

North East Ohio Network Council of Governments (NEON) Meeting Minutes
January 21, 2022
Location: Medina County Board of DD

I. WELCOME/ROLL CALL: Meeting called to order at 10:05 a.m. by President Michele Giess.

Ashtabula Present	Columbiana Absent	Cuyahoga Alternate- No Vote
Geauga Present	Lake Present	Lorain Absent
Mahoning Present	Medina Present	Portage Present
Richland Present	Stark Absent	Summit Present
Trumbull Absent	Wayne Absent	

Diana Anderson, Executive Director – North East Ohio Network – present
Kelsi Garwood, Business/Finance Director – North East Ohio Network – present
Susan Ferrick, Director of Operations – North East Ohio Network - present

II. REVIEW/APPROVE MINUTES: To approve the minutes of meetings held on November 12, 2021

Resolution 22-01-01: To approve the minutes of the November 12, 2021 meeting as presented

Motion by: Bill Whitacre Second by: John Vennetti

Ashtabula Aye	Columbiana Absent	Cuyahoga No Vote
Geauga Aye	Lake Aye	Lorain Absent
Mahoning Aye	Medina Aye	Portage Aye
Richland Aye	Stark Absent	Summit Aye
Trumbull Absent	Wayne Absent	

The chair declares the motion carried.

III. FINANCIAL REPORT:

Resolution: 22-01-02: To approve the November & December 2021 Financial Reports as presented

Motion by: Stacey Maleckar Second by: Toni Scurpa

Ashtabula Aye	Columbiana Absent	Cuyahoga No Vote
Geauga Aye	Lake Aye	Lorain Absent
Mahoning Aye	Medina Aye	Portage Aye
Richland Aye	Stark Absent	Summit Aye
Trumbull Absent	Wayne Absent	

The chair declares the motion carried.

Kelsi Garwood, NEON’s Business/Finance Director, presented the November and December 2021 financial reports. The total position of all portfolios at the end of November was \$ 20,890,696 and at the end of December was \$ 22,482,360.

Kelsi did change the financials a little bit. The ordinary profit/loss does exclude NEON’s credit card purchases (in/out). For November, our ordinary profit was \$69,113.43. Including credit card expenses and reimbursements, our net profit is \$64,302.70. In December, we do a lot purchases for one of our counties and we are typically a month behind getting reimbursed due to the reconciliation. Our ordinary

loss for December was 59,972.41. This is because we had a three-payroll month, with payroll being around \$35,000 per pay, and we also did the bonuses since we had a profit at the end of November. Year to date, we had an ordinary gain of \$114,838. One of the County Boards did prepay their 2022 flat rate contract so there is \$46,000 in there that technically should be 2022 income. If we remove that, we ended the year with a profit of \$68,588. Including credit card expenses and reimbursements in December, our net loss is \$24,611.

PNC – NEON Account: The NEON account for the period from *November 1, 2021 through November 30, 2021* reflected *Cash on Hand* \$ 1,202,698 and *December 1, 2021 through December 31, 2021* reflected *Cash on Hand* \$1,264,498.

<u>County</u>	<u>Cash/Money</u>	<u>Other</u>			<u>Portfolio</u>
	<u>Funds</u>	<u>Revenue</u>	<u>Expenses</u>		<u>Value</u>
ASHTABULA	1,086,226.15	610,933.49	8,098.76		1,689,060.88
COLUMBIANA	870,781.79	0.00	8,957.26		861,824.53
CUYAHOGA	887,499.37	7,405.19	337,068.05		557,836.51
GEAUGA	1,178,980.71	0.00	0.00		1,178,980.71
LAKE	4,990,112.62	245,000.00	42,250.00		5,192,862.62
LORAIN	588,066.73	0.00	0.00		588,066.73
MAHONING	118,086.34	0.00	13,925.21		104,161.13
MEDINA	114,563.28	0.00	7,344.85		107,218.43
PORTAGE	397,936.60	1,410,437.50	50,077.96		1,758,296.14
RICHLAND	3,514,133.78	9,250.95	82,968.64		3,440,416.09
STARK	948,916.10	0.00	57,428.22		891,487.88
SUMMIT	4,923,660.16	131,811.83	91,589.81		4,963,882.18
TRUMBULL	0.00	0.00	0.00		0.00
WAYNE	7,234.50	0.00	2,143.12		5,091.38

IV. Resolution: 22-01-03: To approve change in 2022 Board Inservice Date to April 29, 2022

Motion by: Elfie Roman Second by: Stacey Maleckar

Ashtabula Aye	Columbiana Absent	Cuyahoga No Vote
Geauga Aye	Lake Aye	Lorain Absent
Mahoning Aye	Medina Aye	Portage Aye
Richland Aye	Stark Absent	Summit Aye
Trumbull Absent	Wayne Absent	

The chair declares the motion carried.

