

**GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES**

***BOARD MINUTES***

***February 21, 2024***

**Board Members Present**

Laura Janson  
Richard Suttell  
Mark Jackson  
Dave Lair  
Martin Miller

**Administration**

Dave Carlson  
Janice Chesnes  
Rean Davis  
Richelle Mills  
Megan Thirion  
Tami Setlock

**Board Members Absent**

Stacey Wilder  
Uschy Keiper

**I. Call to Order:**

a. Roll Call 2024 Board:

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

b. Approval of Minutes:

Resolution 24-13(A) was presented to approve the minutes for the January 17, 2024, meeting. This resolution was approved.

c. Approval of Donations:

There were no donations to approve.

d. Personnel Actions:

Resolution 24-02(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 January 2024. See attached.

b. Ethics Recommendations:

Resolution 24-14(A) was presented to approve the ethics recommendation for the time period processed in January 2024. 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 24-01(B) was presented detailing financial transactions and Resolution 24-02(B) was presented approving voucher schedules for the period indicated. These resolutions were approved.

**III. Board Status Reports:**

Mr. Carlson reviewed status reports.

**IV. Program Reports:**

Mr. Carlson reviewed program reports.

**V. New Business:**

a. Approvals:

i. Then & Now Certification:

Resolution 24-15(A) was presented approving a Then & Now Certification for The Fine Arts Association for art therapy services. This resolution was approved.

- ii. Cash Transfer:  
Resolution 24-16(A) was presented approving a Cash Transfer supporting waiver match and LFSAs. This resolution was approved.
  - iii. LFSAs:  
Resolution 24-17(A) was presented approving locally funded services agreements. This resolution was approved.
  - iv. Contract:  
Resolution 24-18(A) was presented approving a contract with Josefina Bandry. This resolution was approved.
  - v. Agreement:  
Resolution 24-19(A) was presented approving an agreement with Reese Disability Services LLC. This resolution was approved.
  - vi. Grant MSI:  
Resolution 24-20(A) was presented approving a grant to MSI. This resolution was approved.
  - vii. Grant Metzenbaum Foundation:  
Resolution 24-21(A) was presented approving a grant to the Metzenbaum Foundation. This resolution was approved.
  - viii. Disposal of Assets:  
Resolution 24-22(A) was presented approving a list of disposal of assets. This resolution was approved.
- b. Issues:
- i. SYNERGY Donation:  
Mr. Carlson informed the Board of the plan to support the SYNERGY conference with a \$250 contribution, as has been done for the past few years.
  - ii. New Maple Leaf Houses:  
Mr. Carlson reviewed photos of construction progress on the Park Rd. and Daniels Rd. homes in Chardon, both of which are completely framed and drywalled. Mr. Carlson also noted that a grant for Maple Leaf would be introduced at next month's meeting to close out funding for the projects.
  - iii. MSI Provider Loan Program:  
Mr. Carlson said that following last month's resolution related to approving funding for MSI's planned move to a new location, MSI is now considering applying to The Metzenbaum Foundation's Provider Loan Program to assist with funding.
  - iv. DD Awareness Overview:  
Mr. Carlson informed the board of plans in place for DD Awareness month in March.
  - v. LGCA Contract:  
Mr. Carlson noted that the LGCA IT support contract is still pending review by the Geauga County Automatic Data Processing board, and we are awaiting information on their expected timeline.
  - vi. Property Tax Exemption:  
Mr. Carlson informed the Board that the Geauga Commissioners' office plans to appeal the Geauga County Auditor's determination about the Metzenbaum Center property's tax-exempt status to the Ohio Tax Commissioner; the appeal process timeframe is unknown.
  - vii. March 18<sup>th</sup> Budget Commission Meeting:

**VI. General Announcements:**

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

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

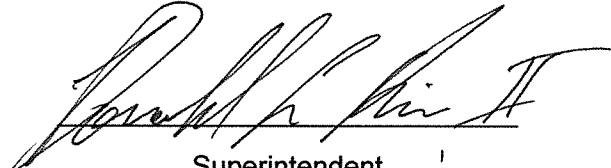
Mrs. Janson called for any other business from the Board or the public:

**VIII. Adjournment:**

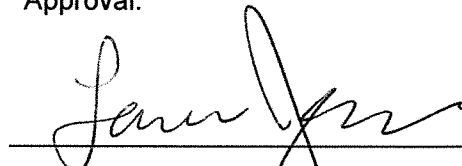
Mrs. Janson, board president adjourned the meeting.

***The Next Board meeting will be on March 20, 2024.***

Submitted:

  
Superintendent

Approval:

  
Board President

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

GEAUGA COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES

April 10, 2024

**Resolution: 24-52(A)**

BE IT RESOLVED to amend the February 2024 GCBDD meeting minutes to include the attached pages.

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

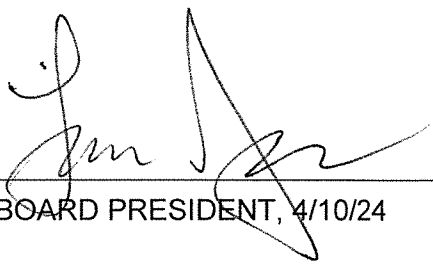
MOTION: *Mr. Lair*

SECOND: *Mr. Miller*

DISCUSSION:

ROLL CALL:

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

  
BOARD PRESIDENT, 4/10/24



**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.

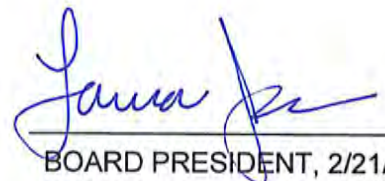
MOTION: *Lair*

SECOND: *Tanson*

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.***

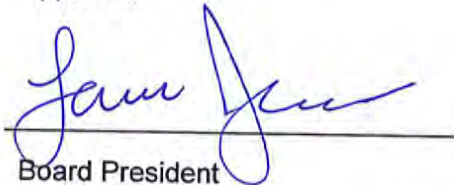
Submitted:



~~Donald L. Rice II, Superintendent~~

*Dave Carlson, Assistant Superintendent*

Approval:



Board President

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



# 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	--
		\$15,498,263.00	\$804,951.20	\$17,921,827.38	(\$2,423,564.38)	116%

## 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%
		\$20,990,984.26	\$3,199,248.35	\$18,879,666.26	\$2,111,318.00	90%

## 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			
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	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 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.

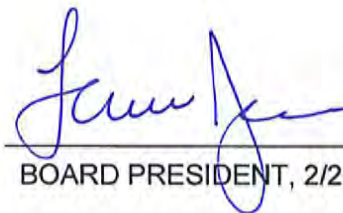
MOTION: *Lair*

SECOND: *Jackson*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<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

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
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>

Pay Dates: 1/12/2024, 1/26/2024

### Purchase Orders:

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

\$ 9,972,828.03

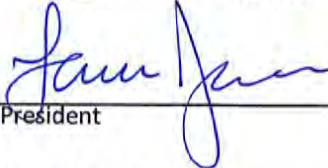
Motion:  
Second:  
Discussion?

Janson  
Jackson

### Roll Call Vote:

Mr. Jackson: ☒ Yes ☐ No ☐ Abstain  
Mrs. Janson: ☒ Yes ☐ No ☐ Abstain  
Mrs. Wilder: ☒ Yes ☐ No ☐ Abstain  
Mrs. Keiper: ☒ Yes ☐ No ☐ Abstain

Mr. Miller: ☒ Yes ☐ No ☐ Abstain  
Mr. Suttell: ☒ Yes ☐ No ☐ Abstain  
Mr. Lair: ☒ Yes ☐ No ☐ Abstain

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



Vendor 12911 - A1 HOME CARE SERVICE INC.

Purchase Order 2024-00000559

Purchase Order	Description	Adult Day/Transportation	Total

Department  
MRDD Board of DD

12911 - A1 HOME CARE SERVICE INC.

Type Formal Contract

Type	Status
Open	

Vendor	12911 - A1 HOME CARE SERVICE INC.	Totals	Purchase Orders	1

Amount	38,000.00
Voided	.00
Discounted	.00
Expensed	.00
Remaining	38,000.00
Encumbered	38,000.00

Amount	\$38,000.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$0.00
Remaining	\$38,000.00
Encumbered	\$38,000.00

Vendor 2764 - ACCESS SUPPORTIVE SERVICES

Purchase Order 2024-00000560

Partnership Order	Description	Supported Living
2021-00000000		

Department	Supported Living
MRDD Board of DD	

2764 - ACCESS SUPPORTIVE SERVICES

Vendor	Type
Z/04 - ACCCL35 S	Formal Contract

Type	Status	Form	Open
...	...	...	...

Vendor	2764 - ACCESS SUPPORTIVE SERVICES	Totals	Purchase Orders
			1

Amount	4,000.00
Voided	.00
Discounted	.00
Expensed	.00
Remaining	4,000.00
Encumbered	4,000.00

Amount	\$4,000.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$0.00
Remaining	\$4,000.00
Encumbered	\$4,000.00

Vendor 13453 - ACTIVE DAY OH, INC

Purchase Order 2024-00000561

Purchase Order	Description	2021 00000001
	Community Employment Services	

Department	Community Employment
MRDD Board of DD	

Department  
Vendor  
13453 - ACTIVE DAY OH, INC  
MINDO BOARD OF DD

Vendor Type

Type	Status	Formis	Open
...	...	...	...

