June 19th, 2024 Board Meeting Minutes



July 17, 2024

Resolution: 24-80(A)

BE IT RESOLVED to approve the June,19 2024 Board meeting minutes.

MOTION: Mo. La. 7

SECOND: Mos Wilder

DISCUSSION:

ROLL CALL:

Mrs. Janson No Yes Abstain Mr. Jackson Yes No Abstain Mr. Suttell Yes No Abstain Mr. Miller Yes No Abstain Mrs. Keiper Yes No Abstain Mrs. Wilder No Abstain Yes Mr. Lair No Abstain

BOARD PRESIDENT July, 17 2024

Member

Board Meeting Agenda

June 19, 2024

6pm

I. Call to Order and Roll Call

Roll Call 2024 Board

Approval of Minutes from May, 2024

Donations

II. Financial:

Financial Statement Review

Ethics Recommendation

Financial Transactions and Voucher Approvals

III. New Business:

Approvals:

- i. Cash Transfer
- ii. Cash Transfer
- iii. Supplemental Appropriation
- iv. Supplemental Appropriation
- v. Contract with Glow Bright Therapy
- vi. Disposal of Assets
- vii. Approve Counsel
- viii. August Board Meeting

Board Status Reports/Program Reports:

Issues:

- ii. External Impacts & Feedback Loop
- iii. ADP/IT
- iv. Accreditation
- v. Brian Ames
- vi. Tax Commission
- IV: General Announcements
- V. Other Business-Comments from the floor:
- VI: Executive Session 7.815 pm
 - a. Pursuant to ORC 121.22(G)(5): To discuss client confidential information.
 - Pursuant to ORC 121.22(G)(1): To discuss matters relating to the employment of the Superintendent.
 - C. Pursuant to ORC 121.22(G)(5): To consider the compensation of public employee salaries.

VII: Return From Executive Session Resolutions

a. Approval Resolution

Adjournment 9 050 M Next Board Meeting: July 17,2024

June 19, 2024

June, 19 2024 Board Meeting

Roll Call 2024 Board

ROLL CALL:

Mrs. Janson	Here	Absent
Mr. Suttell	Here	Absent
Mrs. Keiper	Here	Absent
Mr. Lair	Here	Absent
Mr. Jackson	Here	Absent
Mr. Miller	Here	Absent
Mrs. Wilder	Here	Absent

BOARD PRESIDENT \June, 19 2024

June 19, 2024

Resolution: 24-68(A)

BE IT RESOLVED to approve the May,15 2024 Board meeting minutes.

MOTION: MG. M. Mer SECOND: MG Keiper

DISCUSSION:

ROLL CALL:

Mrs. Janson Mr. Suttell

Mrs. Keiper

Mr. Lair

No Abstain No Abstain

Abstain Abstain

Mr. Jackson Mr. Miller Mrs. Wilder

No Abstain No Abstain No Abstain

BOARD PRESIDENT June, 19 2024

June 19, 2024

Resolution: 24-05(D)

BE IT RESOLVED to accept the donations to the program. On behalf of the Board, the Superintendent is directed to deposit these funds in the accounts specified. Also, he is directed to forward a letter of thanks and appreciation to each donor.

Donor	Gift	Use
Mark Jackson	\$50.00	In memory of Art Dillemuth, general use
MOTION: MFS.	Janson	
SECOND: Mr.	Lair	

DISCUSSION:

ROLL CALL: Mrs. Janson Abstain Mr. Jackson No No Abstain Mr. Suttell No Abstain Mr. Miller No Abstain Mrs. Keiper No Abstain Mrs. Wilder No Abstain Mr. Lair No Abstain

BOARD PRESIDENT June, 19 2024

June 19, 2024

Resolution: 24-69(A)

BE IT RESOLVED that the Board has reviewed the financial transactions processed in the time period of May 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: Mr. Miller SECOND: Mr. 2 air

DISCUSSION:

ROLL CALL: Mrs. Janson Mr. Suttell Mrs. Keiper

Mr. Lair

No **Abstain** No Abstain No Abstain No Abstain Mr. Jackson Mr. Miller Mrs. Wilder

No Abstain No Abstain No Abstain

June, 19 2024

SOLUTION # 2: 24-9 (B) Financial Transactions May, 2024

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

Operating Fund (2027)

Payroll and Related Encumbrances:

Account	Amo	ount
501 - Salaries	\$	412,743.78
502 - Medicare	\$	5,893.54
504 - PERS	\$	36,782.06
505 - Workers Comp	\$	-
506 - Unemployment	\$	-
507 - STRS	\$	1,667.94
	\$	457,087.32

Pay Dates:

Purchase Orders:

