

Tuesday, January 18, 2011

The Board of County Commissioners met in regular session on **Tuesday, January 18, 2011 at 9:30 AM** with the following members present:

Christopher Smeiles

Maureen T. Frederick

Tommie Jo Marsilio

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It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles to approve the meeting minutes of the January 13, 2011 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier and members of the public

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THE WOODLANDS AT ROBINSON

Present: Nursing Home Administrator Barb Fleischmann, DON Cathie Eggleston, Allison Goudy, Karen U'Halie

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The Nursing Home Administrator noted that the census today is at 73.

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The Nursing Home Administrator advised the Board of Commissioners that there is still outstanding resident debt of almost \$100,000 between three current residents, as well as debt for discharged patients.

The Board of Commissioners recalled that they had authorized the hire of an attorney to assist with the collection process. Commissioner Frederick suggested that the Board of Commissioners meet with Attorney Habowski as soon as possible. She also noted that the current residents cannot be removed from the facility without finding another nursing home. The Nursing Home Administrator responded that there are not many homes that would take a resident who owes money to their current facility.

Commissioner Marsilio asked how this situation occurs - financial hardship? Commissioner Frederick replied that there may be some fraud involved. Commissioner Smeiles noted that he spoke with the families after the Prosecutor's Office refused to become involved in the collection process. One of the family's attorneys has advised that a family member was taking money contrary to the will and that issue is in the Prosecutor's Office. The second case is that the family thought they were in compliance since both pension checks go directly to the nursing home although it still does not cover the daily charge. There may be another pension that is not going to the nursing home. The family has noted that there is no more money to pay the nursing home and that they believed that the facility is a county home and that they would not own if they cannot pay. The Nursing Home Administrator added that if a person is indigent, the nursing home must accept what Medicare will pay, which does not cover the costs. The DON noted that other nursing homes evict resident who cannot pay. The Nursing Home Administrator stated that the Prosecutor's Office must handle the process of eviction as a legal process and different from the collection process. The Board of Commissioners agreed that the eviction policy

must be tightened up. The Board agreed that the Nursing Home Administrator should bring a procedure in writing as to how the facility will handle eviction as a formal policy; the policy must be consistent. Whatever they do in the private sector should be done in The Woodlands.

In response to a question from the public about indigent residents, the Nursing Home Administrator replied that if a person is indigent, they are not turned away but the facility accepts the Medicare/Medicaid payment.

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Ohio Department of Health Annual Survey

The Nursing Home Administrator advised that the Ohio Department of Health completed their annual survey last week; it was the best survey in 10 years. The survey was the Quality Indicators Survey and for three days the Ohio Department of Health examined the quality of care provided by The Woodlands. A team of six surveyors observed medication pass, treatments, dining services, activities and life safety requirements as well as interviews of staff, residents and family members. In addition, the surveyors examined medical records and other documentation required by long-term care regulations. They scrutinized the entire facility including all clinical and operational systems from “stem to stern” under a new survey process called QIS (Quality Indicator Survey). These annual inspections are conducted to ensure compliance with Medicare and Medicaid requirements.

The nursing home received only four citations—two in Life Safety code and two in the Federal Regulations. Some changes have already been implemented on response to the citations. Hopefully, this positive survey will allow the facility to reinstate contracts with companies such as Anthem, Summa and other customers and will show us as ‘the jewel in Portage County’. The survey team expressed that our staff exemplified quality care and a showed we have a caring atmosphere with a cohesive team of employees.

The Nursing Home Administrator advised that staff celebrated with all shifts by having pizza and refreshments complements of Dr Dean. More recognition is planned for this week.

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9:55 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a discipline issue. **Also present:** Nursing Home Administrator Barb Fleischmann, Allison Goudy, Human Resources Department Director Karen U'Halie, and DON Eggleston. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

10:15 AM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry.

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor's Pending List

1. Attorney Smith noted that Attorney David Brode had contacted Neighborhood Development Services, Inc. Attorney Bob Paoloni asking how he could assist with the issue involving the CHIP rehab for the Gwins. Attorney Smith advised that he received no response/Clerk to contact Neighborhood Development Services, Inc. for an update on the status of this issue.
2. Resolution 11-0054 authorizes litigation in the event of the default of a Portage County developer to construct all road and drainage improvements required within a subdivision either within the time required under the Timberstone Subdivision escrow agreement or prior to the expiration of a letter of credit.
3. Denise Smith is reviewing the final response regarding the airport questions.
4. Denise Smith is reviewing the final Legal Opinion regarding the possible suspension of the enforcement of rules and regs for sewer tie-ins (Water Resources Department)
5. The Board of Commissioners asked for an update on the Windham sewer and water agreement. Denise Smith to check with Attorney Leigh Prugh and advise the Board of Commissioners.