Vendor 13453 - ACTIVE DAY OH, INC Totals Purchase Orders 1

Amount	1,000.00
Voided	.00
Discounted	.00
Expensed	.00
Remaining	1,000.00
Encumbered	1,000.00

Amount	\$1,000.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$0.00
Remaining	\$1,000.00





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

[illegible]



# Purchase Order Report

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

Vendor 10138 - ADMAR DISTRIBUTING CO INC									
Type	Contract			Expiration Date					
Status	Open								
Vendor 10138 - ADMAR DISTRIBUTING CO INC Totals									
2									
Amount									
Voided									
Discounted									
Expensed									
\$593.34									
Remaining									
\$21,406.66									
Encumbered									
\$21,406.66									
Vendor 13406 - AIKEY, MICHAEL									
Purchase Order	2024-00000564			01/03/2024					
Description	Transportation			G/L Date					
Department	MRDD Board of DD			Deliver by Date					
Vendor	13406 - AIKEY, MICHAEL			Printed Date					
Type	Formal Contract			Completed Date					
Status	Open			Expiration Date					
Vendor 13406 - AIKEY, MICHAEL Totals									
Purchase Orders									
1									
Amount									
Voided									
Discounted									
Expensed									
\$1,732.80									
Remaining									
\$19,267.20									
Encumbered									
\$19,267.20									
Vendor 3540 - AIR LIFT & LUBE SERVICE CO. LLC									
Purchase Order	2024-00000383			01/03/2024					
Description	Annual Maintenance/Service			G/L Date					
Department	MRDD Board of DD			Deliver by Date					
Vendor	3540 - AIR LIFT & LUBE SERVICE CO. LLC			Printed Date					
Type	Contract			Completed Date					
Status	Open			Expiration Date					
Vendor 3540 - AIR LIFT & LUBE SERVICE CO. LLC Totals									
Purchase Orders									
1									
Amount									
Voided									
Discounted									
Expensed									
3,200.00									
Remaining									
Encumbered									
3,200.00									
Vendor 3540 - AIR LIFT & LUBE SERVICE CO. LLC Totals									
Purchase Orders									
1									
Amount									
Voided									
Discounted									
Expensed									
\$0.00									
Remaining									
\$3,200.00									
Encumbered									
\$3,200.00									
Vendor 15429 - ALMUR CONSTRUCTION									
Purchase Order	2024-00001777			01/17/2024					
Description	Replace head end of the access control and swap four readers			G/L Date					
Deliver by Date									
Amount									
Voided									
11,128.40									





# 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									
Department	MRDD Board of DD								
Vendor	15429 - ALMUR CONSTRUCTION								
Type	Contract								
Status	Open								
Printed Date 02/01/2024									
Completed Date									
Expiration Date									
Vendor 15429 - ALMUR CONSTRUCTION Totals Purchase Orders 1									
Discounted									
Expensed									
Remaining									
Encumbered									
Amount									
Voided									
Discounted									
Expensed									
Remaining									
Encumbered									
Amount									
Voided									
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Discounted									
Expensed									
Remaining									





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



Sort by Vendor - Purchase Order Number

## Summary Listing

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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 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	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	Amount	\$14,000.00
					Voided	\$0.00
					Discounted	\$0.00
					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

Amount	345,000.00
Voided	.00
Discounted	.00
Expensed	.00



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

Sort by Vendor - Purchase Order Number

## Summary Listing

Run by Rean Davis on 02/13/2024 12:02:00 PM



Department	MRDD Board of DD
Vendor	14237 - BLOOMMORE SERVICES LLC
Type	Formal Contract
Status	Open

Vendor	14237 - BLOOMMORE SERVICES LLC	Totals	Purchase Orders	1

Purchase Order	2024-00000573
Description	Adult Day/Supported Living
Department	MRDD Board of DD
Vendor	45904 - BRITTANY RESIDENTIAL INC
Type	Formal Contract
Status	Open

Vendor	45904 - BRITTANY RESIDENTIAL INC	Totals	Purchase Orders	1
--------	----------------------------------	--------	-----------------	---

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

Vendor	11760 - BRITTICO LLC Totals	Purchase Orders
1		

Amount	\$20,000.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$1,450.00
Remaining	\$18,550.00
Encumbered	\$18,550.00





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



Sort by Vendor - Purchase Order Number

## Summary Listing

Run by Bean P... on 02/13/2024 12:02:00 PM





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

Sort by Vendor - Purchase Order Number

## Summary Listing

Run by Rean Davis on 02/13/2024 12:02:00 PM





# Purchase Order Report

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

Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 33211 - CDW GOVERNMENT INC				Remaining	\$9,169.20
Purchase Order 2024-00000399				Encumbered	\$9,169.20
Description Information Technology Equipment					
Department MRDD Board of DD					
Vendor 33211 - CDW GOVERNMENT INC					
Type Contract					
Status Open					
Purchase Order 2024-00000400					
Description Software Subscriptions					
Department MRDD Board of DD					
Vendor 33211 - CDW GOVERNMENT INC					
Type Contract					
Status Open					
Vendor 4950 - CHARDON L.S.D.					
Purchase Order 2024-00000578					
Description ODE Passthrough					
Department MRDD Board of DD					
Vendor 4950 - CHARDON L.S.D.					
Type Contract					
Status Open					
Vendor 6461 - CHESNES, JANICE					
Purchase Order 2024-00000401					
Description Travel Expenses, Other					
Department MRDD Board of DD					
Vendor 33211 - CDW GOVERNMENT INC					
G/L Date 01/03/2024					
Deliver by Date					
Printed Date 12/18/2023					
Completed Date					
Expiration Date					
Amount					2,500.00
Voided					.00
Discounted					.00
Expensed					585.92
Remaining					1,914.08
Encumbered					1,914.08
Vendor 33211 - CDW GOVERNMENT INC					
G/L Date 01/03/2024					
Deliver by Date					
Printed Date 12/18/2023					
Completed Date					
Expiration Date					
Amount					2,500.00
Voided					.00
Discounted					.00
Expensed					.00
Remaining					2,500.00
Encumbered					2,500.00
Vendor 4950 - CHARDON L.S.D.					
G/L Date 01/03/2024					
Deliver by Date					
Printed Date 12/18/2023					
Completed Date					
Expiration Date					
Amount					145,000.00
Voided					.00
Discounted					.00
Expensed					.00
Remaining					145,000.00
Encumbered					145,000.00
Vendor 4950 - CHARDON L.S.D.					
G/L Date 01/03/2024					
Deliver by Date					
Printed Date 12/18/2023					
Completed Date					
Expiration Date					
Amount					\$145,000.00
Voided					\$0.00
Discounted					\$0.00
Expensed					\$0.00
Remaining					\$145,000.00
Encumbered					\$145,000.00
Vendor 6461 - CHESNES, JANICE					
G/L Date 01/03/2024					
Deliver by Date					
Printed Date 12/18/2023					
Amount					1,000.00
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 6461 - CHESNES, JANICE		Completed Date		Purchase Orders		1		Expensed		.00	
Vendor	6461 - CHESNES, JANICE	Expiration Date						Remaining		1,000.00	
Type	Contract							Encumbered		1,000.00	
Status	Open										
Vendor 6461 - CHESNES, JANICE Totals											
Vendor 6461 - CHESNES, JANICE				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 14342 - CINCINNATI COPIERS, INC											
Purchase Order		2024-00000402		G/L Date		01/03/2024		Amount		1,839.50	
Description		Sophos Licenses		Deliver by Date				Voided		.00	
Department		MRDD Board of DD		Printed Date		12/18/2023		Discounted		.00	
Vendor		14342 - CINCINNATI COPIERS, INC		Completed Date				Expensed		.00	
Type		Contract		Expiration Date				Remaining		1,839.50	
Status		Open						Encumbered		1,839.50	
Vendor 14342 - CINCINNATI COPIERS, INC Totals											
Vendor 14342 - CINCINNATI COPIERS, INC				Purchase Orders		1		Amount		\$1,839.50	
								Voided		\$0.00	
								Discounted		\$0.00	
								Expensed		\$0.00	
								Remaining		\$1,839.50	
								Encumbered		\$1,839.50	
Vendor 39662 - CINTAS CORPORATION #259											
Purchase Order		2024-00000403		G/L Date		01/03/2024		Amount		2,500.00	
Description		Work Uniform Rental		Deliver by Date				Voided		.00	
Department		MRDD Board of DD		Printed Date		12/18/2023		Discounted		.00	
Vendor		39662 - CINTAS CORPORATION #259		Completed Date				Expensed		218.88	
Type		Contract		Expiration Date				Remaining		2,281.12	
Status		Open						Encumbered		2,281.12	
Vendor 39662 - CINTAS CORPORATION #259 Totals											
Vendor 39662 - CINTAS CORPORATION #259				Purchase Orders		1		Amount		\$2,500.00	
								Voided		\$0.00	
								Discounted		\$0.00	
								Expensed		\$218.88	
								Remaining		\$2,281.12	
								Encumbered		\$2,281.12	
Vendor 5276 - CLEAR SKIES AHEAD LLC											
Purchase Order		2024-00000579		G/L Date		01/03/2024		Amount		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 5276 - CLEAR SKIES AHEAD LLC									
Description	Supported Living								
Department	MRDD Board of DD								
Vendor	5276 - CLEAR SKIES AHEAD LLC								
Type	Formal Contract								
Status	Open								
Vendor 5276 - CLEAR SKIES AHEAD LLC Totals									
Purchase Orders	1								
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									
Purchase Order	2024-00000404								
Description	Operator of record svcs-water system								
Department	MRDD Board of DD								
Vendor	5988 - CLEARWATER OPERATIONS AND MAINTENANCE LLC								
Type	Contract								
Status	Open								
Vendor 5988 - CLEARWATER OPERATIONS AND MAINTENANCE LLC Totals									
Purchase Orders	1								
Amount	8,000.00								
Voided	\$0.00								
Discounted	\$0.00								
Expensed	1,200.00								
Remaining	6,800.00								
Encumbered	6,800.00								
Vendor 5988 - CLEARWATER OPERATIONS AND MAINTENANCE LLC Totals									
Purchase Orders	1								
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									
Purchase Order	2024-00001899								
Description	Labor Consultant/Retainer (Reference PO 2024-00000405)								
Department	MRDD Board of DD								
Vendor	15257 - CLEMANS, NELSON & ASSOCIATES INC								
Type	Contract								
Status	Open								
Vendor 15257 - CLEMANS, NELSON & ASSOCIATES INC 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								
Vendor 15257 - CLEMANS, NELSON & ASSOCIATES INC 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								



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





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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 14913 - CPROHIO LLC		Status		Open	Vendor 14913 - CPROHIO LLC Totals		Purchase Orders		2	Encumbered		3,000.00
Purchase Order		2024-00000410								Amount	\$5,500.00	
Description		Water System Service								Voided	\$0.00	
Department		MRDD Board of DD								Discounted	\$0.00	
Vendor		52293 - CULLIGAN OF NORTHEAST OHIO								Expensed	\$1,875.00	
Type		Contract								Remaining	\$3,625.00	
Status		Open								Encumbered	\$3,625.00	
Vendor 52293 - CULLIGAN OF NORTHEAST OHIO					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					
Vendor 1740 - CURRAN, LYNNE					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					
Vendor 7754 - D'ETTORRE, BRITTANY					G/L Date		01/03/2024					
					Deliver by Date							
					Printed Date		12/18/2023					
					Completed Date							
					Expiration Date							
Vendor 7754 - D'ETTORRE, BRITTANY Totals					Purchase Orders		1					
Vendor 1740 - CURRAN, LYNNE					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					
Vendor 7754 - D'ETTORRE, BRITTANY					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					





