



Minutes of the
Mental Health, Addiction and Recovery Services Board of Lorain County
Board Meeting held on February 27, 2024
at The Amy H. Levin Learning & Conference Center, Lorain, OH 44055

Board Members Present: David Ashenhurst, Mike Babet, Tim Barfield, Monica Bauer, Tim Carrion, Michael Finch, Pat McGervey, Clifton Oliver, Sandra Premura, James Schaeper, Robert Stipe, Daniel Urbin

Board Members Absent: Charlita Anderson-White, Patricia Bell, Michele Flanagan, Earl Martin, Dr. Hope Moon, John Nisky

CALL TO ORDER

Board Chair Daniel T. Urbin called the meeting to order at 5:03 p.m.

PRESENTATION

Claire Spada of Problem Gambling Network of Ohio and Lisa Goodwin of The LCADA Way of Lorain County presented on Gambling Prevention and the state of Ohio's data. (attachment)

Roll call was taken and quorum found.

APPROVAL OF MINUTES

RESOLUTION No. 24-02-01 Pat McGervey made a motion to approve the January 23, 2024 board meeting minutes. Seconded by Sandra Premura. Motion carried. Minutes approved.

COMMITTEE REPORTS (reports attached)

- Governance Committee – James Schaeper
- Executive Committee – Daniel T. Urbin
- Finance Committee – Tim Barfield

Chairperson Report (verbal) by Daniel T. Urbin – None to report at this time

Executive Director Report (report attached) by Michael K. Doud

Highlights

- New Hire Announcement: Intersystem Program Director D. Joseph (Joe) Hupp, Jr.



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- OhioMHAS Initiatives: Recovery Housing and Landlord Incentives

APPROVAL OF CONSENT AGENDA

RESOLUTION No. 24-02-02 Tim Barfield made a motion to approve the Consent Agenda. Seconded by Clifton Oliver. Motion carried. Consent Agenda approved.

UNFINISHED BUSINESS – None to report

NEW BUSINESS – None to report

PUBLIC COMMENT – None to report

UPCOMING COMMITTEE AND BOARD MEETINGS:

- Ad Hoc Levy Committee – Tuesday, February 27, 2024 following BOD Meeting
- CP&O Committee – Monday, March 18, 2024 at 5:00pm
- Finance Committee – Tuesday, March 19, 2024 at 5:00pm
- Board Meeting – Tuesday, March 26, 2024 at 5:00pm
- CP&O Committee – Tuesday, April 9, 2024 at 5:00pm
- Finance Committee – Tuesday, April 16, 2024 at 5:00pm
- Governance Committee – Thursday, April 18, 2024 at 5:00pm
- Board Meeting – Tuesday, April 23, 2024 at 5:00pm

ADJOURNMENT

Meeting adjourned at 6:00 p.m.



**Minutes of the
Mental Health, Addiction and Recovery Services Board of Lorain County
Board Meeting held on February 27, 2024
at The Amy H. Levin Learning & Conference Center, Lorain, OH 44055**

Board Chairperson

Board Secretary

BOARD OF DIRECTORS

Daniel T. Urbin, Chairperson

Mike Babet, Vice Chair

Sandra Premura, Secretary

James Schaeper, Chief Governance Officer

Charlita Anderson-White • David Ashenhurst • Tim Barfield • Monica Bauer • Patricia Bell

Tim Carrion • Michael Finch • Michele Flanagan • Earl Martin • Pat McGervey

Dr. Hope Moon • John Nisky • Clifton Oliver • Robert Stipe

Governance Committee Report

Thursday, February 15, 2024 5:06 p.m. Conference Room

The Governance Committee shall review Board By-Laws and recommend revisions to the BOD for adoption. Any BOD member or the Executive Director may suggest By-Law changes for the Governance Committee to consider. All discussions regarding By-Law changes shall include input from the Executive Director. The Governance Committee shall monitor and conduct self-evaluation surveys of BOD members to inform the future educational training needs of the BOD. These surveys shall be conducted not later than June of each year.

Committee Members Present: James Schaeper (CGO and Committee Chair), Tim Carrion, Michele Flanagan, Dr. Hope Moon, Clifton Oliver, Daniel Urbin (ex officio)

Staff: Michael Doud, Vinaida Reyna

I. Informational

a. **Review the Code of Conduct Policy**

- DRAFT Language for the new procedure on ‘how to address misconduct of BODs’ (attachment)

II. Recommendation

III. Unfinished Business

IV. New Business

V. Determine Consent Agenda items

- The committee recommends placing the Informational item on the consent agenda for final approval of the language.

Next Meeting: Thursday, April 18, 2024 at 5:00pm

Procedures for Review of Board Member Conduct

I. Introduction

- a. This Procedure serves as a code of conduct for members of the Board in their capacity as Board members. Members of the Board affirm their endorsement of the Code and acknowledge their commitment to uphold its principles by accepting and retaining membership on the Board. Violations of the Code may result in sanctions imposed under these Procedures.
- b. The grounds for disciplinary action are one or more material, demonstrable violations of any provision of the Code. Multiple alleged violations of the Code may be consolidated, at the discretion of the Chairman (as such term is defined below), into a single complaint (as such term is defined below).
- c. These Procedures shall apply to all complaints, allegations, inquiries, or submissions involving a potential violation of the Code (hereinafter collectively referred to as “complaints”) received by MHARS BOARD OF LORAIN COUNTY about a Board member, whether initiated by another Board member, an officer, employee, member, or agent of MHARS BOARD OF LORAIN COUNTY, or other third party.
- d. Actions taken under these Procedures do not constitute enforcement of the law, although referral to appropriate federal, state or local government agencies may be made about a Board member's conduct in appropriate situations. Persons bringing complaints are not entitled to any relief or damages by virtue of this process, although they will receive notice of the actions taken. Complaints essentially of a commercial nature (such as claims alleging defamation by or unfair business practices of a competitor), or primarily requesting judicial-type relief, may not be considered under these Procedures unless they also involve potential violations of the Code.

II. Development and Administration of Procedures

- a. The Board is responsible for the development and administration of these Procedures; however, the MHARS BOARD OF LORAIN COUNTY EXECUTIVE COMMITTEE is delegated to administer these Procedures on behalf of the Board.
- b. The Chairman of the EXECUTIVE COMMITTEE (the “Chairman”) is specifically responsible for ensuring that these Procedures are implemented and followed consistently and objectively.
- c. All Committee members, MHARS BOARD OF LORAIN COUNTY employees, and other individuals engaged in investigations or decisions on behalf of MHARS BOARD OF LORAIN COUNTY with respect to any complaint under these Procedures are indemnified and shall be held harmless and defended by MHARS BOARD OF LORAIN COUNTY against any liability arising from such activities to the extent permitted by law, provided such individuals act in good faith and with reasonable care, without gross negligence or willful misconduct, and do not breach any fiduciary duty owed to MHARS BOARD OF LORAIN COUNTY. No individual who (directly or through his or her family or business) has any personal or private business involvement in or connection to the

alleged misconduct or any other conflict of interest shall be permitted to participate in the matter to be reviewed. Any such involvement or connection shall be immediately disclosed by the affected individual to the Committee and to the Board.

