00
							Discounted \$0.00
							Expensed \$0.00
							Remaining \$400.00
							Encumbered \$400.00
		Vendor	12982 - CAPITAL ONE, N.A.	Totals	Purchase Orders	1	Amount
							Voided 2,000.00
							Discounted .00
							Expensed .00
							Remaining 2,000.00
							Encumbered 2,000.00
		Vendor	12982 - CAPITAL ONE, N.A.	Totals	Purchase Orders	1	Amount
							Voided \$2,000.00
							Discounted \$0.00
							Expensed \$0.00
							Remaining \$2,000.00
							Encumbered \$2,000.00
		Vendor	4973 - CARDINAL L.S.D.	Totals	Purchase Orders	1	Amount
							Voided 50,000.00
							Discounted .00
							Expensed .00
							Remaining 50,000.00
							Encumbered 50,000.00
		Vendor	4973 - CARDINAL L.S.D.	Totals	Purchase Orders	1	Amount
							Voided \$50,000.00
							Discounted \$0.00
							Expensed \$0.00
							Remaining \$50,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 11444 - CARLSON, DAVID		Vendor 11444 - CARLSON, DAVID		Vendor 11444 - CARLSON, DAVID		Vendor 11444 - CARLSON, DAVID		Vendor 11444 - CARLSON, DAVID	
Purchase Order	2024-00000397	G/L Date	01/03/2024	Purchase Orders	1	Amount	2,000.00	Encumbered	\$50,000.00
Description	Travel Expenses, Other	Deliver by Date				Voided	.00		
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	.00		
Vendor	11444 - CARLSON, DAVID	Completed Date				Expensed	.00		
Type	Contract	Expiration Date				Remaining	2,000.00		
Status	Open					Encumbered	2,000.00		
Vendor 13410 - CARTER, APRIL JENNETTE									
Purchase Order	2024-00000398	G/L Date	01/03/2024	Purchase Orders	1	Amount	1,500.00		
Description	Travel Expenses, Other	Deliver by Date				Voided	.00		
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	.00		
Vendor	13410 - CARTER, APRIL JENNETTE	Completed Date				Expensed	.00		
Type	Contract	Expiration Date				Remaining	1,500.00		
Status	Open					Encumbered	1,500.00		
Vendor 12580 - CAVASINI, BRIAN									
Purchase Order	2024-00000577	G/L Date	01/03/2024	Purchase Orders	1	Amount	10,000.00		
Description	Transportation	Deliver by Date				Voided	.00		
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	.00		
Vendor	12580 - CAVASINI, BRIAN	Completed Date				Expensed	830.80		
Type	Formal Contract	Expiration Date				Remaining	9,169.20		
Status	Open					Encumbered	9,169.20		
Vendor 12580 - CAVASINI, BRIAN									
Purchase Orders	1	Amount	\$10,000.00	Encumbered	\$10,000.00	Voided	\$0.00		
		Discounted	\$0.00			Expensed	\$0.00		
		Remaining	\$0.00			Discussed	\$0.00		
		Encumbered	\$1,500.00			Expensed	\$830.80		
						Remaining	9,169.20		
						Encumbered	9,169.20		





# Purchase Order Report

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 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 33211 - CDW GOVERNMENT INC		Vendor 4950 - CHARDON L.S.D.		Vendor 6461 - CHESNES, JANICE	
Purchase Order	2024-00000399	Purchase Order	2024-00000578	Purchase Order	2024-00000401
Description	Information Technology Equipment	Description	ODE Passthrough	Description	Travel Expenses, Other
Department	MRDD Board of DD	Department	MRDD Board of DD	Department	MRDD Board of DD
Vendor	33211 - CDW GOVERNMENT INC	Vendor	4950 - CHARDON L.S.D.	Vendor	6461 - CHESNES, JANICE
Type	Contract	Type	Contract	Type	Contract
Status	Open	Status	Open	Status	Open
Purchase Order	2024-00000400	Purchase Order	4950 - CHARDON L.S.D.	Purchase Order	6461 - CHESNES, JANICE
Description	Software Subscriptions	Description	ODE Passthrough	Description	Travel Expenses, Other
Department	MRDD Board of DD	Department	MRDD Board of DD	Department	MRDD Board of DD
Vendor	33211 - CDW GOVERNMENT INC	Vendor	4950 - CHARDON L.S.D.	Vendor	6461 - CHESNES, JANICE
Type	Contract	Type	Contract	Type	Contract
Status	Open	Status	Open	Status	Open
Vendor 33211 - CDW GOVERNMENT INC Totals		Vendor 4950 - CHARDON L.S.D. Totals		Vendor 6461 - CHESNES, JANICE Totals	
Purchase Orders	2	Purchase Orders	1	Purchase Orders	1
Amount	\$5,000.00	Amount	\$145,000.00	Amount	\$1,000.00
Voided	\$0.00	Voided	\$0.00	Voided	\$0.00
Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00
Expensed	\$585.92	Expensed	\$0.00	Expensed	\$0.00
Remaining	\$4,414.08	Remaining	\$145,000.00	Remaining	\$145,000.00
Encumbered	\$4,414.08	Encumbered	\$145,000.00	Encumbered	\$145,000.00
Vendor 33211 - CDW GOVERNMENT INC Totals		Vendor 4950 - CHARDON L.S.D. Totals		Vendor 6461 - CHESNES, JANICE Totals	
Purchase Orders	2	Purchase Orders	1	Purchase Orders	1
Amount	\$5,000.00	Amount	\$145,000.00	Amount	\$1,000.00
Voided	\$0.00	Voided	\$0.00	Voided	\$0.00
Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00
Expensed	\$585.92	Expensed	\$0.00	Expensed	\$0.00
Remaining	\$4,414.08	Remaining	\$145,000.00	Remaining	\$145,000.00
Encumbered	\$4,414.08	Encumbered	\$145,000.00	Encumbered	\$145,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Completed Date	Purchase Orders	Expensed
6461 - CHESNES, JANICE		1	.00
6461 - CHESNES, JANICE	Expiration Date		1,000.00
Contract			1,000.00
Open			
Vendor 6461 - CHESNES, JANICE Totals Purchase Orders 1			
Vendor 14342 - CINCINNATI COPIERS, INC	G/L Date		Amount
Purchase Order	01/03/2024		1,839.50
Description	Deliver by Date		Voided
Sophos Licenses	12/18/2023		.00
MRDD Board of DD	Printed Date		Discounted
Vendor 14342 - CINCINNATI COPIERS, INC	Completed Date		Expensed
Contract	Expiration Date		.00
Open			1,839.50
			1,839.50
Vendor 14342 - CINCINNATI COPIERS, INC Totals Purchase Orders 1			
Vendor 39662 - CINTAS CORPORATION #259	G/L Date		Amount
Purchase Order	01/03/2024		2,500.00
Description	Deliver by Date		Voided
Work Uniform Rental	12/18/2023		.00
MRDD Board of DD	Printed Date		Discounted
Vendor 39662 - CINTAS CORPORATION #259	Completed Date		Expensed
Contract	Expiration Date		218.88
Open			2,281.12
			2,281.12
Vendor 39662 - CINTAS CORPORATION #259 Totals Purchase Orders 1			
Vendor 5276 - CLEAR SKIES AHEAD LLC	G/L Date		Amount
Purchase Order	01/03/2024		7,000.00
			Voided
			\$0.00
			Discounted
			\$0.00
			Expensed
			\$218.88
			Remaining
			\$2,281.12
			Encumbered
			\$2,281.12
Vendor 5276 - CLEAR SKIES AHEAD LLC Totals Purchase Orders 1			



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 5276 - CLEAR SKIES AHEAD LLC		Vendor	5276 - CLEAR SKIES AHEAD LLC	Totals	Purchase Orders	1	
Description	Supported Living	Deliver by Date	12/18/2023				.00
Department	MRDD Board of DD	Printed Date					.00
Vendor	5276 - CLEAR SKIES AHEAD LLC	Completed Date					860.00
Type	Formal Contract	Expiration Date					6,140.00
Status	Open						6,140.00
Amount							\$7,000.00
Voided							\$0.00
Discounted							\$0.00
Expensed							\$860.00
Remaining							\$6,140.00
Encumbered							\$6,140.00
Vendor 5988 - CLEARWATER OPERATIONS AND MAINTENANCE LLC		Vendor	5988 - CLEARWATER OPERATIONS AND MAINTENANCE LLC	Totals	Purchase Orders	1	
Description	Operator of record svcs-water system	G/L Date	01/03/2024				8,000.00
Department	MRDD Board of DD	Deliver by Date					.00
Vendor	5988 - CLEARWATER OPERATIONS AND MAINTENANCE LLC	Printed Date	12/18/2023				.00
Type	Contract	Completed Date					1,200.00
Status	Open	Expiration Date					6,800.00
Amount							\$8,000.00
Voided							\$0.00
Discounted							\$0.00
Expensed							\$1,200.00
Remaining							\$6,800.00
Encumbered							\$6,800.00
Vendor 15257 - CLEMANS, NELSON & ASSOCIATES INC		Vendor	15257 - CLEMANS, NELSON & ASSOCIATES INC	Totals	Purchase Orders	1	
Description	Labor Consultant/Retainer (Reference PO 2024-00000405)	G/L Date	01/26/2024				4,000.00
Department	MRDD Board of DD	Deliver by Date					.00
Vendor	15257 - CLEMANS, NELSON & ASSOCIATES INC	Printed Date	02/01/2024				.00
Type	Contract	Completed Date					.00
Status	Open	Expiration Date					4,000.00
Amount							\$4,000.00
Voided							\$0.00
Discounted							\$0.00
Expensed							\$0.00
Remaining							\$4,000.00
Encumbered							\$4,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 46719 - CLEVELAND DOOR CONTROLS INC		G/L Date	01/03/2024	Purchase Orders	1	Amount
Purchase Order	2024-00000406	Deliver by Date				7,500.00
Description	Door Maintenance	Printed Date	12/18/2023			.00
Department	MRDD Board of DD	Completed Date				.00
Vendor	46719 - CLEVELAND DOOR CONTROLS INC	Expiration Date				643.77
Type	Contract					6,856.23
Status	Open					6,856.23
Vendor 46719 - CLEVELAND DOOR CONTROLS INC Totals						\$7,500.00
						Voided
						\$0.00
						Discounted
						\$0.00
						Expensed
						\$643.77
						Remaining
						\$6,856.23
						Encumbered
						\$6,856.23
Vendor 22683 - CLEVELAND HEARING AND SPEECH						
Purchase Order	2024-00000580	G/L Date	01/03/2024	Purchase Orders	1	Amount
Description	Interpreter Services	Deliver by Date				2,000.00
Department	MRDD Board of DD	Printed Date	12/18/2023			.00
Vendor	22683 - CLEVELAND HEARING AND SPEECH	Completed Date				.00
Type	Contract	Expiration Date				.00
Status	Open					2,000.00
Vendor 22683 - CLEVELAND HEARING AND SPEECH Totals						2,000.00
						Voided
						\$0.00
						Discounted
						\$0.00
						Expensed
						\$0.00
						Remaining
						\$2,000.00
						Encumbered
						\$2,000.00
Vendor 26639 - COLOMBO, CAROL						
Purchase Order	2024-00000407	G/L Date	01/03/2024	Purchase Orders	1	Amount
Description	Travel Expenses, Other	Deliver by Date				400.00
Department	MRDD Board of DD	Printed Date	12/18/2023			.00
Vendor	26639 - COLOMBO, CAROL	Completed Date				.00
Type	Contract	Expiration Date				.00
Status	Open					400.00
Vendor 26639 - COLOMBO, CAROL Totals						400.00
						Voided
						\$0.00
						Discounted
						\$0.00
						Expensed
						\$0.00
						Remaining
						\$400.00
						Encumbered
						\$400.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 13213 - COLONIAL OIL INDUSTRIES, INC		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000408	Deliver by Date	01/03/2024	Voided		50,000.00	
Description	Fuel Supplier	Printed Date	12/18/2023	Discounted		.00	
Vendor	MRDD Board of DD	Completed Date		Expensed		17,653.15	
Type	Contract	Expiration Date		Remaining		32,346.85	
Status	Open			Encumbered		32,346.85	
Vendor 13213 - COLONIAL OIL INDUSTRIES, INC Totals		Purchase Orders		Amount		\$50,000.00	
				Voided		\$0.00	
				Discounted		\$0.00	
				Expensed		\$17,653.15	
				Remaining		\$32,346.85	
				Encumbered		\$32,346.85	
Vendor 1464 - CONSUMER SUPPORT SERVICES INC		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000581	Deliver by Date	01/03/2024	Voided		9,000.00	
Description	Supported Living	Printed Date	12/18/2023	Discounted		.00	
Vendor	MRDD Board of DD	Completed Date		Expensed		.00	
Type	Formal Contract	Expiration Date		Remaining		9,000.00	
Status	Open			Encumbered		9,000.00	
Vendor 1464 - CONSUMER SUPPORT SERVICES INC Totals		Purchase Orders		Amount		\$9,000.00	
				Voided		\$0.00	
				Discounted		\$0.00	
				Expensed		\$0.00	
				Remaining		\$9,000.00	
				Encumbered		\$9,000.00	
Vendor 14913 - CPROHIO LLC		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000409	Deliver by Date	01/03/2024	Voided		2,500.00	
Description	First Aid/CPR Training	Printed Date	12/18/2023	Discounted		.00	
Vendor	MRDD Board of DD	Completed Date		Expensed		.00	
Type	Contract	Expiration Date		Remaining		1,875.00	
Status	Open			Encumbered		625.00	
Vendor 14913 - CPROHIO LLC Totals		Purchase Orders		Amount		2,500.00	
				Voided		.00	
				Discounted		.00	
				Expensed		1,875.00	
				Remaining		625.00	
				Encumbered		625.00	
Vendor 14913 - CPROHIO LLC		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000582	Deliver by Date	01/03/2024	Voided		3,000.00	
Description	First Aid/CPR Training	Printed Date	12/18/2023	Discounted		.00	
Vendor	MRDD Board of DD	Completed Date		Expensed		.00	
Type	Contract	Expiration Date		Remaining		3,000.00	
Status	Open			Encumbered		3,000.00	
Vendor 14913 - CPROHIO LLC Totals		Purchase Orders		Amount		3,000.00	
				Voided		.00	
				Discounted		.00	
				Expensed		.00	
				Remaining		3,000.00	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 14913 - CPROHIO LLC  
 Status Open

Vendor 14913 - CPROHIO LLC Totals Purchase Orders 2

Encumbered	3,000.00
Amount	\$5,500.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$1,875.00
Remaining	\$3,625.00
Encumbered	\$3,625.00

Vendor 52293 - CULLIGAN OF NORTHEAST OHIO

Purchase Order 2024-00000410  
 Description Water System Service  
 Department MRDD Board of DD  
 Vendor 52293 - CULLIGAN OF NORTHEAST OHIO  
 Type Contract  
 Status Open

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date  
 Expiration Date

Vendor 52293 - CULLIGAN OF NORTHEAST OHIO Totals Purchase Orders 1

Amount	500.00
Voided	.00
Discounted	.00
Expensed	82.00
Remaining	418.00
Encumbered	418.00

Vendor 1740 - CURRAN, LYNNE

Purchase Order 2024-00000583  
 Description Transportation  
 Department MRDD Board of DD  
 Vendor 1740 - CURRAN, LYNNE  
 Type Formal Contract  
 Status Open

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date  
 Expiration Date

Vendor 1740 - CURRAN, LYNNE Totals Purchase Orders 1

Amount	15,000.00
Voided	.00
Discounted	.00
Expensed	.00
Remaining	15,000.00
Encumbered	15,000.00

Vendor 7754 - D'ETTORRE, BRITTANY

Purchase Order 2024-00000414  
 Description Travel Expenses, Other  
 Department MRDD Board of DD

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023

Amount	950.00
Voided	.00
Discounted	.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor **7754 - D'ETTORRE, BRITTANY**  
 Vendor 7754 - D'ETTORRE, BRITTANY  
 Type Contract  
 Status Open

Expensed	.00
Remaining	950.00
Encumbered	950.00
Amount	\$950.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$0.00
Remaining	\$950.00
Encumbered	\$950.00

Vendor **7754 - D'ETTORRE, BRITTANY** Totals Purchase Orders **1**

Vendor **46559 - DAVID THOMAS ESQ**  
 Purchase Order 2024-00000411  
 Description Workers' Comp Attorney Fees  
 Department MRDD Board of DD  
 Vendor 46559 - DAVID THOMAS ESQ  
 Type Contract  
 Status Open

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date  
 Expiration Date

Amount	2,000.00
Voided	.00
Discounted	.00
Expensed	.00
Remaining	2,000.00
Encumbered	2,000.00

Vendor **46559 - DAVID THOMAS ESQ** Totals Purchase Orders **1**

Amount	\$2,000.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$0.00
Remaining	\$2,000.00
Encumbered	\$2,000.00

Vendor **12844 - DAVIS, REAN**  
 Purchase Order 2024-00000412  
 Description Travel Expenses, Other  
 Department MRDD Board of DD  
 Vendor 12844 - DAVIS, REAN  
 Type Contract  
 Status Open

G/L Date 01/03/2024  
 Deliver by Date  
 Printed Date 12/18/2023  
 Completed Date  
 Expiration Date

Amount	2,000.00
Voided	.00
Discounted	.00
Expensed	.00
Remaining	2,000.00
Encumbered	2,000.00

Vendor **12844 - DAVIS, REAN** Totals Purchase Orders **1**

Amount	\$2,000.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$0.00
Remaining	\$2,000.00
Encumbered	\$2,000.00

Vendor **50102 - DE OLIVEIRA, CONSTANCE**  
 Purchase Order 2024-00000413

G/L Date 01/03/2024

Amount	1,250.00
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# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Description	Department	Type	Status	Printed Date	Completed Date	Expiration Date	Deliver by Date	G/L Date	Vendor	Purchase Orders	Totals	Voided	Discounted	Expensed	Remaining	Encumbered
Vendor 50102 - DE OLIVEIRA , CONSTANCE	Travel Expenses, Other	MRDD Board of DD	Contract	Open	12/18/2023						1	\$1,250.00	\$0.00	\$0.00	\$91.39	1,158.61	
												\$0.00					
												\$91.39					
												\$1,158.61					
												\$1,250.00					
													\$0.00				
													\$0.00				
Vendor 14430 - DEX IMAGING LLC	Copier Lease and Expenses	MRDD Board of DD	Contract	Open	12/18/2023						1	8,000.00	8,000.00				
												\$0.00					
												\$0.00					
												\$0.00					
												\$8,000.00					
													\$0.00				
													\$8,000.00				
Vendor 54660 - DRAYER , DANA LYNN	Transportation	MRDD Board of DD	Formal Contract	Open	12/18/2023						1	7,000.00	7,000.00				
												\$0.00					
												\$0.00					
												\$0.00					
												\$7,000.00					
													\$0.00				
													\$7,000.00				





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Purchase Orders	Amount	
Vendor	6410 - ECKERT, JAMES	Travel Expenses, Other	MRDD Board of DD	6410 - ECKERT, JAMES	Contract	Open	01/03/2024		12/18/2023			Vendor	6410 - ECKERT, JAMES	1	275.00
														Voided	.00
														Discounted	.00
														Expensed	.00
														Remaining	275.00
														Encumbered	275.00
														Amount	\$275.00
														Voided	\$0.00
														Discounted	\$0.00
														Expensed	\$0.00
														Remaining	\$275.00
														Encumbered	\$275.00
Vendor	12314 - EDENBURGH, FLOYD	Transportation	MRDD Board of DD	12314 - EDENBURGH, FLOYD	Formal Contract	Open	01/03/2024		12/18/2023			Vendor	12314 - EDENBURGH, FLOYD	1	30,000.00
														Voided	.00
														Discounted	.00
														Expensed	875.00
														Remaining	29,125.00
														Encumbered	29,125.00
														Amount	\$30,000.00
														Voided	\$0.00
														Discounted	\$0.00
														Expensed	\$875.00
														Remaining	\$29,125.00
														Encumbered	\$29,125.00
Vendor	5427 - EMPOWERING PEOPLE WORKSHOP INC	Adult Day/Transportation	MRDD Board of DD	5427 - EMPOWERING PEOPLE WORKSHOP INC	Formal Contract	Open	01/03/2024		12/18/2023			Vendor	5427 - EMPOWERING PEOPLE WORKSHOP INC	1	112,000.00
														Voided	.00
														Discounted	.00
														Expensed	9,885.65
														Remaining	102,114.35
														Encumbered	102,114.35
														Amount	\$112,000.00
														Voided	\$0.00
														Discounted	\$0.00
														Expensed	\$9,885.65
														Remaining	\$102,114.35
														Encumbered	\$102,114.35



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 12119 - ESC OF THE WESTERN RESERVE		G/L Date		Purchase Orders		Totals	
Purchase Order	2024-00000418	01/03/2024		1		Amount	60,000.00
Description	VOIP, Internet Filtering, Email Archive, Remote Backup	Deliver by Date				Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	.00
Vendor	12119 - ESC OF THE WESTERN RESERVE	Completed Date				Expensed	1,803.93
Type	Formal Contract	Expiration Date				Remaining	58,196.07
Status	Open					Encumbered	58,196.07
Vendor 12119 - ESC OF THE WESTERN RESERVE						Amount	\$60,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$1,803.93
						Remaining	\$58,196.07
						Encumbered	\$58,196.07
Vendor 50945 - FAMILY FIRST COUNCIL		G/L Date		Purchase Orders		Totals	
Purchase Order	2024-00000590	01/03/2024		1		Amount	67,000.00
Description	Multi-Funding Agreement	Deliver by Date				Voided	.00
Department	MRDD Board of DD	Printed Date	12/21/2023			Discounted	.00
Vendor	50945 - FAMILY FIRST COUNCIL	Completed Date				Expensed	16,581.50
Type	Formal Contract	Expiration Date				Remaining	50,418.50
Status	Open					Encumbered	50,418.50
Vendor 50945 - FAMILY FIRST COUNCIL						Amount	\$67,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$16,581.50
						Remaining	\$50,418.50
						Encumbered	\$50,418.50
Vendor 2459 - FASO, KARLA		G/L Date		Purchase Orders		Totals	
Purchase Order	2024-00000419	01/03/2024		1		Amount	4,500.00
Description	Travel Expenses, Other	Deliver by Date				Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	.00
Vendor	2459 - FASO, KARLA	Completed Date				Expensed	430.68
Type	Contract	Expiration Date				Remaining	4,069.32
Status	Open					Encumbered	4,069.32
Vendor 2459 - FASO, KARLA						Amount	\$4,500.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$430.68
						Remaining	\$4,069.32
						Encumbered	\$4,069.32



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 39321 - FIELDSTONE FARM TRC		G/L Date		Purchase Orders		Encumbered
Purchase Order	2024-00000591	01/03/2024				\$4,069.32
Description	Therapeutic Riding					
Department	MRDD Board of DD	12/18/2023				
Vendor	39321 - FIELDSTONE FARM TRC					
Type	Formal Contract					
Status	Open					
Vendor 39321 - FIELDSTONE FARM TRC Totals Purchase Orders 1						
Amount						5,000.00
Voided						.00
Discounted						.00
Expensed						8.00
Remaining						4,992.00
Encumbered						4,992.00
Amount						\$5,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$8.00
Remaining						\$4,992.00
Encumbered						\$4,992.00
Vendor 8859 - FIND ART LLC						
Purchase Order	2024-00000592	01/03/2024				5,000.00
Description	Art Therapy					.00
Department	MRDD Board of DD	12/18/2023				.00
Vendor	8859 - FIND ART LLC					200.00
Type	Formal Contract					4,800.00
Status	Open					4,800.00
Vendor 8859 - FIND ART LLC Totals Purchase Orders 1						
Amount						\$5,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$200.00
Remaining						\$4,800.00
Encumbered						\$4,800.00
Amount						\$5,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$200.00
Remaining						\$4,800.00
Encumbered						\$4,800.00
Vendor 54657 - FINE ARTS ASSOCIATION						
Purchase Order	2024-00000594	01/03/2024				4,000.00
Description	Art Therapy					.00
Department	MRDD Board of DD	12/18/2023				.00
Vendor	54657 - FINE ARTS ASSOCIATION					.00
Type	Formal Contract					4,000.00
Status	Open					4,000.00
Vendor 54657 - FINE ARTS ASSOCIATION Totals Purchase Orders 1						
Amount						\$4,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						4,000.00
Encumbered						4,000.00
Amount						\$4,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$0.00
Encumbered						\$0.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

		Remaining			Encumbered
Vendor 55926 - FIORITTO , VINCE		\$4,000.00			\$4,000.00
Purchase Order	2024-00000420				
Description	Travel Expenses, Other				
Department	MRDD Board of DD				
Vendor	55926 - FIORITTO , VINCE				
Type	Contract				
Status	Open				
		Amount			1,500.00
		Voided			.00
		Discounted			.00
		Expensed			130.45
		Remaining			1,369.55
		Encumbered			1,369.55
Vendor 55926 - FIORITTO , VINCE Totals		Amount			\$1,500.00
		Voided			\$0.00
		Discounted			\$0.00
		Expensed			\$130.45
		Remaining			\$1,369.55
		Encumbered			\$1,369.55
Vendor 33162 - FLEETCOR TECHNOLOGIES INC					
Purchase Order	2024-00000421				
Description	Fuel Purchases				
Department	MRDD Board of DD				
Vendor	33162 - FLEETCOR TECHNOLOGIES INC				
Type	Contract				
Status	Open				
		Amount			2,500.00
		Voided			.00
		Discounted			.00
		Expensed			177.71
		Remaining			2,322.29
		Encumbered			2,322.29
Vendor 33162 - FLEETCOR TECHNOLOGIES INC Totals		Amount			\$2,500.00
		Voided			\$0.00
		Discounted			\$0.00
		Expensed			\$177.71
		Remaining			\$2,322.29
		Encumbered			\$2,322.29
Vendor 13031 - FRAME JR. , STEVEN					
Purchase Order	2024-00000422				
Description	Travel Expenses, Other				
Department	MRDD Board of DD				
Vendor	13031 - FRAME JR. , STEVEN				
Type	Contract				
Status	Open				
		Amount			1,000.00
		Voided			.00
		Discounted			.00
		Expensed			.00
		Remaining			1,000.00
		Encumbered			1,000.00
Vendor 13031 - FRAME JR. , STEVEN Totals		Amount			\$1,000.00
		Voided			\$0.00
		Discounted			\$0.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
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Vendor 4924 - GEAUGA COUNTY ADP BOARD		Vendor 4924 - GEAUGA COUNTY ADP BOARD		Totals		Purchase Orders		1	
Purchase Order	2024-00000423	G/L Date	01/03/2024	Amount	\$4,000.00	Expensed	\$0.00	Amount	\$4,000.00
Description	Software - New World Financial Licenses	Deliver by Date		Voided	\$0.00	Remaining	\$1,000.00	Voided	\$0.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	\$0.00	Encumbered	\$1,000.00	Discounted	.00
Vendor	4924 - GEAUGA COUNTY ADP BOARD	Completed Date		Expensed	.00			Expensed	.00
Type	Contract	Expiration Date		Remaining	4,000.00			Remaining	4,000.00
Status	Open			Encumbered	4,000.00			Encumbered	4,000.00
Vendor 999999 - GEAUGA COUNTY BLANKET ORDER									
Purchase Order	2024-00000373	G/L Date	01/03/2024	Amount	50,000.00	Expensed	.00	Amount	50,000.00
Description	Contracted Services	Deliver by Date		Voided	.00	Remaining	892.90	Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	49,107.10	Discounted	.00
Vendor	999999 - GEAUGA COUNTY BLANKET ORDER	Completed Date		Expensed	892.90			Expensed	892.90
Type	Blanket	Expiration Date		Remaining	49,107.10			Remaining	49,107.10
Status	Open			Encumbered	49,107.10			Encumbered	49,107.10
Vendor 2024-00000374									
Purchase Order	2024-00000374	G/L Date	01/03/2024	Amount	33,700.00	Expensed	.00	Amount	33,700.00
Description	Materials & Supplies	Deliver by Date		Voided	.00	Remaining	1,213.15	Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	32,486.85	Discounted	.00
Vendor	999999 - GEAUGA COUNTY BLANKET ORDER	Completed Date		Expensed	1,213.15			Expensed	1,213.15
Type	Blanket	Expiration Date		Remaining	32,486.85			Remaining	32,486.85
Status	Open			Encumbered	32,486.85			Encumbered	32,486.85
Vendor 2024-00000375									
Purchase Order	2024-00000375	G/L Date	01/03/2024	Amount	50,000.00	Expensed	.00	Amount	50,000.00
Description	Equipment	Deliver by Date		Voided	.00	Remaining	80.64	Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	49,919.36	Discounted	.00
Vendor	999999 - GEAUGA COUNTY BLANKET ORDER	Completed Date		Expensed	80.64			Expensed	80.64
Type	Blanket	Expiration Date		Remaining	49,919.36			Remaining	49,919.36
Status	Open			Encumbered	49,919.36			Encumbered	49,919.36
Vendor 2024-00000376									
Purchase Order	2024-00000376	G/L Date	01/03/2024	Amount	35,872.50	Expensed	.00	Amount	35,872.50
Description	Other Expenses	Deliver by Date		Voided	.00	Remaining	.00	Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	.00	Discounted	.00
Vendor	999999 - GEAUGA COUNTY BLANKET ORDER	Completed Date		Expensed	80.64			Expensed	80.64
Type	Blanket	Expiration Date		Remaining	49,919.36			Remaining	49,919.36
Status	Open			Encumbered	49,919.36			Encumbered	49,919.36



