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**MINUTES OF LUCAS COUNTY CHILDREN SERVICES BOARD**  
**Regular Meeting Held October 20, 2021**  
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The regular meeting of the Lucas County Children Services Board was held at 705 Adams Street, 3:00 P.M. in person and via Zoom.

**Members Present:** Ms. Gagnon, Ms. McCollough, Mr. Ridi, Mr. Schinharl, Ms. Vasquez, Mr. Walrod, Ms. Wilson  
**Member(s) Absent:** Ms. Arnold, Ms. Cowell, Ms. Easterly, Rev. Dr. Perryman,  
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Ms. Vasquez called the October 20, 2021 regular meeting of the LCCS Board to order. Roll Call was taken. A quorum was present.

**INTRODUCTION OF NEW EMPLOYEES**

Kandis Bennett – Clerical Assistant – Department of Family Services  
Eugenia Jackson – Family Visit Monitor – Family Visits  
Carly Keil – Clerical Assistant – Placement Department  
Bethany Merritt – Clerical Assistant – Department of Family Services  
Breianjana Pritchett – Records Clerk – Department of Family Services  
Melissa Scheich – Family Visit Monitor – Family Visits

**APPROVAL OF CONSENT AGENDA AND AUGUST AND SEPTEMBER 2021 LCCS BOARD MEETING MINUTES**

Ms. Vasquez asked if there were any items to be removed from the Consent Agenda. Two resolutions were pulled from the Consent Agenda.

- From Finance Committee:
  - Resolution 07-2021 Request for Funds from the Donation Account
  - Resolution 08-2021 Legal Case Management Software Procurement

Mr. Schinharl read the following Resolutions into the minutes:

**RESOLUTION: 07-2021**

**SUBJECT: REQUEST FOR FUNDS FROM THE DONATION ACCOUNT**

**WHEREAS,** Administration is requesting up to \$40,000 from the Donation Account to purchase holiday gifts for children served by Lucas County Children Services, if needed, and for additional expenses pertaining to client-related holiday projects sponsored by LCCS.

**WHEREAS,** LCCS, will also be asking for donated gifts from a variety of providers in the community, now be it therefore

**RESOLVED,** that the Board approves the request for up to \$40,000 from the Donation Account to purchase holiday gifts for children served by Lucas County Children Services and for additional expenses pertaining to client-related holiday projects sponsored by LCCS.

Ms. Vasquez asked for a motion to approve this Resolution. Ms. McCollough made a motion for approval. Mr. Ridi seconded. Ms. Vasquez asked those in favor of the motion to signify by stating aye, those opposed nay. Motion unanimously carried.

**RESOLUTION**      **08-2021**

**SUBJECT:**            **Legal Case Management Software Procurement**

**WHEREAS,**            Lucas County Children Services (LCCS) currently utilizes outdated and unsupported case management software to store and manage legal case files. LCCS record retention requirements require the legal case files be maintained until the child turns 18.

**WHEREAS,**            Due to the age of the software, Lucas County Children Services risk incurring a high cost to maintain the software during system failure or outage. Current electronic case management also poses significant security risk. It is necessary to obtain updated legal case management software to reduce cost and increase security of legal case files.

**WHEREAS,**            LCCS has taken steps to procure new legal case management software. Through the statutory procurement process, Legal Edge Software has been identified as the proposal that is most advantageous to the agency with price and other factors considered.

**WHEREAS,**            LCCS is requesting the use of funds from the 840 Information Services budget line to purchase the customization, installation, integration and first year usage license for the Legal Edge legal Case Management Software in an amount not to exceed \$144,400.

**WHEREAS,**            LCCS has the opportunity to purchase usage licensing for two additional years at a fix price of \$22,000 per year. LCCS is requesting the use of funds from the 840 Information Services budget line to purchase two additional years of software license at a fixed rate for a total of \$44,000.

NOW BE IT THEREFORE

**RESOLVED,**            that the board approves the authorization for Lucas County Children Services to utilize funds from 840 Information Services budget line in an amount not to exceed \$144,400 for the purchase of Legal Case Management Software from Legal Edge Software. In addition, the board approves the authorization for Lucas County Children Services to utilize funds from 840 Information Services budget line in an amount of \$44,000 for the purchase of two years of software license at a fixed rate.