III. Complaints

- a. Complaints may be made and transmitted by any person to the Chairman, any member of the EXECUTIVE COMMITTEE, or any officer or director of MHARS BOARD OF LORAIN COUNTY in any manner by any individual. While complaints generally should be in writing and the complaining individual generally should be identified, if credible evidence of a violation of the Code is presented, the Complaint Recipient that receives such evidence shall reduce the evidence to writing (including identifying the complaining individual) and promptly forward it to the Chairman. Moreover, all credible evidence of Code violations received by a Complaint Recipient, or of which a Complaint Recipient becomes aware, shall be subject to mandatory written referral by the Complaint Recipient to the Chairman, such referrals that shall be subject to these Procedures. In addition, in all instances, any Complaint Recipient may self-initiate a written complaint if circumstances warrant. All complaints received by any person other than a Complaint Recipient should be immediately directed or forwarded to the Chairman.
- b. Direct or indirect retaliation of any kind by MHARS BOARD OF LORAIN COUNTY or its officers, directors, employees, members, or agents against any individual that makes, initiates or is involved in the making of a complaint is strictly prohibited. This prohibition on retaliation shall be enforced strictly by the Board. Similarly, complaints made with knowledge of their falsity, in whole or in part, are strictly prohibited. This prohibition on the making of knowingly false complaints shall be enforced strictly by the Board.
- c. Upon receipt and preliminary review of each complaint, the Chairman may conclude, in the Chairman's sole discretion, that the complaint: (1) contains facially unreliable or insufficient information or (2) are patently frivolous or trivial. In such cases, the Chairman may determine that the complaint does not constitute a potentially actionable complaint that would justify bringing it before the EXECUTIVE COMMITTEE for determination of whether there has been a material violation of the Code. If so, such complaint shall be dismissed without prejudice by the Chairman, and notice to its submitter of such action shall be provided by the Chairman in writing. All such preliminary dispositions of complaints by the Chairman shall be immediately reported in writing to all members of the EXECUTIVE COMMITTEE, with a copy to the MHARS BOARD OF LORAIN COUNTY general counsel. Any such complaint may be re-initiated at any subsequent time pursuant to these Procedures.
- d. If a complaint is deemed by the Chairman on a preliminary basis to be a potentially actionable complaint, the Chairman shall see that written notice is provided to the Board member, whose conduct has been called into question, advising the Board member that an investigation is being initiated. The Chairman also shall provide written notice to the individual who submitted the complaint that the complaint is being reviewed by the Committee.

IV. Review of Complaint

- a. For each complaint involving an alleged violation of the Code that the Chairman believes is a potentially actionable complaint, the Chairman shall authorize an investigation into its specific facts or circumstances to whatever extent is necessary in order to clarify, expand or corroborate the information provided by its submitter, and in order to assist the EXECUTIVE COMMITTEE in making determination as to whether charges (and, if so, what charges) against the Board member should be brought. The Committee may be assisted in the conduct of its investigation by MHARS BOARD OF LORAIN COUNTY staff, legal counsel, and/or outside experts, provided that no such staff person, legal counsel, or outside expert has any actual or apparent conflict of interest with respect to the matter and provided such individuals agree to maintain the complete confidentiality of the investigation. Both the individual submitting the complaint and the Board member who is the subject of the charge also may be contacted by the EXECUTIVE COMMITTEE or its agents for additional information with respect to the complaint. In addition, the EXECUTIVE COMMITTEE or its agents may contact such other individuals who may have knowledge of the facts and circumstances surrounding the complaint.
- b. The EXECUTIVE COMMITTEE shall then determine whether the complaint warrants the bringing of charges under these Procedures against the Board member who is the subject of the complaint. If the EXECUTIVE COMMITTEE concludes that charges should be brought, it shall prepare written charges and a written report explaining the alleged aggrieved conduct and why such conduct constitutes grounds for disciplinary action under the Procedures. If the EXECUTIVE COMMITTEE concludes that no charges should be brought, it shall dismiss the charges without prejudice and so notify the Board member in writing. All such dispositions of complaints shall be immediately reported in writing to all members of the EXECUTIVE COMMITTEE, with a copy to the MHARS BOARD OF LORAIN COUNTY general counsel. Any such complaint may be re-initiated at any subsequent time pursuant to these Procedures. Whether or not charges are brought, for all complaints, the Committee should determine whether the matter should be referred to another entity engaged in the administration of law, and, if so, should promptly do so.
- c. If the Committee recommends that charges be brought, the Chairman shall notify the Board member to be charged and send the Board member a copy of the charges and the Committee's report. The Chairman shall advise the Board member that an investigation will be conducted and that a hearing will be held, providing the Board member with the proposed date and time for such hearing. The Board member shall be advised that he or she may request the opportunity to submit information or arguments contesting the charge in person or in writing, by submitting such request to the Committee within thirty days from receipt of the notice (or such other period established by the Committee, if any). The Board member also shall be advised that he or she may have the right to review evidence to be presented at the hearing and that he or she may be represented by legal counsel. The Board member shall be sent a copy of these Procedures.
- d. All investigations and deliberations of the Committee are to be conducted in strict confidence to the extent possible, except that the Committee shall be permitted to disclose any relevant information when compelled by law or to parties essential to the review and investigation of the alleged misconduct. All investigations and deliberations

of the Committee shall be conducted objectively, without prejudgment of any kind. An investigation may be directed toward any aspect of a complaint that is relevant or potentially relevant.

- e. The Committee hearing shall be held in person. The Chairman shall preside and make evidentiary and other procedural rulings with the advice of MHARS BOARD OF LORAIN COUNTY's general counsel. If a hearing is held with the charged Board member present, the Chairman shall, in his or her discretion, determine the rules of evidence and for oral presentations by the parties, as advised and approved by MHARS BOARD OF LORAIN COUNTY's general counsel. Written statements may be accepted as evidence. If witnesses appear, they shall be subject to cross-examination. The Board member may be accompanied and represented by legal counsel at all times, at the Board member's sole discretion and expense.

V. Determination of Violation

- a. Upon completion of its investigation and the hearing, the EXECUTIVE COMMITTEE shall determine by majority vote, upon a preponderance of the evidence, whether or not there has been a violation of the Code, and whether the Board should impose sanctions. When the Committee finds that there has been a violation, it also shall recommend imposition of an appropriate sanction. If the EXECUTIVE COMMITTEE so recommends, a written determination with a proposed sanction shall be prepared under the supervision of the Chairman, and shall be presented by a representative of the EXECUTIVE COMMITTEE to the Board, along with the record of the EXECUTIVE COMMITTEE'S Investigation and deliberation. Written notice of the EXECUTIVE COMMITTEE'S determination, the proposed sanction, and the fact that the matter will be reviewed by the Board shall thereafter be provided to the charged Board member. If the EXECUTIVE COMMITTEE determines that a violation has not occurred, the complaint shall be dismissed with prejudice, with written notice thereof provided to the affected Board member, as well as to the individual who submitted the complaint. A summary report also shall be made in writing to the Board.
- b. If a violation is found and sanctions are recommended by the EXECUTIVE COMMITTEE, the Board shall review the recommendations of the EXECUTIVE COMMITTEE based upon the record presented. The Board member charged may submit a written statement to the Board prior to the Board making its decision, but may not otherwise appear before or participate in the Board's deliberations. The Board may accept, reject or modify the EXECUTIVE COMMITTEE'S determinations either with respect to the determination of a violation or the recommended sanction to be imposed. If the Board agrees by the affirmative vote of not less than a majority of a quorum that a violation has occurred, then the determination and imposition of a sanction, as determined by the Board based on the affirmative vote of not less than a majority of a quorum, shall be promulgated by written notice to the affected Board member, as well as to the individual who submitted the complaint, if the submitter agrees in advance and in writing to maintain in confidence whatever portion of such information is not made public by the Board. If the Board determines that a violation has not occurred, then the complaint shall be dismissed with prejudice, with written notice thereof provided to the affected Board member, as well as to the individual who submitted the complaint.

- c. The Board may consider a recommendation from the EXECUTIVE COMMITTEE that the Board member in violation of the Code should be offered the opportunity to submit a written assurance that the conduct in question has been terminated and will not recur. The decision of the EXECUTIVE COMMITTEE to make such a recommendation and of the Board to accept it are within their respective discretionary powers. If such an offer is extended, the affected Board member must promptly submit the required written assurance to the Board, and the assurance must be submitted in terms that are acceptable to the Board, including but not limited to any probationary period, if required by the Board. If the Board accepts the assurance, then written notice thereof shall be provided to the affected Board member, as well as to the individual who submitted the complaint, if the submitter agrees in advance and in writing to maintain in confidence whatever portion of such information is not made public by the Board. Complaints disposed of in this manner shall be deemed to have been disposed of without prejudice.
- d. All examinations of the record by and deliberations of the Board are to be conducted in strict confidence to the extent possible, except that the Board shall be permitted to disclose any relevant information when compelled by law. All examinations of the record and deliberations of the Board shall be conducted objectively, without prejudgment of any kind.