# Purchase Order Report

G/L Date Range 01/01/24 - 01/31/24  
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Vendor 7754 - D'ETTORRE, BRITTANY		Completed Date	Purchase Orders	1	Expensed	.00
Purchase Order 7754 - D'ETTORRE, BRITTANY		Expiration Date			Remaining	950.00
Type Contract					Encumbered	950.00
Status Open						
Vendor 7754 - D'ETTORRE, BRITTANY Totals						
					Amount	\$950.00
					Voided	\$0.00
					Discounted	\$0.00
					Expensed	\$0.00
					Remaining	\$950.00
					Encumbered	\$950.00
Vendor 46559 - DAVID THOMAS ESQ						
Purchase Order 2024-00000411		G/L Date 01/03/2024			Amount	2,000.00
Description Workers' Comp Attorney Fees		Deliver by Date			Voided	.00
Department MRDD Board of DD		Printed Date 12/18/2023			Discounted	.00
Vendor 46559 - DAVID THOMAS ESQ		Completed Date			Expensed	.00
Type Contract		Expiration Date			Remaining	2,000.00
Status Open					Encumbered	2,000.00
Vendor 46559 - DAVID THOMAS ESQ Totals						
					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		G/L Date 01/03/2024			Amount	2,000.00
Description Travel Expenses, Other		Deliver by Date			Voided	.00
Department MRDD Board of DD		Printed Date 12/18/2023			Discounted	.00
Vendor 12844 - DAVIS, REAN		Completed Date			Expensed	.00
Type Contract		Expiration Date			Remaining	2,000.00
Status Open					Encumbered	2,000.00
Vendor 12844 - DAVIS, REAN Totals						
					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

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Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor <b>6410 - ECKERT, JAMES</b>		G/L Date <b>01/03/2024</b>		Purchase Orders <b>1</b>		Amount	
Purchase Order	2024-00000417	Deliver by Date				Voided	275.00
Description	Travel Expenses, Other	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	6410 - ECKERT, JAMES	Expiration Date				Remaining	275.00
Type	Contract					Encumbered	275.00
Status	Open						
Vendor <b>6410 - ECKERT, JAMES</b>		G/L Date <b>01/03/2024</b>		Purchase Orders <b>1</b>		Amount	
Purchase Order	2024-00000586	Deliver by Date				Voided	\$275.00
Description	Transportation	Printed Date	12/18/2023			Discounted	\$0.00
Department	MRDD Board of DD	Completed Date				Expensed	\$0.00
Vendor	12314 - EDENBURGH, FLOYD	Expiration Date				Remaining	\$275.00
Type	Formal Contract					Encumbered	\$275.00
Status	Open						
Vendor <b>12314 - EDENBURGH, FLOYD</b>		G/L Date <b>01/03/2024</b>		Purchase Orders <b>1</b>		Amount	
Purchase Order	2024-00000589	Deliver by Date				Voided	30,000.00
Description	Adult Day/Transportation	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	12314 - EDENBURGH, FLOYD	Expiration Date				Remaining	875.00
Type	Formal Contract					Encumbered	29,125.00
Status	Open						29,125.00
Vendor <b>12314 - EDENBURGH, FLOYD</b>		G/L Date <b>01/03/2024</b>		Purchase Orders <b>1</b>		Amount	
Purchase Order	2024-00000589	Deliver by Date				Voided	\$30,000.00
Description	Adult Day/Transportation	Printed Date	12/18/2023			Discounted	\$0.00
Department	MRDD Board of DD	Completed Date				Expensed	\$0.00
Vendor	12314 - EDENBURGH, FLOYD	Expiration Date				Remaining	\$875.00
Type	Formal Contract					Encumbered	\$29,125.00
Status	Open						\$29,125.00
Vendor <b>5427 - EMPOWERING PEOPLE WORKSHOP INC</b>		G/L Date <b>01/03/2024</b>		Purchase Orders <b>1</b>		Amount	
Purchase Order	2024-00000589	Deliver by Date				Voided	112,000.00
Description	Adult Day/Transportation	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	5427 - EMPOWERING PEOPLE WORKSHOP INC	Expiration Date				Remaining	9,885.65
Type	Formal Contract					Encumbered	102,114.35
Status	Open						102,114.35
Vendor <b>5427 - EMPOWERING PEOPLE WORKSHOP INC</b>		G/L Date <b>01/03/2024</b>		Purchase Orders <b>1</b>		Amount	
Purchase Order	2024-00000589	Deliver by Date				Voided	\$112,000.00
Description	Adult Day/Transportation	Printed Date	12/18/2023			Discounted	\$0.00
Department	MRDD Board of DD	Completed Date				Expensed	\$0.00
Vendor	5427 - EMPOWERING PEOPLE WORKSHOP INC	Expiration Date				Remaining	\$9,885.65
Type	Formal Contract					Encumbered	\$102,114.35
Status	Open						\$102,114.35



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Encumbered	\$4,069.32
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5,000.00
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8.00
4,992.00
4,992.00

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

Summary Listing

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



Run by Rean Davis on 02/13/2024 12:02:01 PM





Sort by Vendor - Purchase Order Number

## Summary Listing

Run by Rean D... on 02/13/2024 12:02:01 PM



# Purchase Order Report

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

Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 13626 - GOLDBERG, LISA				Expensed	\$0.00
Purchase Order	2024-0000596			Remaining	\$3,000.00
Description	Transportation			Encumbered	\$3,000.00
Department	MRDD Board of DD				
Vendor	13626 - GOLDBERG, LISA			Amount	21,000.00
Type	Formal Contract			Voided	.00
Status	Open			Discounted	.00
				Expensed	1,679.20
				Remaining	19,320.80
				Encumbered	19,320.80
Vendor 13626 - GOLDBERG, LISA Totals				Amount	\$21,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$1,679.20
				Remaining	\$19,320.80
				Encumbered	\$19,320.80
Vendor 8978 - GOODWILL INDUSTRIES OF GREATER CLEVELAND				Amount	10,000.00
Purchase Order	2024-00001734			Voided	.00
Description	Community Employment Services			Discounted	.00
Department	MRDD Board of DD			Expensed	.00
Vendor	8978 - GOODWILL INDUSTRIES OF GREATER CLEVELAND			Remaining	10,000.00
Type	Formal Contract			Encumbered	10,000.00
Status	Open				
				Amount	\$10,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$10,000.00
				Encumbered	\$10,000.00
Vendor 8978 - GOODWILL INDUSTRIES OF GREATER CLEVELAND Totals				Amount	\$10,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$10,000.00
				Encumbered	\$10,000.00
Vendor 7935 - GRICE, SARAH				Amount	500.00
Purchase Order	2024-00000426			Voided	.00
Description	Travel Expenses, Other			Discounted	.00
Department	MRDD Board of DD			Expensed	.00
Vendor	7935 - GRICE, SARAH			Remaining	500.00
Type	Contract			Encumbered	500.00
Status	Open				
				Amount	\$500.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$500.00
				Encumbered	\$500.00
Vendor 7935 - GRICE, SARAH Totals				Amount	\$500.00
				Voided	\$0.00





# Purchase Order Report

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

Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 53577 - H & M SNOW PROS INC									
Purchase Order	2024-00000427								
Description	Snow Removal	G/L Date	01/03/2024	Deliver by Date		Discounted	\$0.00		
Department	MRDD Board of DD	Printed Date	12/18/2023	Completed Date		Expensed	\$0.00		
Vendor	53577 - H & M SNOW PROS INC	Expiration Date				Remaining	\$500.00		
Type	Formal Contract					Encumbered	\$500.00		
Status	Open								
Vendor 53577 - H & M SNOW PROS INC Totals									
Purchase Orders	1					Amount	25,000.00		
						Voided	.00		
						Discounted	.00		
						Expensed	5,240.00		
						Remaining	19,760.00		
						Encumbered	19,760.00		
Vendor 14370 - HEREDOS, PATRICIA M									
Purchase Order	2024-00000428	G/L Date	01/03/2024	Deliver by Date		Amount	\$25,000.00		
Description	Travel Expenses, Other	Printed Date	12/18/2023	Completed Date		Voided	\$0.00		
Department	MRDD Board of DD	Expiration Date				Discounted	\$0.00		
Vendor	14370 - HEREDOS, PATRICIA M					Expensed	\$5,240.00		
Type	Contract					Remaining	\$19,760.00		
Status	Open					Encumbered	\$19,760.00		
Vendor 14370 - HEREDOS, PATRICIA M Totals									
Purchase Orders	1					Amount	2,000.00		
						Voided	.00		
						Discounted	.00		
						Expensed	.00		
						Remaining	2,000.00		
						Encumbered	2,000.00		
Vendor 15016 - HERITAGE POOL SUPPLY GROUP									
Purchase Order	2024-00000429	G/L Date	01/03/2024	Deliver by Date		Amount	\$2,000.00		
Description	Pool Supplies	Printed Date	12/18/2023	Completed Date		Voided	\$0.00		
Department	MRDD Board of DD	Expiration Date				Discounted	\$0.00		
Vendor	15016 - HERITAGE POOL SUPPLY GROUP					Expensed	\$0.00		
Type	Contract					Remaining	\$2,000.00		
Status	Open					Encumbered	\$2,000.00		
Vendor 15016 - HERITAGE POOL SUPPLY GROUP Totals									
Purchase Orders	1					Amount	5,000.00		
						Voided	.00		
						Discounted	.00		
						Expensed	.00		
						Remaining	5,000.00		
						Encumbered	5,000.00		
Vendor 15016 - HERITAGE POOL SUPPLY GROUP Totals									
Purchase Orders	1					Amount	\$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 6146 - HICKMAN & LOWDER CO L. P. A.				Vendor 6146 - HICKMAN & LOWDER CO L. P. A. Totals				Purchase Orders 1				Voided	\$0.00
Purchase Order	2024-00000597	Attorney Support/Counsel		G/L Date	01/03/2024			Deliver by Date				Discounted	\$0.00
Description		MRDD Board of DD		Printed Date	12/18/2023			Completed Date				Expensed	\$0.00
Department		6146 - HICKMAN & LOWDER CO L. P. A.		Expiration Date								Remaining	\$5,000.00
Vendor		Contract										Encumbered	\$5,000.00
Type		Open											
Status													
Vendor 1312 - HIRAM FARM LIVING & LEARNING COMMUNITY				Vendor 1312 - HIRAM FARM LIVING & LEARNING COMMUNITY				Purchase Orders 1				Amount	3,000.00
Purchase Order	2024-00000598	Adult Day		G/L Date	01/03/2024			Deliver by Date				Voided	3,000.00
Description		MRDD Board of DD		Printed Date	12/18/2023			Completed Date				Discounted	.00
Department		1312 - HIRAM FARM LIVING & LEARNING COMMUNITY		Expiration Date								Expensed	.00
Vendor		Formal Contract										Remaining	.00
Type		Open										Encumbered	3,000.00
Status													3,000.00
Vendor 1312 - HIRAM FARM LIVING & LEARNING COMMUNITY				Vendor 1312 - HIRAM FARM LIVING & LEARNING COMMUNITY				Purchase Orders 1				Amount	\$3,000.00
Purchase Order	2024-00000598	Adult Day		G/L Date	01/03/2024			Deliver by Date				Voided	\$0.00
Description		MRDD Board of DD		Printed Date	12/18/2023			Completed Date				Discounted	\$0.00
Department		1312 - HIRAM FARM LIVING & LEARNING COMMUNITY		Expiration Date								Expensed	\$0.00
Vendor		Formal Contract										Remaining	\$3,000.00
Type		Open										Encumbered	\$3,000.00
Status													
Vendor 41521 - HOME DEPOT / GECF				Vendor 41521 - HOME DEPOT / GECF				Purchase Orders 1				Amount	41,000.00
Purchase Order	2024-00000430	Custodial Supply Purchases		G/L Date	01/03/2024			Deliver by Date				Voided	.00
Description		MRDD Board of DD		Printed Date	12/18/2023			Completed Date				Discounted	.00
Department		41521 - HOME DEPOT / GECF		Expiration Date								Expensed	1,776.00
Vendor		Contract										Remaining	39,224.00
Type		Open										Encumbered	39,224.00
Status													
Vendor 41521 - HOME DEPOT / GECF				Vendor 41521 - HOME DEPOT / GECF				Purchase Orders 1				Amount	\$41,000.00
Purchase Order	2024-00000430	Custodial Supply Purchases		G/L Date	01/03/2024			Deliver by Date				Voided	\$0.00
Description		MRDD Board of DD		Printed Date	12/18/2023			Completed Date				Discounted	\$0.00
Department		41521 - HOME DEPOT / GECF		Expiration Date								Expensed	\$1,776.00
Vendor		Contract										Remaining	\$39,224.00
Type		Open										Encumbered	\$39,224.00
Status													
Vendor 10,000.00				Vendor 10,000.00				Purchase Orders 1				Amount	10,000.00
Purchase Order	2024-00000430	Custodial Supply Purchases		G/L Date	01/03/2024			Deliver by Date				Voided	.00
Description		MRDD Board of DD		Printed Date	12/18/2023			Completed Date				Discounted	.00
Department		41521 - HOME DEPOT / GECF		Expiration Date								Expensed	1,991.26
Vendor		Contract										Remaining	8,008.74
Type		Open										Encumbered	8,008.74
Status													