V. Election of 2022 NEON COG Officers:

Resolution 22-01-04: To elect the 2022 Slate of Officers as recommended by the Nominating Committee

President – Michele Giess; Vice President – Kelly Petty; Secretary/Treasurer – John Vennetti

Motion by: Don Rice Second by: Bill Whitacre

Ashtabula Aye	Columbiana Absent	Cuyahoga No Vote
Geauga Aye	Lake Aye	Lorain Absent
Mahoning Aye	Medina Aye	Portage Aye
Richland Aye	Stark Absent	Summit Aye
Trumbull Absent	Wayne Absent	

The chair declares the motion carried.

Resolution: 22-01-05: To eliminate the naming of the committees in the NEON By-Laws, and authorize the Executive Director of NEON to form Advisory Groups and name parties to participate in those groups:

Motion by: Don Rice Second by: Bill Whitacre

Ashtabula Aye	Columbiana Absent	Cuyahoga No Vote
Geauga Aye	Lake Aye	Lorain Absent
Mahoning Aye	Medina Aye	Portage Aye
Richland Aye	Stark Absent	Summit Aye
Trumbull Absent	Wayne Absent	

The chair declares the motion carried.

• **Executive Session**

Resolution: 22-01-06: To discuss specific personnel matters:

Motion by: Stacey Maleckar Second by: Don Rice

Roll Call Vote

Ashtabula Present	Columbiana Absent	Cuyahoga Alternate - No Vote
Geauga Present	Lake Present	Lorain Absent
Mahoning Present	Medina Present	Portage Present
Richland Present	Stark Absent	Summit Present
Trumbull Absent	Wayne Absent	

Executive Session concluded at 10:37 am.

VI. EXECUTIVE DIRECTOR'S REPORT – Diana Anderson

Cyber Security update – This is an ongoing process. Our insurance company did make a recommendation for forensics to look into it. We distributed the letters and published the public notice, which seemed to go well. We did receive about 20 required items to submit to the Office of Civil Rights. We do need to have a risk analysis done, as we have not had one. Diana did ask the board for recommendations. Michele Giess and Elfie Roman recommended Eagle. We will be updating our policies, and will be having a HIPAA training in March. We implemented a new password procedure and are looking into a password vault. NEON is also looking into changing IT companies due to some issues with our current company.

Nursing Services update – NEON is now down to 2 nurses. Diana is reassessing the need for hiring another nurse, as it is getting difficult to retain nurses due to the pay salary. NEON is changing the fee

for delegated nursing. We will not be charging a flat rate. We are also doing nursing oversight supervision.

NEON website – We did budget to update our website. We may be moving forward with that update this year.

DSP Connector Position update – The employee we hired to help Portage has been doing some great work. She has 5 career fairs that she is working on. When/if we get successful with this, Diana will keep everyone updated to see if it is something they are interested in.

NEON social media – Diana considering a creation of a Facebook account to help with the DSP Connector position duties.

NEON Rapback requirement – The Board recommended that we do enroll in Rapback those employees who may have interaction with individuals with disabilities. NEON is unable to have a Rapback account since NEON does not have a Medicaid number. Michele Giess offered to enroll NEON employees into Richland’s Rapback.

MUI/SSA back up status – We are looking into hiring Melanie Bolevich for MUI services needed by County Boards. Richland is currently interested, for approximately two years. Elfie did state that they have reached out to Melanie directly, as they need someone now while their employee is on leave. After that they will only need her on an as needed basis. Diana is not sure if we will be able to offer SSA backup. We currently only have one employee who is certified, and she is doing compliance reviews. We would need to hire someone. The struggle with NEON is that we have minimal staff.

Marla Root update – Diana is waiting until Marla gives a number of potential counties that are interested. Marla said by the end of January or early February she should have this number. Diana is unable to quote a cost until she has that number.


VII. ADDITIONAL BUSINESS

VIII. ADJOURNMENT

There being no further business to come before the NEON Board, a motion to adjourn the January 21, 2022 meeting at 11:11 am was made by Don Rice with a second by Toni Scurpa.

Next Meeting: March 18, 2022

Location: Medina County Board of DD

Attested:  _____
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2/28/2022

Signature – Secretary/Treasurer

Dated