VI. Sanctions

One or more of the following sanctions may be imposed by the Board upon a Board member whom the Board has determined to have violated the Code. The sanction applied must reasonably relate to the nature and severity of the violation, focusing on reformation of the conduct of the affected Board member and deterrence of the same or similar conduct by others. The sanctions are:

1. Written reprimand to, or censure of, the Board member (combined with any probationary period, if desired);
2. Suspension of the Board member from membership on the Board for a designated period of time (combined with any probationary period, if desired);
3. Recommendation to the appointing authority the removal of the Board member from membership on the Board;
4. Suspension of the Board member from membership on one or more MHARS BOARD OF LORAIN COUNTY committees or similar bodies for a designated period of time (combined with any probationary period, if desired);
5. Suspension of the Board member from membership in MHARS BOARD OF LORAIN COUNTY (combined with any probationary period, if desired).

Once one or more of the above sanctions is imposed, the complaint shall be deemed to have been disposed of with prejudice. For each of these sanctions, a written summary of the determination and the sanction, along with the Board member's name, may be published, in the sole discretion of the Board, in a printed or electronic medium that is distributed to all MHARS BOARD OF LORAIN COUNTY members.

VII. Resignation

If a Board member who is the subject of a complaint voluntarily resigns (in writing) his or her membership on the Board at any time during the pendency of a complaint under these Procedures, the complaint shall be dismissed without prejudice and without any further action by the EXECUTIVE COMMITTEE or the Board. The Board member may not seek membership on the Board or any MHARS BOARD OF LORAIN COUNTY committee or similar body for a period of five years from the effective date of his or her resignation. However, the Board may communicate the fact and date of Board member's resignation, and the fact and general nature of the complaint that was pending at the time of resignation, to or at the request of one or more government entities engaged in the administration of law. Similarly, in the event of such resignation, the individual who submitted the complaint shall be notified in writing of the fact and date of the resignation and that the Board has dismissed the complaint (without prejudice) as a consequence.

DRAFT

Executive Committee Meeting Report

Thursday, February 15, 2024 5:35pm Conference Room

The Executive Committee shall be composed of the Chair, the Vice Chair, Secretary, Chief Governance Officer, and ALL Chairs of Standing Committees. Between the meetings of the BOD, the Executive Committee, shall have, and may exercise, the authority of the BOD, except as such authority is limited by statute. The Executive Committee shall have only such power and authority of the BOD between meetings of the BOD as shall be necessary to address crisis situations of the Board; any such action taken by the Executive Committee between meetings of the BOD shall be subject to ratification or modification by the BOD at its next regularly scheduled meeting.

Committee Members Present: Daniel Urbin, Board Chair; James Schaeper, Chief Governance Officer; Sandra Premura, Secretary; Tim Barfield, Michele Flanagan

Committee Members Absent: Mike Babet

Staff Present: Michael Doud, Vinaida Reyna

I. Recommendations:

a. LCCRC Change Order

- Todd Cooper, Owner Rep, presented via Zoom to the committee a change order for civil modifications and overhead/fee in the amount of \$6,027.00.

II. Informational – None at this time

III. Unfinished Business – None at this time

IV. New Business – None at this time

V. Determination of Consent Agenda

- The committee approved placing the approved change order to the consent agenda.

Next Meeting: Tuesday, February 20, 2024 at 4:15pm



POTENTIAL CHANGE ORDER

23-0021 - Lorain County Crisis Receiving Center

DATE: 01/31/2024
PCO#: 002

Todd Cooper
Hill International, Inc.

Potential Change Order 002: Bulletin #1

Panzica Construction Company has completed pricing for Potential Change Order #002: Bulletin #1. Modifications per Bulletin #1 dated January 3, 2024.

A cost breakdown for this work is as follows:

Description	Amount
Civil Modifications	\$5,740.00
PCC OH & Fee	\$287.00
Grand Total:	\$6,027.00

The total cost for this work is \$6,027.00 and is based on the attached quotations. Please review and respond if this pricing is approved. If you have any questions regarding this PCO, please call me at your earliest convenience.

Respectfully,

Danielle James

CC: M. Panzica

CE O-002 Bulletin #1						
Bulletin #1 January 3, 2024						
Subcontractor	Scope Item	Units	UOM	Cost/Unit	Cost	Comments
Chieftain	Civil Modifications	1	ls	\$ 5,740	\$ 5,740	
PCC	Overhead and Fee	1	ls	\$ 287	\$ 287	
					\$ 6,027	



CHIEFTAIN TRUCKING & EXCAVATING

3926 Valley Road • Cleveland, Ohio 44109
Office 216-485-8034 • Fax 216-485-8036

FBE / CSB / EDGE / SBE

January 23, 2024

Panzica Construction Company
739 Beta Dr
Cleveland, Ohio 44143

Attn: Danielle James
Project Manager

Re: Lorain Crisis Center
PCO 05 – Bulletin #1 – Civil Plan Revisions

Ms. James,

Please find the following description of costs for Bulletin #1 revisions to Chieftain’s scope of work that will be performed at Panzica Construction’s written direction. This cost estimate is prepared in accordance with the requirements of the contract documents. This proposed change specifically includes the following cost impacts (all other items in the Bulletin #1 revision have no cost impact):

- Additional 2-2B catch basin CB-51..... \$2,500.00
- Additional 12 LF of 12" HDPE storm sewer..... \$840.00
- Eliminate the FDC structure..... (\$3,000.00)
- Revise CB-41 to ODOT 3A in lieu of a 2-2B..... \$1,400.00
- Add 2' of sump to MH's 36, 37, 44 & 45..... \$4,000.00

The totals for this proposed change amounts to a net add of **\$5,740.00**. Please issue a formal change order directive as soon as possible.

If you have any questions, please contact me at (216) 485-8034.

Respectfully,
CHIEFTAIN TRUCKING & EXCAVATING, INC.

