

**SUMMIT COUNTY CHILDREN SERVICES
BOARD OF TRUSTEES
DECEMBER 09, 2025 MEETING MINUTES**

Board Members	Board Members	Executive Team
✓ Anne Connell-Freund, Chair	✓ Patrick Bravo	✓ Cassandra Holtzmann
✓ Keith Malick, Vice-Chair	✓ Traci Buckner	✓ Amy Davidson
✓ GinaKaye Maddox, Secretary	✓ Beth Gracey	✓ Darin Kearns
✓ Anna Arvay	✓ Megan Recker	✓ Liz Mangon
✓ Omar Banks	Katie Stoyhoff	✓ Sushi Moore
_____ Kemp Boyd		✓ Catherine Van Horne

Staff Present: Dawn Boudrie, Tracy Mayfield, Tim Longworth, Erica Sabados, JoAnn Dunson - Recording Secretary

Call to Order and Roll Call

Chair Connell-Freund called the meeting to order at 1:19p.m. and a roll call was taken.

Approval of Meeting Minutes

Chair Connell-Freund requested a motion to approve the minutes of November 25, 2025 Board Meeting. Mr. Banks moved to approve the minutes; seconded by Ms. Arvay. All were in favor and the motion carried.

Chair Connell-Freund requested a motion to approve the minutes of the November 25, 2025 Executive Committee meeting. Mr. Malik moved to approve the minutes; seconded by Ms. Maddox. All were in favor and the motion carried.

Public Comment

There were no requests for public comment.

Financial Statement

Deputy Director/CFO Darin Kearns reviewed the Financial Statement Report as of November 30, 2025.

Election of Board Officers

Ms. Connell-Freund informed the board that paper ballots were available in their packets to vote for the new officers. Mr. Banks reviewed the ballots and counted the votes. Keith Malick will serve as the board chair; Patrick Bravo will serve as the board vice-chair and GinaKaye Maddox will serve as the board secretary. The officers elected will serve until December 31, 2027.

Resolutions

Resolution 12-2025-09/A

Authorization for the SCCS Administration to enter into a one-year contract with Speakwrite LLC for transcription services with the option to extend such contract for an additional four one-year terms at the discretion of SCCS in the amount which may be less than but shall not exceed \$250,000 annually. Mr. Malick requested a motion to approve the resolution. Ms. Arvay moved to approve the resolution; seconded by Ms. Maddox. All were in favor and the motion carried.

Resolution 12-2025-09/B

Authorization for the SCCS Executive Director to approve the Munis Contracts in excess of \$50,000 listed on Exhibit A for 2026 and directs that they be processed for County of Summit certification. Mr. Malick requested a motion to approve the resolution. Ms. Arvay moved to approve the resolution; seconded by Mr. Banks. All were in favor and the motion carried.

Resolution 12-2025-09/C

Authorization for the Executive Director to execute an amendment to the Agreement for Foster Care and Adoption Home Studies with Caring for Kids, Inc. to increase the total contract amount that may be less but shall not exceed \$300,000 for the term of the final extension of the agreement effective April 9, 2025 to April 8, 2026. Mr. Malick requested a motion to approve the resolution. Ms. Gracey moved to approve the resolution; seconded by Mr. Banks. All were in favor and the motion carried.

Resolution 12-2025-09/D

Authorization for the SCCS Administration to enter into an agreement with Logicalis, Inc. to provide products and services to update SCCS' network switches at a cost which may be less than but shall not exceed \$62,000. Mr. Malick requested a motion to approve the resolution. Mr. Banks moved to approve the resolution; seconded by Ms. Gracey. All were in favor and the motion carried.

Resolution 12-2025-09/E

Appointment of Keith G. Malick, Esq, Patrick L. Bravo, MPA, JD and GinaKaye Maddox as Chairperson, Vice-Chairperson and Secretary respectively of the SCCS Board of Trustees, with all of the corresponding powers, duties, and responsibilities, for a term to commence on January 1, 2026 and to expire on December 31, 2027, in accordance with the SCCS Board of Trustees Code of Regulations. Ms. Connell-Freund requested a motion to approve the resolution. Mr. Banks moved to approve the resolution; seconded by Ms. Arvay. All were in favor and the motion carried.

Executive Session

Ms. Connell-Freund requested a motion to adjourn into Executive Session to consider investigation involving a public employee. Mr. Bravo made a motion, which was seconded by Ms. Buckner. All were in favor and the motion carried. A roll call was conducted, and the Board members excused themselves from the Executive Team and entered into Executive Session in the Executive Conference Room at 1:47p.m.

Ms. Connell-Freund requested a motion to end Executive Session. Mr. Malick made the motion, seconded by Mr. Bravo. All were in favor and the motion carried.

Adjournment

There being no further business, the meeting adjourned at 2:57p.m.


GinaKaye Maddox, Secretary
Board of Trustees


Cassandra A. Holtzmann, JD, LPA
Executive Director