# Purchase Order Report

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

Vendor 41521 - HOME DEPOT / GECF		G/L Date 01/03/2024		Amount	
Purchase Order	2024-00000431	Deliver by Date		Voided	5,000.00
Description	Equipment Purchases	Printed Date	12/18/2023	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	.00
Vendor	41521 - HOME DEPOT / GECF	Expiration Date		Remaining	.00
Type	Contract			Encumbered	5,000.00
Status	Open				5,000.00
Vendor 41521 - HOME DEPOT / GECF Totals		Purchase Orders	2	Amount	\$15,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$1,991.26
				Remaining	\$13,008.74
				Encumbered	\$13,008.74
Vendor 14966 - HUNTER, ASHLEY		G/L Date 01/03/2024		Amount	
Purchase Order	2024-00000432	Deliver by Date		Voided	600.00
Description	Travel Expenses, Other	Printed Date	12/18/2023	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	186.66
Vendor	14966 - HUNTER, ASHLEY	Expiration Date		Remaining	413.34
Type	Contract			Encumbered	413.34
Status	Open				
Vendor 14966 - HUNTER, ASHLEY Totals		Purchase Orders	1	Amount	\$600.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$186.66
				Remaining	\$413.34
				Encumbered	\$413.34
Vendor 46698 - HYLANT ADMINISTRATIVE SERV LLC		G/L Date 01/03/2024		Amount	
Purchase Order	2024-00000433	Deliver by Date		Voided	30,000.00
Description	Fleet/Liability Insurance	Printed Date	12/18/2023	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	.00
Vendor	46698 - HYLANT ADMINISTRATIVE SERV LLC	Expiration Date		Remaining	.00
Type	Formal Contract			Encumbered	30,000.00
Status	Open				30,000.00
Vendor 46698 - HYLANT ADMINISTRATIVE SERV LLC Totals		Purchase Orders	1	Amount	\$30,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$30,000.00
				Encumbered	\$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		01/03/2024		Purchase Orders		1		Amount	
Purchase Order	2024-00000434	Deliver by Date								Voided	65,000.00
Description	Utility Service	Printed Date								Discounted	.00
Department	MRDD Board of DD	Completed Date								Expensed	.00
Vendor	31474 - ILLUMINATING COMPANY	Expiration Date								Remaining	4,828.65
Type	Contract									Encumbered	60,171.35
Status	Open										60,171.35
Vendor 31474 - ILLUMINATING COMPANY Totals											
										Amount	\$65,000.00
										Voided	\$0.00
										Discounted	\$0.00
										Expensed	\$4,828.65
										Remaining	\$60,171.35
										Encumbered	\$60,171.35
Vendor 58142 - INTELLINETICS INC											
Purchase Order	2024-00000435	G/L Date								Amount	10,000.00
Description	Software - Support and Maintenance Agreement	Deliver by Date								Voided	.00
Department	MRDD Board of DD	Printed Date								Discounted	.00
Vendor	58142 - INTELLINETICS INC	Completed Date								Expensed	.00
Type	Contract	Expiration Date								Remaining	10,000.00
Status	Open									Encumbered	10,000.00
Vendor 58142 - INTELLINETICS INC Totals											
										Amount	\$10,000.00
										Voided	\$0.00
										Discounted	\$0.00
										Expensed	\$0.00
										Remaining	\$10,000.00
										Encumbered	\$10,000.00
Vendor 6311 - ISOLVED INC (fka INFINISOURCE INC)											
Purchase Order	2024-00000437	G/L Date								Amount	6,500.00
Description	Time and Attendance Solutions Maintenance	Deliver by Date								Voided	.00
Department	MRDD Board of DD	Printed Date								Discounted	.00
Vendor	6311 - ISOLVED INC (fka INFINISOURCE INC)	Completed Date								Expensed	520.00
Type	Contract	Expiration Date								Remaining	5,980.00
Status	Open									Encumbered	5,980.00
Vendor 6311 - ISOLVED INC (fka INFINISOURCE INC) Totals											
										Amount	\$6,500.00
										Voided	\$0.00
										Discounted	\$0.00
										Expensed	\$520.00
										Remaining	\$5,980.00
										Encumbered	\$5,980.00





# Purchase Order Report

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

										Encumbered	\$5,980.00						
Vendor 14962 - ISPRING SOLUTIONS INC																	
Purchase Order	2024-00000439	G/L Date		01/03/2024		Vendor		14962 - ISPRING SOLUTIONS INC		Purchase Orders							
Description	iSpring Suite	Deliver by Date															
Department	MRDD Board of DD	Printed Date		12/18/2023													
Vendor	14962 - ISPRING SOLUTIONS INC	Completed Date															
Type	Contract	Expiration Date															
Status	Open																
											Amount						
											1,340.00						
											Voided						
											\$0.00						
											Discounted						
											\$0.00						
											Expensed						
											\$0.00						
											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	2024-00000440	G/L Date		01/03/2024		Vendor		5092 - ITW FOOD EQUIPMENT GROUP LLC		Purchase Orders							
Description	Commercial Appliance Repairs/Maintenance	Deliver by Date															
Department	MRDD Board of DD	Printed Date		12/18/2023													
Vendor	5092 - ITW FOOD EQUIPMENT GROUP LLC	Completed Date															
Type	Contract	Expiration Date															
Status	Open																
											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	2024-00000600	G/L Date		01/03/2024		Vendor		15348 - JAMES EMMETT & COMPANY		Purchase Orders							
Description	Community Employment Services	Deliver by Date															
Department	MRDD Board of DD	Printed Date		12/21/2023													
Vendor	15348 - JAMES EMMETT & COMPANY	Completed Date															
Type	Formal Contract	Expiration Date															
Status	Open																
											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						



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





# 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											
Vendor	48239 - JOHNSTON , REBECCA				Completed Date		Purchase Orders		1		Expensed
Type	Contract				Expiration Date						Remaining
Status	Open										Encumbered
Vendor 48239 - JOHNSTON , REBECCA Totals											
Amount											
Voided											
Discounted											
Expensed											
Remaining											
Encumbered											
Vendor 54022 - JOYS PLACE INC											
Purchase Order	2024-00000969				G/L Date		01/03/2024		Amount		169,000.00
Description	Supported Living				Deliver by Date				Voided		.00
Department	MRDD Board of DD				Printed Date		12/26/2023		Discounted		.00
Vendor	54022 - JOYS PLACE INC				Completed Date				Expensed		16,523.00
Type	Formal Contract				Expiration Date				Remaining		152,477.00
Status	Open								Encumbered		152,477.00
Vendor 54022 - JOYS PLACE INC Totals											
Amount											
Voided											
Discounted											
Expensed											
Remaining											
Encumbered											
Vendor 15206 - JUNCTION AUTO SALES INC											
Purchase Order	2024-00000445				G/L Date		01/03/2024		Amount		5,000.00
Description	Service and Maintenance to Vehicle Fleet				Deliver by Date				Voided		.00
Department	MRDD Board of DD				Printed Date		12/18/2023		Discounted		.00
Vendor	15206 - JUNCTION AUTO SALES INC				Completed Date				Expensed		.00
Type	Contract				Expiration Date				Remaining		5,000.00
Status	Open								Encumbered		5,000.00
Vendor 15206 - JUNCTION AUTO SALES INC Totals											
Amount											
Voided											
Discounted											
Expensed											
Remaining											
Encumbered											
Vendor 15104 - KANGAS, MARY JANE											
Purchase Order	2024-00000603				G/L Date		01/03/2024		Amount		5,000.00