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Completed Date	Expensed
<b>999999 - GEAUGA COUNTY BLANKET ORDER</b>		
Vendor	Expiration Date	Remaining
Type		Encumbered
Status		2,321.00
		33,551.50
		33,551.50
<b>Purchase Order</b>	01/03/2024	Amount
Description	Deliver by Date	Voided
Department	Printed Date	Discounted
Vendor	Completed Date	Expensed
Type	Expiration Date	Remaining
Status		Encumbered
		10,175.00
		.00
		.00
		408.00
		9,767.00
		9,767.00
<b>Purchase Order</b>	01/03/2024	Amount
Description	Deliver by Date	Voided
Department	Printed Date	Discounted
Vendor	Completed Date	Expensed
Type	Expiration Date	Remaining
Status		Encumbered
		7,350.00
		.00
		.00
		.00
		7,350.00
		7,350.00
<b>Purchase Order</b>	01/03/2024	Amount
Description	Deliver by Date	Voided
Department	Printed Date	Discounted
Vendor	Completed Date	Expensed
Type	Expiration Date	Remaining
Status		Encumbered
		50,000.00
		.00
		.00
		.00
		50,000.00
		50,000.00
<b>Purchase Order</b>	01/03/2024	Amount
Description	Deliver by Date	Voided
Department	Printed Date	Discounted
Vendor	Completed Date	Expensed
Type	Expiration Date	Remaining
Status		Encumbered
		50,000.00
		.00
		.00
		.00
		50,000.00
		50,000.00
<b>Purchase Order</b>	01/12/2024	Amount
Description	Deliver by Date	Voided
Department	Printed Date	Discounted
Vendor	Completed Date	Expensed
Type	Expiration Date	Remaining
Status		Encumbered
		5,000.00
		.00
		.00
		.00
		5,000.00
		5,000.00
<b>Purchase Order</b>	01/17/2024	Amount
Description	Deliver by Date	Voided
Department	Printed Date	Discounted
Vendor	Completed Date	Expensed
Type	Expiration Date	Remaining
Status		Encumbered
		5,000.00
		.00
		.00
		.00
		5,000.00
		5,000.00
<b>Vendor 9999999 - GEAUGA COUNTY BLANKET ORDER Totals</b>	Purchase Orders	9
	Amount	\$292,097.50
	Voided	\$0.00
	Discounted	\$0.00
	Expensed	\$4,915.69



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 22431 - GEAUGA COUNTY WATER RESOURCES		G/L Date		Purchase Orders		Totals		Remaining	
Purchase Order	2024-00000424	01/03/2024						\$287,181.81	Encumbered
Description	Septic System Monitoring & Maint	Deliver by Date							
Department	MRDD Board of DD	Printed Date	12/18/2023						
Vendor	22431 - GEAUGA COUNTY WATER RESOURCES	Completed Date						30,000.00	Amount
Type	Contract	Expiration Date							Voided
Status	Open								Discounted
									Expensed
								2,062.80	Remaining
								27,937.20	Encumbered
								\$30,000.00	Amount
								\$0.00	Voided
								\$0.00	Discounted
								\$2,062.80	Expensed
								\$27,937.20	Remaining
								\$27,937.20	Encumbered
Vendor 22431 - GEAUGA COUNTY WATER RESOURCES									
Vendor 1705 - GEAUGA DOOR SALES & SERVICE		G/L Date		Purchase Orders		Totals		Remaining	
Purchase Order	2024-00000425	01/03/2024						5,000.00	Amount
Description	Maintenance	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	1705 - GEAUGA DOOR SALES & SERVICE	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
								\$5,000.00	Amount
								\$0.00	Voided
								\$0.00	Discounted
								451.00	Expensed
								4,549.00	Remaining
								4,549.00	Encumbered
Vendor 1705 - GEAUGA DOOR SALES & SERVICE									
Vendor 13546 - GEORGE, COURTNEY		G/L Date		Purchase Orders		Totals		Remaining	
Purchase Order	2024-00000595	01/03/2024						3,000.00	Amount
Description	Transportation	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	13546 - GEORGE, COURTNEY	Completed Date							Expensed
Type	Formal Contract	Expiration Date							Remaining
Status	Open								Encumbered
								\$3,000.00	Amount
									Voided
								\$0.00	Discounted
								\$0.00	Expensed
								3,000.00	Remaining
								3,000.00	Encumbered
Vendor 13546 - GEORGE, COURTNEY									
								\$3,000.00	Amount
								\$0.00	Voided
								\$0.00	Discounted



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

			Expensed				Expensed
			Remaining				Remaining
			Encumbered				Encumbered
<b>Vendor 13626 - GOLDBERG, LISA</b>							
Purchase Order	2024-00000596						
Description	Transportation						
Department	MRDD Board of DD						
Vendor	13626 - GOLDBERG, LISA	G/L Date	01/03/2024	Amount		21,000.00	
Type	Formal Contract	Deliver by Date		Voided		.00	
Status	Open	Printed Date	12/18/2023	Discounted		.00	
			Completed Date	Expensed		1,679.20	
			Expiration Date	Remaining		19,320.80	
				Encumbered		19,320.80	
		Vendor	13626 - GOLDBERG, LISA	Totals	Purchase Orders	1	
			Amount	Voided		\$21,000.00	
			Discounted	Expensed		\$0.00	
			Remaining	Encumbered		\$1,679.20	
			Encumbered			\$19,320.80	
						\$19,320.80	
<b>Vendor 8978 - GOODWILL INDUSTRIES OF GREATER CLEVELAND</b>							
Purchase Order	2024-00001734						
Description	Community Employment Services						
Department	MRDD Board of DD						
Vendor	8978 - GOODWILL INDUSTRIES OF GREATER CLEVELAND	G/L Date	01/12/2024	Amount		10,000.00	
Type	Formal Contract	Deliver by Date		Voided		.00	
Status	Open	Printed Date	01/12/2024	Discounted		.00	
			Completed Date	Expensed		.00	
			Expiration Date	Remaining		.00	
				Encumbered		10,000.00	
		Vendor	8978 - GOODWILL INDUSTRIES OF GREATER CLEVELAND	Totals	Purchase Orders	1	
			Amount	Voided		\$10,000.00	
			Discounted	Expensed		\$0.00	
			Remaining	Encumbered		\$0.00	
			Encumbered			\$10,000.00	
						\$10,000.00	
<b>Vendor 7935 - GRICE, SARAH</b>							
Purchase Order	2024-00000426						
Description	Travel Expenses, Other						
Department	MRDD Board of DD						
Vendor	7935 - GRICE, SARAH	G/L Date	01/03/2024	Amount		500.00	
Type	Contract	Deliver by Date		Voided		.00	
Status	Open	Printed Date	12/18/2023	Discounted		.00	
			Completed Date	Expensed		.00	
			Expiration Date	Remaining		500.00	
				Encumbered		500.00	
		Vendor	7935 - GRICE, SARAH	Totals	Purchase Orders	1	
			Amount	Voided		\$500.00	
			Discounted	Expensed		\$0.00	
			Remaining	Encumbered		\$0.00	
			Encumbered			\$500.00	
						\$500.00	





# Purchase Order Report

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Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 53577 - H & M SNOW PROS INC		Vendor 14370 - HEREDOS, PATRICIA M		Vendor 15016 - HERITAGE POOL SUPPLY GROUP	
Purchase Order	2024-00000427	Purchase Order	2024-00000428	Purchase Order	2024-00000429
Description	Snow Removal	Description	Travel Expenses, Other	Description	Pool Supplies
Department	MRDD Board of DD	Department	MRDD Board of DD	Department	MRDD Board of DD
Vendor	53577 - H & M SNOW PROS INC	Vendor	14370 - HEREDOS, PATRICIA M	Vendor	15016 - HERITAGE POOL SUPPLY GROUP
Type	Formal Contract	Type	Contract	Type	Contract
Status	Open	Status	Open	Status	Open
G/L Date		G/L Date		G/L Date	
01/03/2024		01/03/2024		01/03/2024	
Deliver by Date		Deliver by Date		Deliver by Date	
12/18/2023		12/18/2023		12/18/2023	
Printed Date		Printed Date		Printed Date	
Completed Date		Completed Date		Completed Date	
Expiration Date		Expiration Date		Expiration Date	
Purchase Orders		Purchase Orders		Purchase Orders	
1		1		1	
Amount	25,000.00	Amount	2,000.00	Amount	5,000.00
Voided	.00	Voided	.00	Voided	.00
Discounted	.00	Discounted	.00	Discounted	.00
Expensed	5,240.00	Expensed	\$5,240.00	Expensed	\$0.00
Remaining	19,760.00	Remaining	\$19,760.00	Remaining	\$2,000.00
Encumbered	19,760.00	Encumbered	\$19,760.00	Encumbered	\$2,000.00
Amount	\$25,000.00	Amount	\$2,000.00	Amount	\$2,000.00
Voided	\$0.00	Voided	\$0.00	Voided	\$0.00
Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00
Expensed	\$5,240.00	Expensed	\$5,240.00	Expensed	\$0.00
Remaining	\$19,760.00	Remaining	\$19,760.00	Remaining	\$2,000.00
Encumbered	\$19,760.00	Encumbered	\$19,760.00	Encumbered	\$2,000.00



# Purchase Order Report

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Vendor 6146 - HICKMAN & LOWDER CO L. P. A.		Vendor 6146 - HICKMAN & LOWDER CO L. P. A. Totals		Purchase Orders		Purchase Orders		1	
Purchase Order	2024-00000597	G/L Date	01/03/2024	Amount	3,000.00	Voided	\$0.00	Discounted	\$0.00
Description	Attorney Support/Counsel	Deliver by Date		Voided	.00	Expensed	\$0.00	Expensed	\$0.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Remaining	\$5,000.00	Encumbered	\$5,000.00
Vendor	6146 - HICKMAN & LOWDER CO L. P. A.	Completed Date		Expensed	.00	Encumbered	3,000.00	Amount	3,000.00
Type	Contract	Expiration Date		Remaining	3,000.00	Amount	\$3,000.00	Voided	\$0.00
Status	Open			Encumbered	3,000.00	Voided	\$0.00	Discounted	\$0.00
Vendor 1312 - HIRAM FARM LIVING & LEARNING COMMUNITY									
Purchase Order	2024-00000598	G/L Date	01/03/2024	Amount	41,000.00	Voided	\$0.00	Discounted	.00
Description	Adult Day	Deliver by Date		Voided	.00	Expensed	\$0.00	Expensed	\$0.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Remaining	\$3,000.00	Encumbered	\$3,000.00
Vendor	1312 - HIRAM FARM LIVING & LEARNING COMMUNITY	Completed Date		Expensed	1,776.00	Amount	\$41,000.00	Voided	\$0.00
Type	Formal Contract	Expiration Date		Remaining	39,224.00	Discounted	.00	Expensed	\$1,776.00
Status	Open			Encumbered	39,224.00	Remaining	39,224.00	Encumbered	39,224.00
Vendor 1312 - HIRAM FARM LIVING & LEARNING COMMUNITY Totals									
Amount		Amount		Amount	\$41,000.00	Voided	\$0.00	Discounted	\$0.00
Voided		Voided		Expensed	\$1,776.00	Expensed	\$0.00	Expensed	\$1,776.00
Discounted		Discounted		Remaining	39,224.00	Remaining	\$39,224.00	Remaining	\$39,224.00
Expensed		Expensed		Encumbered	39,224.00	Encumbered	\$41,000.00	Encumbered	\$39,224.00
Remaining		Remaining		Amount	10,000.00	Voided	\$0.00	Discounted	.00
Encumbered		Encumbered		Voided	.00	Discounted	.00	Expensed	1,991.26
Amount		Amount		Expensed	8,008.74	Remaining	8,008.74	Encumbered	8,008.74
Voided		Voided		Encumbered	8,008.74	Encumbered	8,008.74	Encumbered	8,008.74
Discounted		Discounted		Amount	10,000.00	Voided	\$0.00	Discounted	.00
Expensed		Expensed		Voided	.00	Discounted	.00	Expensed	1,991.26
Remaining		Remaining		Expensed	8,008.74	Remaining	8,008.74	Encumbered	8,008.74
Encumbered		Encumbered		Encumbered	8,008.74	Encumbered	8,008.74	Encumbered	8,008.74



# Purchase Order Report

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Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Purchase Orders	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
Vendor	41521 - HOME DEPOT / GECF	2024-00000431	Equipment Purchases	MRDD Board of DD	41521 - HOME DEPOT / GECF	Contract	Open	01/03/2024		12/18/2023							Vendor	41521 - HOME DEPOT / GECF	Totals	2	\$15,000.00	\$0.00	\$0.00	\$1,991.26	\$13,008.74
Vendor	14966 - HUNTER, ASHLEY	2024-00000432	Travel Expenses, Other	MRDD Board of DD	14966 - HUNTER, ASHLEY	Contract	Open	01/03/2024		12/18/2023							Vendor	14966 - HUNTER, ASHLEY	Totals	1	\$600.00	\$0.00	\$0.00	186.66	413.34
Vendor	46698 - HYLANT ADMINISTRATIVE SERV LLC	2024-00000433	Fleet/Liability Insurance	MRDD Board of DD	46698 - HYLANT ADMINISTRATIVE SERV LLC	Formal Contract	Open	01/03/2024		12/18/2023							Vendor	46698 - HYLANT ADMINISTRATIVE SERV LLC	Totals	1	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Vendor	41521 - HOME DEPOT / GECF	2024-00000431	Equipment Purchases	MRDD Board of DD	41521 - HOME DEPOT / GECF	Contract	Open	01/03/2024		12/18/2023							Vendor	41521 - HOME DEPOT / GECF	Totals	2	\$15,000.00	\$0.00	\$0.00	\$1,991.26	\$13,008.74
Vendor	14966 - HUNTER, ASHLEY	2024-00000432	Travel Expenses, Other	MRDD Board of DD	14966 - HUNTER, ASHLEY	Contract	Open	01/03/2024		12/18/2023							Vendor	14966 - HUNTER, ASHLEY	Totals	1	\$600.00	\$0.00	\$0.00	186.66	413.34
Vendor	46698 - HYLANT ADMINISTRATIVE SERV LLC	2024-00000433	Fleet/Liability Insurance	MRDD Board of DD	46698 - HYLANT ADMINISTRATIVE SERV LLC	Formal Contract	Open	01/03/2024		12/18/2023							Vendor	46698 - HYLANT ADMINISTRATIVE SERV LLC	Totals	1	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 31474 - ILLUMINATING COMPANY		G/L Date		Purchase Orders		Totals	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Amount	Encumbered
2024-00000434	Utility Service	01/03/2024	12/18/2023			65,000.00	
31474 - ILLUMINATING COMPANY	MRDD Board of DD					.00	
	Contract					4,828.65	
	Open					60,171.35	
<b>Vendor 31474 - ILLUMINATING COMPANY</b>						<b>\$65,000.00</b>	
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$4,828.65
						Remaining	\$60,171.35
						Encumbered	\$60,171.35
<b>Vendor 58142 - INTELLINETICS INC</b>						<b>10,000.00</b>	
						Voided	.00
						Discounted	.00
						Expensed	.00
						Remaining	10,000.00
						Encumbered	10,000.00
<b>Vendor 58142 - INTELLINETICS INC</b>						<b>\$10,000.00</b>	
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$10,000.00
						Encumbered	\$10,000.00
<b>Vendor 6311 - ISOLVED INC (fka INFINISOURCE INC)</b>						<b>6,500.00</b>	
						Voided	.00
						Discounted	.00
						Expensed	520.00
						Remaining	5,980.00
						Encumbered	5,980.00
<b>Vendor 6311 - ISOLVED INC (fka INFINISOURCE INC)</b>						<b>\$6,500.00</b>	
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$520.00
						Remaining	\$5,980.00
						Encumbered	\$5,980.00



# Purchase Order Report

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 Summary Listing

Vendor 14962 - ISPRING SOLUTIONS INC		G/L Date		Purchase Orders		Encumbered
Purchase Order	2024-0000439	01/03/2024				\$5,980.00
Description	iSpring Suite					
Department	MRDD Board of DD	12/18/2023				
Vendor	14962 - ISPRING SOLUTIONS INC					
Type	Contract					
Status	Open					
Vendor 14962 - ISPRING SOLUTIONS INC Totals Purchase Orders 1						
Amount						1,340.00
Voided						.00
Discounted						.00
Expensed						.00
Remaining						1,340.00
Encumbered						1,340.00
Amount						\$1,340.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$1,340.00
Encumbered						\$1,340.00
Vendor 5092 - ITW FOOD EQUIPMENT GROUP LLC						
Purchase Order	2024-0000440	01/03/2024				3,500.00
Description	Commercial Appliance Repairs/Maintenance					.00
Department	MRDD Board of DD	12/18/2023				.00
Vendor	5092 - ITW FOOD EQUIPMENT GROUP LLC					.00
Type	Contract					3,500.00
Status	Open					3,500.00
Vendor 5092 - ITW FOOD EQUIPMENT GROUP LLC Totals Purchase Orders 1						
Amount						\$3,500.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$3,500.00
Encumbered						\$3,500.00
Amount						\$3,500.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$3,500.00
Encumbered						\$3,500.00
Vendor 15348 - JAMES EMMETT & COMPANY						
Purchase Order	2024-0000600	01/03/2024				10,000.00
Description	Community Employment Services					.00
Department	MRDD Board of DD	12/21/2023				.00
Vendor	15348 - JAMES EMMETT & COMPANY					.00
Type	Formal Contract					10,000.00
Status	Open					10,000.00
Vendor 15348 - JAMES EMMETT & COMPANY Totals Purchase Orders 1						
Amount						\$10,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$10,000.00
Encumbered						\$10,000.00
Amount						\$10,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$10,000.00
Encumbered						\$10,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 35703 - JEWISH FAMILY SERVICE		G/L Date		Purchase Orders		Totals		Remaining	
Purchase Order	2024-00000601	01/03/2024						Encumbered	\$10,000.00
Description	Supported Living							Amount	1,000.00
Department	MRDD Board of DD	12/18/2023						Voided	.00
Vendor	35703 - JEWISH FAMILY SERVICE							Discounted	.00
Type	Formal Contract							Expensed	.00
Status	Open							Remaining	1,000.00
								Encumbered	1,000.00
Purchase Order	2024-00000602	01/03/2024						Amount	37,144.00
Description	Social Work Services							Voided	.00
Department	MRDD Board of DD	12/26/2023						Discounted	.00
Vendor	35703 - JEWISH FAMILY SERVICE							Expensed	5,474.00
Type	Formal Contract							Remaining	31,670.00
Status	Open							Encumbered	31,670.00
Vendor 35703 - JEWISH FAMILY SERVICE		Totals		Purchase Orders		2			
								Amount	\$38,144.00
								Voided	\$0.00
								Discounted	\$0.00
								Expensed	\$5,474.00
								Remaining	\$32,670.00
								Encumbered	\$32,670.00
Vendor 53101 - JOHNSON CONTROLS INC		G/L Date		Purchase Orders		Totals		Remaining	
Purchase Order	2024-00000442	01/03/2024						Encumbered	16,000.00
Description	Security Support and Maintenance							Amount	16,000.00
Department	MRDD Board of DD	12/18/2023						Voided	.00
Vendor	53101 - JOHNSON CONTROLS INC							Discounted	.00
Type	Contract							Expensed	.00
Status	Open							Remaining	16,000.00
								Encumbered	16,000.00
Vendor 53101 - JOHNSON CONTROLS INC		Totals		Purchase Orders		1			
								Amount	\$16,000.00
								Voided	\$0.00
								Discounted	\$0.00
								Expensed	\$0.00
								Remaining	\$16,000.00
								Encumbered	\$16,000.00
Vendor 48239 - JOHNSTON, REBECCA		G/L Date		Purchase Orders		Totals		Remaining	
Purchase Order	2024-00000443	01/03/2024						Encumbered	750.00
Description	Travel Expenses, Other							Amount	750.00
Department	MRDD Board of DD	12/18/2023						Voided	.00
								Discounted	.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	48239 - JOHNSTON, REBECCA	Completed Date	Purchase Orders	Expensed
Vendor	48239 - JOHNSTON, REBECCA		1	55.61
Type	Contract	Expiration Date		694.39
Status	Open			694.39
Vendor 48239 - JOHNSTON, REBECCA Totals Purchase Orders 1				
				\$750.00
				\$0.00
				\$0.00
				\$55.61
				\$694.39
				\$694.39
Vendor 54022 - JOYS PLACE INC				
Purchase Order	2024-0000969	G/L Date	01/03/2024	169,000.00
Description	Supported Living	Deliver by Date		.00
Department	MRDD Board of DD	Printed Date	12/26/2023	.00
Vendor	54022 - JOYS PLACE INC	Completed Date		16,523.00
Type	Formal Contract	Expiration Date		152,477.00
Status	Open			152,477.00
Vendor 54022 - JOYS PLACE INC Totals Purchase Orders 1				
				\$169,000.00
				\$0.00
				\$0.00
				\$16,523.00
				\$152,477.00
				\$152,477.00
Vendor 15206 - JUNCTION AUTO SALES INC				
Purchase Order	2024-0000445	G/L Date	01/03/2024	5,000.00
Description	Service and Maintenance to Vehicle Fleet	Deliver by Date		.00
Department	MRDD Board of DD	Printed Date	12/18/2023	.00
Vendor	15206 - JUNCTION AUTO SALES INC	Completed Date		.00
Type	Contract	Expiration Date		5,000.00
Status	Open			5,000.00
Vendor 15206 - JUNCTION AUTO SALES INC Totals Purchase Orders 1				
				\$5,000.00
				\$0.00
				\$0.00
				\$0.00
				\$5,000.00
				\$5,000.00
Vendor 15104 - KANGAS, MARY JANE				
Purchase Order	2024-00000603	G/L Date	01/03/2024	5,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 15104 - KANGAS, MARY JANE		Vendor 15104 - KANGAS, MARY JANE		Vendor 15104 - KANGAS, MARY JANE	
Description	Transportation	Deliver by Date	Printed Date	Completed Date	Expiration Date
MRDD Board of DD <td>15104 - KANGAS, MARY JANE<td>12/18/2023<td>12/18/2023<td></td><td></td></td></td></td>	15104 - KANGAS, MARY JANE <td>12/18/2023<td>12/18/2023<td></td><td></td></td></td>	12/18/2023 <td>12/18/2023<td></td><td></td></td>	12/18/2023 <td></td> <td></td>		
Type <td>Formal Contract<td></td><td></td><td></td><td></td></td>	Formal Contract <td></td> <td></td> <td></td> <td></td>				
Status <td>Open<td></td><td></td><td></td><td></td></td>	Open <td></td> <td></td> <td></td> <td></td>				
Vendor 15104 - KANGAS, MARY JANE Totals Purchase Orders 1					
Amount \$5,000.00					
Voided \$0.00					
Discounted \$0.00					
Expensed \$1,072.00					
Remaining 3,928.00					
Encumbered 3,928.00					
Vendor 6246 - KARLOVEC MEDIA GROUP					
Description	Flyer Mailings and Legal Postings	G/L Date	Deliver by Date	Printed Date	Completed Date
MRDD Board of DD <td>6246 - KARLOVEC MEDIA GROUP<td>01/03/2024<td>01/03/2024<td>12/18/2023<td></td></td></td></td></td>	6246 - KARLOVEC MEDIA GROUP <td>01/03/2024<td>01/03/2024<td>12/18/2023<td></td></td></td></td>	01/03/2024 <td>01/03/2024<td>12/18/2023<td></td></td></td>	01/03/2024 <td>12/18/2023<td></td></td>	12/18/2023 <td></td>	
Type <td>Contract<td></td><td></td><td></td><td></td></td>	Contract <td></td> <td></td> <td></td> <td></td>				
Status <td>Open<td></td><td></td><td></td><td></td></td>	Open <td></td> <td></td> <td></td> <td></td>				
Vendor 6246 - KARLOVEC MEDIA GROUP Totals Purchase Orders 1					
Amount 25,000.00					
Voided .00					
Discounted .00					
Expensed .00					
Remaining 25,000.00					
Encumbered 25,000.00					
Vendor 15013 - KENNEY, CAITLIN					
Description	Travel Expenses, Other	G/L Date	Deliver by Date	Printed Date	Completed Date
MRDD Board of DD <td>15013 - KENNEY, CAITLIN<td>01/03/2024<td>01/03/2024<td>12/18/2023<td></td></td></td></td></td>	15013 - KENNEY, CAITLIN <td>01/03/2024<td>01/03/2024<td>12/18/2023<td></td></td></td></td>	01/03/2024 <td>01/03/2024<td>12/18/2023<td></td></td></td>	01/03/2024 <td>12/18/2023<td></td></td>	12/18/2023 <td></td>	
Type <td>Contract<td></td><td></td><td></td><td></td></td>	Contract <td></td> <td></td> <td></td> <td></td>				
Status <td>Open<td></td><td></td><td></td><td></td></td>	Open <td></td> <td></td> <td></td> <td></td>				
Vendor 15013 - KENNEY, CAITLIN Totals Purchase Orders 1					
Amount 1,500.00					
Voided .00					
Discounted .00					
Expensed .00					
Remaining 1,500.00					
Encumbered 1,500.00					
Vendor 15013 - KENNEY, CAITLIN Totals Purchase Orders 1					
Amount \$1,500.00					
Voided \$0.00					
Discounted \$0.00					
Expensed \$0.00					
Remaining \$1,500.00					
Encumbered \$1,500.00					