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Commissioner Marsilio asked Attorney Smith if it is her belief that Prosecutor Viglucci does not want to participate in an eviction process at The Woodlands, even though it would cost the county money if he does not. Attorney Smith responded that she understood that an eviction cannot occur unless there is another facility willing to take the resident. She asked if the Nursing Home Administrator has found a facility that would accept anyone evicted from The Woodlands.

Attorney Smith asked that staff compile and send her documentation in the cases that would substantiate the fraud allegation ASAP – the documents must substantiate either established fraud or potential fraud. She would then discuss the issue with Prosecutor Viglucci to determine if that office would assist in the eviction process. The Board of Commissioners also advised Attorney Smith that they have asked Nursing Home staff to bring back an eviction policy.

Attorney Smith asked the Board of Commissioners to send Prosecutor Viglucci an email regarding this issue and she would follow-up with him. She noted that if there is fraud involved, the correct law enforcement agency would have to investigate.

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PROSECUTOR CORRESPONDENCE

1. The Board of Commissioners discussed the January 13, 2011 e-mail from Denise Smith, including the affiliation agreement with Hiram College and Safety/Loss Control Coordinator Michelle Ripley's comments on the agreement. The Board of Commissioners agreed to include the verbiage

regarding Portage County as an additionally insured and have that document to the Safety/Loss Control Coordinator along with the signed student waivers prior to the start of the program. The Clerk will let the Nursing Home Administrator know.

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OHIO STATE UNIVERSITY EXTENSION

Present: Heather Neikirk, Doug Blay, Kelly Blair, Dan Tronge, Debi Heppe, Audrey Tillis

The group attended today to give the Board of Commissioners the annual update/exchange for OSU Extension including changes to the organization, sharing impacts, funding streams, idea generation-ways the organization can continue to support the Board of Commissioners and residents of Portage County; partnerships, etc.

The Board of Commissioners noted that each 4-H member pays a \$10 activity fee, which will continue in 2011. The Board of Commissioners agreed of the importance of the 4-H Program and Commissioner Marsilio stated that finding the money to reinstate the reduced 2011 budget is a high priority for her.

Ms. Neikirk noted that Debi Heppe is being honored in Columbus on March 12, 2011 for her volunteerism. The Board of Commissioners congratulated Ms. Heppe.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution/11-0053
 - a. Commissioners Other, Supplemental – FY 2011 Budget Hearing Adj., Restore, Contingencies, Reserves, Veterans, Jail Air & FS RR
 - b. Recorder, Supplemental – FY 2011 Bud Hearing Revenue Supported
 - c. Clerk of Courts, Supplemental – FY 2011 Budget Hearing Revenue Supported
 - d. Domestic Relations, Supplemental – FY 2011 Bud Hearing 1 Year
 - e. Sheriff Department, Supplemental – FY 2011 Bud Hearing / Allocation per Sheriff

The Board of Commissioners noted that there are not enough funds in the Sheriff's budget to fund administrative increases, should the Sheriff approve them. Audrey Tillis has asked Ron Rost for the dollar amount of that potential increase. Commissioner Smeiles stated that the fourth quarter could be a difficult one for the Sheriff due to a lack of funds. He also noted that the Board of Commissioners juggled the Motor Pool to provide some relief to the Sheriff's budget and noted that \$50,000 credit for the water leak.

OTHER

2. Discussion Memos:
 - a. The Director presented the 4th Quarter Review for 2010 noting that the General Fund ended 2010 \$3.5 million up from initial estimates sales tax revenues rose \$1,253,897 to \$15.67 million for an 8.7 % increase 2010 from 2009. Sales taxes

increased 12.8 % above the original \$3.9 million estimate for 2010. Transfer tax fees were \$215,557 above estimates and were 9.4 % percent higher than in 2009.

The Director noted that revenues in 2010 were still below 2008 totals, adding that the county also took in about \$2 million in one-time revenue adjustments that won't occur in 2011. Other tax revenues were down 3.6 % or \$197,693 from 2009. Investment income was 10.2 % below estimates, with decreasing interest rates in short-term securities the cause. That decline is expected to continue this year.

b. The Common Pleas Court is requesting a supplemental budget of \$26,500 for payment of expert witness in two court cases. Funds are set aside in the General Fund contingency to cover these Professional Services expenses. No Journal Entry required since this is tied to the budget hearings.

