

# Minutes 2015

Thursday December 17, 2015  
Boardroom of the Commissioners  
622 Croghan St., Fremont, OH 43420

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Session began at 8:00am.

Throughout the day the following occurred .....

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Commissioners reviewed numerous mailings. Minutes from 12.15.15 were reviewed and approved. Invoices were approved in electronic fashion and paper fashion.

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Other items for other offices were signed and/or reviewed by the Commissioners: none

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Then and Now certificates:

One certificate was presented by the Commissioner's office. PO was not established at the time due to the project needing to be started sooner than it was projected to. One invoice makes up this certificate.

North Coast Asphalt - \$3,550.00

One certificate was presented by the Auditor's office. This was for a new copier and they were not aware they would be billed separate for the copy charges. A PO is in place now. One invoice makes up this certificate.

MT Business Technologies - \$74.07

Commissioner Thatcher moved to approve the certificates. Commissioner Schwochow seconded the motion. The ensuing vote was unanimous in the affirmative.

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County Administrator discussion: The Department of Agriculture sent a notice regarding bee inspectors. They suggested that Sandusky County put a bee inspector on payroll. The board does not feel this is necessary at this time.

Quick claim deed was completed by Prosecutor's Office for the River Rd property. The Commissioners signed off and it was notarized to be sent to Auditor and Recorder.

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Karen LaFountain – TASC

Brandon Fox, our male Case Manager, left TASC on September 3 after working here four months to go to work for Lucas County Board of Developmental Disabilities. He stated that was the population he preferred to work with rather than people with drug problems. Nickolas Garcia, who was our Intern, was hired on September 11. Nickolas is still training as this is the first job he has had in this field. There is a lot to learn when it comes to the paperwork that is demanded by the State. Nickolas is currently working four days a week and will get moved to full-time as soon as his probationary period is complete. Marissa Tucker came on board three

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days a week in July as a Case Manager. Marissa has a Bachelor of Science in Human Development and was working at Children Services as a Case Worker so she was already familiar with the paperwork needed for case management. Marissa and Nick are both working on their CDCA (Chemical Dependency Counselor Assistant) credential which is required for our grant. Marissa's case load is 15 and Nick's is 33. Ninfa Eberly was hired back and is now doing the testing in the lab. She had the basic knowledge of the Viva, Jr and is currently learning the new MIS system that was put in when we got our new machine. Once Ninfa is familiar with the computer system, she will be relieving Bev of her duties of collections and checking and sending out results of lab tests to referral sources. This will free Bev to better concentrate on billing and scheduling and perhaps she will have time to call clients to remind them of their appointments as our No Show rate is extremely high. As Ninfa picks up more responsibilities, her time will increase.

All TASC employees attended a seminar put on by the Mental Health Board and Firelands entitled Squirrel Logic.

My current case load is 2 - one juvenile that Nick was having a problem with and one adult that I have been working with all along. I also do fill in assessments that the Case Managers have scheduled and are not able to do for one reason or another. It is quite a relief to be able to do the Clinical Supervision the way it is supposed to be done as my main priorities now are looking through charts to make sure we meet state standards and signing off on every chart for diagnosis and recommendations, work on budgets, help Ninfa learn the computer system, and help Nick with his paperwork. I will be giving the Board billing, which is the billing that is applied to our grant, to Bev to do also with the client billing as soon as she has more time. Bev does MACSIS, which is applied to our grant, and Medicaid, and client billing and I do lab billing for clients, which is applied to our grant, in addition to miscellaneous TASC functions that now we can bill for, such as reports to the Courts and seeing clients in jail and going to Court to testify.

I will be starting the 12-Step Facilitation Program after the first of the year and we are now going to be looking through our client list to see who would benefit from that program.

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Personnel actions taken: none.

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Travel Expense: none.

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Public forum portion of session proceeded.

Citizen attendees: Gary Click sat in on session to observe daily business of the County Commissioners.

Media attendees: none.

### \*\*\* RESOLUTIONS \*\*\*

2015 - 357

**AUTHORIZING THE COUNTY ENGINEER TO PROCEED BY FORCE ACCOUNT IN THE MATTER OF ROUTINE MAINTENANCE OF ROADS AND BRIDGES AND HIGHWAY DRAINAGE; BRIDGE AND CULVERT REPAIR OR REPLACEMENT; THE UPKEEP AND MAINTENANCE OF EQUIPMENT AND YARD FACILITIES; NEEDED EMERGENCY WORK AND CLOSING OF ROADS; THE ADDRESSING OF MATTERS THAT INVOLVE THE**

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**DRIFTING OF SNOW; OTHER EMERGENCY WORK AS MAY BE NECESSARY DURING THE CALENDAR YEAR 2016, ALL PURSUANT TO RELATED SECTIONS 5543 OF THE OHIO REVISED CODE (ORC)**

M - Thatcher

S - Schwochow

VOTE – Yes

**2015 - 358**

**AUTHORIZING THE SANDUSKY COUNTY AUDITOR TO ALLOCATE FUNDS TO THE VILLAGE OF WOODVILLE FROM THE COUNTY MOTOR VEHICLE LICENSE TAX FUND (\$27,363.18)**

M – Polter

S - Thatcher

VOTE – Yes

At 10:45am Commissioner Polter motioned to adjourn and reconvene at 12:30pm to attend the Guy Fisher Ditch view. Commissioner Schwochow seconded the motion. The ensuing vote was unanimous in the affirmative.

At 3:05pm and with business concluded for the day Commissioner Thatcher moved to adjourn with a second to the motion offered by Commissioner Schwochow. The ensuing vote was unanimous in the affirmative.

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Board of County Commissioners, Sandusky County, Ohio

Attest: \_\_\_\_\_  
Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners,

Sandusky County, Ohio, do hereby certify that the foregoing  
Is a true and correct copy from the official record of said?  
Board of County Commissioners as recorded in its Journal.

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Clerk, Board of County Commissioners, Sandusky County, Ohio