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
5011 - KENSTON L.S.D.	2024-0000604	ODE Passthrough	MRDD Board of DD	5011 - KENSTON L.S.D.	Contract	Open	01/03/2024		12/18/2023			5011 - KENSTON L.S.D.	1	\$204,000.00	.00	.00	.00	204,000.00	204,000.00
Vendor 5011 - KENSTON L.S.D. Totals														Amount	Voided	Discounted	Expensed	Remaining	Encumbered
														\$204,000.00	\$0.00	\$0.00	\$0.00	\$204,000.00	\$204,000.00
2484 - KINSMAN CARE INC	2024-0000605	Supported Living	MRDD Board of DD	2484 - KINSMAN CARE INC	Formal Contract	Open	01/03/2024		12/18/2023			2484 - KINSMAN CARE INC	1	2,000.00	.00	.00	.00	2,000.00	2,000.00
Vendor 2484 - KINSMAN CARE INC Totals														Amount	Voided	Discounted	Expensed	Remaining	Encumbered
														\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
14010 - KOEHL, BILL	2024-0000606	Transportation	MRDD Board of DD	14010 - KOEHL, BILL	Formal Contract	Open	01/03/2024		12/18/2023			14010 - KOEHL, BILL	1	\$7,000.00	.00	.00	580.60	6,419.40	6,419.40
Vendor 14010 - KOEHL, BILL Totals														Amount	Voided	Discounted	Expensed	Remaining	Encumbered
														\$7,000.00	\$0.00	\$0.00	\$580.60	\$6,419.40	\$6,419.40



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	14837 - KOLBERG, KELLY	Totals	Purchase Orders	1	Amount
Purchase Order	2024-00000452				2,000.00
Description	Travel Expenses, Other			Voided	.00
Department	MRDD Board of DD			Discounted	.00
Vendor	14837 - KOLBERG, KELLY			Expensed	204.95
Type	Contract			Remaining	1,795.05
Status	Open			Encumbered	1,795.05
				Amount	\$2,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$204.95
				Remaining	\$1,795.05
				Encumbered	\$1,795.05
				G/L Date	01/03/2024
				Deliver by Date	
				Printed Date	12/18/2023
				Completed Date	
				Expiration Date	
Vendor	14837 - KOLBERG, KELLY	Totals	Purchase Orders	1	Amount
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$204.95
				Remaining	\$1,795.05
				Encumbered	\$1,795.05
				G/L Date	01/03/2024
				Deliver by Date	
				Printed Date	12/18/2023
				Completed Date	
				Expiration Date	
Vendor	56076 - L B NAUGLES INC	Totals	Purchase Orders	1	Amount
Purchase Order	2024-00000456			Voided	2,000.00
Description	Generator Repair			Discounted	.00
Department	MRDD Board of DD			Expensed	.00
Vendor	56076 - L B NAUGLES INC			Remaining	.00
Type	Contract			Encumbered	2,000.00
Status	Open			Amount	2,000.00
				Voided	.00
				Discounted	.00
				Expensed	.00
				Remaining	2,000.00
				Encumbered	2,000.00
				G/L Date	01/03/2024
				Deliver by Date	
				Printed Date	12/18/2023
				Completed Date	
				Expiration Date	
Vendor	56076 - L B NAUGLES INC	Totals	Purchase Orders	2	Amount
Purchase Order	2024-00000457			Voided	2,520.00
Description	Annual Generator Maintenance Agreement			Discounted	.00
Department	MRDD Board of DD			Expensed	.00
Vendor	56076 - L B NAUGLES INC			Remaining	.00
Type	Contract			Encumbered	2,520.00
Status	Open			Amount	2,520.00
				Voided	.00
				Discounted	.00
				Expensed	.00
				Remaining	2,520.00
				Encumbered	2,520.00
				G/L Date	01/03/2024
				Deliver by Date	
				Printed Date	12/18/2023
				Completed Date	
				Expiration Date	
Vendor	56076 - L B NAUGLES INC	Totals	Purchase Orders	2	Amount
				Voided	\$4,520.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$0.00
				Encumbered	\$4,520.00
				G/L Date	01/03/2024
				Deliver by Date	
				Printed Date	12/21/2023
				Completed Date	
				Expiration Date	
Vendor	15106 - LAKETRAN	Totals	Purchase Orders	1	Amount
Purchase Order	2024-00000607			Voided	203,000.00
Description	Transportation			Discounted	.00
Department	MRDD Board of DD			Expensed	.00
Vendor	15106 - LAKETRAN			Remaining	.00
Type	Formal Contract			Encumbered	.00
Status	Open			Amount	203,000.00
				Voided	.00
				Discounted	.00
				Expensed	.00
				Remaining	.00
				Encumbered	203,000.00
				G/L Date	01/03/2024
				Deliver by Date	
				Printed Date	12/21/2023
				Completed Date	
				Expiration Date	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	15106 - LAKETRAN	Open	Vendor	15106 - LAKETRAN	Totals	Purchase Orders	1	Encumbered	203,000.00
Vendor	4828 - LAMAR TEXAS LIMITED PARTNERSHIP		G/L Date	01/03/2024				Amount	7,650.00
Purchase Order	2024-00000458		Deliver by Date					Voided	.00
Description	Billboard Advertising		Printed Date	12/26/2023				Discounted	.00
Department	MRDD Board of DD		Completed Date					Expensed	.00
Vendor	4828 - LAMAR TEXAS LIMITED PARTNERSHIP		Expiration Date					Remaining	\$0.00
Type	Formal Contract							Encumbered	\$203,000.00
Status	Open								\$203,000.00
Vendor	4828 - LAMAR TEXAS LIMITED PARTNERSHIP		Vendor	4828 - LAMAR TEXAS LIMITED PARTNERSHIP	Totals	Purchase Orders	1	Amount	\$7,650.00
Purchase Order	2024-00000465		Voided	\$0.00				Discounted	\$0.00
Description	Travel Expenses, Other		Expensed	\$0.00				Remaining	\$0.00
Department	MRDD Board of DD		Encumbered	\$7,650.00					\$7,650.00
Vendor	28474 - LAREW , DAVID L								
Type	Contract		G/L Date	01/03/2024				Amount	100.00
Status	Open		Deliver by Date					Voided	.00
Vendor	28474 - LAREW , DAVID L		Printed Date	12/18/2023				Discounted	.00
Purchase Order	2024-00000467		Completed Date					Expensed	.00
Description	Travel Expenses, Other		Expiration Date					Remaining	100.00
Department	MRDD Board of DD							Encumbered	100.00
Vendor	28474 - LAREW , DAVID L		Vendor	28474 - LAREW , DAVID L	Totals	Purchase Orders	1	Amount	\$100.00
Type	Contract		Voided	\$0.00				Discounted	\$0.00
Status	Open		Expensed	\$0.00				Remaining	\$0.00
Vendor	28474 - LAREW , DAVID L		Encumbered	\$100.00					\$100.00
Purchase Order	2024-00000467								
Description	Travel Expenses, Other		G/L Date	01/03/2024				Amount	1,200.00
Department	MRDD Board of DD		Deliver by Date					Voided	.00
Vendor	12343 - LEE, TODD		Printed Date	12/18/2023				Discounted	.00
Purchase Order	2024-00000467		Completed Date					Expensed	\$0.00
Description	Travel Expenses, Other		Expiration Date					Remaining	\$100.00
Department	MRDD Board of DD							Encumbered	\$100.00
Vendor	12343 - LEE, TODD		Vendor	12343 - LEE, TODD	Totals	Purchase Orders	1	Amount	\$100.00
Purchase Order	2024-00000467		Voided	\$0.00				Discounted	\$0.00
Description	Travel Expenses, Other		Expensed	\$0.00				Remaining	\$0.00
Department	MRDD Board of DD		Encumbered	\$100.00					\$100.00
Vendor	12343 - LEE, TODD								
Purchase Order	2024-00000467		G/L Date	01/03/2024				Amount	1,200.00
Description	Travel Expenses, Other		Deliver by Date					Voided	.00
Department	MRDD Board of DD		Printed Date	12/18/2023				Discounted	.00
Vendor	12343 - LEE, TODD		Completed Date					Expensed	\$0.00
Purchase Order	2024-00000467		Expiration Date					Remaining	\$100.00
Description	Travel Expenses, Other							Encumbered	\$100.00
Department	MRDD Board of DD								
Vendor	12343 - LEE, TODD		Vendor	12343 - LEE, TODD	Totals	Purchase Orders	1	Amount	\$100.00
Purchase Order	2024-00000467		Voided	\$0.00				Discounted	\$0.00
Description	Travel Expenses, Other		Expensed	\$0.00				Remaining	\$0.00
Department	MRDD Board of DD		Encumbered	\$100.00					\$100.00
Vendor	12343 - LEE, TODD								



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
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 Summary Listing

Vendor	12343 - LEE, TODD	Completed Date	12343 - LEE, TODD	Totals	Purchase Orders	1	Expensed	98.22
Vendor	12343 - LEE, TODD	Expiration Date					Remaining	1,101.78
Type	Contract						Encumbered	1,101.78
Status	Open						Amount	\$1,200.00
							Voided	\$0.00
							Discounted	\$0.00
							Expensed	\$98.22
							Remaining	\$1,101.78
							Encumbered	\$1,101.78
Vendor	13860 - LISA DIETSCHKE, PT, LLC	G/L Date	01/03/2024				Amount	6,000.00
Purchase Order	2024-00000584	Deliver by Date					Voided	.00
Description	Therapy Services	Printed Date	12/21/2023				Discounted	.00
Department	MRDD Board of DD	Completed Date					Expensed	.00
Vendor	13860 - LISA DIETSCHKE, PT, LLC	Expiration Date					Remaining	6,000.00
Type	Formal Contract						Encumbered	6,000.00
Status	Open						Amount	\$6,000.00
							Voided	\$0.00
							Discounted	\$0.00
							Expensed	\$0.00
							Remaining	\$6,000.00
							Encumbered	\$6,000.00
Vendor	14548 - MAM-DD NURSE CONSULTANT, LLC	G/L Date	01/03/2024				Amount	10,000.00
Purchase Order	2024-00000608	Deliver by Date					Voided	.00
Description	Delegated Nursing Training	Printed Date	12/26/2023				Discounted	.00
Department	MRDD Board of DD	Completed Date					Expensed	929.94
Vendor	14548 - MAM-DD NURSE CONSULTANT, LLC	Expiration Date					Remaining	9,070.06
Type	Formal Contract						Encumbered	9,070.06
Status	Open						Amount	\$10,000.00
							Voided	\$0.00
							Discounted	\$0.00
							Expensed	\$929.94
							Remaining	\$9,070.06
							Encumbered	\$9,070.06
Vendor	16831 - MAPLE LEAF COMMUNITY RESIDENCES INC	G/L Date	01/03/2024				Amount	250,000.00
Purchase Order	2024-00000609						Voided	\$0.00
							Discounted	\$0.00
							Expensed	\$929.94
							Remaining	\$9,070.06
							Encumbered	\$9,070.06



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 16831 - MAPLE LEAF COMMUNITY RESIDENCES INC		Deliver by Date	Purchase Orders	1	Amount
Description	Supported Living	Printed Date	12/26/2023	Voided	.00
Department	MRDD Board of DD	Completed Date		Discounted	.00
Vendor	16831 - MAPLE LEAF COMMUNITY RESIDENCES INC	Expiration Date		Expensed	53,381.00
Type	Formal Contract			Remaining	196,619.00
Status	Open			Encumbered	196,619.00
Vendor 16831 - MAPLE LEAF COMMUNITY RESIDENCES INC Totals					\$250,000.00
Vendor 12820 - MARCHIORE, DEBORAH		G/L Date	01/03/2024	Amount	1,000.00
Description	Transportation	Deliver by Date		Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00
Vendor	12820 - MARCHIORE, DEBORAH	Completed Date		Expensed	.00
Type	Formal Contract	Expiration Date		Remaining	1,000.00
Status	Open			Encumbered	1,000.00
Vendor 12820 - MARCHIORE, DEBORAH Totals					\$1,000.00
Vendor 6149 - MARS ELECTRIC		G/L Date	01/03/2024	Amount	4,000.00
Description	Materials and Supplies	Deliver by Date		Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00
Vendor	6149 - MARS ELECTRIC	Completed Date		Expensed	313.70
Type	Contract	Expiration Date		Remaining	3,686.30
Status	Open			Encumbered	3,686.30
Vendor 6149 - MARS ELECTRIC Totals					\$4,000.00
Vendor 16831 - MAPLE LEAF COMMUNITY RESIDENCES INC Totals				Amount	\$250,000.00
Vendor 12820 - MARCHIORE, DEBORAH Totals				Voided	\$0.00
Vendor 6149 - MARS ELECTRIC Totals				Discounted	\$0.00
				Expensed	\$313.70
				Remaining	\$3,686.30
				Encumbered	\$3,686.30



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 53003 - MCDONALD HOPKINS LLC		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000471	Legal Consultation	01/03/2024	12/18/2023			5,000.00	.00
	MRDD Board of DD					.00	.00
53003 - MCDONALD HOPKINS LLC	Contract					312.00	
Open						4,688.00	
						4,688.00	
Vendor 53003 - MCDONALD HOPKINS LLC Totals						\$5,000.00	
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$312.00
						Remaining	\$4,688.00
						Encumbered	\$4,688.00
Vendor 52660 - MCGREGOR, ANNA		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000472	Travel Expenses, Other	01/03/2024	12/18/2023			1,700.00	.00
	MRDD Board of DD					.00	.00
52660 - MCGREGOR, ANNA	Contract					.00	
Open						1,700.00	
						1,700.00	
Vendor 52660 - MCGREGOR, ANNA Totals						\$1,700.00	
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$1,700.00
						Encumbered	\$1,700.00
Vendor 13036 - MCKINNEY, LINDA		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000416	Travel Expenses, Other	01/03/2024	12/18/2023			1,100.00	.00
	MRDD Board of DD					.00	.00
13036 - MCKINNEY, LINDA	Contract					.00	
Open						1,100.00	
						1,100.00	
Vendor 13036 - MCKINNEY, LINDA Totals						\$1,100.00	
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$1,100.00
						Encumbered	\$1,100.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered	
Vendor	2950 - MCPHILLIPS PLUMBING & HEATING	2024-00000473	Heating & A/C Maintenance	MRDD Board of DD	2950 - MCPHILLIPS PLUMBING & HEATING	Contract	Open	01/03/2024	12/18/2023			1	5,000.00	.00	.00	2,860.00	2,140.00	2,140.00	
	Vendor 2950 - MCPHILLIPS PLUMBING & HEATING Totals												1	\$5,000.00	\$0.00	\$0.00	\$2,860.00	\$2,140.00	\$2,140.00
Vendor	11050 - MEADOWS , MICHELLE	2024-00000611	Transportation	MRDD Board of DD	11050 - MEADOWS , MICHELLE	Formal Contract	Open	01/03/2024	12/18/2023			1	14,000.00	.00	.00	375.20	13,624.80	13,624.80	
	Vendor 11050 - MEADOWS , MICHELLE Totals												1	\$14,000.00	\$0.00	\$375.20	\$13,624.80	\$13,624.80	
Vendor	52924 - MEIL , POLLY	2024-00000474	Travel Expenses, Other	MRDD Board of DD	52924 - MEIL , POLLY	Contract	Open	01/03/2024	12/18/2023			1	6,000.00	.00	.00	392.22	5,607.78	5,607.78	
	Vendor 52924 - MEIL , POLLY Totals												1	\$6,000.00	\$0.00	\$0.00	\$392.22	\$5,607.78	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number

Summary Listing

			Encumbered	\$5,607.78
Vendor <b>15545 - METZENBAUM SHELTERED IND INC</b> Totals Purchase Orders <b>1</b>				
Purchase Order	2024-00000612	G/L Date	01/03/2024	Amount
Description	Adult Day/Transportation/Comm Int	Deliver by Date		Voided
Department	MRDD Board of DD	Printed Date	12/26/2023	Discounted
Vendor	15545 - METZENBAUM SHELTERED IND INC	Completed Date		Expensed
Type	Formal Contract	Expiration Date		Remaining
Status	Open			Encumbered
				\$472,000.00
				\$0.00
				\$0.00
				\$35,853.40
				\$436,146.60
				\$436,146.60
Vendor <b>6756 - MICRO ADVANTAGE INC</b> Totals Purchase Orders <b>1</b>				
Purchase Order	2024-00001874	G/L Date	01/24/2024	Amount
Description	Zoom Room - Polycom	Deliver by Date		Voided
Department	MRDD Board of DD	Printed Date	01/24/2024	Discounted
Vendor	6756 - MICRO ADVANTAGE INC	Completed Date		Expensed
Type	Purchase Order	Expiration Date		Remaining
Status	Open			Encumbered
				6,587.61
				.00
				.00
				6,464.18
				123.43
				123.43
Vendor <b>6756 - MICRO ADVANTAGE INC</b> Totals Purchase Orders <b>1</b>				
Purchase Order	2024-00000475	G/L Date	01/03/2024	Amount
Description	Van Repairs	Deliver by Date		Voided
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted
Vendor	17063 - MIDDLEFIELD TIRE & CAR CARE	Completed Date		Expensed
Type	Contract	Expiration Date		Remaining
Status	Open			Encumbered
				5,000.00
				.00
				.00
				.00
				5,000.00
				5,000.00
Vendor <b>17063 - MIDDLEFIELD TIRE &amp; CAR CARE</b> Totals Purchase Orders <b>1</b>				
Purchase Order	2024-00000475	G/L Date	01/03/2024	Amount
Description	Van Repairs	Deliver by Date		Voided
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted
Vendor	17063 - MIDDLEFIELD TIRE & CAR CARE	Completed Date		Expensed
Type	Contract	Expiration Date		Remaining
Status	Open			Encumbered
				\$5,000.00
				\$0.00
				\$0.00
				\$0.00
				\$5,000.00
				\$5,000.00





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 12845 - MIX, POLLY		G/L Date		Purchase Orders		Remaining	
Purchase Order	2024-00000476	01/03/2024		1		\$5,000.00	Encumbered
Description	Travel Expenses, Other					\$5,000.00	
Department	MRDD Board of DD						
Vendor	12845 - MIX, POLLY						
Type	Contract						
Status	Open						
Vendor 12845 - MIX, POLLY		G/L Date		Purchase Orders		Amount	
		01/03/2024		1		1,000.00	
		Deliver by Date				.00	
		Printed Date				.00	
		12/18/2023				.00	
		Completed Date				.00	
		Expiration Date				1,000.00	
						1,000.00	
Vendor 12845 - MIX, POLLY		G/L Date		Purchase Orders		Amount	
		01/03/2024		1		1,000.00	
		Deliver by Date				\$0.00	
		Printed Date				\$0.00	
		12/18/2023				\$0.00	
		Completed Date				\$1,000.00	
		Expiration Date				\$1,000.00	
Vendor 11668 - MORGAN, CHERYL		G/L Date		Purchase Orders		Amount	
		01/03/2024		1		2,000.00	
		Deliver by Date				.00	
		Printed Date				.00	
		12/26/2023				.00	
		Completed Date				2,000.00	
		Expiration Date				2,000.00	
Vendor 11668 - MORGAN, CHERYL		G/L Date		Purchase Orders		Amount	
		01/03/2024		1		2,000.00	
		Deliver by Date				\$0.00	
		Printed Date				\$0.00	
		12/18/2023				\$0.00	
		Completed Date				\$2,000.00	
		Expiration Date				\$2,000.00	
Vendor 13035 - MUSHRUSH, HEATHER		G/L Date		Purchase Orders		Amount	
		01/03/2024		1		9,000.00	
		Deliver by Date				.00	
		Printed Date				.00	
		12/18/2023				.00	
		Completed Date				9,000.00	
		Expiration Date				9,000.00	
Vendor 13035 - MUSHRUSH, HEATHER		G/L Date		Purchase Orders		Amount	
		01/03/2024		1		\$9,000.00	
		Deliver by Date				\$0.00	
		Printed Date				\$0.00	
		12/18/2023				\$0.00	
		Completed Date				9,000.00	
		Expiration Date				9,000.00	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 42119 - MYERS HOGUE, MEREDITH		Vendor 42119 - MYERS HOGUE, MEREDITH		Vendor 11470 - NICHOLS PAPER AND SUPPLY CO		Vendor 11470 - NICHOLS PAPER AND SUPPLY CO		Vendor 25547 - NORTH EAST OHIO NETWORK		Vendor 25547 - NORTH EAST OHIO NETWORK			
Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Expensed	Remaining	Encumbered
2024-00000478	Travel Expenses, Other	MRDD Board of DD	42119 - MYERS HOGUE, MEREDITH	Contract	Open	01/03/2024					\$0.00	\$9,000.00	\$9,000.00
						12/18/2023					.00	.00	.00
											.00	450.00	450.00
											.00	450.00	450.00
											\$450.00	\$450.00	\$450.00
											\$0.00	\$0.00	\$0.00
											\$0.00	\$0.00	\$0.00
											\$450.00	\$450.00	\$450.00
											\$450.00	\$450.00	\$450.00
											16,000.00	16,000.00	16,000.00
											.00	.00	.00
											.00	16,000.00	16,000.00
											.00	16,000.00	16,000.00
											\$16,000.00	\$16,000.00	\$16,000.00
											\$0.00	\$0.00	\$0.00
											\$0.00	\$0.00	\$0.00
											\$16,000.00	\$16,000.00	\$16,000.00
											\$16,000.00	\$16,000.00	\$16,000.00
											4,300,000.00	4,300,000.00	4,300,000.00
											.00	.00	.00
											.00	12,812.50	12,812.50
											4,287,187.50	4,287,187.50	4,287,187.50
											4,287,187.50	4,287,187.50	4,287,187.50
											\$4,300,000.00	\$4,300,000.00	\$4,300,000.00
											\$0.00	\$0.00	\$0.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor: 12967 - NPOWER SERVICES		Vendor: 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE		Vendor: 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE		Vendor: 384 - OHIO GUIDESTONE	
Purchase Order	2024-00000616	Purchase Order	2024-00000482	Purchase Order	2024-00000484	Purchase Order	2024-00000617
Description	Community Integration Assessments	Description	2024 Association Membership	Description	Conference and Training Fees	Description	
Department	MRDD Board of DD	Department	MRDD Board of DD	Department	MRDD Board of DD	Department	
Vendor	12967 - NPOWER SERVICES	Vendor	13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE	Vendor	13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE	Vendor	
Type	Formal Contract	Type	Contract	Type	Contract	Type	
Status	Open	Status	Open	Status	Open	Status	
G/L Date		G/L Date		G/L Date		G/L Date	
01/03/2024		01/03/2024		01/03/2024		01/03/2024	
Deliver by Date		Deliver by Date		Deliver by Date			
12/18/2023		12/18/2023		12/18/2023			
Printed Date		Printed Date		Printed Date			
Completed Date		Completed Date		Completed Date			
Expiration Date		Expiration Date		Expiration Date			
Totals		Totals		Totals		Totals	
Amount	14,000.00	Amount	28,120.00	Amount	6,000.00	Amount	68,000.00
Voided	.00	Voided	.00	Voided	.00	Voided	.00
Discounted	.00	Discounted	.00	Discounted	.00	Discounted	.00
Expensed	.00	Expensed	28,120.00	Expensed	35.00	Expensed	28,155.00
Remaining	14,000.00	Remaining	.00	Remaining	5,965.00	Remaining	5,965.00
Encumbered	14,000.00	Encumbered	.00	Encumbered	5,965.00	Encumbered	5,965.00
Amount	\$14,000.00	Amount	\$14,000.00	Amount	\$34,120.00	Amount	\$34,120.00
Voided	\$0.00	Voided	\$0.00	Voided	\$0.00	Voided	\$0.00
Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00
Expensed	\$0.00	Expensed	\$14,000.00	Expensed	\$5,965.00	Expensed	\$28,155.00
Remaining	\$14,000.00	Remaining	\$14,000.00	Remaining	\$5,965.00	Remaining	\$5,965.00
Encumbered	\$14,000.00	Encumbered	\$14,000.00	Encumbered	\$5,965.00	Encumbered	\$5,965.00
Vendor: 12967 - NPOWER SERVICES		Vendor: 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE		Vendor: 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE		Vendor: 384 - OHIO GUIDESTONE	
Purchase Orders: 1		Purchase Orders: 2		Purchase Orders: 2		Purchase Orders: 2	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Description	Department	Vendor	Type	Status	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Totals	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
384 - OHIO GUIDESTONE	Adult Day/Community Employment	MRDD Board of DD	384 - OHIO GUIDESTONE	Formal Contract	Open	12/18/2023				384 - OHIO GUIDESTONE		1	\$68,000.00	\$0.00	\$0.00	5,976.10	62,023.90	62,023.90
2530 - OHIO SCHOOLS COUNCIL	2024-00000487	Group Life Insurance	2530 - OHIO SCHOOLS COUNCIL	Contract	Open	01/03/2024				2530 - OHIO SCHOOLS COUNCIL		1	\$10,000.00	\$0.00	\$0.00	280.00	9,720.00	9,720.00
34888 - OSBOURN PLUMBING & HEATING CO	2024-00000489	Plumbing Repair and Maintenance	34888 - OSBOURN PLUMBING & HEATING CO	Contract	Open	01/03/2024				34888 - OSBOURN PLUMBING & HEATING CO		1	\$5,000.00	\$0.00	\$0.00	1,149.61	3,850.39	3,850.39
Vendor Totals													\$83,000.00	\$0.00	\$0.00	\$7,405.70	\$71,594.30	\$71,594.30



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 15346 - PALUMBO, DENISE		G/L Date		Purchase Orders		Totals		Amount	
Purchase Order	2024-00000619	Deliver by Date	01/03/2024	Vendor	15346 - PALUMBO, DENISE	Purchase Orders	1	Amount	6,916.80
Description	Supported Living	Printed Date	12/18/2023					Voided	.00
Department	MRDD Board of DD	Completed Date						Discounted	.00
Vendor	15346 - PALUMBO, DENISE	Expiration Date						Expensed	547.47
Type	Formal Contract							Remaining	6,369.33
Status	Open							Encumbered	6,369.33
									\$6,916.80
									\$0.00
									\$0.00
									\$547.47
									\$6,369.33
									\$6,369.33
<hr/>									
Vendor 13214 - PAVICK, SANDRA L.		G/L Date		Purchase Orders		Totals		Amount	
Purchase Order	2024-00000621	Deliver by Date	01/03/2024	Vendor	13214 - PAVICK, SANDRA L.	Purchase Orders	1	Amount	2,000.00
Description	Transportation/Supported Living	Printed Date	12/18/2023					Voided	.00
Department	MRDD Board of DD	Completed Date						Discounted	.00
Vendor	13214 - PAVICK, SANDRA L.	Expiration Date						Expensed	.00
Type	Formal Contract							Remaining	2,000.00
Status	Open							Encumbered	2,000.00
									\$2,000.00
									\$0.00
									\$0.00
									\$0.00
									\$2,000.00
									\$2,000.00
<hr/>									
Vendor 45691 - PAYNE ROCHELLE		G/L Date		Purchase Orders		Totals		Amount	
Purchase Order	2024-00000490	Deliver by Date	01/03/2024	Vendor	45691 - PAYNE ROCHELLE	Purchase Orders	1	Amount	2,700.00
Description	Travel Expenses, Other	Printed Date	12/18/2023					Voided	.00
Department	MRDD Board of DD	Completed Date						Discounted	.00
Vendor	45691 - PAYNE ROCHELLE	Expiration Date						Expensed	91.79
Type	Contract							Remaining	2,608.21
Status	Open							Encumbered	2,608.21
									\$2,700.00
									\$0.00
									\$0.00
									\$91.79
									\$2,608.21
									\$2,608.21