UPDATES

- 3. Distribution of Cost Allocation Plan - Actual FY 2009 for FY 2011/Journal Entry
- 4. The Director presented the final FY 2010 Compensation Report by Payroll Location
- 5. The Director presented the Environmental Review for Dacon, as presented by the Neighborhood Development Services, which must be to the state today after Commissioner Frederick signs it/Journal Entry.

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11:55 AM Lunch recess

1:10 PM Board of Commissioners reconvened

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ATTORNEY CHRIS MEDURI

Attorney Meduri is attending to discuss the process and update the Board of Commissioners on the upcoming annexation hearing, which begins on January 24, 2011.

The Board of Commissioners agreed that the Clerk should finalize the draft agenda including set times for breaks and lunch.

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MOTOR POOL

Present: Joe Dillon

Director Dillon noted that the Sheriff received free used replacement rims and purchased tires from Kaufmann Tires for the smaller rims on one of his vehicles, not using the Motor Pool. The Director does not have the original rims. Commissioner Smeiles suggested that the Board get a copy of the Vehicle Use Policy to Major Kelly.

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The Director presented a prioritized listing of the estimated cost for shop equipment for yearly updates, maintenance and repairs that he would like to purchase. The Director noted that he would like to lease Shop Manuals/Shop Management Software/Labor-Parts-Estimating to replace the manuals he now uses. At times, he does contact colleagues including his father to look up information not available in the manuals. The shop would be safer if the items on the list were purchased. The Director noted that at times he farms out the heavier vehicles for oil changes since the lifts cannot support those vehicles.

The Board of Commissioners agreed that the Director's recommendations are warranted. Commissioner Smeiles suggested that the Board of Commissioners agree that the lift only be used to only lift vehicles rated for the lifts. The Director responded that there is also an issue that arises when his employee or the Director himself must be out of the shop. For example, recently the Water Resources Department had to pay about \$1000 to an outside shop for a repair that he could have made in shop for about \$150. The Director was unable to get the vehicle to the shop since the second employee was out of the shop. Also, the Sheriff had to down three vehicles last week for minor repairs that he could not get to. Another outside repair was for almost \$3000 in labor for another Water Resources Department truck vehicle. Last week he and his employee worked 7AM-9PM and all weekend and Monday to catch up on work orders.

Commissioner Frederick stated that the Board of Commissioners must decide whether or not to have a Motor Pool. The \$29,843 in purchases and the \$10,895 in training, testing and repairs would save the county money. Commissioner Marsilio asked if a part-time person would assist the operations. The Director responded that he never knows when an extra person is needed. The Director noted that he saw the employee the Board of Commissioners laid off about two weeks ago and he is still unemployed.

The Director advised that his hands are tied until he can get the tools necessary to achieve the job. Either the Motor Pool needs to be functional or he must decide whether or not to continue as the Director. Commissioner Marsilio asked if the items at the top of the list (yearly updates, maintenance and repairs) could wait until the eight items can be purchased. The Director confirmed that the lists were prioritized and could be purchased over time.

Commissioner Frederick stated that some of the items could have been purchased with the money used to farm out some work. Commissioner Marsilio noted that there are safety issues involved. The Director advised that a shop box of tools (hand and shop) would cost between \$30,000-40,000. He added that the Shop Manuals and the rehire of a third worker are the most important requirements at this time.

Commissioner Frederick stated that that Board of Commissioners cannot ignore the safety issues that the Director brought to their attention. The Board of Commissioners must talk to Department of Budget & Financial Management Director Audrey Tillis to determine a potential source of \$100,000 to fund these requests.

Commissioner Smeiles asked why the larger trucks cannot be outsourced to the County Engineer for the immediate need until the Motor Pool can be updated. Commissioner Frederick suggested that the Director perform a cost analysis to determine if the outsource would be cheaper than using the County

Engineer. Until the Motor Pool is geared up for repairs, the Water Resources Department sends tankers to the Solid Waste Management District for repairs. Other medium size vehicles are too heavy and must be farmed out. The Director would not want to lose the ability to work on the Water Resources Department vehicles, since they are charged for repairs.

The Board of Commissioners agreed that the Clerk should contact the County Engineer to determine if he is amenable to the Director meeting with his Garage Director and to exploring the option and interest in his office working on those vehicles as a short term solution.