Ms. Vasquez asked for a motion to approve this Resolution. Ms. McCollough made a motion for approval. Mr. Walrod seconded. Ms. Vasquez asked those in favor of the motion to signify by stating aye, those opposed nay. Motion unanimously carried.

Ms. Vasquez read the Consent Agenda into the minutes:

**CONSENT AGENDA**

- Minutes from 08/18/2021 LCCS Board of Trustees Meeting
- Finance Committee Meeting Minutes and additional finance documents attached ( 09/07/2021 )

- Personnel Committee Meeting Minutes ( 09/14/2021 )
- Services and Programs Committee Meeting Minutes and separate attachments ( 09/08/2021 )
- Minutes from 09/15/2021 LCCS Board of Trustees Meeting
- Services and Programs Committee Meeting Minutes ( 10/06/2021 )
- Finance Committee Meeting Minutes and additional finance documents attached ( 10/12/2021 )

Ms. Vasquez asked for a motion to approve the Consent Agenda. Mr. Schinharl made a motion for approval. Ms. Gagnon seconded. Ms. Vasquez asked those in favor of the motion to signify by stating aye, those opposed nay. Motion unanimously carried.

**OLD BUSINESS**

None

**NEW BUSINESS**

2021 Fiscal Training was provided by Ms. Jackson for all board members present.

**CHAIR'S REPORT**

- Last week I had the pleasure of participating in the virtual reality goggles with State Representative Lisa Sobecki. It was really educational and very interesting. If any of you are interested in participating, please contact Kevin Milliken. I really recommend doing this. It really gives insight into what the staff here faces every single day.
- Strategic Planning is high on my list of priorities. During the summer, I indicated that I was hopeful for an update by the end of the year. I'm still hopeful for that. The last time we talked about this, the charge was that administration was to review the current plan and suggest any refinements for us to consider. Ideally, we would get the draft revisions for the November board meeting and then respond to it in December.
- There's a publication called Update that Ms. Vasquez would like the board to begin receiving monthly.

**EXECUTIVE DIRECTOR'S REPORT**

**LCCS Child Placement Statistics**

|                          | Current Month | Previous Month |
|--------------------------|---------------|----------------|
| Agency Foster Homes      | 292           | 312            |
| Subsidized Adoptions     | 1,205         | 1,208          |
| Purchased Boarding Homes | 117           | 127            |
| Institutions/Group Homes | 9             | 10             |
| Relative Placement       | 419           | 401            |

**DIRECTOR'S ACTIVITY REPORT**

**COA**

On October 1, 2021 the agency was notified by the Council on Accreditation that we have been reaccredited. COA informed us that the process was expedited as a result of not receiving any out of compliance ratings in any of the fundamental practice standards. They described this as an "amazing achievement."

**PUBLIC INFORMATION**

Work continues on a series of short videos to promote the agency. The topics are caseworker recruiting foster parent and treatment foster parent recruiting, and an overview of the agency. The work is divided between Will Lucas and WTOL.



With the cancellation of our Trunk or Treat event due to COVID-19 concerns, we have jumped right in to plans for the holiday gift drive. We are once again working with WTOL and iHeart Radio. WTOL will once again hold a drive-through, drop off event in their parking lot, staffed only by station employees due to the COVID risk. iHeart is still working on its plans but will be participating in the "Shred for a Toy" at the Monroe St. Burger King on December 4. We have already received our first donations of the year through our Amazon wish list.

Playground - we are waiting for the city to schedule a camera inspection of a sewer line that has to be tied into the sanitary sewer. We are also awaiting delivery of equipment ordered this summer. Still hoping to get site prep done this fall.

LCCS is one of a few select counties participating in PCSAO's In Their Shoes campaign, which invites state legislators to ride along with caseworkers to get a firsthand look at the difficulties they face in child protection. LCCS is offering the ride-along, along with a virtual reality goggles demonstration. Rep. Sobecki and Sen. Fedor signed up for the goggles demo. Rep. Sobecki also went on a ride-along, her second with LCCS. Four LCCS board members also signed up for the goggles demo.