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 14947 - PEEL, ANNA		G/L Date	01/03/2024	Vendor 14947 - PEEL, ANNA	Totals	Purchase Orders	1	Amount	
Purchase Order	2024-00000622	Deliver by Date						9,000.00	
Description	Transportation	Printed Date	12/18/2023					.00	
Department	MRDD Board of DD	Completed Date						.00	
Vendor	14947 - PEEL, ANNA	Expiration Date						1,286.40	
Type	Formal Contract							7,713.60	
Status	Open							7,713.60	
Vendor 14947 - PEEL, ANNA Totals								\$9,000.00	
								Voided	\$0.00
								Discounted	\$0.00
								Expensed	\$1,286.40
								Remaining	\$7,713.60
								Encumbered	\$7,713.60
Vendor 56264 - PNC BANK NATIONAL ASSOCIATION		G/L Date	01/03/2024	Vendor 56264 - PNC BANK NATIONAL ASSOCIATION	Totals	Purchase Orders	1	Amount	
Purchase Order	2024-00000624	Deliver by Date						2,000.00	
Description	Emergency Client Food Needs	Printed Date	12/18/2023					.00	
Department	MRDD Board of DD	Completed Date						.00	
Vendor	56264 - PNC BANK NATIONAL ASSOCIATION	Expiration Date						.00	
Type	Contract							2,000.00	
Status	Open							2,000.00	
Vendor 56264 - PNC BANK NATIONAL ASSOCIATION Totals								\$2,000.00	
								Voided	\$0.00
								Discounted	\$0.00
								Expensed	\$0.00
								Remaining	\$2,000.00
								Encumbered	\$2,000.00
Vendor 21773 - PORTMAN ELECTRIC INC		G/L Date	01/03/2024	Vendor 21773 - PORTMAN ELECTRIC INC	Totals	Purchase Orders	1	Amount	
Purchase Order	2024-00000493	Deliver by Date						5,000.00	
Description	Electrical and Maintenance	Printed Date	12/18/2023					.00	
Department	MRDD Board of DD	Completed Date						.00	
Vendor	21773 - PORTMAN ELECTRIC INC	Expiration Date						.00	
Type	Contract							5,000.00	
Status	Open							5,000.00	
Vendor 21773 - PORTMAN ELECTRIC INC Totals								\$5,000.00	
								Voided	\$0.00
								Discounted	\$0.00
								Expensed	\$0.00
								Remaining	\$5,000.00
								Encumbered	\$5,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 36742 - PRESTON FORD		Vendor 9463 - QUADIENT FINANCE USA, INC		Vendor 14914 - QUADIENT LEASING USA, INC	
Purchase Order	2024-00000494	Purchase Order	2024-00000496	Purchase Order	2024-00000498
Description	Service and Maintenance to Vehicle Fleet	Description	Postage	Description	Meter Lease
Department	MRDD Board of DD	Department	MRDD Board of DD	Department	MRDD Board of DD
Vendor	36742 - PRESTON FORD	Vendor	9463 - QUADIENT FINANCE USA, INC	Vendor	14914 - QUADIENT LEASING USA, INC
Type	Contract	Type	Contract	Type	Contract
Status	Open	Status	Open	Status	Open
G/L Date		G/L Date		G/L Date	
01/03/2024		01/03/2024		01/03/2024	
Deliver by Date		Deliver by Date		Deliver by Date	
12/18/2023		12/18/2023		12/18/2023	
Printed Date		Printed Date		Printed Date	
Completed Date		Completed Date		Completed Date	
Expiration Date		Expiration Date		Expiration Date	
Vendor 36742 - PRESTON FORD Totals		Vendor 9463 - QUADIENT FINANCE USA, INC Totals		Vendor 14914 - QUADIENT LEASING USA, INC Totals	
Purchase Orders 1		Purchase Orders 1		Purchase Orders 1	
Amount	5,000.00	Amount	5,000.00	Amount	1,200.00
Voided	.00	Voided	.00	Voided	.00
Discounted	.00	Discounted	.00	Discounted	.00
Expensed	.00	Expensed	300.00	Expensed	.00
Remaining	5,000.00	Remaining	4,700.00	Remaining	1,200.00
Encumbered	5,000.00	Encumbered	4,700.00	Encumbered	1,200.00
Amount	\$5,000.00	Amount	\$5,000.00	Amount	\$1,200.00
Voided	\$0.00	Voided	\$0.00	Voided	\$0.00
Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00
Expensed	\$0.00	Expensed	\$300.00	Expensed	\$4,700.00
Remaining	\$5,000.00	Remaining	\$5,000.00	Remaining	\$4,700.00
Encumbered	\$5,000.00	Encumbered	\$5,000.00	Encumbered	\$4,700.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 29409 - R & D HEATING & SHEET METAL		G/L Date		Purchase Orders		Remaining	
Purchase Order	2024-00000499	01/03/2024		Encumbered		\$1,200.00	
Description	Maintenance - HVAC Transportation Facility			Amount		\$1,200.00	
Department	MRDD Board of DD			Voided		10,000.00	
Vendor	29409 - R & D HEATING & SHEET METAL	12/18/2023		Discounted		.00	
Type	Contract			Expensed		.00	
Status	Open			Remaining		10,000.00	
				Encumbered		10,000.00	
Purchase Order	2024-00001898	01/30/2024		Amount		5,700.00	
Description	Remove and replace Qmark heater			Voided		.00	
Department	MRDD Board of DD			Discounted		.00	
Vendor	29409 - R & D HEATING & SHEET METAL	01/30/2024		Expensed		.00	
Type	Purchase Order			Remaining		5,700.00	
Status	Open			Encumbered		5,700.00	
Vendor 29409 - R & D HEATING & SHEET METAL Totals				Amount		\$15,700.00	
				Voided		\$0.00	
				Discounted		\$0.00	
				Expensed		\$0.00	
				Remaining		\$15,700.00	
				Encumbered		\$15,700.00	
Vendor 49492 - RICE, DONALD L				Amount		3,500.00	
Purchase Order	2024-00000501	01/03/2024		Voided		.00	
Description	Travel Expenses, Other			Discounted		.00	
Department	MRDD Board of DD	12/18/2023		Expensed		.00	
Vendor	49492 - RICE, DONALD L			Remaining		3,500.00	
Type	Contract			Encumbered		3,500.00	
Status	Open			Amount		\$3,500.00	
Vendor 49492 - RICE, DONALD L Totals				Voided		\$0.00	
				Discounted		\$0.00	
				Expensed		\$0.00	
				Remaining		\$3,500.00	
				Encumbered		\$3,500.00	
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC				Amount		1,800.00	
Purchase Order	2024-00000503	01/03/2024		Voided		.00	
Description	EI Software (Battelle)			Discounted		.00	
Department	MRDD Board of DD	12/18/2023		Expensed		.00	
				Remaining		\$3,500.00	
				Encumbered		\$3,500.00	





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 14209 - RIVERSIDE ASSESSMENTS LLC		Completed Date	Purchase Orders	Expenses	
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC		Expiration Date	1	Amount	Voided
Type	Status			Discounted	Expensed
Contract				Remaining	Encumbered
Open				Encumbered	
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC Totals					
				\$1,800.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$1,800.00	\$1,800.00
Vendor 14801 - ROSE, TIMOTHY G					
Purchase Order	2024-00000641	G/L Date	01/03/2024	Amount	15,000.00
Description	Transportation	Deliver by Date		Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00
Vendor	14801 - ROSE, TIMOTHY G	Completed Date		Expensed	.00
Type	Formal Contract	Expiration Date		Remaining	15,000.00
Status	Open			Encumbered	15,000.00
Vendor 14801 - ROSE, TIMOTHY G Totals					
				\$15,000.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$15,000.00	\$15,000.00
Vendor 55569 - RUGGLES REBECCA					
Purchase Order	2024-00000504	G/L Date	01/03/2024	Amount	750.00
Description	Travel Expenses, Other	Deliver by Date		Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00
Vendor	55569 - RUGGLES REBECCA	Completed Date		Expensed	.00
Type	Contract	Expiration Date		Remaining	750.00
Status	Open			Encumbered	750.00
Vendor 55569 - RUGGLES REBECCA Totals					
				\$750.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$750.00	\$750.00
Vendor 57626 - RUGGS PEST MANAGEMENT					
Purchase Order	2024-00000505	G/L Date	01/03/2024	Amount	2,500.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 57626 - RUGGS PEST MANAGEMENT		Vendor 57626 - RUGGS PEST MANAGEMENT		Vendor 57626 - RUGGS PEST MANAGEMENT		Vendor 57626 - RUGGS PEST MANAGEMENT	
Description	Pest Control	Deliver by Date	12/18/2023	Purchased	1	Voided	.00
Department	MRDD Board of DD	Printed Date		Discounted		Discounted	.00
Vendor	57626 - RUGGS PEST MANAGEMENT	Completed Date		Expensed	190.00	Expensed	190.00
Type	Contract	Expiration Date		Remaining	2,310.00	Remaining	2,310.00
Status	Open			Encumbered	2,310.00	Encumbered	2,310.00
				Amount	\$2,500.00	Amount	\$2,500.00
				Voided	\$0.00	Voided	\$0.00
				Discounted	\$0.00	Discounted	\$0.00
				Expensed	\$190.00	Expensed	\$190.00
				Remaining	\$2,310.00	Remaining	\$2,310.00
				Encumbered	\$2,310.00	Encumbered	\$2,310.00
				Amount	1,000.00	Amount	1,000.00
				Voided	.00	Voided	.00
				Discounted	.00	Discounted	.00
				Expensed	.00	Expensed	.00
				Remaining	1,000.00	Remaining	1,000.00
				Encumbered	1,000.00	Encumbered	1,000.00
				Amount	\$1,000.00	Amount	\$1,000.00
				Voided	\$0.00	Voided	\$0.00
				Discounted	\$0.00	Discounted	\$0.00
				Expensed	\$0.00	Expensed	\$0.00
				Remaining	\$1,000.00	Remaining	\$1,000.00
				Encumbered	\$1,000.00	Encumbered	\$1,000.00
				Amount	1,000.00	Amount	1,000.00
				Voided	.00	Voided	.00
				Discounted	.00	Discounted	.00
				Expensed	.00	Expensed	.00
				Remaining	1,000.00	Remaining	1,000.00
				Encumbered	1,000.00	Encumbered	1,000.00
				Amount	\$1,000.00	Amount	\$1,000.00
				Voided	\$0.00	Voided	\$0.00
				Discounted	\$0.00	Discounted	\$0.00
				Expensed	\$0.00	Expensed	\$0.00
				Remaining	\$1,000.00	Remaining	\$1,000.00
				Encumbered	\$1,000.00	Encumbered	\$1,000.00
				Amount	1,000.00	Amount	1,000.00
				Voided	.00	Voided	.00
				Discounted	.00	Discounted	.00
				Expensed	.00	Expensed	.00
				Remaining	1,000.00	Remaining	1,000.00
				Encumbered	1,000.00	Encumbered	1,000.00
				Amount	\$1,000.00	Amount	\$1,000.00
				Voided	\$0.00	Voided	\$0.00
				Discounted	\$0.00	Discounted	\$0.00
				Expensed	\$0.00	Expensed	\$0.00
				Remaining	\$1,000.00	Remaining	\$1,000.00
				Encumbered	\$1,000.00	Encumbered	\$1,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 13962 - SCHOENWALD, STEPHEN		G/L Date	01/03/2024	Totals	Purchase Orders	1	Amount
Purchase Order	2024-00000645	Deliver by Date					1,000.00
Description	Transportation	Printed Date	12/18/2023				.00
Department	MRDD Board of DD	Completed Date					.00
Vendor	13962 - SCHOENWALD, STEPHEN	Expiration Date					1,000.00
Type	Formal Contract						1,000.00
Status	Open						
Vendor 13962 - SCHOENWALD, STEPHEN							\$1,000.00
Totals							\$0.00
Discounted							\$0.00
Expensed							\$0.00
Remaining							\$1,000.00
Encumbered							\$1,000.00
Vendor 12900 - SCOTT, PATRICE		G/L Date	01/03/2024	Totals	Purchase Orders	1	Amount
Purchase Order	2024-00000648	Deliver by Date					5,000.00
Description	Transportation	Printed Date	12/18/2023				.00
Department	MRDD Board of DD	Completed Date					.00
Vendor	12900 - SCOTT, PATRICE	Expiration Date					125.00
Type	Formal Contract						4,875.00
Status	Open						4,875.00
Vendor 12900 - SCOTT, PATRICE							\$5,000.00
Totals							\$0.00
Discounted							\$0.00
Expensed							\$125.00
Remaining							\$4,875.00
Encumbered							\$4,875.00
Vendor 40183 - SERVICE STATION EQUIPMENT CO INC		G/L Date	01/03/2024	Totals	Purchase Orders	1	Amount
Purchase Order	2024-00000506	Deliver by Date					3,500.00
Description	Fuel Pump Repair and Maintenance	Printed Date	12/18/2023				.00
Department	MRDD Board of DD	Completed Date					.00
Vendor	40183 - SERVICE STATION EQUIPMENT CO INC	Expiration Date					3,500.00
Type	Contract						3,500.00
Status	Open						
Vendor 40183 - SERVICE STATION EQUIPMENT CO INC							\$3,500.00
Totals							\$0.00
Discounted							\$0.00
Expensed							\$0.00
Remaining							\$3,500.00
Encumbered							\$3,500.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Purchase Order	Description	Department	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
16120 - SERVISOFT OF MIDDLEFIELD INC	2024-00000508	Softner Salt	MRDD Board of DD	Contract	Open	01/03/2024		12/18/2023			16120 - SERVISOFT OF MIDDLEFIELD INC	1	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	\$7,500.00
14668 - SETLOCK, TAMI	2024-00000509	Travel Expenses, Other	MRDD Board of DD	Contract	Open	01/03/2024		12/18/2023			14668 - SETLOCK, TAMI	1	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00
14668 - SETLOCK, TAMI	2024-00000510	Travel Expenses, Other	MRDD Board of DD	Contract	Open	01/03/2024		12/18/2023			14668 - SETLOCK, TAMI	1	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00
2460 - SEVERINO, TRACY	2024-00000510	Travel Expenses, Other	MRDD Board of DD	Contract	Open	01/03/2024		12/18/2023			2460 - SEVERINO, TRACY	1	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

		Encumbered	
Vendor	<b>29718 - SHERWIN WILLIAMS #1176</b>		\$250.00
Purchase Order	2024-00000511		
Description	Paint and Other Supplies		1,000.00
Department	MRDD Board of DD		.00
Vendor	29718 - SHERWIN WILLIAMS #1176		493.50
Type	Contract		506.50
Status	Open		506.50
Vendor		<b>29718 - SHERWIN WILLIAMS #1176</b> Totals	Purchase Orders 1
		Amount	\$1,000.00
		Voided	\$0.00
		Discounted	\$0.00
		Expensed	\$493.50
		Remaining	\$506.50
		Encumbered	\$506.50
		Amount	\$1,000.00
		Voided	\$0.00
		Discounted	\$0.00
		Expensed	\$493.50
		Remaining	\$506.50
		Encumbered	\$506.50
		Amount	5,000.00
		Voided	.00
		Discounted	.00
		Expensed	.00
		Remaining	5,000.00
		Encumbered	5,000.00
		Amount	\$5,000.00
		Voided	\$0.00
		Discounted	\$0.00
		Expensed	\$0.00
		Remaining	\$5,000.00
		Encumbered	\$5,000.00
		Amount	10,000.00
		Voided	.00
		Discounted	.00
		Expensed	643.20
		Remaining	9,356.80
		Encumbered	9,356.80
		Amount	\$10,000.00
		Voided	\$0.00
		Discounted	\$0.00
		Expensed	\$643.20
		Remaining	\$9,356.80
		Encumbered	\$9,356.80
		Amount	\$10,000.00
		Voided	\$0.00
		Discounted	\$0.00
		Expensed	\$643.20
		Remaining	\$9,356.80
		Encumbered	\$9,356.80
		Amount	\$10,000.00
		Voided	\$0.00
		Discounted	\$0.00
		Expensed	\$643.20
		Remaining	\$9,356.80
		Encumbered	\$9,356.80



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 5783 - SILCO FIRE & SECURITY/SILCO FIRE PROTECTION		Vendor 8284 - SKRABEC, DANIELLE E		Vendor 9309 - SMITH, ANGELIA	
Purchase Order	2024-00000513	Purchase Order	2024-00000514	Purchase Order	2024-00000653
Description	Fire System Service	Description	Travel Expenses, Other	Description	Transportation
Department	MRDD Board of DD	Department	MRDD Board of DD	Department	MRDD Board of DD
Vendor	5783 - SILCO FIRE & SECURITY/SILCO FIRE PROTECTION	Vendor	8284 - SKRABEC, DANIELLE E	Vendor	9309 - SMITH, ANGELIA
Type	Contract	Type	Contract	Type	Formal Contract
Status	Open	Status	Open	Status	Open
Vendor 5783 - SILCO FIRE & SECURITY/SILCO FIRE PROTECTION		Vendor 8284 - SKRABEC, DANIELLE E		Vendor 9309 - SMITH, ANGELIA	
Purchase Orders		Purchase Orders		Purchase Orders	
1		1		1	
G/L Date	01/03/2024	G/L Date	01/03/2024	G/L Date	01/03/2024
Deliver by Date		Deliver by Date		Deliver by Date	
Printed Date	12/18/2023	Printed Date	12/18/2023	Printed Date	12/18/2023
Completed Date		Completed Date		Completed Date	
Expiration Date		Expiration Date		Expiration Date	
Remaining Encumbered	\$9,356.80	Remaining Encumbered	\$3,500.00	Remaining Encumbered	\$5,000.00
Amount Voided	12,000.00	Amount Voided	3,500.00	Amount Voided	5,000.00
Discounted	.00	Discounted	.00	Discounted	.00
Expensed	.00	Expensed	.00	Expensed	.00
Remaining	357.00	Remaining	3,500.00	Remaining	5,000.00
Encumbered	11,643.00	Encumbered	3,500.00	Encumbered	5,000.00
Amount Voided	\$12,000.00	Amount Voided	\$3,500.00	Amount Voided	\$5,000.00
Discounted	\$0.00	Discounted	\$0.00	Discounted	\$0.00
Expensed	\$0.00	Expensed	\$357.00	Expensed	\$0.00
Remaining	\$11,643.00	Remaining	\$11,643.00	Remaining	\$3,500.00
Encumbered	\$11,643.00	Encumbered	\$11,643.00	Encumbered	\$3,500.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 2220 - SOLID ROCK ON WHICH WE STAND LLC		Vendor 2220 - SOLID ROCK ON WHICH WE STAND LLC		Purchase Orders		Purchase Orders		Purchase Orders		Purchase Orders	
Purchase Order	2024-00000656	G/L Date	01/03/2024	Amount	338,000.00	Expensed	\$0.00	Amount	\$338,000.00	Expensed	\$0.00
Description	Adult Day/Transportation	Deliver by Date		Voided	.00	Remaining	\$5,000.00	Voided	\$0.00	Remaining	\$5,000.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	\$5,000.00	Discounted	.00	Encumbered	\$5,000.00
Vendor	2220 - SOLID ROCK ON WHICH WE STAND LLC	Completed Date		Expensed	23,464.43			Expensed	23,464.43		
Type	Formal Contract	Expiration Date		Remaining	314,535.57			Remaining	314,535.57		
Status	Open			Encumbered	314,535.57			Encumbered	314,535.57		
Vendor 50822 - SPUZZILLO, DIANA											
Purchase Order	2024-00000515	G/L Date	01/03/2024	Amount	250.00	Expensed	\$0.00	Amount	\$250.00	Expensed	\$0.00
Description	Travel Expenses, Other	Deliver by Date		Voided	.00	Remaining	\$5,000.00	Voided	\$0.00	Remaining	\$5,000.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	\$5,000.00	Discounted	.00	Encumbered	\$5,000.00
Vendor	50822 - SPUZZILLO, DIANA	Completed Date		Expensed	250.00			Expensed	250.00		
Type	Contract	Expiration Date		Remaining	250.00			Remaining	250.00		
Status	Open			Encumbered	250.00			Encumbered	250.00		
Vendor 50822 - SPUZZILLO, DIANA											
Purchase Order	2024-00000657	G/L Date	01/03/2024	Amount	2,000.00	Expensed	\$0.00	Amount	\$2,000.00	Expensed	\$0.00
Description	Transportation	Deliver by Date		Voided	.00	Remaining	\$5,000.00	Voided	\$0.00	Remaining	\$5,000.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	\$5,000.00	Discounted	.00	Encumbered	\$5,000.00
Vendor	14235 - STAGGS, LISA J	Completed Date		Expensed	2,000.00			Expensed	2,000.00		
Type	Formal Contract	Expiration Date		Remaining	2,000.00			Remaining	2,000.00		
Status	Open			Encumbered	2,000.00			Encumbered	2,000.00		
Vendor 14235 - STAGGS, LISA J											
Purchase Order	2024-00000657	G/L Date	01/03/2024	Amount	2,000.00	Expensed	\$0.00	Amount	\$2,000.00	Expensed	\$0.00
Description	Transportation	Deliver by Date		Voided	.00	Remaining	\$5,000.00	Voided	\$0.00	Remaining	\$5,000.00
Department	MRDD Board of DD	Printed Date	12/18/2023	Discounted	.00	Encumbered	\$5,000.00	Discounted	.00	Encumbered	\$5,000.00
Vendor	14235 - STAGGS, LISA J	Completed Date		Expensed	2,000.00			Expensed	2,000.00		
Type	Formal Contract	Expiration Date		Remaining	2,000.00			Remaining	2,000.00		
Status	Open			Encumbered	2,000.00			Encumbered	2,000.00		



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Purchase Orders	Totals	Amount	Discounted	Expensed	Remaining	Encumbered
Vendor	27248	- STAPLES INC DBA QUILL LLC					01/03/2024					2		\$10,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
Purchase Order	2024-00000516	Supplies	MRDD Board of DD	27248 - STAPLES INC DBA QUILL LLC	Contract	Open								5,000.00				
Description																		
Amount														5,000.00				
Voided														.00				
Discounted														.00				
Expensed														356.22				
Remaining														4,643.78				
Encumbered														4,643.78				
Vendor	27248	- STAPLES INC DBA QUILL LLC					01/03/2024					2		\$10,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
Purchase Order	2024-00000517	Equipment Purchases	MRDD Board of DD	27248 - STAPLES INC DBA QUILL LLC	Contract	Open								5,000.00				
Description																		
Amount														5,000.00				
Voided														.00				
Discounted														.00				
Expensed														.00				
Remaining														5,000.00				
Encumbered														5,000.00				
Vendor	57354	- STATE OF OHIO TREASURER					01/03/2024					1		\$162,000.00	\$0.00	\$0.00	\$7,596.55	\$154,403.45
Purchase Order	2024-00000662	Developmental Center Admissions	MRDD Board of DD	57354 - STATE OF OHIO TREASURER	Contract	Open								162,000.00				
Description																		
Amount														162,000.00				
Voided														.00				
Discounted														.00				
Expensed														7,596.55				
Remaining														154,403.45				
Encumbered														154,403.45				
Vendor	57354	- STATE OF OHIO TREASURER					01/03/2024					1		\$162,000.00	\$0.00	\$0.00	\$7,596.55	\$154,403.45
Purchase Order	2024-00000518													162,000.00				
Description																		
Amount														162,000.00				
Voided														.00				
Discounted														.00				
Expensed														7,596.55				
Remaining														154,403.45				
Encumbered														154,403.45				
Vendor	13109	- STENDALEN , EMILY					01/03/2024							\$162,000.00	\$0.00	\$0.00	\$7,596.55	\$154,403.45
Purchase Order	2024-00000518													162,000.00				
Description																		
Amount														162,000.00				
Voided														.00				
Discounted														.00				
Expensed														7,596.55				
Remaining														154,403.45				
Encumbered														154,403.45				





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor	13109 - STENDALEN , EMILY	Vendor	13109 - STENDALEN , EMILY	Totals	Purchase Orders	1	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
Description	Travel Expenses, Other	Deliver by Date	12/18/2023				\$2,500.00	\$0.00	\$0.00	\$206.36	2,293.64	2,293.64
Department	MRDD Board of DD	Printed Date					\$0.00					
Vendor	13109 - STENDALEN , EMILY	Completed Date										
Type	Contract	Expiration Date										
Status	Open											
Vendor	31282 - SUNRISE SPRINGS WATER CO	Vendor	31282 - SUNRISE SPRINGS WATER CO	Totals	Purchase Orders	1	500.00	0.00	0.00	39.95	460.05	460.05
Description	Purchase Order	G/L Date	01/03/2024									
Department	Water System Service	Deliver by Date										
Vendor	MRDD Board of DD	Printed Date	12/18/2023									
Type	31282 - SUNRISE SPRINGS WATER CO	Completed Date										
Status	Contract	Expiration Date										
	Open											
Vendor	8555 - SUNSHINE TRAINING CENTER	Vendor	8555 - SUNSHINE TRAINING CENTER	Totals	Purchase Orders	1	\$500.00	\$0.00	\$0.00	\$39.95	\$460.05	\$460.05
Description	Purchase Order	G/L Date	01/03/2024									
Department	Adult Day	Deliver by Date										
Vendor	MRDD Board of DD	Printed Date	12/28/2023									
Type	8555 - SUNSHINE TRAINING CENTER	Completed Date										
Status	Formal Contract	Expiration Date										
	Open											



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 26804 - SVENDSEN, JEFF		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000520	Travel Expenses, Other	01/03/2024	12/18/2023			250.00	.00
26804 - SVENDSEN, JEFF	MRDD Board of DD					.00	.00
Contract						250.00	.00
Open						250.00	.00
Vendor 26804 - SVENDSEN, JEFF Totals						250.00	.00
Purchase Orders						1	
Vendor 1602 - SYN-TECH SYSTEMS INC		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000522	Maintenance for Fuel System	01/03/2024	12/18/2023			1,200.00	.00
1602 - SYN-TECH SYSTEMS INC	MRDD Board of DD					.00	.00
Contract						1,200.00	.00
Open						1,200.00	.00
Vendor 1602 - SYN-TECH SYSTEMS INC Totals						1,200.00	.00
Purchase Orders						1	
Vendor 12465 - TARASCO, FRANK		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000666	Transportation	01/03/2024	12/18/2023			2,000.00	.00
12465 - TARASCO, FRANK	MRDD Board of DD					.00	.00
Formal Contract						2,000.00	.00
Open						2,000.00	.00
Vendor 12465 - TARASCO, FRANK Totals						2,000.00	.00
Purchase Orders						1	
Vendor 26804 - SVENDSEN, JEFF		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000520	Travel Expenses, Other	01/03/2024	12/18/2023			250.00	.00
26804 - SVENDSEN, JEFF	MRDD Board of DD					.00	.00
Contract						250.00	.00
Open						250.00	.00
Vendor 26804 - SVENDSEN, JEFF Totals						250.00	.00
Purchase Orders						1	
Vendor 1602 - SYN-TECH SYSTEMS INC		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000522	Maintenance for Fuel System	01/03/2024	12/18/2023			1,200.00	.00
1602 - SYN-TECH SYSTEMS INC	MRDD Board of DD					.00	.00
Contract						1,200.00	.00
Open						1,200.00	.00
Vendor 1602 - SYN-TECH SYSTEMS INC Totals						1,200.00	.00
Purchase Orders						1	
Vendor 12465 - TARASCO, FRANK		G/L Date		Purchase Orders		Amount	
Purchase Order	Description	Deliver by Date	Printed Date	Completed Date	Expiration Date	Voided	Discounted
2024-00000666	Transportation	01/03/2024	12/18/2023			2,000.00	.00
12465 - TARASCO, FRANK	MRDD Board of DD					.00	.00
Formal Contract						2,000.00	.00
Open						2,000.00	.00
Vendor 12465 - TARASCO, FRANK Totals						2,000.00	.00
Purchase Orders						1	