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RESOLUTION No. 11-0050 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on January 18, 2011 in the total payment amount of **\$264,075.35 for Funds 0001-7102** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Christopher Smeiles, Yea; Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0051 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles that the following Resolution be adopted:

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

RESOLVED,

that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote as Follows:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea

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RESOLUTION No. 11-0053

RE: AMENDMENT TO THE GENERAL FUND 2011
ANNUAL APPROPRIATION RESOLUTION
NO. 10-1142 ADOPTED DECEMBER 16, 2010

It was moved by Tommie Jo Marsilio, second by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the General Fund 2011 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below:

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
010 Commissioners Other		
00104 Commissioner Other CS	155,097	-
00107 Commissioner Other OE	1,785,380	-
00109 Commissioner Other ME	513,000	-
MEMO TOTAL	<u>\$ 2,453,477</u>	<u>\$ -</u>

Note: FY 2011 Bud Hearing Adj., Restore, Contingencies, Reserves, Veterans, Jail Air &

400 Recorder

04003 Recorder Fringes	10,431	-
0400D Recorder Full Time	33,000	-
MEMO TOTAL	<u>\$ 43,431</u>	<u>\$ -</u>

Note: FY 2011 Bud Hearing Revenue Supported

500 Clerk of Courts

0500D Clerk Common Pleas C Full Time	107,000	-
0502D Clerk-Civil/Criminal Full Time	191,000	-
MEMO TOTAL	<u>\$ 298,000</u>	<u>\$ -</u>

Note: FY 2011 Bud Hearing Revenue Supported

550 Domestic Relations

05503 Domestic Relations Fringes	4,872	-
0550D Domestic Relations Full Time	13,262	-
MEMO TOTAL	<u>\$ 18,134</u>	<u>\$ -</u>

Note: FY 2011 Bud Hearing 1 Year

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		<i>Increase</i>	<i>Decrease</i>
700 Sheriff's Department			
07005	Sheriff-General Admin MS	55,000	-
0700E	Sheriff-General Part Time	30,000	-
07105	Sheriff-Corrections MS	55,000	-
0710E	Sheriff-Corrections Part Time	10,000	-
0730D	Sheriff-Road Deputis Full Time	50,000	-
0730E	Sheriff-Road Deputis Part Time	50,000	-
MEMO TOTAL		\$ 250,000	\$ -

Note: FY 2011 Bud Hearing/ Allocation Per Sheriff

TOTAL MEMO BALANCE ALL AMENDMENTS	\$ 3,063,042	\$ -
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; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0054

RE: RESOLUTION TO AUTHORIZE LITIGATION IN THE EVENT OF THE DEFAULT OF A PORTAGE COUNTY DEVELOPER TO CONSTRUCT ALL ROAD AND DRAINAGE IMPROVEMENTS REQUIRED WITHIN A SUBDIVISION EITHER WITHIN THE TIME REQUIRED UNDER THE TIMBERSTONE SUBDIVISION ESCROW AGREEMENT OR PRIOR TO THE EXPIRATION OF A LETTER OF CREDIT.

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles that the following Resolution be adopted:

- WHEREAS,** private subdivision developers are required under the Portage County Subdivision Regulations to either complete all road and drainage improvements or provide an adequate financial guarantee to ensure the improvements will be completed; and
- WHEREAS,** in the event that a subdivision developer does not complete all road and drainage improvement prior to receiving plat approval from the Portage County Regional Planning Commission, the developer must set up an escrow agreement or other financial guarantee that provides Portage County with access to funds to finish the improvements should the developer default; and
- WHEREAS,** the escrow agreement is a form contained in the Portage County Subdivision Regulations that must be executed by the developer, the bank holding the escrow account, and the Portage County Board of Commissioners; and
- WHEREAS,** this agreement imposes requirements on the bank executing the agreement to act in a fiduciary manner with regard to the funds within the escrow account and ensure that if they are being spent, it is taking place properly; and
- WHEREAS,** Portage County has experienced situations where developers have defaulted on their agreements to completed the road and drainage improvements, leaving those improvements unfinished; and
- WHEREAS,** Portage County has further experienced situations where neither the developer nor the bank executing the escrow agreement has ensured that the funds remained in the account in accordance with the terms of the agreement; and
- WHEREAS,** as a result of the negligent, reckless, and/or willful and wanton acts of the developer of the Timberstone Subdivision and the bank, the County needs to take legal action to recover the escrowed funds in order to finish subdivision improvements; and
- WHEREAS,** the Board desires that the Portage County Prosecutor's Office take legal action concerning the return of escrowed funds in situations described above where they

DISCUSSION

January 18, 2011

1. On January 13, 2011, the Board of Commissioners received two (2) e-mails from Barb Fleischmann, The Woodlands at Robinson, regarding the Ohio Department of Health Survey/Information only – the Nursing Home Administrator discussed the survey with the Board of Commissioners today.

