

**SUMMIT COUNTY CHILDREN SERVICES
BOARD OF TRUSTEES
APRIL 25, 2017 MEETING MINUTES**

Board Members Present: Anna Arvay – Chair, Anne Connell-Freund – Vice Chair, Omar Banks, Nancy Holland, Montrella Jackson, Beth Kuckuck, Keith Malick, Diane Miller-Dawson, Katie Stoyhoff

Board Members Absent: GinaKaye Maddox – Secretary, Rev. Dr. Luther Cooper

Staff Present: Julie Barnes, Darin Kearns, Valarie Nash, Katerina Papas, Leann Benitez, Dawn Boudrie, Robert King, Tracy Mayfield, Sushila Moore, Michelle Tersigni, Beth Lowe - Recording Secretary

Others Present: Tom Lavery, Jen Thames

Call to Order and Roll Call

Ms. Arvay called the meeting to order at 5:34 p.m.

Ms. Arvay welcomed Montrella Jackson to her first board meeting. Ms. Jackson has been the Chief Administrator of the Akron Municipal Court since November 2012. Prior to that, Ms. Jackson was an in-house attorney at SCCS from 1999 to 2012. She was appointed to a four-year term on the SCCS Board of Trustees by Summit County Executive Ilene Shapiro.

Approval of Minutes

Ms. Arvay requested a motion to approve the minutes of February 28, 2017. Mr. Malick moved to approve the minutes; seconded by Ms. Miller-Dawson. The motion carried. Ms. Arvay requested a motion to approve the minutes of March 28, 2017. Mrs. Stoyhoff moved to approve the minutes; seconded by Mr. Banks. The motion carried.

Public Comment

Mr. Lavery addressed the Board regarding agency policies and procedures.

Women's Auxiliary Board

Ms. Thames, Women's Auxiliary Board (WAB) President, announced that WAB members helped sort, organize, and distribute over 2,000 Easter baskets for children served by the agency. On April 8, the WAB had a craft table at the Child and Family Awareness Month (CFAM) Family Expo at the Akron-Summit County Public Library and helped children make jelly bean butterfly crafts. The Craft Committee met this month and made 200 craft kits to be used by children and families during visits at the Family Interaction Center (FIC). The WAB will donate outdoor play toys for children to enjoy at the FIC this summer. The WAB will host a spring bake sale on April 27 with proceeds going to the Father Factor graduation.

Committee Reports

Resources Committee

Ms. Connell-Freund, Committee Chair, reported that the committee met today, approved the minutes of February 28, 2017 and March 28, 2017, and heard a financial statement report from Mr. Kearns. As part of the Resources Committee report, Mr. Kearns provided to the full Board a summary of the financial statement report.

Resolution 04-2017-25/C

Authorization to allow the SCCS Executive Director and SCCS Administrative staff to submit a surplus of damaged and/or obsolete furniture and equipment that is no longer in agency use to the County's surplus inventory or scrap as necessary, without further authorization from the SCCS Board of Trustees. Ms. Connell-Freund made a motion to approve; seconded by Mr. Malick. The motion carried. Resolution approved.

Resolution 04-2017-25/D

Authorization to enter into an agreement with Best Commercial Energy Services, Inc., and the County of Summit for replacement of the heating, ventilation, and air conditioning (HVAC) components within the Training Center building at a cost which may be less than, but shall not exceed \$95,000, subject to approval of Summit County Council. Ms. Connell-Freund made a motion to approve; seconded by Ms. Kuckuck. The motion carried. Resolution approved.

Resolution 04-2017-25/E

Authorization to enter into a grant agreement with the United States (U.S.) Department of Housing and Urban Development (HUD) for the acceptance of the following two grants through the Summit County Continuum of Care program for a one-year term of July 1, 2017 through June 30, 2018; Transitional Housing grant in an amount not to exceed \$117,847; and, the Rapid Re-Housing grant in an amount not to exceed \$136,664. SCCS, through its Transitional Housing program, pays rent and security deposits for nine young adults ages 18-25, who have emancipated from the care of SCCS and will serve as a pass-through agent of the funding for ongoing, transitional housing with case management services to these young adults. The Rapid Re-Housing grant is an intervention designed to help individuals and families, including foster youth, to quickly exit homelessness and return to permanent housing and assistance which is offered without preconditions. Ms. Connell-Freund made a motion to approve; seconded by Ms. Holland. The motion carried. Resolution approved.