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Purchase Orders	Amount	Voided	Discounted	Expensed	Remaining	Encumbered
Vendor	35407	- THE EAST OHIO GAS COMPANY						01/03/2024				1	\$50,000.00					
Purchase Order	2024-00000524	Utility Service	MRDD Board of DD	35407 - THE EAST OHIO GAS COMPANY	Contract	Open			12/18/2023				\$0.00			\$4,603.40	45,396.60	45,396.60
Vendor	35407	- THE EAST OHIO GAS COMPANY											\$50,000.00	\$0.00				
Purchase Order	2024-00000525	Blinds/Window Coverings	MRDD Board of DD	13815 - THE HOME DEPOT DBA BLINDS.COM	Contract	Open	01/03/2024		12/18/2023				3,000.00					
Vendor	13815	- THE HOME DEPOT DBA BLINDS.COM											3,000.00					
Purchase Order	2024-00001019	Gym Floor Refinishing	MRDD Board of DD	12055 - THE OHIO FLOOR COMPANY	Contract	Open	01/03/2024		12/18/2023				2,600.00					
Vendor	12055	- THE OHIO FLOOR COMPANY											2,600.00					
Vendor	35407	- THE EAST OHIO GAS COMPANY											\$50,000.00	\$0.00				
Vendor	13815	- THE HOME DEPOT DBA BLINDS.COM											3,000.00					
Vendor	12055	- THE OHIO FLOOR COMPANY											2,600.00					
Vendor	35407	- THE EAST OHIO GAS COMPANY											\$50,000.00	\$0.00				
Vendor	13815	- THE HOME DEPOT DBA BLINDS.COM											3,000.00					
Vendor	12055	- THE OHIO FLOOR COMPANY											2,600.00					



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 11545 - THE TECHNOLOGY THAT WORKS LLC		Vendor 11545 - THE TECHNOLOGY THAT WORKS LLC		Vendor 11545 - THE TECHNOLOGY THAT WORKS LLC		Vendor 11545 - THE TECHNOLOGY THAT WORKS LLC		Vendor 11545 - THE TECHNOLOGY THAT WORKS LLC		Vendor 11545 - THE TECHNOLOGY THAT WORKS LLC	
Purchase Order	2024-00001021	G/L Date	01/03/2024	Purchase Orders	1	Amount	\$2,028.00	Encumbered	\$2,600.00	Amount	2,028.00
Description	Atera Software	Deliver by Date				Voided	\$0.00			Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	\$0.00			Discounted	.00
Vendor	11545 - THE TECHNOLOGY THAT WORKS LLC	Completed Date				Expensed	\$0.00			Expensed	.00
Type	Contract	Expiration Date				Remaining	2,028.00			Remaining	2,028.00
Status	Open					Encumbered	2,028.00			Encumbered	2,028.00
Vendor 5395 - THIRION, MEGAN											
Purchase Order	2024-00000529	G/L Date	01/03/2024	Purchase Orders	1	Amount	\$2,028.00			Amount	500.00
Description	Travel Expenses, Other	Deliver by Date				Voided	\$0.00			Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	\$0.00			Discounted	.00
Vendor	5395 - THIRION, MEGAN	Completed Date				Expensed	\$0.00			Expensed	116.58
Type	Contract	Expiration Date				Remaining	\$2,028.00			Remaining	383.42
Status	Open					Encumbered	\$2,028.00			Encumbered	383.42
Vendor 5395 - THIRION, MEGAN											
Purchase Order	2024-00000531	G/L Date	01/03/2024	Purchase Orders	1	Amount	\$500.00			Amount	2,500.00
Description	Employees' Background Investigations	Deliver by Date				Voided	\$0.00			Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	\$0.00			Discounted	.00
Vendor	16300 - TREASURER STATE OF OHIO	Completed Date				Expensed	\$116.58			Expensed	79.25
Type	Contract	Expiration Date				Remaining	\$383.42			Remaining	2,420.75
Status	Open					Encumbered	\$383.42			Encumbered	2,420.75
Vendor 16300 - TREASURER STATE OF OHIO											
Purchase Order	2024-00000668	G/L Date	01/03/2024	Purchase Orders	1	Amount	\$4,000.00			Amount	4,000.00
Description	Provider Background Checks	Deliver by Date				Voided	\$0.00			Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	\$0.00			Discounted	.00
Vendor	16300 - TREASURER STATE OF OHIO	Completed Date				Expensed	\$116.58			Expensed	79.25
Type	Contract	Expiration Date				Remaining	\$383.42			Remaining	2,420.75
Status	Open					Encumbered	\$383.42			Encumbered	2,420.75
Vendor 16300 - TREASURER STATE OF OHIO											
Purchase Order	2024-00000668	G/L Date	01/03/2024	Purchase Orders	1	Amount	\$4,000.00			Amount	4,000.00
Description	Provider Background Checks	Deliver by Date				Voided	\$0.00			Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023			Discounted	\$0.00			Discounted	.00
Vendor	16300 - TREASURER STATE OF OHIO	Completed Date				Expensed	\$116.58			Expensed	79.25
Type	Contract	Expiration Date				Remaining	\$383.42			Remaining	2,420.75
Status	Open					Encumbered	\$383.42			Encumbered	2,420.75



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 16300 - TREASURER STATE OF OHIO		Expiration Date	Purchase Orders	Purchase Orders	Remaining Encumbered
Type	Contract		2		3,710.75
Status	Open				3,710.75
Vendor 16300 - TREASURER STATE OF OHIO Totals					
Amount					
Voided					
Discounted					
Expensed					
Remaining					
Encumbered					
Vendor 54632 - TVERGYAK-OZNOWICH , KELLIE					
Purchase Order	2024-00000532	G/L Date	01/03/2024		500.00
Description	Travel Expenses, Other	Deliver by Date			.00
Department	MRDD Board of DD	Printed Date	12/18/2023		.00
Vendor	54632 - TVERGYAK-OZNOWICH , KELLIE	Completed Date			.00
Type	Contract	Expiration Date			500.00
Status	Open				500.00
Vendor 54632 - TVERGYAK-OZNOWICH , KELLIE Totals					
Amount					
Voided					
Discounted					
Expensed					
Remaining					
Encumbered					
Vendor 5401 - TWO FOUNDATION INC					
Purchase Order	2024-00000670	G/L Date	01/03/2024		270,000.00
Description	Job Coaching/Development/Transportation	Deliver by Date			.00
Department	MRDD Board of DD	Printed Date	12/18/2023		.00
Vendor	5401 - TWO FOUNDATION INC	Completed Date			.00
Type	Formal Contract	Expiration Date			270,000.00
Status	Open				270,000.00
Vendor 5401 - TWO FOUNDATION INC Totals					
Amount					
Voided					
Discounted					
Expensed					
Remaining					
Encumbered					
Vendor 47447 - V & V APPLIANCE PARTS INC					
Purchase Order	2024-00000533	G/L Date	01/03/2024		1,000.00
Description	Materials and Supplies	Deliver by Date			.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	47447 - V & V APPLIANCE PARTS INC	Printed Date	12/18/2023	Purchase Orders	1	Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	47447 - V & V APPLIANCE PARTS INC	Expiration Date				Remaining	1,000.00
Type	Contract					Encumbered	1,000.00
Status	Open					Amount	\$1,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$1,000.00
						Encumbered	\$1,000.00
Vendor	26111 - V A CONKEY COMPANY	G/L Date	01/03/2024			Amount	7,000.00
Purchase Order	2024-00000535	Deliver by Date				Voided	.00
Description	Annual Fire Testing and Ongoing Sprinkler Maintenance	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	26111 - V A CONKEY COMPANY	Expiration Date				Remaining	7,000.00
Type	Contract					Encumbered	7,000.00
Status	Open					Amount	\$7,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$7,000.00
						Encumbered	\$7,000.00
Vendor	26111 - V A CONKEY COMPANY	Purchase Orders			1	Amount	\$7,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$7,000.00
						Encumbered	\$7,000.00
Vendor	12851 - VAST ENTERPRISES INC.	G/L Date	01/03/2024			Amount	3,000.00
Purchase Order	2024-00000536	Deliver by Date				Voided	.00
Description	IT Support	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	12851 - VAST ENTERPRISES INC.	Expiration Date				Remaining	3,000.00
Type	Contract					Encumbered	3,000.00
Status	Open					Amount	\$3,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$3,000.00
						Encumbered	\$3,000.00
Vendor	12851 - VAST ENTERPRISES INC.	Purchase Orders			1	Amount	\$3,000.00
						Voided	\$0.00
						Discounted	\$0.00
						Expensed	\$0.00
						Remaining	\$3,000.00
						Encumbered	\$3,000.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 34331 - VERIZON WIRELESS		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000537	Deliver by Date	01/03/2024	Voided		Voided	30,000.00
Description	Cellular Service	Printed Date	12/18/2023	Discounted	.00	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	2,447.50	Expensed	2,447.50
Vendor	34331 - VERIZON WIRELESS	Expiration Date		Remaining	27,552.50	Remaining	27,552.50
Type	Contract			Encumbered	27,552.50	Encumbered	27,552.50
Status	Open						
Vendor 34331 - VERIZON WIRELESS		Totals				Totals	
		Purchase Orders	1	Amount	\$30,000.00	Purchase Orders	1
				Voided	\$0.00		
				Discounted	\$0.00		
				Expensed	\$2,447.50		
				Remaining	\$27,552.50		
				Encumbered	\$27,552.50		
Vendor 6528 - VICTORY HOME CARE LLC		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000672	Deliver by Date	01/03/2024	Voided		Voided	89,000.00
Description	Transportation	Printed Date	12/18/2023	Discounted	.00	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	4,438.80	Expensed	4,438.80
Vendor	6528 - VICTORY HOME CARE LLC	Expiration Date		Remaining	84,561.20	Remaining	84,561.20
Type	Formal Contract			Encumbered	84,561.20	Encumbered	84,561.20
Status	Open						
Vendor 6528 - VICTORY HOME CARE LLC		Totals				Totals	
		Purchase Orders	1	Amount	\$89,000.00	Purchase Orders	1
				Voided	\$0.00		
				Discounted	\$0.00		
				Expensed	\$4,438.80		
				Remaining	\$84,561.20		
				Encumbered	\$84,561.20		
Vendor 37965 - VORT CORP		G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00001025	Deliver by Date	01/03/2024	Voided		Voided	300.00
Description	EI Software (Battelle)	Printed Date	12/18/2023	Discounted	.00	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	.00	Expensed	.00
Vendor	37965 - VORT CORP	Expiration Date		Remaining	300.00	Remaining	300.00
Type	Contract			Encumbered	300.00	Encumbered	300.00
Status	Open						
Vendor 37965 - VORT CORP		Totals				Totals	
		Purchase Orders	1	Amount	\$300.00	Purchase Orders	1
				Voided	\$0.00		
				Discounted	\$0.00		
				Expensed	\$0.00		
				Remaining	\$300.00		
				Encumbered	\$300.00		



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor	Purchase Order	Description	Department	Vendor	Type	Status	G/L Date	Deliver by Date	Printed Date	Completed Date	Expiration Date	Vendor	Purchase Orders	Totals	Amount	Voided	Discounted	Expensed	Remaining	Encumbered	
Vendor	16333	- W W GRAINGER INC		16333	- W W GRAINGER INC	Open	01/03/2024		12/18/2023			Vendor	1	16333 - W W GRAINGER INC	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	\$7,500.00	
Purchase Order	2024-00000540	Materials and Supplies	MRDD Board of DD	16333	- W W GRAINGER INC	Contract															
Description																					
Department																					
Vendor																					
Type																					
Status																					
Vendor	42729	- WARHOLIC , NANETTE D		42729	- WARHOLIC , NANETTE D	Open	01/03/2024		12/18/2023			Vendor	1	42729 - WARHOLIC , NANETTE D	1,000.00	\$0.00	\$0.00	\$90.45	\$909.55	\$909.55	
Purchase Order	2024-00000541	Travel Expenses, Other	MRDD Board of DD	42729	- WARHOLIC , NANETTE D	Contract															
Description																					
Department																					
Vendor																					
Type																					
Status																					
Vendor	13819	- WASTE MANAGEMENT OF OHIO INC		13819	- WASTE MANAGEMENT OF OHIO INC	Open	01/03/2024		12/18/2023			Vendor	1	13819 - WASTE MANAGEMENT OF OHIO INC	7,000.00	\$0.00	\$0.00	\$366.32	\$6,633.68	\$6,633.68	
Purchase Order	2024-00000542	Disposal Service	MRDD Board of DD	13819	- WASTE MANAGEMENT OF OHIO INC	Contract															
Description																					
Department																					
Vendor																					
Type																					
Status																					





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
 Sort by Vendor - Purchase Order Number  
 Summary Listing

Vendor 4998 - WEST GEAUGA L.S.D.		G/L Date		Purchase Orders		Encumbered
Purchase Order	2024-00000676	01/03/2024				\$6,633.68
Description	ODE Passthrough					
Department	MRDD Board of DD	12/18/2023				
Vendor	4998 - WEST GEAUGA L.S.D.					
Type	Contract					
Status	Open					
Vendor 4998 - WEST GEAUGA L.S.D. Totals						
					1	
Amount						272,000.00
Voided						.00
Discounted						.00
Expensed						.00
Remaining						272,000.00
Encumbered						272,000.00
Vendor 12136 - WEST ROOFING SYSTEMS INC						
Purchase Order	2024-00000543	01/03/2024				
Description	Roof Maintenance Agreement					
Department	MRDD Board of DD	12/18/2023				
Vendor	12136 - WEST ROOFING SYSTEMS INC					
Type	Formal Contract					
Status	Open					
Vendor 12136 - WEST ROOFING SYSTEMS INC Totals						
					1	
Amount						1,050.00
Voided						.00
Discounted						.00
Expensed						.00
Remaining						1,050.00
Encumbered						1,050.00
Vendor 42967 - WORLD POINT ECC INC						
Purchase Order	2024-00000544	01/03/2024				
Description	First Aid/CPR Training					
Department	MRDD Board of DD	12/18/2023				
Vendor	42967 - WORLD POINT ECC INC					
Type	Contract					
Status	Open					
Vendor 42967 - WORLD POINT ECC INC Totals						
					1	
Amount						2,000.00
Voided						.00
Discounted						.00
Expensed						.00
Remaining						2,000.00
Encumbered						2,000.00
Vendor 42967 - WORLD POINT ECC INC Totals						
					1	
Amount						\$2,000.00
Voided						\$0.00
Discounted						\$0.00
Expensed						\$0.00
Remaining						\$1,050.00
Encumbered						\$1,050.00



# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24

Sort by Vendor - Purchase Order Number  
Summary Listing

Grand Totals	Purchase Orders	215	Remaining Encumbered	\$2,000.00
			Amount	\$9,972,828.03
			Voided	\$0.00
			Discounted	\$0.00
			Expensed	\$333,743.97
			Remaining	\$9,639,084.06
			Encumbered	\$9,639,084.06

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

RESOLUTION # 2:24 2 (B) Voucher Approval - January, 2024

BE IT RESOLVED to confirm the payment of Voucher Schedule **24 2 - O** with expenditures totaling **182,512.32**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 01/01/24	PERIOD 1/1/2024-1/31/2024	YTD		
503 Hospitalization	843,000.00	-	63,834.94	63,834.94	779,165.06	8%
601 Contract Services	826,074.56	-	38,141.30	38,141.30	787,933.26	5%
701 Materials and Supplies	207,683.71	-	43,156.50	43,156.50	164,527.21	21%
801 Equipment	110,000.00	-	2,728.40	2,728.40	107,271.60	2%
901 Other	300,000.00	-	30,675.73	30,675.73	269,324.27	10%
902 Travel	82,890.28	-	3,975.45	3,975.45	78,914.83	5%
903 Advertising	41,963.07	-	-	-	41,963.07	0%
999 Transfers Out	10,883,000.00	-	-	-	10,883,000.00	0%
<b>TOTAL</b>	<b>13,294,611.62</b>	<b>-</b>	<b>182,512.32</b>	<b>182,512.32</b>	<b>13,112,099.30</b>	<b>1%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 2 - D** with expenditures totaling

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 01/01/24	PERIOD 1/1/2024-1/31/2024	YTD		
901 Other Expenses	405,000.00	-	-	-	405,000.00	0%
<b>TOTAL</b>	<b>405,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>405,000.00</b>	<b>0%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 2 - R** with expenditures totaling **158,838.67**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 01/01/24	PERIOD 1/1/2024-1/31/2024	YTD		
601 Service Contracts	11,125,921.55	-	158,838.67	158,838.67	10,967,082.88	1%
<b>TOTAL</b>	<b>11,125,921.55</b>	<b>-</b>	<b>158,838.67</b>	<b>158,838.67</b>	<b>10,967,082.88</b>	<b>1%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 2 - C** with expenditures totaling **13,849.81**

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 01/01/24	PERIOD 1/1/2024-1/31/2024	YTD		
601 Service Contracts	252,848.47	-	13,849.81	13,849.81	238,998.66	5%
<b>TOTAL</b>	<b>252,848.47</b>	<b>-</b>	<b>13,849.81</b>	<b>13,849.81</b>	<b>238,998.66</b>	<b>5%</b>

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule **24 2 - F** with expenditures totaling

ACCOUNT	CY 2023 APPROP	EXPENDITURES			APPROP BALANCE	PERCENT EXPENDED
		BEGINNING 01/01/24	PERIOD 1/1/2024-1/31/2024	YTD		
999 Transfers Out	-	-	-	-	-	N/A
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>

Motion: *Janson*  
 Second: *Jackson*  
 Discussion?

Roll Call Vote:

Mr. Jackson:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Janson:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Suttell:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Wilder:	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Lair:	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper:	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

*Janson*  
 \_\_\_\_\_  
 President

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-15(A)**

BE IT RESOLVED to approve a Then and Now Certification as indicated below:

- The Fine Arts Association – Total amount: \$467.58 for Locally Funded Art Therapy Services.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.


MOTION: *Miller*

SECOND: *Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 2/21/24

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-16(A)**

BE IT RESOLVED to approve a Cash Transfer of \$1,500,000 from the Metzenbaum Fund Transfer Out account (2027-056-00-999) to the Residential Services Fund Transfer In account (2063-056-00-499).

This will be used for waiver match and other locally funded services.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: *Miller*

SECOND: *Janson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

*Janson*  
\_\_\_\_\_  
BOARD PRESIDENT, 2/21/24

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-17(A)**

BE IT RESOLVED to approve the following locally funded services agreement:

- Brittany Nelson, in an amount not to exceed \$10,000 for transportation services.
- Cheryl Morgan, in an amount not to exceed \$2,000 for transportation services.
- Kelly Kiss-Jagoda, in an amount not to exceed \$10,000 for transportation services.
- Michelle Brown, in an amount not to exceed \$10,000 for transportation services.
- Tiffany Debruce, in an amount not to exceed \$10,000 for transportation services.
- Tonia Cain, in an amount not to exceed \$10,000 for transportation services.

BE IT FURTHER RESOLVED to approve the following locally funded services agreement addendum:

- James Emmett & Company, in an amount not to exceed \$40,000 for community employment services.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

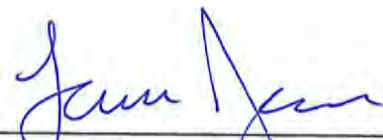
MOTION: *Lair*

SECOND: *Janson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain	Mr. Jackson	<u>Yes</u>	No	Abstain
Mr. Suttell	<u>Yes</u>	No	Abstain	Mr. Miller	<u>Yes</u>	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	<u>Yes</u>	No	Abstain				

  
BOARD PRESIDENT, 2/21/24

**LOCALLY FUNDED SERVICES AGREEMENT  
With Transportation Bonus**

This Agreement is between Brittany Nelson (Provider), and the Geauga County Board of Developmental Disabilities (Board).

**1.) TERM**

This Agreement shall be effective 2/5/2024 through 12/31/2024 . This agreement shall automatically renew for successive one (1) year periods on its anniversary date unless terminated as permitted in paragraph 10.

**2.) COMPENSATION**

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan (ISP). Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$10,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

Funding Arrangements:

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

a. Transportation Bonus:

Tier 1

The Board will pay a transportation bonus of \$500.00 for every eligible individual receiving 40 transportation trips per month to and from community employment

Tier 2

The Board will pay a transportation bonus of \$375.00 for every eligible individual receiving 30-39 transportation trips per month to and from community employment

Tier 3

The Board will pay a transportation bonus of \$250.00 for every eligible individual receiving 20-29 transportation trips per month to and from community employment

Tier 4

The Board will pay a transportation bonus of \$125.00 for every eligible individual receiving 10-19 transportation trips per month to and from community employment

**3.) INDEPENDENT CONTRACTOR**

Provider shall be considered an independent contractor and shall not be considered an employee of the Board, for any purpose whatsoever, and shall not be eligible for benefits available to Board employees. Provider is solely responsible for any federal, state, or local taxes arising from compensation received under this Agreement.

**4.) CONFIDENTIALITY/HIPAA COMPLIANCE**

The parties shall cooperate in operationalizing requirements imposed upon them by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). A Business Associates Agreement shall be executed and made part of this agreement [Attachment A].

**5.) RESPONSIBILITIES OF THE BOARD**

Prepare and distribute PAS Forms in a timely manner. Compensate Provider in accordance with paragraph 2. Review the quality of care, cost effectiveness, and service utilization of Provider services in accordance with applicable requirements by law and Board Policy. Monitor and evaluate compliance with this Agreement. If necessary, conduct its own investigation of any complaint or incident.

**6.) RESPONSIBILITIES OF THE PROVIDER**

If the Provider is an independent contractor, the expectations outlined in this agreement only pertain directly to them.

If the Provider is an agency and has an employee/s who assists in the execution of this agreement, the expectations outlined in this agreement pertain to every employee.

- a) At a frequency no less than every five years;
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees are not listed on the following databases prior to service delivery:
    - i. The list of excluded persons and entities maintained by the office of inspector general in the United States department of health and human services;
    - ii. The abuser registry;
    - iii. The nurse aide registry;
    - iv. The sex offender and child-victim offender database;
    - v. The United States general services administration system for award management database;
    - vi. The Ohio Department of Medicaid provider exclusion and suspension list;
    - vii. The database of incarcerated and supervised offenders.



- b. All Providers, at the expense of the Board, will complete BCI criminal background check when the Provider has been a resident of Ohio for the last five years, AND FBI check when the Provider has not resided in Ohio for the last five years.
- b) At a Frequency no less than every three years:
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees will obtain a driver history abstract through the bureau of motor vehicles with six points or less.

All Providers of transportation are required to maintain a valid driver's license, perform daily vehicle inspections, and annual vehicle inspections by the state highway patrol or certified mechanic.

The Provider shall render services in accordance with the individual's service plan as evidenced by a PAS Form.

An Individual may terminate their services at any time with or without notice.

The Provider may terminate services, if an individual and the individual's service and support administrator are notified in writing no less than thirty calendar days prior to termination of services and convey documents and records to the individual's service and support administrator as requested. When Provider initiates termination of services, the Provider will assist during transition to subsequent provider.

#### **7.) DOCUMENTATION AND RECORD RETENTION**

Provider shall keep accurate, current, and complete records for each individual in accordance with applicable requirements by law and Board Policy.

Provider shall provide the Board with information which is reasonably necessary to permit the Board to:

- Monitor and evaluate Provider's compliance with the terms of this agreement
- Conduct its own investigation of any complaint or incident, and
- Perform any and all of its duties.

Provider shall provide reports as requested by the board. Any information or report shall be submitted in the format prescribed or approved by the Board.

#### **8.) INDEMNIFICATION**

To the fullest extent permitted by law, Provider shall, indemnify, defend and hold harmless the Board, its officers, directors, trustees, agents, members successors, and employees from and against any and all claims, liability actions, causes of action, complaints, costs expenses, attorney fees and demands whatsoever, in law and in equity arising out of, alleged to rise out of, as a result of, or alleged as result of any act or omission of Provider or any of its employees or agents in the performance of this Agreement.

#### **9.) INSURANCE**

Provider shall include automobile, general, and professional liability insurance (as applicable to services provided) in an amount equal to (or greater) than statutory requirements. Provider's insurance shall be primary with respect to the Provider, notwithstanding, any other insurance covering the Board. If

requested by the Board. Provider shall provide proof of insurance.

#### **10.) TERMINATION/MODIFICATION**

This agreement may be terminated prior to the expiration of the term hereof as follows:

**By agreement:** In the event the Board and Provider shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

**For good cause:** Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible. If such disputes cannot be settled, this agreement may be terminated by either party for cause provided that either party provides written notice to the other party of the defaults that are claimed to have occurred. The party in default shall have sixty (60) days to cure such defaults. In the event that the defaults are not cured within sixty (60) days, notice in writing shall be given to the defaulting party, and this agreement shall terminate thirty (30) days from the date of such notice.

#### **11.) ENTIRETY**

This agreement constitutes the entire contract between the parties and any other promise made by any party, employee, officer, or agent of any party, which is not set forth herein shall be null and void and of no force and effect.

#### **12.) GOVERNING LAW**

Both parties agree to comply with all applicable federal, state and local laws, rules, and regulations as they relate to services rendered under this Agreement.

The parties agree that the law of the State of Ohio shall control with regard to any and all contractual disputes that may arise and that any and all litigation undertaken or arising under this contract shall be presented in a Court of Competent Jurisdiction of Geauga County, Ohio.

#### **13.) ASSIGNMENT**

Neither party may assign any rights, duties, or obligation under this agreement without the prior written consent of the other party.

#### **14.) MEETINGS**

Representatives of the Board and Contractor will meet as needed during the term of this agreement. Quarterly or special meetings may be requested by either party to review progress and discuss future plans.

**15.) CONTACT INFORMATION**

Brittany Nelson

Geauga County Board of Developmental Disabilities  
8200 Cedar Rd.  
Chesterland, OH 44026  
ATTN: Superintendent

ATTN:

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider's Representative  
Brittany Nelson

\_\_\_\_\_  
Date

**Approved to Form:**

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**BUSINESS ASSOCIATE AGREEMENT  
(Attachment A)**

This Agreement is entered into this 5th day of February, 2024, by and between Brittany Nelson (referred to hereinafter as "Business Associate") and Geauga County Board of Developmental Disabilities (referred to hereinafter as "DD Board"). The parties are entering into this agreement in consideration of the mutual promises contained herein and for other good and valuable consideration.

This Agreement shall be in effect through the terms of the Service Contract.

WHEREAS, the DD Board will make available and/or transfer to the Business Associate confidential, personally identifiable health information in conjunction with the terms agreed to in the Service Contract; and

WHEREAS, such information may be used or disclosed only in accordance with the privacy regulations [45 CFR §§ 164.502(e); 164.504(e)] issued pursuant to the Health Insurance Portability and Accountability Act [42 USC §§ 1320 - 1320d-8], the American Recovery and Reinvestment Act of 2009 and the terms of this Agreement, or more stringent provisions of the law of the State of Ohio;

1. Definitions

- a. *Applicable Law* means federal and Ohio law which applies to transactions and entities covered by this Agreement.
- b. *Applicable Requirements* means all of the following:
  - i. applicable law;
  - ii. policies and procedures of the DD Board which are consistent with applicable law and which apply to information covered by this Agreement and;
  - iii. the requirements of this Agreement.
- c. *ARRA* means the American Recovery and Reinvestment Act of 2009.
- d. *HIPAA* means the Health Care Portability and Accountability Act of 1996, 42 USC §§ 1320 - 1320d-8 and regulations promulgated thereunder as may be amended.
- e. *Individual* includes the individual receiving services from the DD Board and the Personal Representative selected by the individual or other person legally authorized to act on behalf of the individual.
- f. *Protected Health Information ("PHI")* is information received from or on behalf of the Covered Entity that meets the definition of PHI as defined by HIPAA and the regulations promulgated by the United States Department of Health and Human Services, specifically 45 CFR 164.501, and any amendments thereto.