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

## Summary Listing

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# Purchase Order Report

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Vendor	5011 - KENSTON L.S.D.	G/L Date	01/03/2024	Vendor	5011 - KENSTON L.S.D.	Totals	Purchase Orders	1	Amount	204,000.00
Purchase Order	2024-00000604	Deliver by Date							Voided	.00
Description	ODE Passthrough	Printed Date	12/18/2023						Discounted	.00
Department	MRDD Board of DD	Completed Date							Expensed	.00
Vendor	5011 - KENSTON L.S.D.	Expiration Date							Remaining	204,000.00
Type	Contract								Encumbered	204,000.00
Status	Open								Amount	\$204,000.00
									Voided	\$0.00
									Discounted	\$0.00
									Expensed	\$0.00
									Remaining	\$204,000.00
									Encumbered	\$204,000.00
Vendor	2484 - KINSMAN CARE INC	G/L Date	01/03/2024	Vendor	2484 - KINSMAN CARE INC	Totals	Purchase Orders	1	Amount	2,000.00
Purchase Order	2024-00000605	Deliver by Date							Voided	.00
Description	Supported Living	Printed Date	12/18/2023						Discounted	.00
Department	MRDD Board of DD	Completed Date							Expensed	.00
Vendor	2484 - KINSMAN CARE INC	Expiration Date							Remaining	2,000.00
Type	Formal Contract								Encumbered	2,000.00
Status	Open								Amount	\$2,000.00
									Voided	\$0.00
									Discounted	\$0.00
									Expensed	\$0.00
									Remaining	\$2,000.00
									Encumbered	\$2,000.00
Vendor	14010 - KOEHL, BILL	G/L Date	01/03/2024	Vendor	14010 - KOEHL, BILL	Totals	Purchase Orders	1	Amount	7,000.00
Purchase Order	2024-00000606	Deliver by Date							Voided	.00
Description	Transportation	Printed Date	12/18/2023						Discounted	.00
Department	MRDD Board of DD	Completed Date							Expensed	580.60
Vendor	14010 - KOEHL, BILL	Expiration Date							Remaining	6,419.40
Type	Formal Contract								Encumbered	6,419.40
Status	Open								Amount	\$7,000.00
									Voided	\$0.00
									Discounted	\$0.00
									Expensed	\$580.60
									Remaining	\$6,419.40
									Encumbered	\$6,419.40





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

Sort by Vendor - Purchase Order Number

## Summary Listing

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



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Vendor 12343 - LEE, TODD		Completed Date	Vendor 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 14548 - MAM-DD NURSE CONSULTANT, LLC		G/L Date	01/03/2024				Amount	\$10,000.00
Purchase Order	2024-00000609	Deliver by Date					Voided	\$0.00
Description	Delegated Nursing Training	Printed Date	12/26/2023				Discounted	\$0.00
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							



## Purchase Order Report

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Vendor 16831 - MAPLE LEAF COMMUNITY RESIDENCES INC									
Description	Supported Living	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/26/2023						Discounted
Vendor	16831 - MAPLE LEAF COMMUNITY RESIDENCES INC	Completed Date							Expensed
Type	Formal Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 16831 - MAPLE LEAF COMMUNITY RESIDENCES INC		Totals	Purchase Orders	1					
Vendor 12820 - MARCHIORE, DEBORAH									
Purchase Order	2024-00000610	G/L Date	01/03/2024						Amount
Description	Transportation	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	12820 - MARCHIORE, DEBORAH	Completed Date							Expensed
Type	Formal Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 12820 - MARCHIORE, DEBORAH		Totals	Purchase Orders	1					
Vendor 6149 - MARS ELECTRIC									
Purchase Order	2024-00000469	G/L Date	01/03/2024						Amount
Description	Materials and Supplies	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	6149 - MARS ELECTRIC	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 6149 - MARS ELECTRIC		Totals	Purchase Orders	1					
Vendor 6149 - MARS ELECTRIC									
Purchase Order	2024-00000469	G/L Date	01/03/2024						Amount
Description	Materials and Supplies	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	6149 - MARS ELECTRIC	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 6149 - MARS ELECTRIC		Totals	Purchase Orders	1					
Vendor 6149 - MARS ELECTRIC									
Purchase Order	2024-00000469	G/L Date	01/03/2024						Amount
Description	Materials and Supplies	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	6149 - MARS ELECTRIC	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 6149 - MARS ELECTRIC		Totals	Purchase Orders	1					
Vendor 6149 - MARS ELECTRIC									
Purchase Order	2024-00000469	G/L Date	01/03/2024						Amount
Description	Materials and Supplies	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	6149 - MARS ELECTRIC	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 6149 - MARS ELECTRIC		Totals	Purchase Orders	1					
Vendor 6149 - MARS ELECTRIC									
Purchase Order	2024-00000469	G/L Date	01/03/2024						Amount
Description	Materials and Supplies	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	6149 - MARS ELECTRIC	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
Vendor 6149 - MARS ELECTRIC		Totals	Purchase Orders	1					
Vendor 6149 - MARS ELECTRIC									
Purchase Order	2024-00000469	G/L Date	01/03/2024						Amount
Description	Materials and Supplies	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	6149 - MARS ELECTRIC	Completed Date							Expensed



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# Purchase Order Report

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Summary Listing

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





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					Encumbered	\$5,607.78
Vendor	15545 - METZENBAUM SHELTERED IND INC					
Purchase Order	2024-00000612					
Description	Adult Day/Transportation/Comm Int					
Department	MRDD Board of DD					
Vendor	15545 - METZENBAUM SHELTERED IND INC					
Type	Formal Contract					
Status	Open					
					Amount	472,000.00
					Voided	.00
					Discounted	.00
					Expensed	35,853.40
					Remaining	436,146.60
					Encumbered	436,146.60
					Amount	\$472,000.00
					Voided	\$0.00
					Discounted	\$0.00
					Expensed	\$35,853.40
					Remaining	\$436,146.60
					Encumbered	\$436,146.60
					Amount	6,587.61
					Voided	.00
					Discounted	.00
					Expensed	6,464.18
					Remaining	123.43
					Encumbered	123.43
					Amount	\$6,587.61
					Voided	\$0.00
					Discounted	\$0.00
					Expensed	\$6,464.18
					Remaining	\$123.43
					Encumbered	\$123.43
Vendor	6756 - MICRO ADVANTAGE INC					
Purchase Order	2024-00001874					
Description	Zoom Room - Polycom					
Department	MRDD Board of DD					
Vendor	6756 - MICRO ADVANTAGE INC					
Type	Purchase Order					
Status	Open					
					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	\$0.00
					Encumbered	\$0.00
Vendor	17063 - MIDDLEFIELD TIRE & CAR CARE					
Purchase Order	2024-00000475					
Description	Van Repairs					
Department	MRDD Board of DD					
Vendor	17063 - MIDDLEFIELD TIRE & CAR CARE					
Type	Contract					
Status	Open					
					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	\$0.00
					Encumbered	\$0.00





# Purchase Order Report

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Vendor 12845 - MIX, POLLY					Remaining	\$5,000.00
Purchase Order 2024-00000476					Encumbered	\$5,000.00
Description Travel Expenses, Other					Amount	1,000.00
Department MRDD Board of DD					Voided	.00
Vendor 12845 - MIX, POLLY					Discarded	.00
Type Contract					Expensed	.00
Status Open					Remaining	1,000.00
					Encumbered	1,000.00
Vendor 12845 - MIX, POLLY Totals					Amount	\$1,000.00
Purchase Orders 1					Voided	\$0.00
					Discarded	\$0.00
					Expensed	\$0.00
					Remaining	\$1,000.00
					Encumbered	\$1,000.00
Vendor 11668 - MORGAN, CHERYL					Amount	2,000.00
Purchase Order 2024-00000613					Voided	.00
Description Supported Living					Discarded	.00
Department MRDD Board of DD					Expensed	.00
Vendor 11668 - MORGAN, CHERYL					Remaining	2,000.00
Type Formal Contract					Encumbered	2,000.00
Status Open					Amount	\$2,000.00
					Voided	\$0.00
					Discarded	\$0.00
					Expensed	\$0.00
					Remaining	\$2,000.00
					Encumbered	\$2,000.00
Vendor 11668 - MORGAN, CHERYL Totals					Amount	\$2,000.00
Purchase Orders 1					Voided	\$0.00
					Discarded	\$0.00
					Expensed	\$0.00
					Remaining	\$2,000.00
					Encumbered	\$2,000.00
Vendor 13035 - MUSHRUSH, HEATHER					Amount	9,000.00
Purchase Order 2024-00000614					Voided	.00
Description Transportation					Discarded	.00
Department MRDD Board of DD					Expensed	.00
Vendor 13035 - MUSHRUSH, HEATHER					Remaining	9,000.00
Type Formal Contract					Encumbered	9,000.00
Status Open					Amount	\$9,000.00
					Voided	\$0.00
					Discarded	\$0.00
Vendor 13035 - MUSHRUSH, HEATHER Totals					Amount	\$9,000.00
Purchase Orders 1					Voided	\$0.00
					Discarded	\$0.00



# Purchase Order Report

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Summary Listing

Vendor 42119 - MYERS HOGUE, MEREDITH				Expensed	\$0.00
Purchase Order	2024-00000478			Remaining	\$9,000.00
Description	Travel Expenses, Other			Encumbered	\$9,000.00
Department	MRDD Board of DD				
Vendor	42119 - MYERS HOGUE, MEREDITH			Amount	450.00
Type	Contract			Voided	.00
Status	Open			Discounted	.00
				Expensed	.00
				Remaining	450.00
				Encumbered	450.00
Vendor 42119 - MYERS HOGUE, MEREDITH Totals				Amount	\$450.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$450.00
				Encumbered	\$450.00
Vendor 11470 - NICHOLS PAPER AND SUPPLY CO				Amount	16,000.00
Purchase Order	2024-00000480			Voided	.00
Description	Custodial Supplies			Discounted	.00
Department	MRDD Board of DD			Expensed	.00
Vendor	11470 - NICHOLS PAPER AND SUPPLY CO			Remaining	16,000.00
Type	Contract			Encumbered	16,000.00
Status	Open			Amount	\$16,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$16,000.00
				Encumbered	\$16,000.00
Vendor 11470 - NICHOLS PAPER AND SUPPLY CO Totals				Amount	\$16,000.00
				Voided	\$0.00
				Discounted	\$0.00
				Expensed	\$0.00
				Remaining	\$16,000.00
				Encumbered	\$16,000.00
Vendor 25547 - NORTH EAST OHIO NETWORK				Amount	4,300,000.00
Purchase Order	2024-00000615			Voided	.00
Description	RN Fees and Fiscal Supports/Funds Management			Discounted	.00
Department	MRDD Board of DD			Expensed	12,812.50
Vendor	25547 - NORTH EAST OHIO NETWORK			Remaining	4,287,187.50
Type	Formal Contract			Encumbered	4,287,187.50
Status	Open			Amount	\$4,300,000.00
				Voided	\$0.00
				Discounted	
				Expensed	
				Remaining	
				Encumbered	
Vendor 25547 - NORTH EAST OHIO NETWORK Totals				Amount	\$4,300,000.00
				Voided	\$0.00
				Discounted	
				Expensed	
				Remaining	
				Encumbered	