Vendor	Fund	Amount	Description	PO Number
EXPERT IT LLC	2027	\$ 14,217.50	Software Subscriptions-Intune/365 Licenses	2024-00002797
GEAUGA COUNTY BLANKET ORDER	2027	\$ 50,000.00	Equipment	2024-00002868
KNIGHT, HEATHER	2027	\$ 6,000.00	Contracted Services - Transportation	2024-00002803
MESTROVICH, AMANDA M	2027	\$ 10,000.00	Mowing Services	2024-00002802
MNJ TECHNOLOGIES DIRECT INC.	2027	\$ 1,000.00	Software Subscriptions	2024-00002798
THE METZENBAUM FOUNDATION	2027	\$ 14,500.00	2024 Summer Support Program	2024-00002850
WILSON . DEBRA	2027	\$ 1,000.00	Supported Living	2024-00002801

96,717.50

Motion: Ms. Janson
Second: Mr./ Discussion?

Roll Call Vote:

Mrs. Janson: Mr. Suttell: Mrs. Keiper: Mr. Lair:

Abstain No No Abstain No Abstain **Abstain**

Mr. Jackson: Mr. Miller: Mrs. Wilder:

No No No

Abstain Abstain Abstain

RESOLUTION # 2:24 - 10 (B) Voucher Approval - May, 2024

BE IT RESOLVED to confirm the payment of Voucher Schedule

24 10 - O with expenditures totaling

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		i		EXPENDITURES			
		CY 2023	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOU	NT	APPROP	05/01/24	5/1/2024-5/31/2024		BALANCE	EXPENDED
503	Hospitalization	843,000.00	251,906.60	62,123.36	314,029.96	528,970.04	37%
601	Contract Services	824,212.69	161,636.86	24,916.57	186,553.43	637,659.26	23%
701	Materials and Supplies	206,659.30	60,326.46	7,729.47	68,055.93	138,603.37	33%
801	Equipment	145,000.00	13,869.93	2,189.38	16,059.31	128,940.69	11%
901	Other	338,180.07	170,728.34	2,448.23	173,176.57	165,003.50	51%
902	Travel	100,349.43	19,168.31	7,343.96	26,512.27	73,837.16	26%
903	Advertising	65,000.00	25,699.34	540.96	26,240.30	38,759.70	40%
999	Transfers Out	10,863,000.00	1,500,000.00	8,000,000.00	9,500,000.00	1,363,000.00	87%
TOTAL		13,385,401.49	2,203,335.84	8,107,291.93	10,310,627.77	3,074,773.72	77%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

24 10 - D with expenditures totaling

	ſ		EXPENDITURES			
	CY 2023	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT	APPROP	05/01/24	5/1/2024-5/31/2024	-	BALANCE	EXPENDED
901 Other Expenses	405,000.00	400,000.00	-	400,000.00	5,000.00	99%
TOTAL	405,000.00	400,000.00	-	400,000.00	5,000.00	99%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 955,471.15

24 10 - R with expenditures totaling

			EXPENDITURES			
	CY 2023	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT	APPROP	05/01/24	5/1/2024-5/31/2024		BALANCE	EXPENDED
601 Service Contracts	11,022,055.65	2,711,087.95	955,471.15	3,666,559.10	7,355,496.55	33%
TOTAL	11,022,055.65	2,711,087.95	955,471.15	3,666,559.10	7,355,496.55	33%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule 7,100.00

24 10 - C with expenditures totaling

			EXPENDITURES			
	CY 2023	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT	APPROP	05/01/24	5/1/2024-5/31/2024		BALANCE	EXPENDED
601 Service Contracts	245,811.82	34,118.94	7,100.00	41,218.94	204,592.88	17%
TOTAL	245,811.82	34,118.94	7,100.00	41,218.94	204,592.88	17%

BE IT FURTHER RESOLVED to confirm the payment of Voucher Schedule

24 10 - F with expenditures totaling

				EXPENDITURES			
		CY 2023	BEGINNING	PERIOD	YTD	APPROP	PERCENT
ACCOUNT		APPROP	05/01/24	5/1/2024-5/31/2024		BALANCE	EXPENDED
999 Transfers Out		2,000,000.00		-	-	2,000,000.00	0%
TOTAL	1	2,000,000.00	-	-		2,000,000.00	N/A

Motion: Mr. Lair Second: Mrs. Kei Pel

Roll Call Vote:

Mrs. Janson: Mr. Suttell:

Mrs. Keiper: Mr. Lair:

Abstain No Abstain No Abstain

Abstain

No

Mr. Jackson: Mr. Miller: Mrs. Wilder:

Abstain Abstain

Abstain

BY OFFICIAL ACTION OF THE BOARD

June 19th, 2024

June 19, 2024

Resolution: 24-70(A)

BE IT RESOLVED to approve a Cash Transfer of \$9,285.00 from the General Fund Other account (2027-056-00-901) to the Geauga County Commissioners Pay In account (1001-003-00-458) to cover Property Insurance fees.

