

**GEAUGA COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

BOARD MINUTES

September 20, 2023

Board Members Present

Laura Janson
Richard Suttell
Uschy Keiper
Stacey Wilder
Mark Jackson
Dave Lair

Administration

Donald Rice
Dave Carlson
Janice Chesnes
Kellie Tvergyak-Oznowich
Richelle Mills
Megan Thirion
Rean Davis
Todd Lee
Tami Setlock

Board Members Absent

Martin Miller

I. Call to Order:

- a. Roll Call 2023 Board:
A call of the roll indicated that all Board Members were present, except Mr. Miller. There being a quorum present, Mrs. Janson, President of the Board, called the meeting to order.
- b. Approval of Minutes:
Resolution 23-64(A) was presented to approve the minutes for the July 19, 2023, meeting. This resolution was approved.
- c. Donations to Program:
Resolution 23-06(D) was presented approving donations to the program. This resolution was accepted and approved.
- d. Personnel Actions:
Resolution 23-06(P) was presented approving personnel actions. This resolution was accepted and approved.
- e. Resolution Of Appreciation:
Resolution 23-65(A) was presented approving a resolution of appreciation to Dontez Warren. This resolution was accepted and approved.

II. Financial

- a. Financial Statement Review:
Mr. Carlson provided a review of the financial statements of all funds for the time period processed in July of 2023. See attached.
- b. Ethics Recommendations:
Resolution 23-66(A) was presented to approve the ethics recommendation for the time period processed in July 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 23-13(B) was presented detailing financial transactions and Resolution 23-14(B) was presented approving voucher schedules for the period indicated. These resolutions were approved.
- d. Financial Statement Review:
Mr. Carlson provided a review of the financial statements of all funds for the time period processed in August of 2023. See attached.

- e. Ethics Recommendations:
Resolution 23-67(A) was presented to approve the ethics recommendation for the time period processed in August 2023. The Board found that these payments do not present a conflict of interest and this resolution was accepted and approved.
- f. Financial Transactions and Voucher Approvals:
Resolution 23-15(B) was presented detailing financial transactions and Resolution 23-16(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. Approval of 2024 Board Budget:
Resolution 23-68(A) was presented approving the proposed budget for 2024. This resolution was approved.
- ii. Supplemental Appropriation & Cash Transfer:
Resolution 23-69(A) was presented approving a Supplemental Appropriation, and a Cash Transfer. This resolution was approved.
- iii. JFSA Grant:
Resolution 23-70(A) was presented approving a grant request from JFSA. This resolution was approved.
- iv. LFSA Contracts:
Resolution 23-71(A) was presented approving a list of LFSA's and LFSA Addendums for client services. This resolution was approved.
- v. Dept. On Aging Approval:
Resolution 23-72(A) was presented approving a contract agreement with the Geauga County Dept, on Aging. This resolution was approved.
- vi. Job Description Approval:
Resolution 23-73(A) was presented approving job descriptions for Investigative Agent, and Service & Compliance Coordinator. This resolution was approved.
- vii. Disposal of Assets:
Resolution 23-74(A) was presented approving the disposal of assets. This resolution was approved.

b. Issues:

- i. August Board Meeting:
Mr. Rice reminded the board there is an Annual Planning Meeting on October 20.
- ii. Board Policy 2.14 Remote Board Member Attendance:
Rice discussed with the board a suggested board policy and procedure for remote attendance at board meetings.

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. Executive Session:

Resolution 23-75(A) was presented approving to move into Executive Session, Pursuant to ORC 121.22 (G)(1) To consider the appointment, employment, dismissal, discipline, promotion...

IX. Adjournment:

Mrs. Janson, board president adjourned the meeting.

The Next Board meeting will be on October 18, 2023.

Submitted:

Approval:

Donald L. Rice II, Superintendent

Board President

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

Geauga County Board of DD Revenue and Expense Report

7/1/2023-7/31/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
REVENUE						
401	Property and Other Taxes	12,035,803.00	.00	6,275,992.52	5,759,810.48	52%
410	State Reimbursement-Real Estate	1,180,460.00	.00	597,876.23	582,583.77	51%
412	Federal Grants	696,000.00	44,881.23	514,228.76	181,771.24	74%
413	State Revenues	600,000.00	25,728.41	309,195.02	290,804.98	52%
420	Fees	766,000.00	51,570.55	579,998.23	186,001.77	76%
450	Interest	.00	.00	4,372.73	(4,372.73)	--
451	Donations	20,000.00	.00	372,496.62	(352,496.62)	1862%
452	Other Revenue	200,000.00	26.87	1,003,845.78	(803,845.78)	502%
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	\$122,207.06	\$9,659,825.89	\$5,838,437.11	62%