Brian Murphy
Project Manager

CHIEFTAIN TRUCKING AND EXCAVATING, INC.
EXTRA WORK COST ANALYSIS

COMPANY:		Panzica Construction Company			
DATE:		January 23, 2024			
PROJECT:		Lorain Crisis Center			
DESCRIPTION:		Bulletin 1 - Civil Plan Revisions			
PCO #:		05			
TICKET NUMBER:		NA			
COST CODE:		NA			
		QUANTITY	HOURS	RATE	TOTAL
LABOR	FOREMAN	1	4	\$84.78	\$339.12
	LABORER	2	4	\$69.78	\$558.24
	OPERATOR	2	4	\$83.41	\$667.28
	SUBTOTAL LABOR COSTS				\$1,564.64
	10% OVERHEAD				\$156.46
	5% PROFIT				\$86.06
TOTAL LABOR COSTS				\$1,807.16	
EQUIPMENT	CAT 321 CR EXCAVATOR	1	4	\$139.29	\$557.16
	CAT 325 F EXCAVATOR			\$222.81	\$0.00
	CAT 329 EL EXCAVATOR			\$236.88	\$0.00
	CAT 335 F EXCAVATOR			\$270.12	\$0.00
	CAT 336 EL EXCAVATOR			\$291.26	\$0.00
	CAT D4G DOZER			\$140.97	\$0.00
	CAT D5G LGP DOZER			\$141.23	\$0.00
	CAT D6N XL DOZER			\$134.25	\$0.00
	CAT D8N DOZER			\$252.32	\$0.00
	J. DEERE 850 DOZER			\$231.42	\$0.00
	KOMATSU D61PX DOZER			\$228.75	\$0.00
	WACKER RT820 COMPACTOR			\$112.29	\$0.00
	CAT 950GC LOADER	1	4	\$126.63	\$506.52
	MULTI-AXLE TRUCK & DRIVER	1	4	\$115.00	\$460.00
	SUBTOTAL EQUIPMENT COSTS				\$1,523.68
	10% OVERHEAD				\$152.37
	5% PROFIT				\$83.80
TOTAL EQUIPMENT COSTS				\$1,759.85	
MATERIAL	Catch Basin CB-51	each	1	\$460.00	\$460.00
	Casting for CB-51	each	1	\$393.85	\$393.85
	12" HDPE Storm Sewer	LF	12	\$7.88	\$94.56
	#57 limestone	ton	5	\$28.50	\$142.50
	#304 limestone	ton	8.15	\$28.50	\$232.28
	FDC Structure	each	-1	\$1,636.00	-\$1,636.00
	Catch Basin 2-2C (CB-41)	each	-1	\$460.00	-\$460.00
	Casting for 2-2C (CB-41)	each	-1	\$393.85	-\$393.85
	Catch Basin 2-3 (CB-41)	each	1	\$1,319.00	\$1,319.00
	Casting for 2-3 (CB-41)	each	1	\$639.22	\$639.22
	SUBTOTAL MATERIAL COSTS				\$791.56
	10% OVERHEAD				\$79.16
	5% PROFIT				\$43.54
TOTAL MATERIAL COSTS				\$914.25	
SUBCONTRACTOR	Dump Fees (Added 2' depth for 4 Manholes)	load	1	\$150.00	\$150.00
	Dump Fees (Added CB & storm sewer)	load	2	\$150.00	\$300.00
	Surveyor (Updated GPS & layout CB-51)	each	4	\$160.00	\$640.00
	SUBTOTAL SUBCONTRACTOR COSTS				\$1,090.00
	10% OVERHEAD				\$109.00
	5% PROFIT				\$59.95
TOTAL SUBCONTRACTOR COSTS				\$1,258.95	
TOTAL ITEM COST:					\$5,740.21



CHIEFTAIN TRUCKING & EXCAVATING

3926 Valley Road • Cleveland, Ohio 44109
Office 216-485-8034 • Fax 216-485-8036

FBE / CSB / EDGE / SBE

January 23, 2024

Panzica Construction Company
739 Beta Dr
Cleveland, Ohio 44143

Attn: Danielle James
Project Manager

Re: Lorain Crisis Center
PCO 05 – Bulletin #1 – Civil Plan Revisions

Ms. James,

Please find the following description of costs for Bulletin #1 revisions to Chieftain's scope of work that will be performed at Panzica Construction's written direction. This cost estimate is prepared in accordance with the requirements of the contract documents. This proposed change specifically includes the following cost impacts (all other items in the Bulletin #1 revision have no cost impact):

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The totals for this proposed change amounts to a net add of **\$5,740.00**. Please issue a formal change order directive as soon as possible.

If you have any questions, please contact me at (216) 485-8034.

Respectfully,
CHIEFTAIN TRUCKING & EXCAVATING, INC.

Brian Murphy
Project Manager

	CB IN PVMNT-					
E00525010	5250Z 24X6 SQ INL FRM	2	236.320	EA	472.64	
E00525030	5250M 24 SQ INL GRATE	2	157.530	EA	315.06	

CB-51
CASTING

FERGUSON WATERWORKS **Lorain County Crisis Receiving Center**

**STORM SEWER - 500
PIPE**

<u>Qty</u>	<u>UM</u>	<u>Description / Comments</u>	<u>Bid Price</u>	<u>Ext Price</u>
620	FT	12 X 20 N12 PROLIN Soil Tight Solid HDPE Pipe	\$7.88	\$4,885.60



4/20/23

P.O. 1594
JOB 363



Mack Industries

"QUALITY PRECAST PRODUCTS SINCE 1932"

201 Columbia Rd
Valley City, OH 44280
Cell: 330-635-9414

bkeller@mackconcrete.com

Project: LORAIN COUNTY CRISIS CENTER
Location: LORAIN, OHIO
Date: rev 10/2/2023

QUOTATION

Quantity	Description of Materials	Unit Price	TOTAL
1	4' dia. FDC manhole w/ pipe seals, casting	\$1,636.00	1,636.00
Delivered and offloaded at job site unless otherwise noted Grade rings, frames & castings NOT included Mastic for grade rings & basins NOT included Manhole Grade Rings: \$13.00/ INCH			
		Sub Total:	
		TOTAL	

500
26 ea
700

DEDUCT

+ \$

Please verify quantities
Items are quoted as a package, eliminating items will change pricing

*Plus applicable taxes

The price listed is a cash price and payments shall be due 30 days after the date of invoice. If the cash price is not paid timely a time price differential shall be applied by adding 2% per month (annual percentage rate 24%) to the unpaid balance on all amounts unpaid after the due date. This price is based on current prices quoted at MACK. As a result MACK can only guarantee this price for 60 days from the date of this quote. Any performance of this contract after 60 days may result in a change in price.

Mack Sales Representative: BILL KELLER

Purchaser: X _____
Date: _____

Bulletin No. 1 – Civil updates
Date Jan 03, 2024
Project Name Lorain County Crisis and Receiving Center
Project Number 22058
Project Location 6030 S. Broadway, Lorain, OH 44053
Documents Bidding & Permit, Aug 25, 2023

This Bulletin is a revision and/or an addition to the original contract documents. Wherein this Bulletin varies or is in conflict with the Specifications and/or Contract Documents, the requirements of this Bulletin shall govern. In all other particulars, the requirements of the original Specifications and Contract Documents, including any previous Addenda, shall govern. All work shall be reviewed with and approved by the local authorities having jurisdiction.

The issuance of revised and/or new drawings and/or specifications does not authorize the contractor to proceed with the work nor obligate the owner in any way. The contractor is to proceed only after obtaining written authorization to proceed. A change order will be issued compiling all approved bulletins at the owner’s discretion.

Contractor will submit prices for the work to the Architect and client Project Manager on company letterhead, stating the amount by which their contract sum would be altered with additional costs or credits, or stating no change in the contract sum. The proposal for any cost of desired changes shall be detailed to show quantities and unit cost of the major items of material, labor hours, and labor cost per hour. In cases involving subcontractors, and/or major material vendors, a copy of their proposal and/or invoices to the contractor should be included.

Provide pricing (credit) for each numbered item for changes as indicated on attached documents.

ATTACHMENTS

No.	Item	Notes
------------	-------------	--------------

C-101.1

- Revised notes #26 thru #33 & #40

C-103

- Revised project limit for new CB #51

C-104

- Revised project limit for new CB #51
- Added curb cut dimension for each driveway.

C-105

- Revised project limit for new CB #51
- Revised spot elevations

C-105.1

- Revised project limit for new CB #51
- Revised spot elevations
- Added spot elevations along driveway C/L.
- Added spot elevations along west edge of parking lot.

C-105.2

- Added additional spot elevations to parking lot area.

C-106

- Added CB #51 and 12 LF 12" storm sewer. Added 12" invert to CB-30.
- Eliminated separate FDC structure
- Reconfigured water vault (BFP, FDC & PIV) and connection to Existing water main. Added water connection detail
- Added existing 12" invert to MH-36
- Revised Rim on MH-42
- Revised CB-41 to ODOT 3A
- Added 12" invert to MH-44
- Added note #5

C-109

- Revised note on inlet basin detail

C-113

- Revised WQv calculations
- Revised 18" inverts to 708.77 in OS-43 structure.