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

MOTION: Mr. Miller SECOND: Missing anson

DISCUSSION:

ROLL CALL: Mrs. Janson

Mr. Suttell Mrs. Keiper

Mr. Lair

No Abstain No Abstain No Abstain

Abstain

No

Mr. Jackson Mr. Miller Mrs. Wilder

No Abstain No Abstain No Abstain

June, 19 2024

June 19, 2024

Resolution: 24-71(A)

BE IT RESOLVED to approve a Cash Transfer of \$2,000,000 from the Reserve Fund Transfer Out account (2027-056-00-999) to the General Fund Transfer In account (2027-056-00-499) to cover ongoing operating and salary expenses.

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

MOTION: Mrs. Keiper SECOND: Mrs. Lair

DISCUSSION:

ROLL CALL: Mrs. Janson Mr. Suttell

Mrs. Keiper

Mr. Lair

No Abstain No Abstain No

Abstain No Abstain Mr. Jackson Mr. Miller

Mrs. Wilder

No Abstain No Abstain

No Abstain

BÓARD PRESIDENT

June, 19 2024

June 19, 2024

Resolution: 24-72(A)

BE IT RESOLVED to approve a Supplemental Appropriation of \$30,000 in the Contract Services account (2027-056-00-601) to fund potential Outside Counsel fees.

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

MOTION: Mrs. Janson

SECOND: Mr. Jackson

DISCUSSION:

Mr. Rice explained the need for outside counsel.

ROLL CALL:

Mrs. Janson Mr. Suttell Mrs. Keiper

Mr. Lair

Abstain No No Abstain Abstain No

Abstain

No

Mr. Jackson Mr. Miller Mrs. Wilder

No Abstain

No Abstain No Abstain

June 19, 2024

Resolution: 24-73(A)

WHEREAS, the Budget Commission has not approved the current budget submitted by GCBDD; and

WHEREAS, the Budget Commission has recommended that leased revenue and expenses be delineated in separate line items within the budget; and

WHEREAS, the specific line items for leased revenue and expenses are yet to be determined; and

WHEREAS, it is anticipated that the budget may need to be amended to accommodate these changes prior to the next board meeting; so

BE IT RESOLVED, to approve supplemental appropriations to the new line items for leased revenue and expenses, as determined necessary based on projected revenue and expenses; and

BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent to amend the budget prior to the next board meeting to incorporate the new line items as recommended by the Budget Commission; and

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

MOTION: MCLair

SECOND: MIS. Jarson

DISCUSSION:

ROLL CALL:

Mrs. Janson No Abstain Mr. Jackson No Abstain Mr. Suttell Abstain No Mr. Miller Mrs. Keiper No Abstain Mrs. Wilder No Abstain Mr. Lair No Abstain

BOARD PRESIDENT)June, 19 2024

June 19, 2024

Resolution: 24-74(A)

BE IT RESOLVED to approve a contract with Glow Bright Therapy for therapy services.

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

MOTION: Majackson

DISCUSSION:

ROLL CALL:

Mrs. Janson Mr. Suttell

Mrs. Keiper

Mr. Lair

No Abstain

No Abstain No Abstain

No Abstain

Mr. Jackson Mr. Miller

Mrs. Wilder

No Abstain

No Abstain

No Abstain

BOARD PRESIDENT June, 19 2024

June 19, 2024

Resolution: 24-75(A)

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

- · 8 Lenovo ThinkPad T14s Gen1
- · 1 Lenovo ThinkCentre

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

MOTION: MGS. Janson
SECOND: MGS. Keiper

DISCUSSION:

ROLL CALL:

Mrs. Janson Mr. Suttell Mrs. Keiper Mr. Lair

No Abstain No Abstain No Abstain No Abstain

Mr. Jackson Mr. Miller Mrs. Wilder

No Abstain No Abstain No Abstain

BOARD PRESIDENT

June 19, 2024

Resolution: 24-76(A)

BE IT RESOLVED to approve allocating funding to contract with an independent counsel to address and represent GCBDD in governmental issues. * , up to \$30,000.

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. Jackson

DISCUSSION:

ROLL CALL:

Mrs. Janson Mr. Suttell Mrs. Keiper Mr. Lair

No Abstain No Abstain No Abstain

Abstain

No

Mr. Jackson Mr. Miller Mrs. Wilder

No Abstain No Abstain No Abstain

BOARD PRESIDENT June, 19 2024

June 19, 2024

Resolution: 24-77(A)

BE IT RESOLVED to approve canceling the scheduled Board meeting on August 21, 2024, at 6pm.