EXPENSE

501	Salaries	3,502,000.00	261,097.10	1,897,416.68	1,604,583.32	54%
502	Medicare	51,000.00	3,697.87	26,901.15	24,098.85	53%
503	Hospitalization	750,000.00	60,780.06	424,471.38	325,528.62	57%
504	OPERS	490,280.00	33,842.85	251,154.46	239,125.54	51%
505	Workers Compensation	15,000.00	.00	.00	15,000.00	--
506	Unemployment	7,000.00	456.56	1,851.46	5,148.54	26%
507	STRS	18,000.00	1,067.76	8,489.46	9,510.54	47%
601	Contract Services	1,064,647.50	45,862.29	397,280.00	667,367.50	37%
701	Materials and Supplies	397,649.47	5,135.32	194,933.55	202,715.92	49%
801	Equipment	231,029.64	2,820.47	57,704.89	173,324.75	25%
901	Other	304,579.69	1,746.03	167,190.03	137,389.66	55%
902	Travel	69,384.20	4,797.37	31,064.93	38,319.27	45%
903	Advertising	40,000.00	14.41	17,556.44	22,443.56	44%
601	Res Svc (2063) Contract Services	10,583,638.88	351,769.88	5,096,854.48	5,486,784.40	48%
601	Capital (4023) Contract Services	1,345,878.44	34,886.00	442,037.10	903,841.34	33%
901	Donation (2058) Other Expenses	47,663.42	73.40	24,131.59	23,531.83	51%
		\$18,917,751.24	\$808,047.37	\$9,039,037.60	\$9,878,713.64	48%

INTERFUND TRANSFERS

499	Transfers In-2063	10,400,000.00	2,000,000.00	7,000,000.00	3,400,000.00	67%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out	10,400,000.00	2,000,000.00	7,000,000.00	3,400,000.00	67%

Geauga County Board of DD Revenue and Expense Report

8/1/2023-8/31/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
REVENUE						
401	Property and Other Taxes	12,035,803.00	.00	6,275,992.52	5,759,810.48	52%
410	State Reimbursement-Real Estate	1,180,460.00	.00	597,876.23	582,583.77	51%
412	Federal Grants	696,000.00	.00	514,228.76	181,771.24	74%
413	State Revenues	600,000.00	.00	309,195.02	290,804.98	52%
420	Fees	766,000.00	.00	579,998.23	186,001.77	76%
450	Interest	.00	4,889.94	9,262.67	(9,262.67)	--
451	Donations	20,000.00	.00	372,496.62	(352,496.62)	1862%
452	Other Revenue	200,000.00	213.98	1,004,059.76	(804,059.76)	502%
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	\$5,103.92	\$9,664,929.81	\$5,833,333.19	62%

EXPENSE

501	Salaries	3,502,000.00	265,437.82	2,162,854.50	1,339,145.50	62%
502	Medicare	51,000.00	3,760.89	30,662.04	20,337.96	60%
503	Hospitalization	750,000.00	280.00	424,751.38	325,248.62	57%
504	OPERS	490,280.00	.00	251,154.46	239,125.54	51%
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	1,028.57	9,518.03	8,481.97	53%
601	Contract Services	1,064,647.50	30,018.68	427,298.68	637,348.82	40%
701	Materials and Supplies	397,649.47	10,645.46	205,579.01	192,070.46	52%
801	Equipment	231,029.64	8,292.21	65,997.10	165,032.54	29%
901	Other	304,579.69	569.00	167,759.03	136,820.66	55%
902	Travel	69,384.20	5,989.31	37,054.24	32,329.96	53%
903	Advertising	40,000.00	559.98	18,116.42	21,883.58	45%
601	Res Svc (2063) Contract Services	10,583,638.88	1,771,460.56	6,868,315.04	3,715,323.84	65%
601	Capital (4023) Contract Services	1,345,878.44	93,798.21	535,835.31	810,043.13	40%
901	Donation (2058) Other Expenses	47,663.42	238.01	24,369.60	23,293.82	51%
		\$18,917,751.24	\$2,192,078.70	\$11,231,116.30	\$7,686,634.94	59%

INTERFUND TRANSFERS

499	Transfers In-2063	10,400,000.00	.00	7,000,000.00	3,400,000.00	67%
499	Transfers In-2096	.00	.00	.00	.00	0%
999	Transfers Out	10,400,000.00	.00	7,000,000.00	3,400,000.00	67%