## **ADMINISTRATIVE SERVICES**

We have established a new Solutions Delivery Team reporting to the IT Manager in Administrative Services. These two IT Coordinators will serve as project managers on our 20+ IT and business process improvement projects. We are so excited to add change management IT professionals to our organization to work with our caseworkers & LCCS team to transform our IT & business processes!

## **HUMAN RESOURCES**

Our Agency participated in the Lucas County Vaccine Status Incentive Program. This was an effort to increase the number of vaccinated employees within county agencies. Employee submitting their status was eligible to receive the \$125 lump sum payment through the County. Our agency had a response of approximately 75% of employees reporting being vaccinated.

## **CHIEF COUNSEL**

Starting September 30, 2021, HB 110 became effective with many new changes for PCSAs. While there was a number of changes, there were two main changes that went into effect. The first change includes a number of new Revised Code sections and requires the Court to inquire at all dispositional hearings regarding what intensive search efforts have been made by the agency to locate a kinship placement for the youth in foster care. The Court will also inquire as to what search technology has been utilized. LCCS will utilize programs already in place to meet this new standard such as our 30-days to family worker and our family search and engagement workers. An important part of these new statutes permits the Court to elevate the foster caregiver relationship to that of kin for purposes of permanent placement after a youth has been in the foster home for 12 consecutive months. In addition, the law sets out that if a relative receives notice of the foster placement but does not assist the youth with care or support, that kin may forfeit their right to provide a permanent placement for the youth.

The other new law allows a PCSA to file a petition with the court prior to filing a complaint in abuse or neglect. This petition would request court orders to gain access to the child to interview the child and assess the child for safety concerns. The agency would file a request for court orders along with an affidavit stating the concerns for the safety of the child, what efforts have been made to work with the family to investigate the concerns, and any additional relevant information discovered that supports the need for the orders. LCCS will utilize this petition as an additional tool to assess safety and risk only after it has made reasonable attempts to gain access to the child and assess safety without court order.

## **DONATIONS/PARTNERSHIPS**

Hope United Methodist Church in Whitehouse recently donated 50 hand-tied fleece blankets to keep LCCS children warm this fall and winter. But the church congregation plans to turn that effort into a regular donation.

The Junior League of Toledo recently added the LCCS diaper bank to its roster of community impact projects. The group donated diapers, diaper cream and wipes its first contributions. Junior League recently joined a national diaper bank and foster children have long been one of the organization's national priorities.

Optum employees kept LCCS 'tweens and teens in mind, as they put together two dozen care kits in duffel bags, then traveled from their Northwood offices as a group for the donation.



The LCCS holiday gift drive is well underway. All the long-time sponsors are back, and events are planned, including Shred for a Toy, WTOL'S drive-thru drop-off, and a Community Bike Build. Owens Corning's world HQ will do another internal gift drive. The Amazon wish list is already operating to counteract delayed shipments anticipated.

#### **IN THE MEDIA**

|                                 |                                                                                     |            |
|---------------------------------|-------------------------------------------------------------------------------------|------------|
| <i>Toledo Blade</i> , blade.com | Loss of Paramount as Medicaid provider<br>(mtg of NW Ohio leaders, including Robin) | 09/14/2021 |
| LaPrensa                        | Hope Bland as new LCCS Diversity Director                                           | 09/16/2021 |

#### **EXECUTIVE SESSION**

A motion was made by Ms. McCollough to go into executive session to discuss the sale of property. The motion was seconded by Ms. Wilson.

Roll Call: All board members present except for Ms. Arnold, Ms. Cowell, Ms. Easterly, and Rev. Dr. Perryman.

#### **OPEN SESSION**

Ms. Wilson made a motion to come out of Executive Session. Ms. McCollough seconded the motion.

Roll Call was taken, and all were present except for Ms. Arnold, Ms. Cowell, Ms. Easterly, Rev. Dr. Perryman, and Mr. Ridil.

Nothing coming out of this Executive Session.

#### **ADJOURNMENT**

Motion to adjourn by Ms. Wilson.

Seconded by Mr. Schinharl.

Meeting is adjourned.

Respectfully submitted,



Ms. Kathy Vasquez, Board Chair