# 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										Discounted	\$0.00
Purchase Order	2024-00000616	G/L Date		01/03/2024	Vendor 12967 - NPOWER SERVICES		Totals	Purchase Orders	1	Expensed	\$12,812.50
Description	Community Integration Assessments	Deliver by Date								Remaining	\$4,287,187.50
Department	MRDD Board of DD	Printed Date		12/18/2023						Encumbered	\$4,287,187.50
Vendor	12967 - NPOWER SERVICES	Completed Date								Amount	14,000.00
Type	Formal Contract	Expiration Date								Voided	.00
Status	Open									Discounted	.00
										Expensed	.00
										Remaining	14,000.00
										Encumbered	14,000.00
										Amount	\$14,000.00
										Voided	\$0.00
										Discounted	\$0.00
										Expensed	\$0.00
										Remaining	\$14,000.00
										Encumbered	\$14,000.00
Vendor 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE										Amount	28,120.00
Purchase Order	2024-00000482	G/L Date		01/03/2024	Vendor 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE		Totals	Purchase Orders	2	Voided	.00
Description	2024 Association Membership	Deliver by Date								Discounted	.00
Department	MRDD Board of DD	Printed Date		12/18/2023						Expensed	28,120.00
Vendor	13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE	Completed Date								Remaining	.00
Type	Contract	Expiration Date								Encumbered	.00
Status	Open									Amount	6,000.00
Purchase Order	2024-00000484	G/L Date		01/03/2024	Vendor 13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE		Totals	Purchase Orders	2	Voided	.00
Description	Conference and Training Fees	Deliver by Date								Discounted	.00
Department	MRDD Board of DD	Printed Date		12/18/2023						Expensed	35.00
Vendor	13971 - OHIO ASSOCIATION OF COUNTY BOARDS SERVING PEOPLE	Completed Date								Remaining	5,965.00
Type	Contract	Expiration Date								Encumbered	5,965.00
Status	Open									Amount	\$34,120.00
										Voided	\$0.00
										Discounted	\$0.00
										Expensed	\$28,155.00
										Remaining	\$5,965.00
										Encumbered	\$5,965.00
Vendor 384 - OHIO GUIDESTONE										Amount	68,000.00
Purchase Order	2024-00000617	G/L Date		01/03/2024	Vendor 384 - OHIO GUIDESTONE		Totals	Purchase Orders	2	Voided	.00





# Purchase Order Report

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

Sort by Vendor - Purchase Order Number  
Summary Listing

Vendor 384 - OHIO GUIDESTONE															
Adult Day/Community Employment															
Description				Deliver by Date		Totals		Purchase Orders							
Department				Printed Date		12/18/2023		1							
Vendor				Completed Date											
Type				Expiration Date											
Status															
384 - OHIO GUIDESTONE															
Formal Contract															
Open															
Vendor 384 - OHIO GUIDESTONE															
Amount						\$68,000.00									
Voided						\$0.00									
Discounted						\$0.00									
Expensed						\$5,976.10									
Remaining						\$62,023.90									
Encumbered						62,023.90									
Vendor 2530 - OHIO SCHOOLS COUNCIL															
Purchase Order 2024-00000487															
Description				G/L Date		01/03/2024									
Group Life Insurance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
2530 - OHIO SCHOOLS COUNCIL															
Contract															
Open															
Vendor 2530 - OHIO SCHOOLS COUNCIL															
Amount						10,000.00									
Voided						.00									
Discounted						.00									
Expensed						280.00									
Remaining						9,720.00									
Encumbered						9,720.00									
Vendor 2530 - OHIO SCHOOLS COUNCIL															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									
Expensed						1,149.61									
Remaining						3,850.39									
Encumbered						3,850.39									
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Purchase Order 2024-00000489															
Description				G/L Date		01/03/2024									
Plumbing Repair and Maintenance				Deliver by Date											
MRDD Board of DD				Printed Date		12/18/2023									
Vendor				Completed Date											
Type				Expiration Date											
Status															
34888 - OSBOURN PLUMBING & HEATING CO															
Contract															
Open															
Vendor 34888 - OSBOURN PLUMBING & HEATING CO															
Amount						5,000.00									
Voided						.00									
Discounted						.00									



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

Amount	6,916.80
Voided	.00
Discounted	.00
Expensed	547.47
Remaining	6,369.33
Encumbered	6,369.33
Amount	\$6,916.80
Voided	\$0.00
Discounted	\$0.00
Expensed	\$547.47
Remaining	\$6,369.33
Encumbered	\$6,369.33

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

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

Amount	2,700.00
Voided	.00
Discounted	.00
Expensed	91.79
Remaining	2,608.21
Encumbered	2,608.21
Amount	\$2,700.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$91.79
Remaining	\$2,608.21
Encumbered	\$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		Purchase Orders 1		Amount 9,000.00	
Purchase Order	2024-00000622	Deliver by Date				Voided	.00
Description	Transportation	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	1,286.40
Vendor	14947 - PEEL, ANNA	Expiration Date				Remaining	7,713.60
Type	Formal Contract					Encumbered	7,713.60
Status	Open						
Vendor 14947 - PEEL, ANNA		Totals		Purchase Orders 1		Amount \$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				Amount 2,000.00	
Purchase Order	2024-00000624	Deliver by Date				Voided	.00
Description	Emergency Client Food Needs	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	56264 - PNC BANK NATIONAL ASSOCIATION	Expiration Date				Remaining	2,000.00
Type	Contract					Encumbered	2,000.00
Status	Open						
Vendor 56264 - PNC BANK NATIONAL ASSOCIATION		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 21773 - PORTMAN ELECTRIC INC		G/L Date 01/03/2024				Amount 5,000.00	
Purchase Order	2024-00000493	Deliver by Date				Voided	.00
Description	Electrical and Maintenance	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	21773 - PORTMAN ELECTRIC INC	Expiration Date				Remaining	5,000.00
Type	Contract					Encumbered	5,000.00
Status	Open						
Vendor 21773 - PORTMAN ELECTRIC INC		Totals		Purchase Orders 1		Amount \$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					Encumbered	\$5,000.00
Purchase Order	2024-00000494					
Description	Service and Maintenance to Vehicle Fleet				Amount	5,000.00
Department	MRDD Board of DD				Voided	.00
Vendor	36742 - PRESTON FORD				Discounted	.00
Type	Contract				Expensed	.00
Status	Open				Remaining	5,000.00
					Encumbered	5,000.00
Vendor 36742 - PRESTON FORD Totals					Purchase Orders	1
					Amount	\$5,000.00
					Voided	\$0.00
					Discounted	\$0.00
					Expensed	\$0.00
					Remaining	\$5,000.00
					Encumbered	\$5,000.00
Vendor 9463 - QUADIENT FINANCE USA, INC					Amount	5,000.00
Purchase Order	2024-00000496				Voided	.00
Description	Postage				Discounted	.00
Department	MRDD Board of DD				Expensed	300.00
Vendor	9463 - QUADIENT FINANCE USA, INC				Remaining	4,700.00
Type	Contract				Encumbered	4,700.00
Status	Open					
Vendor 9463 - QUADIENT FINANCE USA, INC Totals					Purchase Orders	1
					Amount	\$5,000.00
					Voided	\$0.00
					Discounted	\$0.00
					Expensed	\$300.00
					Remaining	\$4,700.00
					Encumbered	\$4,700.00
Vendor 14914 - QUADIENT LEASING USA, INC.					Amount	1,200.00
Purchase Order	2024-00000498				Voided	.00
Description	Meter Lease				Discounted	.00
Department	MRDD Board of DD				Expensed	.00
Vendor	14914 - QUADIENT LEASING USA, INC.				Remaining	1,200.00
Type	Contract				Encumbered	1,200.00
Status	Open					
Vendor 14914 - QUADIENT LEASING USA, INC. Totals					Purchase Orders	1
					Amount	\$1,200.00
					Voided	\$0.00
					Discounted	\$0.00
					Expensed	\$0.00
					Remaining	\$0.00
					Encumbered	\$0.00



Vendor 29409 - R & D HEATING & SHEET METAL									
Purchase Order 2024-00000499									
Description Maintenance - HVAC Transportation Facility									
Department MRDD Board of DD									
Vendor 29409 - R & D HEATING & SHEET METAL									
Type Contract									
Status Open									
Purchase Order 2024-00001898									
Description Remove and replace Qmark heater									
Department MRDD Board of DD									
Vendor 29409 - R & D HEATING & SHEET METAL									
Type Purchase Order									
Status Open									
Vendor 29409 - R & D HEATING & SHEET METAL Totals Purchase Orders 2									
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									
Purchase Order 2024-00000501									
Description Travel Expenses, Other									
Department MRDD Board of DD									
Vendor 49492 - RICE , DONALD L									
Type Contract									
Status Open									
Vendor 49492 - RICE , DONALD L 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									
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC									
Purchase Order 2024-00000503									
Description EI Software (Battelle)									
Department MRDD Board of DD									
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC									
Type Contract									
Status Open									
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC Totals Purchase Orders 1									
Amount \$1,800.00									
Voided \$0.00									
Discounted \$0.00									
Expensed \$0.00									
Remaining \$1,800.00									
Encumbered \$1,800.00									