SW-101

- Added contact information
- Updated project description
- Revised notes

SW-102

- Revised note #2

SW-103

- Updated contours & added new CB #51

SW-104

- Revised notes #13 & 19

SW-105

- Added stabilization Tables and notes

SW-107

- Added notes for Record Keeping, Inspection forms & Grass and Landscape Areas

[End of Bulletin]

Executive Committee Meeting Report

Tuesday, February 20, 2024 4:15pm Conference Room

The Executive Committee shall be composed of the Chair, the Vice Chair, Secretary, Chief Governance Officer, and ALL Chairs of Standing Committees. Between the meetings of the BOD, the Executive Committee, shall have, and may exercise, the authority of the BOD, except as such authority is limited by statute. The Executive Committee shall have only such power and authority of the BOD between meetings of the BOD as shall be necessary to address crisis situations of the Board; any such action taken by the Executive Committee between meetings of the BOD shall be subject to ratification or modification by the BOD at its next regularly scheduled meeting.

Committee Members Present: Daniel Urbin, Board Chair; James Schaeper, Chief Governance Officer; Sandra Premura, Secretary; Tim Barfield, Michele Flanagan

Committee Members Absent: Mike Babet

Staff Present: Michael Doud

I. Recommendations:

a. LCCRC Change Order

- Todd Cooper, Owner Rep, presented via Zoom to the committee a change order for LCCRC South Drive project in the amount up to not to exceed \$262,670.00.

II. Informational – None at this time

III. Unfinished Business – None at this time

IV. New Business – None at this time

V. Determination of Consent Agenda

- The committee approved placing the approved change order to the consent agenda.

Next Meeting: as needed

South Drive Change Order Summary

Item	Best Case	Worst Case
Initial 3' Undercut and Replace with Stone	\$ 223,453.90	\$ 223,453.90
Variable Undercut to Shale (0-3')	\$ 74,439.10	\$ 217,437.10
Total	\$ 297,893.00	\$ 440,891.00
Previously Approved Change	\$ (178,221.00)	\$ (178,221.00)
Additional Change Order Approval	\$ 119,672.00	\$ 262,670.00

Time Extension 51-56 days



POTENTIAL CHANGE ORDER

23-0021 - Lorain County Crisis Receiving Center

DATE: 01/04/2024
PCO#: 001

Todd Cooper
Hill International, Inc.

Potential Change Order 001: South Drive Site Conditions

Panzica Construction Company has completed pricing for Potential Change Order #001: South Drive Site Conditions .

Price includes option 1 per CTL's report from 1/2/2024. Scope of work includes work required for removal of unsuitable soils 24 inches below finished aggregate base, geo textile fabric, geogrid and backfill of 1's, 2's and 304 for the south drive and parking. Please reference attached marked up sketch for scope limits. Not included in this price is the aggregate base course represented on the contract drawings as these components are part of the original price. Total construction duration to complete this work is 6 working days. Scope includes Panzica time incurred during the delay.

Panzica is requesting 41 additional calendar days (30 working days) from this delay.

A cost breakdown for this work is as follows:

Description	Amount
Labor & Material for South Drive/ Parking Lot	\$143,427.00
PCC Superintendent	\$11,520.00
PCC Project Manager	\$3,600.00
PCC Project Engineer	\$2,200.00
PCC OH & Fee	\$8,037.00
Grand Total:	\$168,784.00

The total cost for this work is \$168,784.00 and is based on the attached quotations. Please review and respond if this pricing is approved. If you have any questions regarding this PCO, please call me at your earliest convenience.

Respectfully,

Danielle James

CC: M. Panzica

CE O-001 South Drive Site Conditions Cost Breakdown						
South Drive/ Parking Lot						
Option 1						
Subcontractor	Scope Item	Units	UOM	Cost/Unit	Cost	Comments
Chieftain	South Drive / Parking - Unsuitable Materials Option 1	1	ls	\$ 143,427	\$ 143,427	
PCC	Superintendent	144	hr	\$ 80	\$ 11,520	
PCC	Project Manager	40	hr	\$ 90	\$ 3,600	
PCC	Project Engineer	44	hr	\$ 50	\$ 2,200	
PCC	Overhead and Fee	1	ls	\$ 8,037	\$ 8,037	
					\$ 168,784	

*If slag is accepted in lieu of #1s and #2s for this work, please deduct \$10,735 from the total cost.

Schedule Impacts

- 12/27/2023 Unforeseen unsuitable soils was found at south drive
- 1/2/2024 Onsite meeting with team; CTL provided (2) options
 - (1) Excavating to 2 feet below finish aggregate base, add a layer for geofabric, geogrid, then 12" of #1s and #2s, topped with 4" of 304
 - (2) Chemical Stabilization
- PCC to price both options
- 1/12/2024 Hill approved PCC to move forward with Option 1
 - See attached sketch
- 1/15/2024 Release contractors to order material and proceed with work
- 1/17/2024 Onsite meeting with team to discuss Option 1 procedures
- 1/18/24-1/29/24 Scheduled start; weather delay
- 1/30/2024 Option 1 work started; install of approx. 100' per this directive then additional unsuitable conditions were found, pending CTL recommendation for remediation
 - * Construction work will take 6 days to complete

Schedule Delays

- Calendar Days 35 days (12/27/23 -1/30/24) + days to complete construction
- Working Days 24 days (12/27/23-1/30/24) + days to complete construction

Panzica is requesting 41 calendar days to the project schedule.

CHIEFTAIN TRUCKING AND EXCAVATING, INC. EXTRA WORK COST ANALYSIS

COMPANY:	Panzica Construction Company				
DATE:	January 8, 2024				
PROJECT:	Lorain Crisis Center				
DESCRIPTION:	Undercut south pavement areas 16" and replace with stone				
PCO #:	03 - REVISED				
TICKET NUMBER:	NA				
COST CODE:	NA				
		QUANTITY	HOURS	RATE	
				TOTAL	
LABOR	FOREMAN	1	48	\$84.78	\$4,069.44
	LABORER	2	48	\$69.78	\$6,698.88
	OPERATOR	2	56	\$83.41	\$9,341.92
	SUBTOTAL LABOR COSTS				\$20,110.24
	10% OVERHEAD				\$2,011.02
5% PROFIT				\$1,106.06	
TOTAL LABOR COSTS				\$23,227.33	
EQUIPMENT	CAT 321 CR EXCAVATOR	1	16	\$139.29	\$2,228.64
	CAT 325 F EXCAVATOR			\$222.81	\$0.00
	CAT 329 EL EXCAVATOR			\$236.88	\$0.00
	CAT 335 F EXCAVATOR			\$270.12	\$0.00
	CAT 336 EL EXCAVATOR			\$291.26	\$0.00
	CAT D4G DOZER			\$140.97	\$0.00
	CAT D5G LGP DOZER			\$141.23	\$0.00
	CAT D6N XL DOZER	1	48	\$134.25	\$6,444.00
	CAT D8N DOZER			\$252.32	\$0.00
	J. DEERE 850 DOZER			\$231.42	\$0.00
	KOMATSU D61PX DOZER			\$228.75	\$0.00
	WACKER RT820 COMPACTOR			\$112.29	\$0.00
	CAT CS-563C SEALING ROLLER	1	48	\$171.80	\$8,246.40
	MULTI-AXLE TRUCK & DRIVER	1	120	\$115.00	\$13,800.00
	SUBTOTAL EQUIPMENT COSTS				\$30,719.04
	10% OVERHEAD				\$3,071.90
	5% PROFIT				\$1,689.55
TOTAL EQUIPMENT COSTS				\$35,480.49	
MATERIAL	Geotextile Fabric	Sy	2800	\$1.50	\$4,200.00
	Geogrid	rolls	8	\$950.29	\$7,602.32
	#1 & 2's	ton	1250	\$24.50	\$30,625.00
	#304 limestone	ton	465	\$28.50	\$13,252.50
	SUBTOTAL MATERIAL COSTS				\$55,679.82
10% OVERHEAD				\$5,567.98	
5% PROFIT				\$3,062.39	
TOTAL MATERIAL COSTS				\$64,310.19	
SUBCONTRACTOR	Dump Fees (Unsuitable Soil)	load	87	\$150.00	\$13,050.00
	Dump Fees (Additional Topsoil)	load	33	\$100.00	\$3,300.00
	Surveyor	hour	8	\$165.00	\$1,320.00
	SUBTOTAL SUBCONTRACTOR COSTS				\$17,670.00
	10% OVERHEAD				\$1,767.00
5% PROFIT				\$971.85	
TOTAL SUBCONTRACTOR COSTS				\$20,408.85	
TOTAL ITEM COST:				\$143,426.86	