Resolution 04-2017-25/F

Authorization to purchase professional/general/umbrella and excess auto liability insurance coverage from Wells Fargo Insurance Services USA, Inc., through the carrier Beazley Insurance Company, Inc. Authorization to renew the existing policies for an 11 month term of May 1, 2017 through March 31, 2018 in an amount not to exceed \$214,563 and \$25,000 for a broker services fee. The existing policies were due to expire on March 31, 2017, but were extended for a period of 30 days due to a lack of quorum at the March 28, 2017 SCCS Board of Trustees meeting to approve a renewal. Ms. Connell-Freund made a motion to approve; seconded by Mr. Malick. The motion carried. Resolution approved.

Other Business

The next Planning and Programs Committee meeting is scheduled for September 26; the meetings scheduled for May 23 and July 25 are cancelled. A Rules Committee meeting will be scheduled this summer to perform a periodic review of the Code of Regulations.

Executive Director's Report

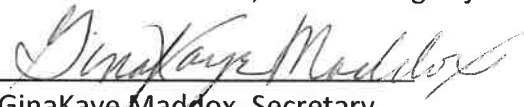
Ms. Barnes reported the following:

- Custody numbers remain steady. Currently, the average number of children in custody is 665. The number of children in residential placements has increased to 56.
- Two internal staff members were promoted to supervisory positions in Intake.
- There are currently 15 vacancies in Intake and Protective. The next New Hire Class is scheduled for May 30 and we hope to have 10 to 15 new caseworkers hired by then.
- The agency and the union reached an agreement to hire non-licensed workers with the appropriate qualifications.

- Tracy Mayfield was introduced as the agency's new Director of Social Service Programs replacing Ann Ream who transferred to Community Relations. Ms. Mayfield started at the agency in 2011 as a caseworker in the Serious Trauma and Assessment Team (STAT) unit before being promoted to a supervisor in Protective, and most recently she supervised in Intake. She has a great deal of knowledge about the administrative programs offered at the agency.
- As a result of the increase in cases and high number of vacancies, staff in the Placement and Permanency Planning Department were assigned 35 intakes to give Intake a reprieve.
- Protective caseloads are at an average of 9 to 10 families, per worker. There are currently 550 open cases in Protective Services.
- The number of children in permanent custody has increased due to many families struggling with substance abuse.
- A Transition Unit in Intake was created to provide support and guidance to new staff beginning on the frontline.
- The agency has the following non-caseworker vacancies to fill: social work assistants/social service aides, a courier, and clerical specialists.
- The Child and Family Services Review (CFSR) audit began April 3 and will continue through April 28. SCCS had the largest number of cases pulled and is the first county in Ohio to participate in the audit. The review has been intensive and required client interviews which have been difficult to schedule since many cases are closed, clients are unable to be located, or they do not want to participate. The agency anticipates the state, as a whole, to fail the audit.
- The agency continues to update the Record Retention Schedule and purge records. A total of 80 boxes of records were approved for destruction recently.
- Professional Development and Training staff are working with Human Resources staff to conduct various campus presentations to students who are juniors to talk about the agency's internship opportunities, as well as to graduating social work students about the agency's job opportunities and benefits.
- There are several areas in need of immediate concrete repair or replacement throughout the campus and a total of \$60,000 has been allocated this year for the project. We will need to include additional funds in the budget next year to complete the remaining concrete repairs.
- The Citizen's Advisory Committee (CAC) Community Appreciation Breakfast is April 28 at 7:30 a.m. at St. George Family Center. Board members can still RSVP to attend. The breakfast will include award presentations and recognition of community leaders, partners, volunteers and donors who have helped the agency over the past year.
- The Wellness Committee hosted its 3rd Annual Health Fair at the agency. The event was well attended by staff who found the information they received useful and educational.
- The Ohio House of Representatives Finance Committee proposed to invest an additional \$15 million per year in the State Child Protection Allocation (SCPA) for county children services agencies. They also proposed an additional \$10 million in Temporary Assistance to Needy Families (TANF) program which will assist kinship caregivers with child care services.

Adjournment

Ms. Arvay requested a motion to adjourn. Mrs. Stoyloff moved; seconded by Ms. Miller-Dawson. There being no further business, the meeting adjourned at 6:00 p.m.


 GinaKaye Maddox, Secretary
 Board of Trustees


 Julie Barnes, M.Ed., LSW
 Executive Director