

# Lorain County Children Services

## Board Meeting

Wednesday, December 18, 2024 @ 5:00 p.m.

### I. Call to Order

Board Chair Jim Miller called the meeting to order at 5:04 p.m. at the Lorain County Administration Building, 226 Middle Ave., 4<sup>th</sup> Floor, Room D, Elyria, Ohio 44035.

#### A. Roll Call

**Present:** Rania Assily, Roberto Davila, Kenneth Glynn, Martin Heberling, Andrew Lipian, Jim Miller, Thomas Patrick, Kim Withrow

**Excused:** Lee Armbruster, Christina Doran, Dan Gross, Tamara Newton, Mallory Santiago

**Also Present:** Kristen Fox-Berki, Executive Director

#### B. Review Agenda

Board Chair Jim Miller asked if there were any additions or changes to the Board Meeting Agenda submitted for the December 18, 2024, Board meeting. No additions or changes made.

**MOTION:** It was moved by Martin Heberling, seconded by Roberto Davila to approve the December 18, 2024, Board Meeting Agenda. Motion carried.

#### Roll Call Vote

Ayes:	Rania Assily, Roberto Davila, Kenneth Glynn, Martin Heberling, Andrew Lipian, Jim Miller, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

#### C. Review and Approve Minutes

Board Chair Jim Miller asked if there were any additions or changes to the Board Meeting Minutes submitted for the November 20, 2024, Board meeting. Hearing none, the minutes are approved as distributed.

### II. Public Comment

Board Chair Jim Miller asked if there were any members of the public present, requesting to address the Board. Public Comment was provided by community member and previous foster parent, Brandon Rutherford, expressing his desire to become more involved and actively support the agency.

### III. Old Business

#### A. Tabled Items

None.

#### B. Unresolved Action Items

None.

## **IV. Executive Director's Report**

### **A. Policy 4.6 New Hires/Leaves**

New Hires for the month of November:

1. Melody Miller, DS Caseworker 11/4/24
2. Saquoia Byrd, DS Caseworker 11/18/24

No leaves for the month of November.

### **B. Visitation Center**

The Board of Commissioners passed a Resolution at last night's meeting awarding the Visitation Center construction project to Williams Brothers Builders. There were five bids submitted. Williams Brothers Builders was the most responsive and compliant with the specifications we provided. They will begin construction within the next two to three weeks. An initial meeting will be held at the job site with the architect and contractor, then additional meetings as needed. Renovations should be completed by mid-to-late summer.

### **C. LCCS Board Subcommittee Re: Foster Care Recruitment**

The Veterans Recruitment event, co-sponsored by the Lorain County Veterans Services Commission (LCVSC) was held on November 21, 2024. Board members Kim Withrow, Mallory Santiago and Tamara Newton attended. Current staff members, foster parents and kinship caregivers that are veterans were recognized. The LCVSC offer services to foster parents that are veterans.

The Board was provided with a copy of the updated Board policies, including the changes made at the November Board meeting to Policy 3.4 Public Comment, as well as the 2025 Board meeting schedule.

### **Policy 6.7 Fiscal Audit & Results**

The Lorain County Single Audit was completed, for January 1, 2023, through December 31, 2023. The single audit report included assistance listings for Foster Care Title IV-E, Adoption Assistance, John H. Chafee Foster Care Program for Successful Transition to Adulthood, as well as other programs. Based on a review of the audit, there were no questioned costs or costs recommended for disallowance. The audit reported no administrative findings, no uncorrected previous year findings, and no management letter recommendations related to programs passed through the Ohio Department of Job and Family Services. Kristen Fox-Berki and the Board congratulated to the fiscal department on a job well done.

## **V. Fiscal Reports**

None.

## **VI. New Business**

### **A. New Items for Discussion and Approval**

None.

**VII. Executive Session** *(to discuss litigation, personnel matters and other matters required to be kept confidential by law)*

**MOTION:** It was moved by Roberto Davila, seconded by Kenneth Glynn to enter Executive Session to discuss personnel matters. Motion carried.

**Roll Call Vote**

Ayes:	Rania Assily, Roberto Davila, Kenneth Glynn, Martin Heberling, Andrew Lipian, Jim Miller, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

**VIII. Announcements**

None.

**IX. Adjourn**

**MOTION:** It was moved by Martin Heberling, seconded by Kenneth Glynn to adjourn the Board meeting at 5:47 p.m. Motion carried.

**Roll Call Vote**

Ayes:	Rania Assily, Roberto Davila, Kenneth Glynn, Martin Heberling, Andrew Lipian, Jim Miller, Thomas Patrick, Kim Withrow
Nays:	None- 0
Abstentions:	None- 0

The next Board meeting is scheduled for Wednesday, January 15, 2025, at 5:00 p.m. at the Lorain County Administration Building, 226 Middle Ave., 4<sup>th</sup> Floor, Room A, Elyria, Ohio 44035.

Minutes Prepared by:  
Kimberly Kassam, Administrative Supervisor

Approved by:  
Jim Miller, Board Chair