2. The Business Associate is acting as an independent contractor for all functions set forth in this Business Associate Agreement. Nothing in this Business Associate Agreement shall be construed to give the DD Board any right to control the Business Associate's conduct in the course of performing a service on behalf of the DD Board.
3. The DD Board shall provide to the Business Associate a copy of the current Notice of Privacy Practices and any relevant information on changes to or agreed upon restrictions relating to legal permissions for the use or disclosure of PHI.
4. The Business Associate agrees that it shall not receive, create, use or disclose PHI except in accordance with applicable requirements, including, without limitation, all HIPAA privacy rules applicable to covered entities and business associates, and as follows:
  - a. To complete the functions as listed in the Service Contract.
  - b. If necessary for the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate. PHI may only be disclosed to another person/entity for such purposes if:
    - Disclosure is required by law; or
    - Where the Business Associate obtains reasonable assurances from the person to whom disclosure is made that the PHI released will be held confidentially, and only may be used or further disclosed as required by law or for the purposes of the disclosure; and
    - the person/entity agrees to notify the Business Associate of any breaches of confidentiality;
  - c. To permit the Business Associate to provide data aggregation services relating to the health care operations of the DD Board.
5. The Business Associate and the DD Board agree that neither of them will request, use or release more than the minimum amount of PHI necessary to accomplish the purpose of the use, disclosure or request.
6. The Business Associate shall establish and maintain appropriate safeguards to prevent any unauthorized use or disclosure of PHI and shall conform to the requirements set for in applicable law for security of PHI including, without limitation, the requirements of 45 CFR §§ 164.308 (administrative safeguards), 164.310 (physical safeguards), 164.312 (technical safeguards), and 164.316 (policies, procedures and documentation).
7. The Business Associate shall immediately report to the DD Board any unauthorized uses/disclosures of which it becomes aware, including unauthorized uses/disclosures by subcontractors, and shall take all reasonable steps to mitigate the potentially harmful effects of such unauthorized uses/disclosures. Such report shall be made immediately but not later than 30 days after discovery of the unauthorized uses/disclosures. The report of the unauthorized uses/disclosures, shall include the following information:

- a. A brief description of what happened, including the date of the unauthorized uses/disclosures and the date of the discovery of the unauthorized uses/disclosures, if known;
  - b. A description of the types of unsecured PHI involved in the unauthorized uses/disclosures (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
  - c. Any steps individual should take to protect themselves from potential harm resulting from the unauthorized uses/disclosures;
  - d. A brief description of what the Business Associate is doing to investigate the unauthorized uses/disclosures, to mitigate harm to individuals, and to protect against any further unauthorized uses/disclosures.
8. The Business Associate shall ensure that all of its subcontractors and agents are bound by the same restrictions and obligations contained herein whenever PHI is made accessible to such subcontractors or agents, and shall give prior notice to the DD Board of any subcontractors or agents who are to be given access to PHI.
9. The Business Associate shall make all PHI and related information in its possession available as follows:
  - a. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to allow access for inspection and copying in accordance with the provisions of 45 CFR § 164.524, including, without limitation, requirements for providing records PHI in electronic form;
  - b. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to account for disclosures of PHI in accordance with 45 CFR § 164.528.
10. The Business Associate shall make PHI available to the DD Board to fulfill the DD Board's obligation to amend PHI and related information in accordance with 45 CFR § 164.526, and shall, as directed by the DD Board, incorporate any approved amendments to PHI or related statements into the information held by the Business Associate and any subcontractors or agents.
11. The Business Associate shall make its internal practices, books and records relating to the use or disclosure of information received from or on behalf of the DD Board available to the U. S. Secretary of Health and Human Services, or the Secretary's designee, for purposes of determining the DD Board's compliance with the privacy regulations, and any amendments thereto.
12. Upon request by an individual, the Business Associate shall account for all disclosures related to such individual made by the BA pursuant to the HIPAA Privacy Rules, including, without limitation, accountings required under 45 CFR 164.528
13. Upon termination of this Agreement, the Business Associate shall, at the option of the DD Board, return or destroy all PHI created or received from or on behalf of the DD Board. The Business Associate shall not retain any copies of PHI except as required by law. If PHI is destroyed, the Business Associate shall provide the DD Board with appropriate documentation/certification

evidencing such destruction. If return or destruction of all PHI, and all copies of PHI, is not feasible, the Business Associate shall extend the protections set forth in applicable requirements to such information for as long as it is maintained. Termination of this Agreement shall not affect any of its provisions that, by wording or nature, are intended to remain effective and to continue in operation.

14. The PHI and any related information created or received from or on behalf of the DD Board is and shall remain the property of the DD Board. The Business Associate agrees that it acquires no title in or rights to the information, including any de-identified information.
15. Any non-compliance by the Business Associate or DD Board with the terms of this Agreement or the privacy or security regulations shall be a breach of this Agreement. If either the Business Associate or DD Board knows of such a breach each shall take immediate and reasonable steps to cure the non-compliance. In the event that such breach continues, this Agreement shall terminate immediately.
16. Notwithstanding any rights or remedies under this Agreement or provided by law, the DD Board retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of PHI by the Business Associate, any of its subcontractors or agents, or any third party who has received PHI from the Business Associate.
17. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.
18. The obligations to safeguard the confidentiality and security of PHI imposed herein shall survive the termination of this Agreement.
19. Any ambiguities in this Agreement shall be resolved in favor of an interpretation that promotes compliance with HIPAA and regulations promulgated thereunder. The parties agree that any modifications to those laws shall modify the obligations of the parties hereunder without the need for formal amendment of the Agreement. Any other amendments to this Agreement shall not be effective without the written agreement of both parties.
20. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To the DD Board:                    ***Janice Chesnes***  
   ***Privacy Officer***  
   ***8200 Cedar Road, Chesterland, Ohio 44026***

To the Business Associate:



The terms and conditions set forth in this addendum constitute the entire understanding between the parties with respect to the matter contained herein.

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

## LOCALLY FUNDED SERVICES AGREEMENT

This Agreement is between Cheryl Morgan  
**Board of Developmental Disabilities (Board).**

**(Provider), and the Geauga County**

### 1.) TERM

This Agreement shall be effective 1/1/2024 through 12/31/2024 . This agreement shall require annual renewal, unless terminated early as permitted in paragraph 10.

### 2.) COMPENSATION

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan (**ISP**). Authorized services are documented by the **Payment for Authorized Services (PAS)** form, including any revisions, which shall be considered part of this agreement.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$2,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

#### Funding Arrangements:

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

### 3.) INDEPENDENT CONTRACTOR

Provider shall be considered an independent contractor and shall not be considered an employee of the Board, for any purpose whatsoever, and shall not be eligible for benefits available to Board employees. Provider is solely responsible for any federal, state, or local taxes arising from compensation received under this Agreement.

#### 4.) CONFIDENTIALITY/HIPAA COMPLIANCE

The parties shall cooperate in operationalizing requirements imposed upon them by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). A Business Associates Agreement shall be executed and made part of this agreement [Attachment A].

#### 5.) RESPONSIBILITIES OF THE BOARD

Prepare and distribute PAS Forms in a timely manner. Compensate Provider in accordance with paragraph 2. Review the quality of care, cost effectiveness, and service utilization of Provider services in accordance with applicable requirements by law and Board Policy. Monitor and evaluate compliance with this Agreement. If necessary, conduct its own investigation of any complaint or incident.

#### 6.) RESPONSIBILITIES OF THE PROVIDER

If the Provider is an independent contractor, the expectations outlined in this agreement only pertain directly to them.

If the Provider is an agency and has an employee/s who assists in the execution of this agreement, the expectations outlined in this agreement pertain to every employee.

- a) At a frequency no less than every five years;
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees are not listed on the following databases prior to service delivery:
    - i. The list of excluded persons and entities maintained by the office of inspector general in the United States department of health and human services;
    - ii. The abuser registry;
    - iii. The nurse aide registry;
    - iv. The sex offender and child-victim offender database;
    - v. The United States general services administration system for award management database;
    - vi. The Ohio Department of Medicaid provider exclusion and suspension list;
    - vii. The database of incarcerated and supervised offenders.
  - b. All Providers, at the expense of the Board, will complete BCI criminal background check when the Provider has been a resident of Ohio for the last five years, AND FBI check when the Provider has not resided in Ohio for the last five years.
- b) At a frequency no less than every three years:
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees will obtain a history abstract through the bureau of motor vehicles with six points or less.

All Providers of transportation are required to maintain a valid driver's license, perform daily vehicle inspections, and annual vehicle inspections by the state highway patrol or certified mechanic.

The Provider shall render services in accordance with the individual's service plan as evidenced by a PAS Form.

An Individual may terminate their services at any time with or without notice.

The Provider may terminate services, when an individual and the individual's service and support administrator are notified in writing no less than thirty calendar days prior to termination of services. The provider shall convey documents and records to the individual's service and support administrator as requested. If the Provider initiates termination of services, the Provider will assist during transition to subsequent provider.

#### 7.) DOCUMENTATION AND RECORD RETENTION

Provider shall keep accurate, current, and complete records for each individual in accordance with applicable requirements by law and Board Policy.

Provider shall provide the Board with information which is reasonably necessary to permit the Board to:

- Monitor and evaluate Provider's compliance with the terms of this agreement
- Conduct its own investigation of any complaint or incident, and
- Perform any and all of its duties.

Provider shall provide reports as requested by the board. Any information or report shall be submitted in the format prescribed or approved by the Board.

#### 8.) INDEMNIFICATION

To the fullest extent permitted by law, Provider shall, indemnify, defend and hold harmless the Board, its officers, directors, trustees, agents, members successors, and employees from and against any and all claims, liability actions, causes of action, complaints, costs expenses, attorney fees and demands whatsoever, in law and in equity arising out of, alleged to rise out of, as a result of, or alleged as result of any act or omission of Provider or any of its employees or agents in the performance of this Agreement.

#### 9.) INSURANCE

Provider shall include automobile, general, and professional liability insurance (as applicable to services provided) in an amount equal to (or greater) than statutory requirements. Provider's insurance shall be primary with respect to the Provider, notwithstanding, any other insurance covering the Board. If requested by the Board. Provider shall provide proof of insurance.

#### 10.) TERMINATION/MODIFICATION

This agreement may be terminated prior to the expiration of the term hereof as follows:

**By agreement:** In the event the Board and Provider shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

**For good cause:** Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible. If such disputes cannot be settled, this agreement may be terminated by either party for cause provided that either party provides written notice to the other party of the defaults that are claimed to have occurred. The party in default shall have sixty (60) days to cure such defaults. In the event that the defaults are not cured within sixty (60) days, notice in

writing shall be given to the defaulting party, and this agreement shall terminate thirty (30) days from the date of such notice.

#### **11.) ENTIRETY**

This agreement constitutes the entire contract between the parties and any other promise made by any party, employee, officer, or agent of any party, which is not set forth herein shall be null and void and of no force and effect.

#### **12.) GOVERNING LAW**

Both parties agree to comply with all applicable federal, State and local laws, rules, and regulations as they relate to services rendered under this Agreement.

The parties agree that the law of the State of Ohio shall control with regard to any and all contractual disputes that may arise and that any and all litigation undertaken or arising under this contract shall be presented in a Court of Competent Jurisdiction of Geauga County, Ohio.

#### **13.) ASSIGNMENT**

Neither party may assign any rights, duties, or obligation under this agreement without the prior written consent of the other party.

#### **14.) MEETINGS**

Representatives of the Board and Contractor will meet as needed during the term of this agreement. Quarterly or special meetings may be requested by either party to review progress and discuss future plans.

#### **15.) CONTACT INFORMATION**

Cheryl Morgan

Geauga County Board of Developmental Disabilities  
8200 Cedar Rd.  
Chesterland, OH 44026  
ATTN: Superintendent

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider's Representative  
Cheryl Morgan

\_\_\_\_\_  
Date

Approved to Form

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**BUSINESS ASSOCIATE AGREEMENT  
(Attachment A)**

This Agreement is entered into this 1st day of January, 2024, by and between Cheryl Morgan (referred to hereinafter as "Business Associate") and Geauga County Board of Developmental Disabilities (referred to hereinafter as "DD Board"). The parties are entering into this agreement in consideration of the mutual promises contained herein and for other good and valuable consideration.

This Agreement shall be in effect through the terms of the Service Contract.

WHEREAS, the DD Board will make available and/or transfer to the Business Associate confidential, personally identifiable health information in conjunction with the terms agreed to in the Service Contract; and

WHEREAS, such information may be used or disclosed only in accordance with the privacy regulations [45 CFR §§ 164.502(e); 164.504(e)] issued pursuant to the Health Insurance Portability and Accountability Act [42 USC §§ 1320 - 1320d-8], the American Recovery and Reinvestment Act of 2009 and the terms of this Agreement, or more stringent provisions of the law of the State of Ohio;

1. Definitions

- a. *Applicable Law* means federal and Ohio law which applies to transactions and entities covered by this Agreement.
- b. *Applicable Requirements* means all of the following:
  - i. applicable law;
  - ii. policies and procedures of the DD Board which are consistent with applicable law and which apply to information covered by this Agreement and;
  - iii. the requirements of this Agreement.
- c. *ARRA* means the American Recovery and Reinvestment Act of 2009.
- d. *HIPAA* means the Health Care Portability and Accountability Act of 1996, 42 USC §§ 1320 - 1320d-8 and regulations promulgated thereunder as may be amended.
- e. *Individual* includes the individual receiving services from the DD Board and the Personal Representative selected by the individual or other person legally authorized to act on behalf of the individual.
- f. *Protected Health Information* ("PHI") is information received from or on behalf of the Covered Entity that meets the definition of PHI as defined by HIPAA and the regulations promulgated by the United States Department of Health and Human Services, specifically 45 CFR 164.501, and any amendments thereto.



2. The Business Associate is acting as an independent contractor for all functions set forth in this Business Associate Agreement. Nothing in this Business Associate Agreement shall be construed to give the DD Board any right to control the Business Associate's conduct in the course of performing a service on behalf of the DD Board.
3. The DD Board shall provide to the Business Associate a copy of the current Notice of Privacy Practices and any relevant information on changes to or agreed upon restrictions relating to legal permissions for the use or disclosure of PHI.
4. The Business Associate agrees that it shall not receive, create, use or disclose PHI except in accordance with applicable requirements, including, without limitation, all HIPAA privacy rules applicable to covered entities and business associates, and as follows:
  - a. To complete the functions as listed in the Service Contract.
  - b. If necessary for the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate. PHI may only be disclosed to another person/entity for such purposes if:
    - Disclosure is required by law; or
    - Where the Business Associate obtains reasonable assurances from the person to whom disclosure is made that the PHI released will be held confidentially, and only may be used or further disclosed as required by law or for the purposes of the disclosure; and
    - the person/entity agrees to notify the Business Associate of any breaches of confidentiality;
  - c. To permit the Business Associate to provide data aggregation services relating to the health care operations of the DD Board.
5. The Business Associate and the DD Board agree that neither of them will request, use or release more than the minimum amount of PHI necessary to accomplish the purpose of the use, disclosure or request.
6. The Business Associate shall establish and maintain appropriate safeguards to prevent any unauthorized use or disclosure of PHI and shall conform to the requirements set for in applicable law for security of PHI including, without limitation, the requirements of 45 CFR §§ 164.308 (administrative safeguards), 164.310 (physical safeguards), 164.312 (technical safeguards), and 164.316 (policies, procedures and documentation).
7. The Business Associate shall immediately report to the DD Board any unauthorized uses/disclosures of which it becomes aware, including unauthorized uses/disclosures by subcontractors, and shall take all reasonable steps to mitigate the potentially harmful effects of such unauthorized uses/disclosures. Such report shall be made immediately but not later than 30 days after discovery of the unauthorized uses/disclosures. The report of the unauthorized uses/disclosures, shall include the following information:

- a. A brief description of what happened, including the date of the unauthorized uses/disclosures and the date of the discovery of the unauthorized uses/disclosures, if known;
  - b. A description of the types of unsecured PHI involved in the unauthorized uses/disclosures (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
  - c. Any steps individual should take to protect themselves from potential harm resulting from the unauthorized uses/disclosures;
  - d. A brief description of what the Business Associate is doing to investigate the unauthorized uses/disclosures, to mitigate harm to individuals, and to protect against any further unauthorized uses/disclosures.
8. The Business Associate shall ensure that all of its subcontractors and agents are bound by the same restrictions and obligations contained herein whenever PHI is made accessible to such subcontractors or agents, and shall give prior notice to the DD Board of any subcontractors or agents who are to be given access to PHI.
9. The Business Associate shall make all PHI and related information in its possession available as follows:
  - a. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to allow access for inspection and copying in accordance with the provisions of 45 CFR § 164.524, including, without limitation, requirements for providing records PHI in electronic form;
  - b. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to account for disclosures of PHI in accordance with 45 CFR § 164.528.
10. The Business Associate shall make PHI available to the DD Board to fulfill the DD Board's obligation to amend PHI and related information in accordance with 45 CFR § 164.526, and shall, as directed by the DD Board, incorporate any approved amendments to PHI or related statements into the information held by the Business Associate and any subcontractors or agents.
11. The Business Associate shall make its internal practices, books and records relating to the use or disclosure of information received from or on behalf of the DD Board available to the U. S. Secretary of Health and Human Services, or the Secretary's designee, for purposes of determining the DD Board's compliance with the privacy regulations, and any amendments thereto.
12. Upon request by an individual, the Business Associate shall account for all disclosures related to such individual made by the BA pursuant to the HIPAA Privacy Rules, including, without limitation, accountings required under 45 CFR 164.528
13. Upon termination of this Agreement, the Business Associate shall, at the option of the DD Board, return or destroy all PHI created or received from or on behalf of the DD Board. The Business Associate shall not retain any copies of PHI except as required by law. If PHI is destroyed, the Business Associate shall provide the DD Board with appropriate documentation/certification

evidencing such destruction. If return or destruction of all PHI, and all copies of PHI, is not feasible, the Business Associate shall extend the protections set forth in applicable requirements to such information for as long as it is maintained. Termination of this Agreement shall not affect any of its provisions that, by wording or nature, are intended to remain effective and to continue in operation.

14. The PHI and any related information created or received from or on behalf of the DD Board is and shall remain the property of the DD Board. The Business Associate agrees that it acquires no title in or rights to the information, including any de-identified information.
15. Any non-compliance by the Business Associate or DD Board with the terms of this Agreement or the privacy or security regulations shall be a breach of this Agreement. If either the Business Associate or DD Board knows of such a breach each shall take immediate and reasonable steps to cure the non-compliance. In the event that such breach continues, this Agreement shall terminate immediately.
16. Notwithstanding any rights or remedies under this Agreement or provided by law, the DD Board retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of PHI by the Business Associate, any of its subcontractors or agents, or any third party who has received PHI from the Business Associate.
17. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.
18. The obligations to safeguard the confidentiality and security of PHI imposed herein shall survive the termination of this Agreement.
19. Any ambiguities in this Agreement shall be resolved in favor of an interpretation that promotes compliance with HIPAA and regulations promulgated thereunder. The parties agree that any modifications to those laws shall modify the obligations of the parties hereunder without the need for formal amendment of the Agreement. Any other amendments to this Agreement shall not be effective without the written agreement of both parties.
20. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To the DD Board:

***Janice Chesnes  
Privacy Officer  
8200 Cedar Road, Chesterland, Ohio 44026***

To the Business Associate:

The terms and conditions set forth in this addendum constitute the entire understanding between the parties with respect to the matter contained herein.

\_\_\_\_\_  
Signature  
Donald Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

**LOCALLY FUNDED SERVICES AGREEMENT  
With Transportation Bonus**

This Agreement is between Kelly Kiss-Jagoda (Provider), and the Geauga County Board of Developmental Disabilities (Board).

**1.) TERM**

This Agreement shall be effective 2/5/2024 through 12/31/2024 . This agreement shall automatically renew for successive one (1) year periods on its anniversary date unless terminated as permitted in paragraph 10.

**2.) COMPENSATION**

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan (ISP). Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$10,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

**Funding Arrangements:**

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

a. **Transportation Bonus:**

**Tier 1**

The Board will pay a transportation bonus of \$500.00 for every eligible individual receiving 40 transportation trips per month to and from community employment

**Tier 2**

The Board will pay a transportation bonus of \$375.00 for every eligible individual receiving 30-39 transportation trips per month to and from community employment

Tier 3

The Board will pay a transportation bonus of \$250.00 for every eligible individual receiving 20-29 transportation trips per month to and from community employment

Tier 4

The Board will pay a transportation bonus of \$125.00 for every eligible individual receiving 10-19 transportation trips per month to and from community employment

**3.) INDEPENDENT CONTRACTOR**

Provider shall be considered an independent contractor and shall not be considered an employee of the Board, for any purpose whatsoever, and shall not be eligible for benefits available to Board employees. Provider is solely responsible for any federal, state, or local taxes arising from compensation received under this Agreement.

**4.) CONFIDENTIALITY/HIPAA COMPLIANCE**

The parties shall cooperate in operationalizing requirements imposed upon them by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). A Business Associates Agreement shall be executed and made part of this agreement [Attachment A].

**5.) RESPONSIBILITIES OF THE BOARD**

Prepare and distribute PAS Forms in a timely manner. Compensate Provider in accordance with paragraph 2. Review the quality of care, cost effectiveness, and service utilization of Provider services in accordance with applicable requirements by law and Board Policy. Monitor and evaluate compliance with this Agreement. If necessary, conduct its own investigation of any complaint or incident.

**6.) RESPONSIBILITIES OF THE PROVIDER**

If the Provider is an independent contractor, the expectations outlined in this agreement only pertain directly to them.

If the Provider is an agency and has an employee/s who assists in the execution of this agreement, the expectations outlined in this agreement pertain to every employee.

- a) At a frequency no less than every five years;
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees are not listed on the following databases prior to service delivery:
    - i. The list of excluded persons and entities maintained by the office of inspector general in the United States department of health and human services;
    - ii. The abuser registry;
    - iii. The nurse aide registry;
    - iv. The sex offender and child-victim offender database;
    - v. The United States general services administration system for award management database;
    - vi. The Ohio Department of Medicaid provider exclusion and suspension list;
    - vii. The database of incarcerated and supervised offenders.

- b. All Providers, at the expense of the Board, will complete BCI criminal background check when the Provider has been a resident of Ohio for the last five years, AND FBI check when the Provider has not resided in Ohio for the last five years.
- b) At a Frequency no less than every three years:
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees will obtain a driver history abstract through the bureau of motor vehicles with six points or less.

All Providers of transportation are required to maintain a valid driver's license, perform daily vehicle inspections, and annual vehicle inspections by the state highway patrol or certified mechanic.

The Provider shall render services in accordance with the individual's service plan as evidenced by a PAS Form.

An Individual may terminate their services at any time with or without notice.

The Provider may terminate services, if an individual and the individual's service and support administrator are notified in writing no less than thirty calendar days prior to termination of services and convey documents and records to the individual's service and support administrator as requested. When Provider initiates termination of services, the Provider will assist during transition to subsequent provider.

#### **7.) DOCUMENTATION AND RECORD RETENTION**

Provider shall keep accurate, current, and complete records for each individual in accordance with applicable requirements by law and Board Policy.

Provider shall provide the Board with information which is reasonably necessary to permit the Board to:

- Monitor and evaluate Provider's compliance with the terms of this agreement
- Conduct its own investigation of any complaint or incident, and
- Perform any and all of its duties.

Provider shall provide reports as requested by the board. Any information or report shall be submitted in the format prescribed or approved by the Board.

#### **8.) INDEMNIFICATION**

To the fullest extent permitted by law, Provider shall, indemnify, defend and hold harmless the Board, its officers, directors, trustees, agents, members successors, and employees from and against any and all claims, liability actions, causes of action, complaints, costs expenses, attorney fees and demands whatsoever, in law and in equity arising out of, alleged to rise out of, as a result of, or alleged as result of any act or omission of Provider or any of its employees or agents in the performance of this Agreement.

#### **9.) INSURANCE**

Provider shall include automobile, general, and professional liability insurance (as applicable to services provided) in an amount equal to (or greater) than statutory requirements. Provider's insurance shall be primary with respect to the Provider, notwithstanding, any other insurance covering the Board. If

requested by the Board. Provider shall provide proof of insurance.

#### **10.) TERMINATION/MODIFICATION**

This agreement may be terminated prior to the expiration of the term hereof as follows:

**By agreement:** In the event the Board and Provider shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

**For good cause:** Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible. If such disputes cannot be settled, this agreement may be terminated by either party for cause provided that either party provides written notice to the other party of the defaults that are claimed to have occurred. The party in default shall have sixty (60) days to cure such defaults. In the event that the defaults are not cured within sixty (60) days, notice in writing shall be given to the defaulting party, and this agreement shall terminate thirty (30) days from the date of such notice.

#### **11.) ENTIRETY**

This agreement constitutes the entire contract between the parties and any other promise made by any party, employee, officer, or agent of any party, which is not set forth herein shall be null and void and of no force and effect.

#### **12.) GOVERNING LAW**

Both parties agree to comply with all applicable federal, state and local laws, rules, and regulations as they relate to services rendered under this Agreement.

The parties agree that the law of the State of Ohio shall control with regard to any and all contractual disputes that may arise and that any and all litigation undertaken or arising under this contract shall be presented in a Court of Competent Jurisdiction of Geauga County, Ohio.

#### **13.) ASSIGNMENT**

Neither party may assign any rights, duties, or obligation under this agreement without the prior written consent of the other party.

#### **14.) MEETINGS**

Representatives of the Board and Contractor will meet as needed during the term of this agreement. Quarterly or special meetings may be requested by either party to review progress and discuss future plans.



**15.) CONTACT INFORMATION**

Kelly Kiss-Jagoda

Geauga County Board of Developmental Disabilities  
8200 Cedar Rd.  
Chesterland, OH 44026  
ATTN: Superintendent

ATTN:

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider's Representative  
Kelly Kiss-Jagoda

\_\_\_\_\_  
Date

**Approved to Form:**

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**BUSINESS ASSOCIATE AGREEMENT  
(Attachment A)**

This Agreement is entered into this 1st day of January, 2024, by and between Kelly Kiss-Jagoda (referred to hereinafter as "Business Associate") and Geauga County Board of Developmental Disabilities (referred to hereinafter as "DD Board"). The parties are entering into this agreement in consideration of the mutual promises contained herein and for other good and valuable consideration.

This Agreement shall be in effect through the terms of the Service Contract.

WHEREAS, the DD Board will make available and/or transfer to the Business Associate confidential, personally identifiable health information in conjunction with the terms agreed to in the Service Contract; and

WHEREAS, such information may be used or disclosed only in accordance with the privacy regulations [45 CFR §§ 164.502(e); 164.504(e)] issued pursuant to the Health Insurance Portability and Accountability Act [42 USC §§ 1320 - 1320d-8], the American Recovery and Reinvestment Act of 2009 and the terms of this Agreement, or more stringent provisions of the law of the State of Ohio;

1. Definitions

- a. *Applicable Law* means federal and Ohio law which applies to transactions and entities covered by this Agreement.
- b. *Applicable Requirements* means all of the following:
  - i. applicable law;
  - ii. policies and procedures of the DD Board which are consistent with applicable law and which apply to information covered by this Agreement and;
  - iii. the requirements of this Agreement.
- c. *ARRA* means the American Recovery and Reinvestment Act of 2009.
- d. *HIPAA* means the Health Care Portability and Accountability Act of 1996, 42 USC §§ 1320 - 1320d-8 and regulations promulgated thereunder as may be amended.
- e. *Individual* includes the individual receiving services from the DD Board and the Personal Representative selected by the individual or other person legally authorized to act on behalf of the individual.
- f. *Protected Health Information* ("PHI") is information received from or on behalf of the Covered Entity that meets the definition of PHI as defined by HIPAA and the regulations promulgated by the United States Department of Health and Human Services, specifically 45 CFR 164.501, and any amendments thereto.