# 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		Expensed	
Vendor	14209 - RIVERSIDE ASSESSMENTS LLC			Expiration Date		1		Remaining	
Type	Contract							Encumbered	
Status	Open								
Vendor 14209 - RIVERSIDE ASSESSMENTS LLC									
Vendor 14801 - ROSE, TIMOTHY G				G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000641			Deliver by Date		1		Voided	
Description	Transportation			Printed Date				Discounted	
Department	MRDD Board of DD			Completed Date				Expensed	
Vendor	14801 - ROSE, TIMOTHY G			Expiration Date				Remaining	
Type	Formal Contract							Encumbered	
Status	Open								
Vendor 14801 - ROSE, TIMOTHY G									
Vendor 14801 - ROSE, TIMOTHY G				G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000504			Deliver by Date		1		Voided	
Description	Travel Expenses, Other			Printed Date				Discounted	
Department	MRDD Board of DD			Completed Date				Expensed	
Vendor	55569 - RUGGLES REBECCA			Expiration Date				Remaining	
Type	Contract							Encumbered	
Status	Open								
Vendor 55569 - RUGGLES REBECCA									
Vendor 55569 - RUGGLES REBECCA				G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000504			Deliver by Date		1		Voided	
Description	Travel Expenses, Other			Printed Date				Discounted	
Department	MRDD Board of DD			Completed Date				Expensed	
Vendor	55569 - RUGGLES REBECCA			Expiration Date				Remaining	
Type	Contract							Encumbered	
Status	Open								
Vendor 55569 - RUGGLES REBECCA									
Vendor 55569 - RUGGLES REBECCA				G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000505			Deliver by Date		1		Voided	
Description	Travel Expenses, Other			Printed Date				Discounted	
Department	MRDD Board of DD			Completed Date				Expensed	
Vendor	55569 - RUGGLES REBECCA			Expiration Date				Remaining	
Type	Contract							Encumbered	
Status	Open								
Vendor 55569 - RUGGLES REBECCA									
Vendor 57626 - RUGGS PEST MANAGEMENT				G/L Date		Purchase Orders		Amount	
Purchase Order	2024-00000505			Expiration Date					





# 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									
Description		Pest Control				Deliver by Date			
Department		MRDD Board of DD				Printed Date		12/18/2023	
Vendor		57626 - RUGGS PEST MANAGEMENT				Completed Date			
Type		Contract				Expiration Date			
Status		Open							
Vendor		57626 - RUGGS PEST MANAGEMENT		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 13962 - SCHOENWALD, STEPHEN		G/L Date 01/03/2024		Amount 1,000.00	
Purchase Order	2024-00000645	Deliver by Date		Voided	.00
Description	Transportation	Printed Date	12/18/2023	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	.00
Vendor	13962 - SCHOENWALD, STEPHEN	Expiration Date		Remaining	1,000.00
Type	Formal Contract			Encumbered	1,000.00
Status	Open				
Vendor 13962 - SCHOENWALD, STEPHEN		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 12900 - SCOTT, PATRICE		G/L Date 01/03/2024		Amount 5,000.00	
Purchase Order	2024-00000648	Deliver by Date		Voided	.00
Description	Transportation	Printed Date	12/18/2023	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	125.00
Vendor	12900 - SCOTT, PATRICE	Expiration Date		Remaining	4,875.00
Type	Formal Contract			Encumbered	4,875.00
Status	Open				
Vendor 12900 - SCOTT, PATRICE		Totals	Purchase Orders	1	
				Amount	\$5,000.00
				Voided	\$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		Amount 3,500.00	
Purchase Order	2024-00000506	Deliver by Date		Voided	.00
Description	Fuel Pump Repair and Maintenance	Printed Date	12/18/2023	Discounted	.00
Department	MRDD Board of DD	Completed Date		Expensed	.00
Vendor	40183 - SERVICE STATION EQUIPMENT CO INC	Expiration Date		Remaining	3,500.00
Type	Contract			Encumbered	3,500.00
Status	Open				
Vendor 40183 - SERVICE STATION EQUIPMENT CO INC		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





# Purchase Order Report

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

Sort by Vendor - Purchase Order Number

Summary Listing

Vendor 16120 - SERVISOFT OF MIDDLEFIELD INC									
Purchase Order	2024-00000508								
Description	Softner Salt								
Department	MRDD Board of DD								
Vendor	16120 - SERVISOFT OF MIDDLEFIELD INC								
Type	Contract								
Status	Open								
Vendor 16120 - SERVISOFT OF MIDDLEFIELD INC Totals Purchase Orders 1									
G/L Date 01/03/2024									
Deliver by Date									
Printed Date 12/18/2023									
Completed Date									
Expiration Date									
Amount									7,500.00
Voided									.00
Discounted									.00
Expensed									.00
Remaining									7,500.00
Encumbered									7,500.00
Amount									\$7,500.00
Voided									\$0.00
Discounted									\$0.00
Expensed									\$0.00
Remaining									\$7,500.00
Encumbered									\$7,500.00
Vendor 14668 - SETLOCK, TAMI									
Purchase Order	2024-00000509								
Description	Travel Expenses, Other								
Department	MRDD Board of DD								
Vendor	14668 - SETLOCK, TAMI								
Type	Contract								
Status	Open								
Vendor 14668 - SETLOCK, TAMI Totals Purchase Orders 1									
G/L Date 01/03/2024									
Deliver by Date									
Printed Date 12/18/2023									
Completed Date									
Expiration Date									
Amount									1,200.00
Voided									.00
Discounted									.00
Expensed									.00
Remaining									1,200.00
Encumbered									1,200.00
Amount									\$1,200.00
Voided									\$0.00
Discounted									\$0.00
Expensed									\$0.00
Remaining									\$1,200.00
Encumbered									\$1,200.00
Vendor 2460 - SEVERINO, TRACY									
Purchase Order	2024-00000510								
Description	Travel Expenses, Other								
Department	MRDD Board of DD								
Vendor	2460 - SEVERINO, TRACY								
Type	Contract								
Status	Open								
Vendor 2460 - SEVERINO, TRACY Totals Purchase Orders 1									
G/L Date 01/03/2024									
Deliver by Date									
Printed Date 12/18/2023									
Completed Date									
Expiration Date									
Amount									250.00
Voided									.00
Discounted									.00
Expensed									.00
Remaining									250.00
Encumbered									250.00
Amount									\$250.00
Voided									\$0.00
Discounted									\$0.00
Expensed									\$0.00
Remaining									\$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 5783 - SILCO FIRE & SECURITY/SILCO FIRE PROTECTION									
Purchase Order	2024-00000513								
Description	Fire System Service								
Department	MRDD Board of DD								
Vendor	5783 - SILCO FIRE & SECURITY/SILCO FIRE PROTECTION								
Type	Contract								
Status	Open								
Vendor 5783 - SILCO FIRE & SECURITY/SILCO FIRE PROTECTION Totals Purchase Orders 1									
Amount									\$12,000.00
Voided									\$0.00
Discounted									\$0.00
Expensed									\$357.00
Remaining									11,643.00
Encumbered									11,643.00
Vendor 8284 - SKRABEC, DANIELLE E									
Purchase Order	2024-00000514								
Description	Travel Expenses, Other								
Department	MRDD Board of DD								
Vendor	8284 - SKRABEC, DANIELLE E								
Type	Contract								
Status	Open								
Vendor 8284 - SKRABEC, DANIELLE E Totals Purchase Orders 1									
Amount									3,500.00
Voided									.00
Discounted									.00
Expensed									.00
Remaining									3,500.00
Encumbered									3,500.00
Vendor 9309 - SMITH, ANGELIA									
Purchase Order	2024-00000653								
Description	Transportation								
Department	MRDD Board of DD								
Vendor	9309 - SMITH, ANGELIA								
Type	Formal Contract								
Status	Open								
Vendor 9309 - SMITH, ANGELIA Totals Purchase Orders 1									
Amount									5,000.00
Voided									.00
Discounted									.00
Expensed									.00
Remaining									5,000.00
Encumbered									5,000.00
Vendor 9309 - SMITH, ANGELIA Totals Purchase Orders 1									
Amount									\$5,000.00
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  
Summary Listing

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





# Purchase Order Report

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

Vendor 27248 - STAPLES INC DBA QUILL LLC				Discounted	\$0.00			
Purchase Order 2024-00000516				Expensed	\$0.00			
Description Supplies				Remaining	\$2,000.00			
Department MRDD Board of DD				Encumbered	\$2,000.00			
Vendor	27248 - STAPLES INC DBA QUILL LLC	Contract	Open	Amount	5,000.00			
				Voided	.00			
Type				Discounted	.00			
				Expensed	356.22			
Status				Remaining	4,643.78			
				Encumbered	4,643.78			
Purchase Order 2024-00000517				Amount	5,000.00			
Description Equipment Purchases				Voided	.00			
Department MRDD Board of DD				Discounted	.00			
Vendor	27248 - STAPLES INC DBA QUILL LLC	Contract	Open	Expensed	.00			
				Remaining	5,000.00			
Status				Encumbered	5,000.00			
				Amount	\$10,000.00			
Vendor 27248 - STAPLES INC DBA QUILL LLC Totals				Voided	\$0.00			
				Discounted	\$0.00			
				Expensed	\$356.22			
				Remaining	\$9,643.78			
				Encumbered	\$9,643.78			
Vendor 57354 - STATE OF OHIO TREASURER				Amount	162,000.00			
Purchase Order 2024-00000662				Voided	.00			
Description Developmental Center Admissions				Discounted	.00			
Department MRDD Board of DD				Expensed	7,596.55			
Vendor	57354 - STATE OF OHIO TREASURER	Contract	Open	Remaining	154,403.45			
				Encumbered	154,403.45			
Status				Amount	\$162,000.00			
				Voided	\$0.00			
				Discounted	\$0.00			
				Expensed	\$7,596.55			
				Remaining	\$154,403.45			
				Encumbered	\$154,403.45			
Vendor 13109 - STENDALEN , EMILY				Amount	2,500.00			
Purchase Order 2024-00000518				Amount	2,500.00			
				Voided	\$0.00			
				Discounted	\$0.00			
				Expensed	\$7,596.55			
				Remaining	\$154,403.45			
				Encumbered	\$154,403.45			
Vendor 57354 - STATE OF OHIO TREASURER Totals				Amount	2,500.00			
				Voided				
				Discounted				
				Expensed				
				Remaining				
				Encumbered				
Vendor 27248 - STAPLES INC DBA QUILL LLC Totals				Amount	2,500.00			
				Voided				
				Discounted				
				Expensed				
				Remaining				
				Encumbered				
Vendor 57354 - STATE OF OHIO TREASURER Totals				Amount	2,500.00			
				Voided				
				Discounted				
				Expensed				
				Remaining				
				Encumbered				
Vendor 13109 - STENDALEN , EMILY Totals				Amount	2,500.00			
				Voided				
				Discounted				
				Expensed				
				Remaining				
				Encumbered				



