

**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:

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

12/1/2023-12/31/2023

Account #	Account Description	Budget	MTD Actual	YTD Actual	Remaining Budget	% of Budget
REVENUE						
401	Property and Other Taxes	12,035,803.00	.00	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%