Rental Rate Blue Book®

January 9, 2024

Caterpillar 321D LCR (disc. 2015)

Crawler Mounted Hydraulic Excavators


 Size Class:
 24.5 - 28.4 mt
 Weight:
 51875 lbs

Configuration for 321D LCR (disc. 2015)

 Operating Weight **25.92 mt** Power Mode **Diesel**
Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

Published Rates	Ownership Costs			Hourly	Estimated Operating Costs Hourly	FHWA Rate** Hourly
	Monthly	Weekly	Daily			
	USD \$13,070.00	USD \$3,660.00	USD \$915.00	USD \$140.00	USD \$47.79	USD \$122.05
Adjustments						
Region (100%)	-	-	-	-		
Model Year (2015: 100%)	-	-	-	-		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)						
Total:	USD \$13,070.00	USD \$3,660.00	USD \$915.00	USD \$140.00	USD \$47.79	USD \$122.05

Non-Active Use Rates

	Hourly
Standby Rate	USD \$40.84
Idling Rate	USD \$85.99

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	30%	USD \$3,921.00/mo
Overhaul (ownership)	45%	USD \$5,881.50/mo
CFC (ownership)	15%	USD \$1,960.50/mo
Indirect (ownership)	10%	USD \$1,307.00/mo
Fuel (operating) @ USD 4.15	24.54%	USD \$11.73/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.

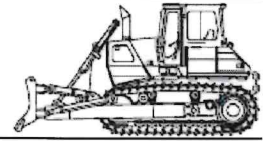
The equipment represented in this report has been exclusively prepared for VALERIE PRICE (valerieprice@hillintl.com)

$$\begin{aligned}
 & \$3,660.00 / 40 = 91.50 \\
 & + 47.79 \\
 & \hline
 & \$139.29
 \end{aligned}$$

Rental Rate Blue Book®

January 9, 2024

Caterpillar D6N XL (disc. 2019)
Standard Crawler Dozers



Size Class:
130 - 159 hp
Weight:
35020 lbs

Configuration for D6N XL (disc. 2019)

Dozer Type	VPAT	Operator Protection	EROPS
Power Mode	Diesel		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly		
Published Rates	USD \$12,305.00	USD \$3,445.00	USD \$860.00	USD \$130.00	USD \$48.12	USD \$118.03
Adjustments						
Region (100%)	-	-	-	-		
Model Year (2019: 100%)	-	-	-	-		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)						
Total:	USD \$12,305.00	USD \$3,445.00	USD \$860.00	USD \$130.00	USD \$48.12	USD \$118.03

Non-Active Use Rates

	Hourly
Standby Rate	USD \$36.36
Idling Rate	USD \$84.74

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	30%	USD \$3,691.50/mo
Overhaul (ownership)	48%	USD \$5,906.40/mo
CFC (ownership)	13%	USD \$1,599.65/mo
Indirect (ownership)	9%	USD \$1,107.45/mo
Fuel (operating) @ USD 4.15	30.82%	USD \$14.83/hr

Revised Date: 1st quarter 2024

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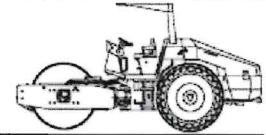
The equipment represented in this report has been exclusively prepared for VALERIE PRICE (valerieprice@hillintl.com)

$$\begin{aligned}
 & \$3,445.00 / 40 = \$86.13 \\
 & + \$48.12 \\
 & \hline
 & \$134.25
 \end{aligned}$$

Rental Rate Blue Book®

January 9, 2024

Caterpillar CS-563C (disc. 1999)
Single Drum Vibratory Compactors



Size Class:
7.5 - 11.4 mt
Weight:
24700 lbs

Configuration for CS-563C (disc. 1999)

Drum Type **Smooth** Drum Width **84.0 in**
Power Mode **Diesel**

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs Hourly	FHWA Rate** Hourly
	Monthly	Weekly	Daily	Hourly		
Published Rates	USD \$11,115.00	USD \$3,115.00	USD \$780.00	USD \$120.00	USD \$93.92	USD \$157.07
Adjustments						
Region (100%)	-	-	-	-		
Model Year (1999: 100%)	-	-	-	-		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	USD \$11,115.00	USD \$3,115.00	USD \$780.00	USD \$120.00	USD \$93.92	USD \$157.07

Non-Active Use Rates

	Hourly
Standby Rate	USD \$44.21
Idling Rate	USD \$77.39

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	35%	USD \$3,890.25/mo
Overhaul (ownership)	30%	USD \$3,334.50/mo
CFC (ownership)	20%	USD \$2,223.00/mo
Indirect (ownership)	15%	USD \$1,667.25/mo
Fuel (operating) @ USD 4.15	15.16%	USD \$14.24/hr

Revised Date: 1st quarter 2024

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The equipment represented in this report has been exclusively prepared for VALERIE PRICE (valerieprice@hillintl.com)

$$\begin{aligned}
 & \$3,115.00 / 40 = \$77.88 \\
 & \quad \quad \quad + 93.92 \\
 & \hline
 & \quad \quad \quad \$171.80
 \end{aligned}$$

Granger Materials, Inc.

INVOICE

Date	Invoice #
1/8/2024	15242
TERMS: NET 30 DAYS	

Bill To:

Chieftain Trucking
 3926 Valley Road, Suite 300
 Cleveland, OH 44109

Job

Lorain Crisis Center

Load/Tons	Description	Date	Ticket No	Unit Price	Amount
500.00	304 - Delivered	1/8/2024		28.50	14,250.00
1,500.00	1's & 2's - Delivered	1/8/2023		24.50	36,750.00

Subtotal	51,000.00
Sales Tax	0.00
Total	51,000.00

Granger Materials, Inc.

INVOICE

Date	Invoice #
1/12/2024	15243
TERMS: NET 30 DAYS⁰¹	

Bill To:

Chieftain Trucking
 3926 Valley Road, Suite 300
 Cleveland, OH 44109

Job

Lorain Crisis Center

Load/Tons	Description	Date	Ticket No	Unit Price	Amount
2,800.00	Geotextile Fabric Delivered	1/12/2024		1.50	4,200.00

Subtotal⁰¹	4,200.00
Sales Tax 01	0.00
Total⁰¹	4,200.00

PS CONSTRUCTION FABRICS, INC.