# 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									
Description		Travel Expenses, Other		Deliver by Date		12/18/2023		Voided	
Department		MRDD Board of DD		Printed Date				Discounted	
Vendor		13109 - STENDALEN , EMILY		Completed Date				Expensed	
Type		Contract		Expiration Date				Remaining	
Status		Open						Encumbered	
				Vendor		13109 - STENDALEN , EMILY Totals		Purchase Orders 1	
								Amount	
								Voided	
								Discounted	
								Expensed	
								Remaining	
								Encumbered	
								\$2,500.00	
								\$0.00	
								\$0.00	
								\$206.36	
								\$2,293.64	
								\$2,293.64	





Sort by Vendor - Purchase Order Number

## Summary Listing

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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 35407 - THE EAST OHIO GAS COMPANY									
Purchase Order	2024-00000524	G/L Date	01/03/2024	Vendor 35407 - THE EAST OHIO GAS COMPANY Totals			Purchase Orders	1	Amount
Description	Utility Service	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	35407 - THE EAST OHIO GAS COMPANY	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
									50,000.00
									.00
									.00
									4,603.40
									45,396.60
									45,396.60
									\$50,000.00
									\$0.00
									\$0.00
									\$4,603.40
									\$45,396.60
									\$45,396.60
Vendor 13815 - THE HOME DEPOT DBA BLINDS.COM									
Purchase Order	2024-00000525	G/L Date	01/03/2024	Vendor 13815 - THE HOME DEPOT DBA BLINDS.COM Totals			Purchase Orders	1	Amount
Description	Blinds/Window Coverings	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	13815 - THE HOME DEPOT DBA BLINDS.COM	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
									3,000.00
									.00
									.00
									.00
									3,000.00
									3,000.00
									\$3,000.00
									\$0.00
									\$0.00
									\$0.00
									\$3,000.00
									\$3,000.00
Vendor 12055 - THE OHIO FLOOR COMPANY									
Purchase Order	2024-00001019	G/L Date	01/03/2024	Vendor 12055 - THE OHIO FLOOR COMPANY Totals			Purchase Orders	1	Amount
Description	Gym Floor Refinishing	Deliver by Date							Voided
Department	MRDD Board of DD	Printed Date	12/18/2023						Discounted
Vendor	12055 - THE OHIO FLOOR COMPANY	Completed Date							Expensed
Type	Contract	Expiration Date							Remaining
Status	Open								Encumbered
									2,600.00
									.00
									.00
									.00
									2,600.00
									2,600.00
									\$2,600.00
									\$0.00
									\$0.00
									\$0.00
									\$2,600.00

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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 16300 - TREASURER STATE OF OHIO									
Type	Contract			Expiration Date					
Status	Open								
Vendor 16300 - TREASURER STATE OF OHIO Totals									
						Purchase Orders		2	
								Amount	
								Voided	
								Discounted	
								Expensed	
								Remaining	
								Encumbered	
								\$6,500.00	
								\$0.00	
								\$0.00	
								\$368.50	
								\$6,131.50	
								\$6,131.50	
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									
						Purchase Orders		1	
								Amount	
								Voided	
								Discounted	
								Expensed	
								Remaining	
								Encumbered	
								\$500.00	
								\$0.00	
								\$0.00	
								\$500.00	
								\$500.00	
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									
						Purchase Orders		1	
								Amount	
								Voided	
								Discounted	
								Expensed	
								Remaining	
								Encumbered	
								\$270,000.00	
								\$0.00	
								\$0.00	
								\$0.00	
								\$270,000.00	
								\$270,000.00	
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									
Department	MRDD Board of DD	Printed Date	12/18/2023					Discounted	.00
Vendor	47447 - V & V APPLIANCE PARTS INC	Completed Date						Expensed	.00
Type	Contract	Expiration Date						Remaining	1,000.00
Status	Open							Encumbered	1,000.00
Vendor 47447 - V & V APPLIANCE PARTS INC Totals Purchase Orders 1									
Vendor 26111 - V A CONKEY COMPANY									
Purchase Order	2024-00000535	G/L Date	01/03/2024					Amount	7,000.00
Description	Annual Fire Testing and Ongoing Sprinkler Maintenance	Deliver by Date						Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023					Discounted	.00
Vendor	26111 - V A CONKEY COMPANY	Completed Date						Expensed	.00
Type	Contract	Expiration Date						Remaining	7,000.00
Status	Open							Encumbered	7,000.00
Vendor 26111 - V A CONKEY COMPANY Totals Purchase Orders 1									
Vendor 12851 - VAST ENTERPRISES INC.									
Purchase Order	2024-00000536	G/L Date	01/03/2024					Amount	3,000.00
Description	IT Support	Deliver by Date						Voided	.00
Department	MRDD Board of DD	Printed Date	12/18/2023					Discounted	.00
Vendor	12851 - VAST ENTERPRISES INC.	Completed Date						Expensed	.00
Type	Contract	Expiration Date						Remaining	3,000.00
Status	Open							Encumbered	3,000.00
Vendor 12851 - VAST ENTERPRISES INC. 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 34331 - VERIZON WIRELESS		G/L Date 01/03/2024		Purchase Orders 1		Amount 30,000.00	
Purchase Order	2024-00000537	Deliver by Date				Voided	.00
Description	Cellular Service	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	2,447.50
Vendor	34331 - VERIZON WIRELESS	Expiration Date				Remaining	27,552.50
Type	Contract					Encumbered	27,552.50
Status	Open						
Vendor 34331 - VERIZON WIRELESS Totals						Amount	\$30,000.00
						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 01/03/2024		Purchase Orders 1		Amount 89,000.00	
Purchase Order	2024-00000672	Deliver by Date				Voided	.00
Description	Transportation	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	4,438.80
Vendor	6528 - VICTORY HOME CARE LLC	Expiration Date				Remaining	84,561.20
Type	Formal Contract					Encumbered	84,561.20
Status	Open						
Vendor 6528 - VICTORY HOME CARE LLC Totals						Amount	\$89,000.00
						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 01/03/2024		Purchase Orders 1		Amount 300.00	
Purchase Order	2024-00001025	Deliver by Date				Voided	.00
Description	EI Software (Battelle)	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	37965 - VORT CORP	Expiration Date				Remaining	300.00
Type	Contract					Encumbered	300.00
Status	Open						
Vendor 37965 - VORT CORP Totals						Amount	\$300.00
						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 16333 - W W GRAINGER INC		G/L Date 01/03/2024		Purchase Orders 1		Amount	
Purchase Order	2024-00000540	Deliver by Date				Voided	7,500.00
Description	Materials and Supplies	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	16333 - W W GRAINGER INC	Expiration Date				Remaining	7,500.00
Type	Contract					Encumbered	7,500.00
Status	Open						
Vendor 42729 - WARHOLIC, NANETTE D		G/L Date 01/03/2024		Purchase Orders 1		Amount	
Purchase Order	2024-00000541	Deliver by Date				Voided	1,000.00
Description	Travel Expenses, Other	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	42729 - WARHOLIC, NANETTE D	Expiration Date				Remaining	90.45
Type	Contract					Encumbered	909.55
Status	Open						
Vendor 42729 - WARHOLIC, NANETTE D		G/L Date 01/03/2024		Purchase Orders 1		Amount	
Purchase Order	2024-00000542	Deliver by Date				Voided	\$1,000.00
Description	Disposal Service	Printed Date	12/18/2023			Discounted	\$0.00
Department	MRDD Board of DD	Completed Date				Expensed	\$90.45
Vendor	13819 - WASTE MANAGEMENT OF OHIO INC	Expiration Date				Remaining	\$909.55
Type	Contract					Encumbered	\$909.55
Status	Open						
Vendor 13819 - WASTE MANAGEMENT OF OHIO INC		G/L Date 01/03/2024		Purchase Orders 1		Amount	
Purchase Order	2024-00000542	Deliver by Date				Voided	7,000.00
Description	Disposal Service	Printed Date	12/18/2023			Discounted	.00
Department	MRDD Board of DD	Completed Date				Expensed	.00
Vendor	13819 - WASTE MANAGEMENT OF OHIO INC	Expiration Date				Remaining	366.32
Type	Contract					Encumbered	6,633.68
Status	Open						
Vendor 13819 - WASTE MANAGEMENT OF OHIO INC		G/L Date 01/03/2024		Purchase Orders 1		Amount	
Purchase Order	2024-00000542	Deliver by Date				Voided	\$7,000.00
Description	Disposal Service	Printed Date	12/18/2023			Discounted	\$0.00
Department	MRDD Board of DD	Completed Date				Expensed	\$0.00
Vendor	13819 - WASTE MANAGEMENT OF OHIO INC	Expiration Date				Remaining	\$366.32
Type	Contract					Encumbered	\$6,633.68
Status	Open						





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



# 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 \$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:  
Second:  
Discussion?

Roll Call Vote:

Mr. Jackson: ☒ Yes No Abstain  
Mrs. Janson: ☒ Yes No Abstain  
Mrs. Wilder: ☒ Yes No Abstain  
Mrs. Keiper: ☒ Yes No Abstain

Mr. Miller: ☒ Yes No Abstain  
Mr. Suttell: ☒ Yes No Abstain  
Mr. Lair: ☒ Yes No Abstain

  
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	<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

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: *Tanson*

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

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.

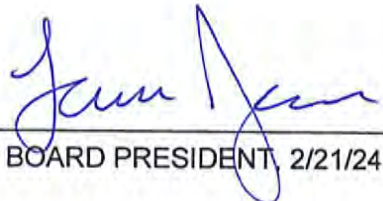
MOTION: *Lair*

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 Bandry, 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	<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

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.

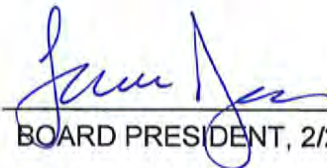
MOTION: *Janson*

SECOND: *Lair*

DISCUSSION:

ROLL CALL:

Mrs. Janson	<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



February 21, 2024

**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>err RD</sup> Tanson

SECOND: Miller

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

## 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	<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 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.

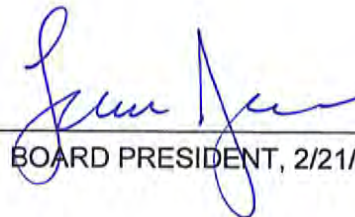
MOTION: *Lair*

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