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JOURNAL ENTRY

January 18, 2011

1. Board of Commissioners' signature requested on the Ohio Department of Development Office of Housing and Community Partnership Grant Disbursement signature cards and certification form as requested by the Regional Planning Commission.
2. Board of Commissioners' authorization requested to reimbursement of \$199.48 to the United States Department of Housing and Urban Development for interest earned in excess of \$100 [CHIP grants B-C-08-062-1, B-C-08-062-2, B-Z-08-062-1 and B-F-09-062-1] from January 1, 2010 through December 31, 2010, as presented by Portage County Auditor Janet Esposito.
3. The Board of Commissioners received the Portage County Investment Reconciliation for the month of December 2011 as presented by the County Auditor and County Treasurer.
4. The Board of Commissioners received the December 2011 Portfolio Report as presented by the Portage County Treasurer's Office.

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REFERRED

January 18, 2011

1. January 5, 2011 correspondence from Michael Hiler, Ohio Department of Development, regarding the monitoring visit report from November 23, 2010 for Grant No. B-C-08-1CJ-1 and B-C-08-1CJ-2. Referred to Neighborhood Development Services.
2. January 11, 2011 correspondence from Steve Colecchi, Robinson Memorial Hospital, regarding the Board of Trustee meeting in March 2011. Forwarded to Executive Assistant. The Board of Commissioners agreed to meet at 8:00 AM on March 7th, should that time work for the Judges and Mr. Colecchi.

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INFORMATION ONLY

January 18, 2011

1. The Board of Commissioners received the January 13, 2011 Kent Area Chamber of Commerce Weekly Update.

2. January 13, 2011 correspondence from Judge Enlow, Common Pleas to Sheriff Doak, regarding his appreciation for security coverage during the State of Ohio vs. Butcher murder case trial.

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Journal Entry

January 18, 2011

Motion by Tommie Jo Marsilio, seconded by Christopher Smeiles to approve the following actions:

1. The Board of Commissioners signed the Ohio Department of Development Office of Housing and Community Partnership Grant Disbursement signature cards and certification form for the year 2011, as presented by the Regional Planning Commission.
2. The Board of Commissioners authorized reimbursement of \$199.48 to the United States Department of Housing and Urban Development for interest earned in excess of \$100 [CHIP grants B-C-08-062-1, B-C-08-062-2, B-Z-08-062-1 and B-F-09-062-1] from January 1, 2010 through December 31, 2010, as presented by Portage County Auditor Janet Esposito.
3. The Board of Commissioners acknowledged the receipt of the Investment Reconciliation for the month of December 2011, as presented by the County Auditor and County Treasurer.
4. The Board of Commissioners acknowledged the receipt of the December 2011 Portfolio Report, as presented by the Portage County Treasurer.
5. After meeting today in an Executive Session with The Woodlands at Robinson staff and the Human Resources Department Director, the Board of Commissioners accepted staff recommendation and approved the following actions:
 - A. Termination of a Nursing Assistant for unsatisfactory probation, effective January 20, 2011
 - B. Suspension of the Activity Assistant for three (3) days (January 21, 24, and 25, 2011) for job performance
6. The Board of Commissioners authorized Commissioner Frederick to sign the Environmental Review Record for Dacon Industries, 4839 Washington Avenue, Ravenna, as presented by the Neighborhood Development Services, Inc. Department of Budget & Financial Management Director Audrey Tillis reviewed the documents and recommends approval.
7. The Board of Commissioners acknowledged the receipt of the Cost Allocation Plan - Actual FY 2009 for FY 2011, as prepared by MAXIMUS and presented by Department of Budget & Financial Management Director Tillis.
8. The Board of Commissioners signed the Personnel Action Form approving the voluntary resignation of Latasha Moore as a Portage County JFS Social Service Worker 3 for the Portage County Department of Job & Family Services, effective January 21, 2011, as approved by the JFS Director and presented by the Human Resources Department Director.