10361 PIFER RD.
WADSWORTH, OH 44281
Phone / (330) 335-3635 Fax / (330) 334-1130

***** INVOICE *****

49115 N/31

RECEIVED
DEC 26 2023

INVOICE NO.: 506500
TERMS: NET 30

INVOICE TO: CHIEF

SHIP TO:

CHIEFTAIN TRUCKING & EXC, INC
3926 VALLEY RD. SUITE 300
CLEVELAND OH 44109

BROOKLYN LIBRARY
CHIEFTAIN TRUCKING & EXC, INC
7619 MEMPHIS AVE.
BROOKLYN, OH

ORDER DATE: 12/20/23
CUST. ORDER: VERBAL DON
SALESPERSON: RJT
OUR ORDER #: 228317
OH, FOR BROOKLYN LIBRARY, DEL

DATE SHIPPED: 12/21/23
SHIPPED VIA: PIFER DELIVERY
JOB N

USED FOR UNIT COST ONLY

ORDER	SHIP	ITEM	DESCRIPTION	UNIT	UNIT-PRICE	TOTAL	
15	15	G1048	TENSAR TX150L GEOGRID 13.1' X 246' =358.1 SY	ROLL	950.290	14254.35	
		DON 216-906-6994		NON-TAXABLE		14,254.35	
				FREIGHT		150.00	
		NON-TAXABLE AMTS REQUIRE TAX EXEMPT CERT **			TOTAL DUE		14,404.35

Job # 359 CC 804
G/L 7010 Amt 14404.35

Appr By Bur

IS THIS A TAX EXEMPT JOB? IF SO, THE CONSTRUCTION CONTRACTOR IS RESPONSIBLE TO FURNISH THE SUPPLIER WITH A CONTRACTOR'S EXEMPTION CERTIFICATE WITHIN 60 DAYS OF THE INVOICE DATE IN ORDER TO CLAIM THE EXEMPTION ON THE ITEMS CLASSIFIED AS NON-TAXABLE ON THIS INVOICE.

PLEASE SEND YOUR EXEMPTION CERTIFICATE ASAP WITH YOUR PAYMENT, FAX IT ASAP TO US AT 330.334.1130, OR EMAIL TO BEASTHOM@PSCONSTFABRICS.COM

YOUR COOPERATION WILL BE APPRECIATED.

PLEASE NOTE - THE FOLLOWING INVOICED ITEMS ARE ALWAYS TAXABLE TO THE CONSTRUCTION CONTRACTOR: DIRT AND/OR SAND BAGS --- FENCING AND POST PRODUCTS --- EQUIPMENT RENTALS



Daily Activity Report

General

Client : MHARS Lorain County High Temp (°F) : 35
Project : Lorain County Crisis Receiving Center Low Temp (°F) : 30
Project No. : 23020066CLE Current Conditions :

Time

Table with 7 columns: Date, Travel Start / Prep, Job Start, Lunch, Down Time, Job Stop, Travel Stop. Row 1: 01/02/2024, 07:45, 08:30, 0.00, 0.00, 9:30, 10:15

Project Phase

Table with 6 columns: Phase Code, Work Description, Billing Branch-Dept, Staff Type, ST, OT. Rows: 119 Travel CLE-02 1003 1.50 0.00; 200 Daily Activity Report CLE-02 1003 1.00 0.00

Expenses

Table with 2 columns: Expenses, Cost. Row 1: N/A, 0.00

Equipment/Reimbursable

Table with 3 columns: Equipment Name, Equipment Description, Quantity. Row 1: N/A, N/A

Mileage

Per Trip \$ Charge : 40.00

Project Contacts

Table with 4 columns: Name, Company, Cell Number, E-Mail Address

Safety Items

SDS Location : N/A
Hazardous Materials : N/A

Client : MHARS Lorain County
Project : Lorain County Crisis Receiving Center
Project No. : 23020066CLE
Date : 01/02/2024

Remarks

General Remarks : On this date, CTL Project Manager Ed Isabella reported to the project site to discuss the current soil conditions of the south driveway and site entrance of the project. This location had been stripped and prepared for work by Panzica prior to CTL's arrival; however, the subgrade materials exposed are saturated sands and silts which were not stable suitable to receive aggregate base materials to construct the site entrance. Panzica representatives had requested CTL make a recommendation for the in place soils.


CTL provided the following recommendation at the time of the site visit, which was sent in an email the day of the visit:

"We recommend excavating to 2 feet below finished aggregate base elevation. Once excavated, a layer of geofabric should be placed to separate new materials/fines from the underlying soils and potential ground water. In addition, a layer of geogrid should be utilized with appropriately sized aggregates to act as bridge lifts for the access road. As long as the geogrid openings match the chosen aggregate (1's and 2's or 304), that would be acceptable. As stated above, brining in lifts of 1's and 2's or 304 would be acceptable. If 304 is utilized, the lifts should be limited to the geotechnical report recommendations and compacted to geotechnical requirements (save the initial bridge lift above the fabric and grid). If 1's and 2's are used, the aggregate should still be placed in lifts and statically rolled in to place to lock in the geogrid. Finally, if 1's and 2's are used, a 3 to 4 inch layer of 304 should be placed to choke/seal the surface of the 1's and 2's."

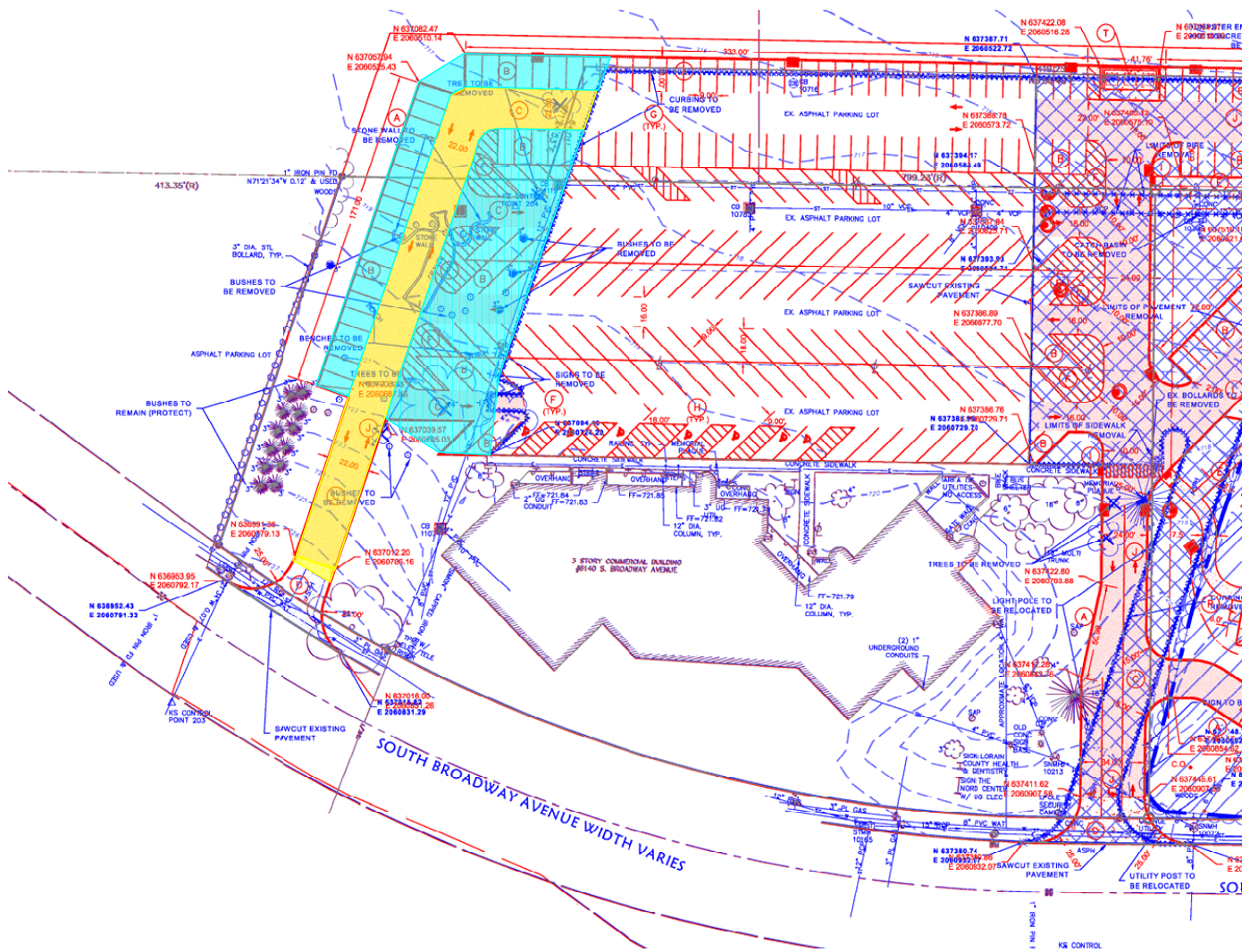
Since the site visit, Hill International project representatives asked CTL to comment on the potential of chemically stabilizing the existing soils instead of undercutting and replacing the soils. CTL believes that this would also be a suitable repair for the area, and would recommend utilizing cement to a minimum depth of 12 inches to stabilize the roadway. Final mix design and procedure should be developed by a stabilization contractor to ensure proper placement and mixing of cement materials.