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

MOTION: MGS. Janson

SECOND: Mrs. Keiper

DISCUSSION:

ROLL CALL:

Mrs. Janson Mr. Suttell Mrs. Keiper Mr. Lair

No Abstain No Abstain No Abstain No Abstain Mr. Jackson Mr. Miller Mrs. Wilder Yes No

No Abstain No Abstain No Abstain

BOARD PRESIDENT June, 19 2024

June 19, 2024

Resolution: 24-78(A)

BE IT RESOLVED to adjourn into Executive Session:

- a. Pursuant to ORC 121.22(G)(5): To discuss client confidential information.
- b. Pursuant to ORC 121.22(G)(1): To discuss matters relating to the employment of the Superintendent.
- Pursuant to ORC 121.22(G)(5): To consider the compensation of public employee salaries.

MOTION: MG. Janson

SECOND: Mr. 2016

DISCUSSION:

ROLL CALL:

Mrs. Janson Abstain No Mr. Jackson No Abstain Mr. Suttell No Abstain Mr. Miller No Abstain Mrs. Keiper No Abstain Mrs. Wilder No Abstain Mr. Lair No Abstain

BOARD PRESIDENT June, 19 2024

June 19, 2024

Resolution: 24-79(A)

BE IT RESOLVED to approve a <u>3</u> percent salary increase for all eligible full-time and part-time employees; effective the 17th pay period of 2024.

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

MOTION: LAW SECOND: VOLPER

DISCUSSION:

ROLL CALL:

Mrs. Janson Mr. Suttell

Mrs. Keiper Mr. Lair

No Abstain No Abstain No

Abstain No

No Abstain Mr. Jackson

Mr. Miller

Mrs. Wilder

No Abstain No Abstain

No Abstain

BOARD\PRESIDENT June, 19 2024

Board Meeting Agenda

June 19, 2024

I. Call to Order and Roll Call: 6pm

- a. Roll Call 2024 Board
- b. Approval of Minutes from June 2024
- c. Donations

II. Financial:

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

III. New Business:

- a. Approvals:
 - i. Cash Transfer
 - ii. Cash Transfer
 - iii. Supplemental Appropriation
 - iv. Supplemental Appropriation
 - v. Contract with Glow Bright Therapy
 - vi. Disposal of Assets
 - vii. Approve Counsel
 - viii. August Board Meeting
- b. Board Status Reports/Program Reports:
- c. Issues:
 - i. External Impacts & Feedback Loop
 - ii. ADP/IT
 - iii. Accreditation
 - iv. Brian Ames
 - v. Tax Commission

IV. General Announcements

- V. Other Business-Comments from the floor
- VI. Executive Session: 7:15pm
 - a. Pursuant to ORC 121.22(G)(5): To discuss client confidential information.
 - b. Pursuant to ORC 121.22(G)(1): To discuss matters relating to the employment of the Superintendent.
 - c. Pursuant to ORC 121.22(G)(5): To consider the compensation of public employee salaries

VII. Return From Executive Session Resolutions:

a. Approval Resolution

VIII. Adjournment: 9:05pm

Next Board Meeting: July 17,2024

Summary of Discussion:

I. Board Status Reports/Program Reports:

The agency's board status reports and program reports were placed in the board book prior to the meeting and reviewed by Mr. Rice during the meeting.

- II. Issues:
 - a. External Impacts & Feedback Loop:
 - Mr. Carlson presented to the board a comprehensive plan presentation on feedback loops and ideas to externally have an impact in the county and way to improve the agency.
 - b. ADP/IT:
 - Mr. Rice informed the board on the transition to the county IT services and the new processes that are in place.
 - c. Accreditation:

- Mr. Rice informed the board of the 3-year certificate received from the Accreditation, which is the best possible outcome.
- d. Brian Ames:
 - Mr. Rice informed the board on what Brian Ames is up to.
- e. Tax Commission:
 - Mr. Rice shared with the board that the tax commission has all the information they need to make a decision on the outcome on the property tax issue.
- III. General Announcements:
 - Mrs. Janson called for any further general announcement from the board or the public.
 - a. No other announcements were presented.
- IV. Other Business-Comments from the floor:
 - Mrs. Janson called for any other business or comments from the board or public:
 - a. No other comments were presented.
- V. Executive Session:
 - a. Pursuant toto ORC 121.22(G)(5): To discuss client confidential information.
 - b. Pursuant to ORC 121.22(G)(1): To discuss matters relating to the employment of the Superintendent.
 - c. Pursuant to ORC 121.22(G)(5): To consider the compensation of public employee salaries
- VI. Return From Executive Session Resolutions:
 - a. Approval Resolution
- VII. Adjournment:

Mrs. Janson the board president called the board back to regular session. The board president adjourned the meeting at 9:05pm because the agenda was completed.

Submitted:

Superintendent, 7/17/24

Approval:

Board President, 7/17/24

member 7/17/2

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