2. The Business Associate is acting as an independent contractor for all functions set forth in this Business Associate Agreement. Nothing in this Business Associate Agreement shall be construed to give the DD Board any right to control the Business Associate's conduct in the course of performing a service on behalf of the DD Board.
3. The DD Board shall provide to the Business Associate a copy of the current Notice of Privacy Practices and any relevant information on changes to or agreed upon restrictions relating to legal permissions for the use or disclosure of PHI.
4. The Business Associate agrees that it shall not receive, create, use or disclose PHI except in accordance with applicable requirements, including, without limitation, all HIPAA privacy rules applicable to covered entities and business associates, and as follows:
  - a. To complete the functions as listed in the Service Contract.
  - b. If necessary for the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate. PHI may only be disclosed to another person/entity for such purposes if:
    - Disclosure is required by law; or
    - Where the Business Associate obtains reasonable assurances from the person to whom disclosure is made that the PHI released will be held confidentially, and only may be used or further disclosed as required by law or for the purposes of the disclosure; and
    - the person/entity agrees to notify the Business Associate of any breaches of confidentiality;
  - c. To permit the Business Associate to provide data aggregation services relating to the health care operations of the DD Board.
5. The Business Associate and the DD Board agree that neither of them will request, use or release more than the minimum amount of PHI necessary to accomplish the purpose of the use, disclosure or request.
6. The Business Associate shall establish and maintain appropriate safeguards to prevent any unauthorized use or disclosure of PHI and shall conform to the requirements set for in applicable law for security of PHI including, without limitation, the requirements of 45 CFR §§ 164.308 (administrative safeguards), 164.310 (physical safeguards), 164.312 (technical safeguards), and 164.316 (policies, procedures and documentation).
7. The Business Associate shall immediately report to the DD Board any unauthorized uses/disclosures of which it becomes aware, including unauthorized uses/disclosures by subcontractors, and shall take all reasonable steps to mitigate the potentially harmful effects of such unauthorized uses/disclosures. Such report shall be made immediately but not later than 30 days after discovery of the unauthorized uses/disclosures. The report of the unauthorized uses/disclosures, shall include the following information:

- a. A brief description of what happened, including the date of the unauthorized uses/disclosures and the date of the discovery of the unauthorized uses/disclosures, if known;
  - b. A description of the types of unsecured PHI involved in the unauthorized uses/disclosures (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
  - c. Any steps individual should take to protect themselves from potential harm resulting from the unauthorized uses/disclosures;
  - d. A brief description of what the Business Associate is doing to investigate the unauthorized uses/disclosures, to mitigate harm to individuals, and to protect against any further unauthorized uses/disclosures.
8. The Business Associate shall ensure that all of its subcontractors and agents are bound by the same restrictions and obligations contained herein whenever PHI is made accessible to such subcontractors or agents, and shall give prior notice to the DD Board of any subcontractors or agents who are to be given access to PHI.
  9. The Business Associate shall make all PHI and related information in its possession available as follows:
    - a. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to allow access for inspection and copying in accordance with the provisions of 45 CFR § 164.524, including, without limitation, requirements for providing records PHI in electronic form;
    - b. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to account for disclosures of PHI in accordance with 45 CFR § 164.528.
  10. The Business Associate shall make PHI available to the DD Board to fulfill the DD Board's obligation to amend PHI and related information in accordance with 45 CFR § 164.526, and shall, as directed by the DD Board, incorporate any approved amendments to PHI or related statements into the information held by the Business Associate and any subcontractors or agents.
  11. The Business Associate shall make its internal practices, books and records relating to the use or disclosure of information received from or on behalf of the DD Board available to the U. S. Secretary of Health and Human Services, or the Secretary's designee, for purposes of determining the DD Board's compliance with the privacy regulations, and any amendments thereto.
  12. Upon request by an individual, the Business Associate shall account for all disclosures related to such individual made by the BA pursuant to the HIPAA Privacy Rules, including, without limitation, accountings required under 45 CFR 164.528
  13. Upon termination of this Agreement, the Business Associate shall, at the option of the DD Board, return or destroy all PHI created or received from or on behalf of the DD Board. The Business Associate shall not retain any copies of PHI except as required by law. If PHI is destroyed, the Business Associate shall provide the DD Board with appropriate documentation/certification

evidencing such destruction. If return or destruction of all PHI, and all copies of PHI, is not feasible, the Business Associate shall extend the protections set forth in applicable requirements to such information for as long as it is maintained. Termination of this Agreement shall not affect any of its provisions that, by wording or nature, are intended to remain effective and to continue in operation.

14. The PHI and any related information created or received from or on behalf of the DD Board is and shall remain the property of the DD Board. The Business Associate agrees that it acquires no title in or rights to the information, including any de-identified information.
15. Any non-compliance by the Business Associate or DD Board with the terms of this Agreement or the privacy or security regulations shall be a breach of this Agreement. If either the Business Associate or DD Board knows of such a breach each shall take immediate and reasonable steps to cure the non-compliance. In the event that such breach continues, this Agreement shall terminate immediately.
16. Notwithstanding any rights or remedies under this Agreement or provided by law, the DD Board retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of PHI by the Business Associate, any of its subcontractors or agents, or any third party who has received PHI from the Business Associate.
17. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.
18. The obligations to safeguard the confidentiality and security of PHI imposed herein shall survive the termination of this Agreement.
19. Any ambiguities in this Agreement shall be resolved in favor of an interpretation that promotes compliance with HIPAA and regulations promulgated thereunder. The parties agree that any modifications to those laws shall modify the obligations of the parties hereunder without the need for formal amendment of the Agreement. Any other amendments to this Agreement shall not be effective without the written agreement of both parties.
20. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To the DD Board:

**Janice Chesnes**  
**Privacy Officer**  
**8200 Cedar Road, Chesterland, Ohio 44026**

To the Business Associate:

The terms and conditions set forth in this addendum constitute the entire understanding between the parties with respect to the matter contained herein.

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

**LOCALLY FUNDED SERVICES AGREEMENT  
With Transportation Bonus**

This Agreement is between Michelle Brown (Provider), and the Geauga County Board of Developmental Disabilities (Board).

**1.) TERM**

This Agreement shall be effective 2/5/2024 through 12/31/2024. This agreement shall automatically renew for successive one (1) year periods on its anniversary date unless terminated as permitted in paragraph 10.

**2.) COMPENSATION**

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan (ISP). Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$10,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

Funding Arrangements:

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

a. Transportation Bonus:

Tier 1

The Board will pay a transportation bonus of \$500.00 for every eligible individual receiving 40 transportation trips per month to and from community employment

Tier 2

The Board will pay a transportation bonus of \$375.00 for every eligible individual receiving 30-39 transportation trips per month to and from community employment



Tier 3

The Board will pay a transportation bonus of \$250.00 for every eligible individual receiving 20-29 transportation trips per month to and from community employment

Tier 4

The Board will pay a transportation bonus of \$125.00 for every eligible individual receiving 10-19 transportation trips per month to and from community employment

**3.) INDEPENDENT CONTRACTOR**

Provider shall be considered an independent contractor and shall not be considered an employee of the Board, for any purpose whatsoever, and shall not be eligible for benefits available to Board employees. Provider is solely responsible for any federal, state, or local taxes arising from compensation received under this Agreement.

**4.) CONFIDENTIALITY/HIPAA COMPLIANCE**

The parties shall cooperate in operationalizing requirements imposed upon them by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). A Business Associates Agreement shall be executed and made part of this agreement [Attachment A].

**5.) RESPONSIBILITIES OF THE BOARD**

Prepare and distribute PAS Forms in a timely manner. Compensate Provider in accordance with paragraph 2. Review the quality of care, cost effectiveness, and service utilization of Provider services in accordance with applicable requirements by law and Board Policy. Monitor and evaluate compliance with this Agreement. If necessary, conduct its own investigation of any complaint or incident.

**6.) RESPONSIBILITIES OF THE PROVIDER**

If the Provider is an independent contractor, the expectations outlined in this agreement only pertain directly to them.

If the Provider is an agency and has an employee/s who assists in the execution of this agreement, the expectations outlined in this agreement pertain to every employee.

- a) At a frequency no less than every five years;
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees are not listed on the following databases prior to service delivery:
    - i. The list of excluded persons and entities maintained by the office of inspector general in the United States department of health and human services;
    - ii. The abuser registry;
    - iii. The nurse aide registry;
    - iv. The sex offender and child-victim offender database;
    - v. The United States general services administration system for award management database;
    - vi. The Ohio Department of Medicaid provider exclusion and suspension list;
    - vii. The database of incarcerated and supervised offenders.

- b. All Providers, at the expense of the Board, will complete BCI criminal background check when the Provider has been a resident of Ohio for the last five years, AND FBI check when the Provider has not resided in Ohio for the last five years.
- b) At a Frequency no less than every three years:
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees will obtain a driver history abstract through the bureau of motor vehicles with six points or less.

All Providers of transportation are required to maintain a valid driver's license, perform daily vehicle inspections, and annual vehicle inspections by the state highway patrol or certified mechanic.

The Provider shall render services in accordance with the individual's service plan as evidenced by a PAS Form.

An Individual may terminate their services at any time with or without notice.

The Provider may terminate services, if an individual and the individual's service and support administrator are notified in writing no less than thirty calendar days prior to termination of services and convey documents and records to the individual's service and support administrator as requested. When Provider initiates termination of services, the Provider will assist during transition to subsequent provider.

#### **7.) DOCUMENTATION AND RECORD RETENTION**

Provider shall keep accurate, current, and complete records for each individual in accordance with applicable requirements by law and Board Policy.

Provider shall provide the Board with information which is reasonably necessary to permit the Board to:

- Monitor and evaluate Provider's compliance with the terms of this agreement
- Conduct its own investigation of any complaint or incident, and
- Perform any and all of its duties.

Provider shall provide reports as requested by the board. Any information or report shall be submitted in the format prescribed or approved by the Board.

#### **8.) INDEMNIFICATION**

To the fullest extent permitted by law, Provider shall, indemnify, defend and hold harmless the Board, its officers, directors, trustees, agents, members successors, and employees from and against any and all claims, liability actions, causes of action, complaints, costs expenses, attorney fees and demands whatsoever, in law and in equity arising out of, alleged to rise out of, as a result of, or alleged as result of any act or omission of Provider or any of its employees or agents in the performance of this Agreement.

#### **9.) INSURANCE**

Provider shall include automobile, general, and professional liability insurance (as applicable to services provided) in an amount equal to (or greater) than statutory requirements. Provider's insurance shall be primary with respect to the Provider, notwithstanding, any other insurance covering the Board. If

requested by the Board. Provider shall provide proof of insurance.

#### **10.) TERMINATION/MODIFICATION**

This agreement may be terminated prior to the expiration of the term hereof as follows:

**By agreement:** In the event the Board and Provider shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

**For good cause:** Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible. If such disputes cannot be settled, this agreement may be terminated by either party for cause provided that either party provides written notice to the other party of the defaults that are claimed to have occurred. The party in default shall have sixty (60) days to cure such defaults. In the event that the defaults are not cured within sixty (60) days, notice in writing shall be given to the defaulting party, and this agreement shall terminate thirty (30) days from the date of such notice.

#### **11.) ENTIRETY**

This agreement constitutes the entire contract between the parties and any other promise made by any party, employee, officer, or agent of any party, which is not set forth herein shall be null and void and of no force and effect.

#### **12.) GOVERNING LAW**

Both parties agree to comply with all applicable federal, State and local laws, rules, and regulations as they relate to services rendered under this Agreement.

The parties agree that the law of the State of Ohio shall control with regard to any and all contractual disputes that may arise and that any and all litigation undertaken or arising under this contract shall be presented in a Court of Competent Jurisdiction of Geauga County, Ohio.

#### **13.) ASSIGNMENT**

Neither party may assign any rights, duties, or obligation under this agreement without the prior written consent of the other party.

#### **14.) MEETINGS**

Representatives of the Board and Contractor will meet as needed during the term of this agreement. Quarterly or special meetings may be requested by either party to review progress and discuss future plans.

**15.) CONTACT INFORMATION**

Michelle Brown

Geauga County Board of Developmental Disabilities  
8200 Cedar Rd.  
Chesterland, OH 44026  
ATTN: Superintendent

ATTN:

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider's Representative  
Michelle Brown

\_\_\_\_\_  
Date

**Approved to Form:**

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**BUSINESS ASSOCIATE AGREEMENT  
(Attachment A)**

This Agreement is entered into this 5th day of February, 2024, by and between Michelle Brown (referred to hereinafter as "Business Associate") and Geauga County Board of Developmental Disabilities (referred to hereinafter as "DD Board"). The parties are entering into this agreement in consideration of the mutual promises contained herein and for other good and valuable consideration.

This Agreement shall be in effect through the terms of the Service Contract.

WHEREAS, the DD Board will make available and/or transfer to the Business Associate confidential, personally identifiable health information in conjunction with the terms agreed to in the Service Contract; and

WHEREAS, such information may be used or disclosed only in accordance with the privacy regulations [45 CFR §§ 164.502(e); 164.504(e)] issued pursuant to the Health Insurance Portability and Accountability Act [42 USC §§ 1320 - 1320d-8], the American Recovery and Reinvestment Act of 2009 and the terms of this Agreement, or more stringent provisions of the law of the State of Ohio;

1. Definitions

- a. *Applicable Law* means federal and Ohio law which applies to transactions and entities covered by this Agreement.
- b. *Applicable Requirements* means all of the following:
  - i. applicable law;
  - ii. policies and procedures of the DD Board which are consistent with applicable law and which apply to information covered by this Agreement and;
  - iii. the requirements of this Agreement.
- c. *ARRA* means the American Recovery and Reinvestment Act of 2009.
- d. *HIPAA* means the Health Care Portability and Accountability Act of 1996, 42 USC §§ 1320 - 1320d-8 and regulations promulgated thereunder as may be amended.
- e. *Individual* includes the individual receiving services from the DD Board and the Personal Representative selected by the individual or other person legally authorized to act on behalf of the individual.
- f. *Protected Health Information* ("PHI") is information received from or on behalf of the Covered Entity that meets the definition of PHI as defined by HIPAA and the regulations promulgated by the United States Department of Health and Human Services, specifically 45 CFR 164.501, and any amendments thereto.

2. The Business Associate is acting as an independent contractor for all functions set forth in this Business Associate Agreement. Nothing in this Business Associate Agreement shall be construed to give the DD Board any right to control the Business Associate's conduct in the course of performing a service on behalf of the DD Board.
3. The DD Board shall provide to the Business Associate a copy of the current Notice of Privacy Practices and any relevant information on changes to or agreed upon restrictions relating to legal permissions for the use or disclosure of PHI.
4. The Business Associate agrees that it shall not receive, create, use or disclose PHI except in accordance with applicable requirements, including, without limitation, all HIPAA privacy rules applicable to covered entities and business associates, and as follows:
  - a. To complete the functions as listed in the Service Contract.
  - b. If necessary for the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate. PHI may only be disclosed to another person/entity for such purposes if:
    - Disclosure is required by law; or
    - Where the Business Associate obtains reasonable assurances from the person to whom disclosure is made that the PHI released will be held confidentially, and only may be used or further disclosed as required by law or for the purposes of the disclosure; and
    - the person/entity agrees to notify the Business Associate of any breaches of confidentiality;
  - c. To permit the Business Associate to provide data aggregation services relating to the health care operations of the DD Board.
5. The Business Associate and the DD Board agree that neither of them will request, use or release more than the minimum amount of PHI necessary to accomplish the purpose of the use, disclosure or request.
6. The Business Associate shall establish and maintain appropriate safeguards to prevent any unauthorized use or disclosure of PHI and shall conform to the requirements set for in applicable law for security of PHI including, without limitation, the requirements of 45 CFR §§ 164.308 (administrative safeguards), 164.310 (physical safeguards), 164.312 (technical safeguards), and 164.316 (policies, procedures and documentation).
7. The Business Associate shall immediately report to the DD Board any unauthorized uses/disclosures of which it becomes aware, including unauthorized uses/disclosures by subcontractors, and shall take all reasonable steps to mitigate the potentially harmful effects of such unauthorized uses/disclosures. Such report shall be made immediately but not later than 30 days after discovery of the unauthorized uses/disclosures. The report of the unauthorized uses/disclosures, shall include the following information:

- a. A brief description of what happened, including the date of the unauthorized uses/disclosures and the date of the discovery of the unauthorized uses/disclosures, if known;
  - b. A description of the types of unsecured PHI involved in the unauthorized uses/disclosures (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
  - c. Any steps individual should take to protect themselves from potential harm resulting from the unauthorized uses/disclosures;
  - d. A brief description of what the Business Associate is doing to investigate the unauthorized uses/disclosures, to mitigate harm to individuals, and to protect against any further unauthorized uses/disclosures.
8. The Business Associate shall ensure that all of its subcontractors and agents are bound by the same restrictions and obligations contained herein whenever PHI is made accessible to such subcontractors or agents, and shall give prior notice to the DD Board of any subcontractors or agents who are to be given access to PHI.
9. The Business Associate shall make all PHI and related information in its possession available as follows:
- a. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to allow access for inspection and copying in accordance with the provisions of 45 CFR § 164.524, including, without limitation, requirements for providing records PHI in electronic form;
  - b. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to account for disclosures of PHI in accordance with 45 CFR § 164.528.
10. The Business Associate shall make PHI available to the DD Board to fulfill the DD Board's obligation to amend PHI and related information in accordance with 45 CFR § 164.526, and shall, as directed by the DD Board, incorporate any approved amendments to PHI or related statements into the information held by the Business Associate and any subcontractors or agents.
11. The Business Associate shall make its internal practices, books and records relating to the use or disclosure of information received from or on behalf of the DD Board available to the U. S. Secretary of Health and Human Services, or the Secretary's designee, for purposes of determining the DD Board's compliance with the privacy regulations, and any amendments thereto.
12. Upon request by an individual, the Business Associate shall account for all disclosures related to such individual made by the BA pursuant to the HIPAA Privacy Rules, including, without limitation, accountings required under 45 CFR 164.528
13. Upon termination of this Agreement, the Business Associate shall, at the option of the DD Board, return or destroy all PHI created or received from or on behalf of the DD Board. The Business Associate shall not retain any copies of PHI except as required by law. If PHI is destroyed, the Business Associate shall provide the DD Board with appropriate documentation/certification



evidencing such destruction. If return or destruction of all PHI, and all copies of PHI, is not feasible, the Business Associate shall extend the protections set forth in applicable requirements to such information for as long as it is maintained. Termination of this Agreement shall not affect any of its provisions that, by wording or nature, are intended to remain effective and to continue in operation.

14. The PHI and any related information created or received from or on behalf of the DD Board is and shall remain the property of the DD Board. The Business Associate agrees that it acquires no title in or rights to the information, including any de-identified information.
15. Any non-compliance by the Business Associate or DD Board with the terms of this Agreement or the privacy or security regulations shall be a breach of this Agreement. If either the Business Associate or DD Board knows of such a breach each shall take immediate and reasonable steps to cure the non-compliance. In the event that such breach continues, this Agreement shall terminate immediately.
16. Notwithstanding any rights or remedies under this Agreement or provided by law, the DD Board retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of PHI by the Business Associate, any of its subcontractors or agents, or any third party who has received PHI from the Business Associate.
17. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.
18. The obligations to safeguard the confidentiality and security of PHI imposed herein shall survive the termination of this Agreement.
19. Any ambiguities in this Agreement shall be resolved in favor of an interpretation that promotes compliance with HIPAA and regulations promulgated thereunder. The parties agree that any modifications to those laws shall modify the obligations of the parties hereunder without the need for formal amendment of the Agreement. Any other amendments to this Agreement shall not be effective without the written agreement of both parties.
20. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To the DD Board:

***Janice Chesnes***  
***Privacy Officer***  
***8200 Cedar Road, Chesterland, Ohio 44026***

To the Business Associate:

The terms and conditions set forth in this addendum constitute the entire understanding between the parties with respect to the matter contained herein.

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

**LOCALLY FUNDED SERVICES AGREEMENT  
With Transportation Bonus**

This Agreement is between Tiffany DeBruce (Provider), and the Geauga County Board of Developmental Disabilities (Board).

**1.) TERM**

This Agreement shall be effective 2/5/2024 through 12/31/2024 . This agreement shall automatically renew for successive one (1) year periods on its anniversary date unless terminated as permitted in paragraph 10.

**2.) COMPENSATION**

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan (ISP). Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$10,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

Funding Arrangements:

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

a. Transportation Bonus:

Tier 1

The Board will pay a transportation bonus of \$500.00 for every eligible individual receiving 40 transportation trips per month to and from community employment

Tier 2

The Board will pay a transportation bonus of \$375.00 for every eligible individual receiving 30-39 transportation trips per month to and from community employment

Tier 3

The Board will pay a transportation bonus of \$250.00 for every eligible individual receiving 20-29 transportation trips per month to and from community employment

Tier 4

The Board will pay a transportation bonus of \$125.00 for every eligible individual receiving 10-19 transportation trips per month to and from community employment

**3.) INDEPENDENT CONTRACTOR**

Provider shall be considered an independent contractor and shall not be considered an employee of the Board, for any purpose whatsoever, and shall not be eligible for benefits available to Board employees. Provider is solely responsible for any federal, state, or local taxes arising from compensation received under this Agreement.

**4.) CONFIDENTIALITY/HIPAA COMPLIANCE**

The parties shall cooperate in operationalizing requirements imposed upon them by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). A Business Associates Agreement shall be executed and made part of this agreement [Attachment A].

**5.) RESPONSIBILITIES OF THE BOARD**

Prepare and distribute PAS Forms in a timely manner. Compensate Provider in accordance with paragraph 2. Review the quality of care, cost effectiveness, and service utilization of Provider services in accordance with applicable requirements by law and Board Policy. Monitor and evaluate compliance with this Agreement. If necessary, conduct its own investigation of any complaint or incident.

**6.) RESPONSIBILITIES OF THE PROVIDER**

If the Provider is an independent contractor, the expectations outlined in this agreement only pertain directly to them.

If the Provider is an agency and has an employee/s who assists in the execution of this agreement, the expectations outlined in this agreement pertain to every employee.

- a) At a frequency no less than every five years;
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees are not listed on the following databases prior to service delivery:
    - i. The list of excluded persons and entities maintained by the office of inspector general in the United States department of health and human services;
    - ii. The abuser registry;
    - iii. The nurse aide registry;
    - iv. The sex offender and child-victim offender database;
    - v. The United States general services administration system for award management database;
    - vi. The Ohio Department of Medicaid provider exclusion and suspension list;
    - vii. The database of incarcerated and supervised offenders.

- b. All Providers, at the expense of the Board, will complete BCI criminal background check when the Provider has been a resident of Ohio for the last five years, AND FBI check when the Provider has not resided in Ohio for the last five years.
- b) At a Frequency no less than every three years:
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees will obtain a driver history abstract through the bureau of motor vehicles with six points or less.

All Providers of transportation are required to maintain a valid driver's license, perform daily vehicle inspections, and annual vehicle inspections by the state highway patrol or certified mechanic.

The Provider shall render services in accordance with the individual's service plan as evidenced by a PAS Form.

An Individual may terminate their services at any time with or without notice.

The Provider may terminate services, if an individual and the individual's service and support administrator are notified in writing no less than thirty calendar days prior to termination of services and convey documents and records to the individual's service and support administrator as requested. When Provider initiates termination of services, the Provider will assist during transition to subsequent provider.

#### **7.) DOCUMENTATION AND RECORD RETENTION**

Provider shall keep accurate, current, and complete records for each individual in accordance with applicable requirements by law and Board Policy.

Provider shall provide the Board with information which is reasonably necessary to permit the Board to:

- Monitor and evaluate Provider's compliance with the terms of this agreement
- Conduct its own investigation of any complaint or incident, and
- Perform any and all of its duties.

Provider shall provide reports as requested by the board. Any information or report shall be submitted in the format prescribed or approved by the Board.

#### **8.) INDEMNIFICATION**

To the fullest extent permitted by law, Provider shall, indemnify, defend and hold harmless the Board, its officers, directors, trustees, agents, members successors, and employees from and against any and all claims, liability actions, causes of action, complaints, costs expenses, attorney fees and demands whatsoever, in law and in equity arising out of, alleged to rise out of, as a result of, or alleged as result of any act or omission of Provider or any of its employees or agents in the performance of this Agreement.

#### **9.) INSURANCE**

Provider shall include automobile, general, and professional liability insurance (as applicable to services provided) in an amount equal to (or greater) than statutory requirements. Provider's insurance shall be primary with respect to the Provider, notwithstanding, any other insurance covering the Board. If

requested by the Board. Provider shall provide proof of insurance.

#### **10.) TERMINATION/MODIFICATION**

This agreement may be terminated prior to the expiration of the term hereof as follows:

**By agreement:** In the event the Board and Provider shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

**For good cause:** Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible. If such disputes cannot be settled, this agreement may be terminated by either party for cause provided that either party provides written notice to the other party of the defaults that are claimed to have occurred. The party in default shall have sixty (60) days to cure such defaults. In the event that the defaults are not cured within sixty (60) days, notice in writing shall be given to the defaulting party, and this agreement shall terminate thirty (30) days from the date of such notice.

#### **11.) ENTIRETY**

This agreement constitutes the entire contract between the parties and any other promise made by any party, employee, officer, or agent of any party, which is not set forth herein shall be null and void and of no force and effect.

#### **12.) GOVERNING LAW**

Both parties agree to comply with all applicable federal, State and local laws, rules, and regulations as they relate to services rendered under this Agreement.

The parties agree that the law of the State of Ohio shall control with regard to any and all contractual disputes that may arise and that any and all litigation undertaken or arising under this contract shall be presented in a Court of Competent Jurisdiction of Geauga County, Ohio.

#### **13.) ASSIGNMENT**

Neither party may assign any rights, duties, or obligation under this agreement without the prior written consent of the other party.

#### **14.) MEETINGS**

Representatives of the Board and Contractor will meet as needed during the term of this agreement. Quarterly or special meetings may be requested by either party to review progress and discuss future plans.

**15.) CONTACT INFORMATION**

Tiffany Debruce

Geauga County Board of Developmental Disabilities  
8200 Cedar Rd.  
Chesterland, OH 44026  
ATTN: Superintendent

ATTN:

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider's Representative  
Tiffany Debruce

\_\_\_\_\_  
Date

**Approved to Form:**

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**



**BUSINESS ASSOCIATE AGREEMENT  
(Attachment A)**

This Agreement is entered into this 1st day of January, 2024, by and between Tiffany DeBruce (referred to hereinafter as "Business Associate") and Geauga County Board of Developmental Disabilities (referred to hereinafter as "DD Board"). The parties are entering into this agreement in consideration of the mutual promises contained herein and for other good and valuable consideration.

This Agreement shall be in effect through the terms of the Service Contract.

WHEREAS, the DD Board will make available and/or transfer to the Business Associate confidential, personally identifiable health information in conjunction with the terms agreed to in the Service Contract; and

WHEREAS, such information may be used or disclosed only in accordance with the privacy regulations [45 CFR §§ 164.502(e); 164.504(e)] issued pursuant to the Health Insurance Portability and Accountability Act [42 USC §§ 1320 - 1320d-8], the American Recovery and Reinvestment Act of 2009 and the terms of this Agreement, or more stringent provisions of the law of the State of Ohio;

1. Definitions

- a. *Applicable Law* means federal and Ohio law which applies to transactions and entities covered by this Agreement.
- b. *Applicable Requirements* means all of the following:
  - i. applicable law;
  - ii. policies and procedures of the DD Board which are consistent with applicable law and which apply to information covered by this Agreement and;
  - iii. the requirements of this Agreement.
- c. *ARRA* means the American Recovery and Reinvestment Act of 2009.
- d. *HIPAA* means the Health Care Portability and Accountability Act of 1996, 42 USC §§ 1320 - 1320d-8 and regulations promulgated thereunder as may be amended.
- e. *Individual* includes the individual receiving services from the DD Board and the Personal Representative selected by the individual or other person legally authorized to act on behalf of the individual.
- f. *Protected Health Information ("PHI")* is information received from or on behalf of the Covered Entity that meets the definition of PHI as defined by HIPAA and the regulations promulgated by the United States Department of Health and Human Services, specifically 45 CFR 164.501, and any amendments thereto.

2. The Business Associate is acting as an independent contractor for all functions set forth in this Business Associate Agreement. Nothing in this Business Associate Agreement shall be construed to give the DD Board any right to control the Business Associate's conduct in the course of performing a service on behalf of the DD Board.
3. The DD Board shall provide to the Business Associate a copy of the current Notice of Privacy Practices and any relevant information on changes to or agreed upon restrictions relating to legal permissions for the use or disclosure of PHI.
4. The Business Associate agrees that it shall not receive, create, use or disclose PHI except in accordance with applicable requirements, including, without limitation, all HIPAA privacy rules applicable to covered entities and business associates, and as follows:
  - a. To complete the functions as listed in the Service Contract.
  - b. If necessary for the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate. PHI may only be disclosed to another person/entity for such purposes if:
    - Disclosure is required by law; or
    - Where the Business Associate obtains reasonable assurances from the person to whom disclosure is made that the PHI released will be held confidentially, and only may be used or further disclosed as required by law or for the purposes of the disclosure; and
    - the person/entity agrees to notify the Business Associate of any breaches of confidentiality;
  - c. To permit the Business Associate to provide data aggregation services relating to the health care operations of the DD Board.
5. The Business Associate and the DD Board agree that neither of them will request, use or release more than the minimum amount of PHI necessary to accomplish the purpose of the use, disclosure or request.
6. The Business Associate shall establish and maintain appropriate safeguards to prevent any unauthorized use or disclosure of PHI and shall conform to the requirements set for in applicable law for security of PHI including, without limitation, the requirements of 45 CFR §§ 164.308 (administrative safeguards), 164.310 (physical safeguards), 164.312 (technical safeguards), and 164.316 (policies, procedures and documentation).
7. The Business Associate shall immediately report to the DD Board any unauthorized uses/disclosures of which it becomes aware, including unauthorized uses/disclosures by subcontractors, and shall take all reasonable steps to mitigate the potentially harmful effects of such unauthorized uses/disclosures. Such report shall be made immediately but not later than 30 days after discovery of the unauthorized uses/disclosures. The report of the unauthorized uses/disclosures, shall include the following information:

- a. A brief description of what happened, including the date of the unauthorized uses/disclosures and the date of the discovery of the unauthorized uses/disclosures, if known;
  - b. A description of the types of unsecured PHI involved in the unauthorized uses/disclosures (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
  - c. Any steps individual should take to protect themselves from potential harm resulting from the unauthorized uses/disclosures;
  - d. A brief description of what the Business Associate is doing to investigate the unauthorized uses/disclosures, to mitigate harm to individuals, and to protect against any further unauthorized uses/disclosures.
8. The Business Associate shall ensure that all of its subcontractors and agents are bound by the same restrictions and obligations contained herein whenever PHI is made accessible to such subcontractors or agents, and shall give prior notice to the DD Board of any subcontractors or agents who are to be given access to PHI.
9. The Business Associate shall make all PHI and related information in its possession available as follows:
- a. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to allow access for inspection and copying in accordance with the provisions of 45 CFR § 164.524, including, without limitation, requirements for providing records PHI in electronic form;
  - b. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to account for disclosures of PHI in accordance with 45 CFR § 164.528.
10. The Business Associate shall make PHI available to the DD Board to fulfill the DD Board's obligation to amend PHI and related information in accordance with 45 CFR § 164.526, and shall, as directed by the DD Board, incorporate any approved amendments to PHI or related statements into the information held by the Business Associate and any subcontractors or agents.
11. The Business Associate shall make its internal practices, books and records relating to the use or disclosure of information received from or on behalf of the DD Board available to the U. S. Secretary of Health and Human Services, or the Secretary's designee, for purposes of determining the DD Board's compliance with the privacy regulations, and any amendments thereto.
12. Upon request by an individual, the Business Associate shall account for all disclosures related to such individual made by the BA pursuant to the HIPAA Privacy Rules, including, without limitation, accountings required under 45 CFR 164.528
13. Upon termination of this Agreement, the Business Associate shall, at the option of the DD Board, return or destroy all PHI created or received from or on behalf of the DD Board. The Business Associate shall not retain any copies of PHI except as required by law. If PHI is destroyed, the Business Associate shall provide the DD Board with appropriate documentation/certification

evidencing such destruction. If return or destruction of all PHI, and all copies of PHI, is not feasible, the Business Associate shall extend the protections set forth in applicable requirements to such information for as long as it is maintained. Termination of this Agreement shall not affect any of its provisions that, by wording or nature, are intended to remain effective and to continue in operation.

14. The PHI and any related information created or received from or on behalf of the DD Board is and shall remain the property of the DD Board. The Business Associate agrees that it acquires no title in or rights to the information, including any de-identified information.
15. Any non-compliance by the Business Associate or DD Board with the terms of this Agreement or the privacy or security regulations shall be a breach of this Agreement. If either the Business Associate or DD Board knows of such a breach each shall take immediate and reasonable steps to cure the non-compliance. In the event that such breach continues, this Agreement shall terminate immediately.
16. Notwithstanding any rights or remedies under this Agreement or provided by law, the DD Board retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of PHI by the Business Associate, any of its subcontractors or agents, or any third party who has received PHI from the Business Associate.
17. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.
18. The obligations to safeguard the confidentiality and security of PHI imposed herein shall survive the termination of this Agreement.
19. Any ambiguities in this Agreement shall be resolved in favor of an interpretation that promotes compliance with HIPAA and regulations promulgated thereunder. The parties agree that any modifications to those laws shall modify the obligations of the parties hereunder without the need for formal amendment of the Agreement. Any other amendments to this Agreement shall not be effective without the written agreement of both parties.
20. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To the DD Board:

**Janice Chesnes**  
**Privacy Officer**  
**8200 Cedar Road, Chesterland, Ohio 44026**

To the Business Associate:

The terms and conditions set forth in this addendum constitute the entire understanding between the parties with respect to the matter contained herein.

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

**LOCALLY FUNDED SERVICES AGREEMENT  
With Transportation Bonus**

This Agreement is between Tonia Cain (Provider), and the Geauga County Board of Developmental Disabilities (Board).

**1.) TERM**

This Agreement shall be effective 2/15/2024 through 12/31/2024. This agreement shall automatically renew for successive one (1) year periods on its anniversary date unless terminated as permitted in paragraph 10.

**2.) COMPENSATION**

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan (ISP). Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$10,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

Funding Arrangements:

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

a. Transportation Bonus:

Tier 1

The Board will pay a transportation bonus of \$500.00 for every eligible individual receiving 40 transportation trips per month to and from community employment

Tier 2

The Board will pay a transportation bonus of \$375.00 for every eligible individual receiving 30-39 transportation trips per month to and from community employment

Tier 3

The Board will pay a transportation bonus of \$250.00 for every eligible individual receiving 20-29 transportation trips per month to and from community employment

Tier 4

The Board will pay a transportation bonus of \$125.00 for every eligible individual receiving 10-19 transportation trips per month to and from community employment

**3.) INDEPENDENT CONTRACTOR**

Provider shall be considered an independent contractor and shall not be considered an employee of the Board, for any purpose whatsoever, and shall not be eligible for benefits available to Board employees. Provider is solely responsible for any federal, state, or local taxes arising from compensation received under this Agreement.

**4.) CONFIDENTIALITY/HIPAA COMPLIANCE**

The parties shall cooperate in operationalizing requirements imposed upon them by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). A Business Associates Agreement shall be executed and made part of this agreement [Attachment A].

**5.) RESPONSIBILITIES OF THE BOARD**

Prepare and distribute PAS Forms in a timely manner. Compensate Provider in accordance with paragraph 2. Review the quality of care, cost effectiveness, and service utilization of Provider services in accordance with applicable requirements by law and Board Policy. Monitor and evaluate compliance with this Agreement. If necessary, conduct its own investigation of any complaint or incident.

**6.) RESPONSIBILITIES OF THE PROVIDER**

If the Provider is an independent contractor, the expectations outlined in this agreement only pertain directly to them.

If the Provider is an agency and has an employee/s who assists in the execution of this agreement, the expectations outlined in this agreement pertain to every employee.

- a) At a frequency no less than every five years;
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees are not listed on the following databases prior to service delivery:
    - i. The list of excluded persons and entities maintained by the office of inspector general in the United States department of health and human services;
    - ii. The abuser registry;
    - iii. The nurse aide registry;
    - iv. The sex offender and child-victim offender database;
    - v. The United States general services administration system for award management database;
    - vi. The Ohio Department of Medicaid provider exclusion and suspension list;
    - vii. The database of incarcerated and supervised offenders.

- b. All Providers, at the expense of the Board, will complete BCI criminal background check when the Provider has been a resident of Ohio for the last five years, AND FBI check when the Provider has not resided in Ohio for the last five years.
- b) At a Frequency no less than every three years:
  - a. The Board will assist Independent Providers, and Provider Agencies will ensure their employees will obtain a driver history abstract through the bureau of motor vehicles with six points or less.

All Providers of transportation are required to maintain a valid driver's license, perform daily vehicle inspections, and annual vehicle inspections by the state highway patrol or certified mechanic.

The Provider shall render services in accordance with the individual's service plan as evidenced by a PAS Form.

An Individual may terminate their services at any time with or without notice.

The Provider may terminate services, if an individual and the individual's service and support administrator are notified in writing no less than thirty calendar days prior to termination of services and convey documents and records to the individual's service and support administrator as requested. When Provider initiates termination of services, the Provider will assist during transition to subsequent provider.

#### **7.) DOCUMENTATION AND RECORD RETENTION**

Provider shall keep accurate, current, and complete records for each individual in accordance with applicable requirements by law and Board Policy.

Provider shall provide the Board with information which is reasonably necessary to permit the Board to:

- Monitor and evaluate Provider's compliance with the terms of this agreement
- Conduct its own investigation of any complaint or incident, and
- Perform any and all of its duties.

Provider shall provide reports as requested by the board. Any information or report shall be submitted in the format prescribed or approved by the Board.

#### **8.) INDEMNIFICATION**

To the fullest extent permitted by law, Provider shall, indemnify, defend and hold harmless the Board, its officers, directors, trustees, agents, members successors, and employees from and against any and all claims, liability actions, causes of action, complaints, costs expenses, attorney fees and demands whatsoever, in law and in equity arising out of, alleged to rise out of, as a result of, or alleged as result of any act or omission of Provider or any of its employees or agents in the performance of this Agreement.

#### **9.) INSURANCE**

Provider shall include automobile, general, and professional liability insurance (as applicable to services provided) in an amount equal to (or greater) than statutory requirements. Provider's insurance shall be primary with respect to the Provider, notwithstanding, any other insurance covering the Board. If



requested by the Board. Provider shall provide proof of insurance.

#### **10.) TERMINATION/MODIFICATION**

This agreement may be terminated prior to the expiration of the term hereof as follows:

**By agreement:** In the event the Board and Provider shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

**For good cause:** Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible. If such disputes cannot be settled, this agreement may be terminated by either party for cause provided that either party provides written notice to the other party of the defaults that are claimed to have occurred. The party in default shall have sixty (60) days to cure such defaults. In the event that the defaults are not cured within sixty (60) days, notice in writing shall be given to the defaulting party, and this agreement shall terminate thirty (30) days from the date of such notice.

#### **11.) ENTIRETY**

This agreement constitutes the entire contract between the parties and any other promise made by any party, employee, officer, or agent of any party, which is not set forth herein shall be null and void and of no force and effect.

#### **12.) GOVERNING LAW**

Both parties agree to comply with all applicable federal, State and local laws, rules, and regulations as they relate to services rendered under this Agreement.

The parties agree that the law of the State of Ohio shall control with regard to any and all contractual disputes that may arise and that any and all litigation undertaken or arising under this contract shall be presented in a Court of Competent Jurisdiction of Geauga County, Ohio.

#### **13.) ASSIGNMENT**

Neither party may assign any rights, duties, or obligation under this agreement without the prior written consent of the other party.

#### **14.) MEETINGS**

Representatives of the Board and Contractor will meet as needed during the term of this agreement. Quarterly or special meetings may be requested by either party to review progress and discuss future plans.

**15.) CONTACT INFORMATION**

Tonia Cain

Geauga County Board of Developmental Disabilities  
8200 Cedar Rd.  
Chesterland, OH 44026  
ATTN: Superintendent

ATTN:

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider's Representative  
Tonia Cain

\_\_\_\_\_  
Date

**Approved to Form:**

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**BUSINESS ASSOCIATE AGREEMENT  
(Attachment A)**

This Agreement is entered into this 15th day of February , 2024 , by and between Tonia Cain (referred to hereinafter as "Business Associate") and Geauga County Board of Developmental Disabilities (referred to hereinafter as "DD Board"). The parties are entering into this agreement in consideration of the mutual promises contained herein and for other good and valuable consideration.

This Agreement shall be in effect through the terms of the Service Contract.

WHEREAS, the DD Board will make available and/or transfer to the Business Associate confidential, personally identifiable health information in conjunction with the terms agreed to in the Service Contract; and

WHEREAS, such information may be used or disclosed only in accordance with the privacy regulations [45 CFR §§ 164.502(e); 164.504(e)] issued pursuant to the Health Insurance Portability and Accountability Act [42 USC §§ 1320 - 1320d-8], the American Recovery and Reinvestment Act of 2009 and the terms of this Agreement, or more stringent provisions of the law of the State of Ohio;

1. Definitions

- a. *Applicable Law* means federal and Ohio law which applies to transactions and entities covered by this Agreement.
- b. *Applicable Requirements* means all of the following:
  - i. applicable law;
  - ii. policies and procedures of the DD Board which are consistent with applicable law and which apply to information covered by this Agreement and;
  - iii. the requirements of this Agreement.
- c. *ARRA* means the American Recovery and Reinvestment Act of 2009.
- d. *HIPAA* means the Health Care Portability and Accountability Act of 1996, 42 USC §§ 1320 - 1320d-8 and regulations promulgated thereunder as may be amended.
- e. *Individual* includes the individual receiving services from the DD Board and the Personal Representative selected by the individual or other person legally authorized to act on behalf of the individual.
- f. *Protected Health Information* ("PHI") is information received from or on behalf of the Covered Entity that meets the definition of PHI as defined by HIPAA and the regulations promulgated by the United States Department of Health and Human Services, specifically 45 CFR 164.501, and any amendments thereto.

2. The Business Associate is acting as an independent contractor for all functions set forth in this Business Associate Agreement. Nothing in this Business Associate Agreement shall be construed to give the DD Board any right to control the Business Associate's conduct in the course of performing a service on behalf of the DD Board.
3. The DD Board shall provide to the Business Associate a copy of the current Notice of Privacy Practices and any relevant information on changes to or agreed upon restrictions relating to legal permissions for the use or disclosure of PHI.
4. The Business Associate agrees that it shall not receive, create, use or disclose PHI except in accordance with applicable requirements, including, without limitation, all HIPAA privacy rules applicable to covered entities and business associates, and as follows:
  - a. To complete the functions as listed in the Service Contract.
  - b. If necessary for the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate. PHI may only be disclosed to another person/entity for such purposes if:
    - Disclosure is required by law; or
    - Where the Business Associate obtains reasonable assurances from the person to whom disclosure is made that the PHI released will be held confidentially, and only may be used or further disclosed as required by law or for the purposes of the disclosure; and
    - the person/entity agrees to notify the Business Associate of any breaches of confidentiality;
  - c. To permit the Business Associate to provide data aggregation services relating to the health care operations of the DD Board.
5. The Business Associate and the DD Board agree that neither of them will request, use or release more than the minimum amount of PHI necessary to accomplish the purpose of the use, disclosure or request.
6. The Business Associate shall establish and maintain appropriate safeguards to prevent any unauthorized use or disclosure of PHI and shall conform to the requirements set for in applicable law for security of PHI including, without limitation, the requirements of 45 CFR §§ 164.308 (administrative safeguards), 164.310 (physical safeguards), 164.312 (technical safeguards), and 164.316 (policies, procedures and documentation).
7. The Business Associate shall immediately report to the DD Board any unauthorized uses/disclosures of which it becomes aware, including unauthorized uses/disclosures by subcontractors, and shall take all reasonable steps to mitigate the potentially harmful effects of such unauthorized uses/disclosures. Such report shall be made immediately but not later than 30 days after discovery of the unauthorized uses/disclosures. The report of the unauthorized uses/disclosures, shall include the following information:

- a. A brief description of what happened, including the date of the unauthorized uses/disclosures and the date of the discovery of the unauthorized uses/disclosures, if known;
  - b. A description of the types of unsecured PHI involved in the unauthorized uses/disclosures (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
  - c. Any steps individual should take to protect themselves from potential harm resulting from the unauthorized uses/disclosures;
  - d. A brief description of what the Business Associate is doing to investigate the unauthorized uses/disclosures, to mitigate harm to individuals, and to protect against any further unauthorized uses/disclosures.
8. The Business Associate shall ensure that all of its subcontractors and agents are bound by the same restrictions and obligations contained herein whenever PHI is made accessible to such subcontractors or agents, and shall give prior notice to the DD Board of any subcontractors or agents who are to be given access to PHI.
9. The Business Associate shall make all PHI and related information in its possession available as follows:
  - a. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to allow access for inspection and copying in accordance with the provisions of 45 CFR § 164.524, including, without limitation, requirements for providing records PHI in electronic form;
  - b. To the DD Board, to the extent necessary to permit the DD Board to fulfill any obligation of the DD Board to account for disclosures of PHI in accordance with 45 CFR § 164.528.
10. The Business Associate shall make PHI available to the DD Board to fulfill the DD Board's obligation to amend PHI and related information in accordance with 45 CFR § 164.526, and shall, as directed by the DD Board, incorporate any approved amendments to PHI or related statements into the information held by the Business Associate and any subcontractors or agents.
11. The Business Associate shall make its internal practices, books and records relating to the use or disclosure of information received from or on behalf of the DD Board available to the U. S. Secretary of Health and Human Services, or the Secretary's designee, for purposes of determining the DD Board's compliance with the privacy regulations, and any amendments thereto.
12. Upon request by an individual, the Business Associate shall account for all disclosures related to such individual made by the BA pursuant to the HIPAA Privacy Rules, including, without limitation, accountings required under 45 CFR 164.528
13. Upon termination of this Agreement, the Business Associate shall, at the option of the DD Board, return or destroy all PHI created or received from or on behalf of the DD Board. The Business Associate shall not retain any copies of PHI except as required by law. If PHI is destroyed, the Business Associate shall provide the DD Board with appropriate documentation/certification

evidencing such destruction. If return or destruction of all PHI, and all copies of PHI, is not feasible, the Business Associate shall extend the protections set forth in applicable requirements to such information for as long as it is maintained. Termination of this Agreement shall not affect any of its provisions that, by wording or nature, are intended to remain effective and to continue in operation.

14. The PHI and any related information created or received from or on behalf of the DD Board is and shall remain the property of the DD Board. The Business Associate agrees that it acquires no title in or rights to the information, including any de-identified information.
15. Any non-compliance by the Business Associate or DD Board with the terms of this Agreement or the privacy or security regulations shall be a breach of this Agreement. If either the Business Associate or DD Board knows of such a breach each shall take immediate and reasonable steps to cure the non-compliance. In the event that such breach continues, this Agreement shall terminate immediately.
16. Notwithstanding any rights or remedies under this Agreement or provided by law, the DD Board retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of PHI by the Business Associate, any of its subcontractors or agents, or any third party who has received PHI from the Business Associate.
17. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.
18. The obligations to safeguard the confidentiality and security of PHI imposed herein shall survive the termination of this Agreement.
19. Any ambiguities in this Agreement shall be resolved in favor of an interpretation that promotes compliance with HIPAA and regulations promulgated thereunder. The parties agree that any modifications to those laws shall modify the obligations of the parties hereunder without the need for formal amendment of the Agreement. Any other amendments to this Agreement shall not be effective without the written agreement of both parties.
20. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To the DD Board:

***Janice Chesnes  
Privacy Officer  
8200 Cedar Road, Chesterland, Ohio 44026***

To the Business Associate:

The terms and conditions set forth in this addendum constitute the entire understanding between the parties with respect to the matter contained herein.

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name



**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**  
**8200 Cedar Road**  
**Chesterland, Ohio 44026**

**ADDENDUM # 1**  
**to**  
**LOCALLY FUNDED SERVICES AGREEMENT WITH**  
James Emmett & Company

This addendum modifies the existing contract with effective dates:  
1/1/2024 through 12/31/2024

As follows:

The previous Locally Funded Services Agreement in the amount of \$10,000.00 will be increased by \$30,000.00

In total, this contract is not to exceed \$40,000.00

Compensation under this Agreement is limited to services provided to individuals not enrolled on a Medicaid waiver program administered by the Ohio Department of Developmental Disabilities otherwise known as Locally Funded Services.

With prior approval by the Board, compensation under this Agreement is also available to individuals enrolled on a Medicaid waiver for services not available (reimbursable) under the waiver program.

The Board shall compensate the Provider for services authorized in an individual's service plan. Authorized services are documented by the Payment for Authorized Services (PAS) form, including any revisions, which shall be considered part of this agreement. The unit rates on the PAS will match the state Medicaid rates where applicable.

The Provider shall invoice the Board monthly for services rendered under a PAS, unless services are provided infrequently or on a one-time basis. The Board shall not be obligated to pay the provider for services covered by any invoice submitted more than ninety (90) days after the date of service, or more than sixty (60) days after this Agreement terminates, whichever is earlier. The invoice shall be in a format as determined by the Board. Payments shall not exceed \$40,000.00 for the initial term of this agreement. Each renewal period will have a cap set annually by the Board.

The Board, upon approval of services rendered and amount invoiced, shall process payment to Provider within thirty (30) days of receipt of invoice.

Funding Arrangements:

This agreement covers only individuals determined eligible by the Board. To be eligible for reimbursement all services must be authorized in the individual's service plan (ISP).

**SIGNATURES:**

**PROVIDER:**

\_\_\_\_\_  
Provider Representative

\_\_\_\_\_  
Date

**GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent

\_\_\_\_\_  
Date

Approved to Form

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-18(A)**

BE IT RESOLVED to approve an agreement with Josefina Bandy, in an amount not to exceed \$10,000 for providing Spanish interpretive services.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: *Janson*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson

Yes

No

Abstain

Mr. Jackson

Yes

No

Abstain

Mr. Suttell

Yes

No

Abstain

Mr. Miller

Yes

No

Abstain

Mrs. Keiper

Yes

No

Abstain

Mrs. Wilder

Yes

No

Abstain

Mr. Lair

Yes

No

Abstain



BOARD PRESIDENT, 2/21/24

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-19(A)**

BE IT RESOLVED to approve a vehicle use agreement with Reese Disability Services LLC, for the occasional use of a Geauga DD vehicle to provide transportation services.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.


MOTION: Janson

SECOND: Lair

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 2/21/24

**Resolution: 24-20(A)**

BE IT RESOLVED to approve the attached grant request from Metzenbaum Sheltered Industries to purchase a modified mini van. Payments shall not exceed \$37,197.00 for the initial term of this agreement.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: Miller <sup>ENR RD</sup> Tanson

SECOND: Miller

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain	Mr. Jackson	<u>Yes</u>	No	Abstain
Mr. Suttell	<u>Yes</u>	No	Abstain	Mr. Miller	<u>Yes</u>	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	<u>Yes</u>	No	Abstain				

  
 \_\_\_\_\_  
 BOARD PRESIDENT, 2/21/24

## Grant Agreement

This grant agreement is entered into on this 21st of February, 2024, between the **Geauga County Board of Developmental Disabilities** (GCBDD) of 8200 Cedar Rd., Chesterland, OH 44026 and grantee **Metzenbaum Sheltered Industries** (MSI) of 10772 Kinsman Rd., Newbury, OH 44065, a not for profit corporation duly organized under the laws of the State of Ohio pursuant to Chapter 1702 of the Ohio Revised Code.

The GCBDD has approved a project-specific grant not to exceed \$37,197.00 to MSI. The grant period will run from February 21<sup>st</sup>, 2024 through June 30, 2024, and the award will be made in a single payment upon the execution of this agreement.

The purpose of this project is to fund the replacement of a 14 passenger Light Transit Vehicle, recently deemed a total loss due to an accident, with a modified mini van and will be used by the grantee for transportation services delivered to GCBDD clients.

The grantee will maintain records of all expenditures associated with this award. The grantee will furnish a complete record to GCBDD when the vehicle purchase is completed. Funds not expended shall be returned to GCBDD upon completion of the grant agreement.

The grantee will provide updates to GCBDD as the project progresses, and agrees to have meetings with GCBDD representatives upon request.

### SIGNATURES:

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Grantee's Representative  
Metzenbaum Sheltered Industries

\_\_\_\_\_  
Date

Approved to Form

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**



GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-21(A)**

BE IT RESOLVED to approve the attached grant request from The Metzenbaum Foundation in support of the Free Community Metzenbaum Carnival. This event seeks to raise awareness of people with developmental disabilities. Payments shall not exceed \$2,500.00 for the initial term of this agreement.

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

MOTION: Miller

SECOND: Jackson

DISCUSSION:

ROLL CALL:

Mrs. Janson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Jackson	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Suttell	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mr. Miller	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mrs. Keiper	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	Mrs. Wilder	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain
Mr. Lair	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain				

  
BOARD PRESIDENT, 2/21/24

## Grant Agreement

This grant agreement is initiated on this 21st of February, 2024 between the **Geauga County Board of Developmental Disabilities** (GCBDD) of 8200 Cedar Rd., Chesterland, OH 44026 and **The Metzenbaum Foundation** (grantee) of 8200 Cedar Rd., Chesterland, OH 44026, a not for profit corporation duly organized under the laws of the State of Ohio pursuant to Chapter 1702 of the Ohio Revised Code.

The GCBDD has approved a project-specific grant not to exceed \$2,500. The grant period will run from February 21st to June 30, 2024, and the award will be made in a single payment upon the execution of this agreement.

The purpose of this award is to support the Annual Metz Carnival. This event seeks to raise community awareness of people with developmental disabilities. Funds from this award will cover the cost of prizes, t-shirts, and other items deemed necessary.

The grantee will maintain records of all expenditures associated with this award. The grantee will furnish a complete record to GCBDD upon the completion of the grant period, or upon request.

**GEAUGA COUNTY AUDITOR'S CERTIFICATION:**

**SIGNATURES:**

\_\_\_\_\_  
Donald L. Rice, II, Superintendent  
Geauga County Board of Developmental Disabilities

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Dennis Schmidt, President  
The Metzenbaum Foundation

\_\_\_\_\_  
Date

Approved to Form

\_\_\_\_\_  
Sheila Salem, Assistant Prosecuting Attorney

\_\_\_\_\_  
Date

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

February 21, 2024

**Resolution: 24-22(A)**

BE IT RESOLVED to approve the following disposal of assets items due to it being outdated, unusable, or damaged:

- Portable projection screen
- Popcorn Machine
- Lenovo ThinkPad Docking Station

BE IT FURTHER RESOLVED that the Superintendent is directed to take any and all action necessary to carry out this resolution.

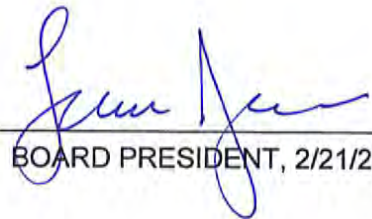
MOTION: *Lair*

SECOND: *Miller*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<u>Yes</u>	No	Abstain	Mr. Jackson	<u>Yes</u>	No	Abstain
Mr. Suttell	<u>Yes</u>	No	Abstain	Mr. Miller	<u>Yes</u>	No	Abstain
Mrs. Keiper	Yes	No	Abstain	Mrs. Wilder	Yes	No	Abstain
Mr. Lair	<u>Yes</u>	No	Abstain				

  
BOARD PRESIDENT, 2/21/24