Attention Items

Client Signature : _____
Name :

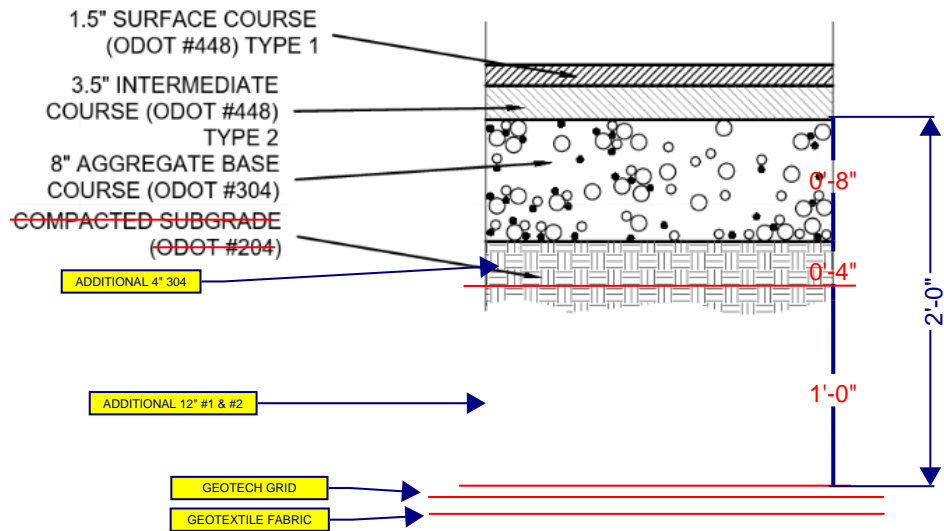
CTL Signature : 
Name : Edwin Isabella

** Confidentiality Note: ** This report is intended for use only by the individual or entity to which it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. Information stated on this report is subject to engineering review and comment by our staff.



Parking Area = 13,898 SF
 Road Area = 7,203 SF

13,898 SF + 7,203 SF = 21,101 SF
 21,101 SF x 16" = 1,040 CY undercut
 21,101 SF x 12" = 782 CY x 1.6 = 1,250 tons of #1s and 2s
 21,101 SF x 4" = 258 CY x 1.8 = 465 Tons of #304





POTENTIAL CHANGE ORDER

23-0021 - Lorain County Crisis Receiving Center

DATE: 02/07/2024
PCO#: 003

Todd Cooper
Hill International, Inc.

Potential Change Order 003: South Drive Additional 12" Undercut

Panzica Construction Company has completed pricing for Potential Change Order #003: South Drive Additional 12" Undercut.

Price includes work per CTL's reports from 2/1/2024 and 2/2/2024. Scope of work includes excavation and haul off of an additional 12 inches of unsuitable soils, install of geogrid on top of 12 inch lift of #1s and #2s, and additional 12 inches of #1s and #2s with static roll. Please reference attached marked up sketch for scope limits. Panzica is requesting 5 additional calendar days (5 working days) to the project schedule from this work.

If slag is accepted for this work, please deduct \$10,735 from the total cost.

A cost breakdown for this work is as follows:

Description	Amount
Earthwork - Labor/ Material	\$71,569.00
PCC Superintendent	\$1,920.00
PCC OH & Fee	\$3,674.00
Grand Total:	\$77,163.00

The total cost for this work is \$77,163.00 and is based on the attached quotations. Please review and respond if this pricing is approved. If you have any questions regarding this PCO, please call me at your earliest convenience.

Respectfully,

Danielle James

CC: M. Panzica

CE O-003 South Drive Additional 12" Undercut

South Drive/ Parking Lot

Additional 12" Undercut

Subcontractor	Scope Item	Units	UOM	Cost/Unit	Cost	Comments
Chieftain	South Drive - Additional 12" Undercut	1	ls	\$ 71,569	\$ 71,569	
PCC	Superintendent	24	hr	\$ 80	\$ 1,920	
PCC	Project Manager	0	hr	\$ 90	\$ -	
PCC	Project Engineer	0	hr	\$ 50	\$ -	
PCC	Overhead and Fee	1	ls	\$ 3,674	\$ 3,674	
				Total	\$ 77,163	

*If slag is accepted in lieu of #1s and #2s for this work, please deduct \$10,735 from the total cost.

Schedule Impacts

- 1/30/2024 CE-O-001 work started but failed approximately 100' down drive from S Broadway; additional 12" undercut with #1s and #2s was directed by CTL
- 1/31/2024 Install of additional 12" of #1s and #2s was started but work stopped due to unsuitable soils
- 2/1/2024 Onsite meeting to discuss procedure moving forward; CTL recommended adding a layer of geogrid between the two lifts of #1s and #2s in test area
See attached sketch for detail
- 2/2/2024 Work for test strip discussed 2/1 took place; test area failed; meeting with engineers scheduled for Monday 2/5/24
- 2/5/2024 Per civil meeting, this work will be installed on top of the added underdrain
* Construction work will take 2 days to complete

Schedule Delays

- Calendar Days 3 days (1/31/24-2/2/24) + days to complete construction
- Working Days 3 days (1/31/24-2/2/24) + days to complete construction

CE-0-0003

CHIEFTAIN TRUCKING AND EXCAVATING, INC. EXTRA WORK COST ANALYSIS

COMPANY:	Panzica Construction Company				
DATE:	February 1, 2024				
PROJECT:	Lorain Crisis Center				
DESCRIPTION:	Undercut south pavement area an additional 12"				
PCO #:	07				
TICKET NUMBER:	NA				
COST CODE:	NA				
		QUANTITY	HOURS	RATE	TOTAL
LABOR	FOREMAN	1	16	\$84.78	\$1,356.48
	LABORER	2	16	\$69.78	\$2,232.96
	OPERATOR	2	16	\$83.41	\$2,669.12
	SUBTOTAL LABOR COSTS				\$6,258.56
	10% OVERHEAD				\$625.86
	5% PROFIT				\$344.22
TOTAL LABOR COSTS				\$7,228.64	
EQUIPMENT	CAT 321 CR EXCAVATOR	1	8	\$139.29	\$1,114.32
	CAT 325 F EXCAVATOR			\$222.81	\$0.00
	CAT 329 EL EXCAVATOR			\$236.88	\$0.00
	CAT 335 F EXCAVATOR			\$270.12	\$0.00
	CAT 336 EL EXCAVATOR			\$291.26	\$0.00
	CAT D4G DOZER			\$140.97	\$0.00
	CAT D5G LGP DOZER			\$141.23	\$0.00
	CAT D6N XL DOZER	1	16	\$134.25	\$2,148.00
	CAT D8N DOZER			\$252.32	\$0.00
	J. DEERE 850 DOZER			\$231.42	\$0.00
	KOMATSU D61PX DOZER			\$228.75	\$0.00
	WACKER RT820 COMPACTOR			\$112.29	\$0.00
	CAT CS-563C SEALING ROLLER	1	8	\$171.80	\$1,374.40
	MULTI-AXLE TRUCK & DRIVER	1	59	\$115.00	\$6,785.00
	SUBTOTAL EQUIPMENT COSTS				\$11,421.72
	10% OVERHEAD				\$1,142.17
	5% PROFIT				\$628.19
TOTAL EQUIPMENT COSTS				\$13,192.09	
MATERIAL	Geotextile Fabric	Sy		\$1.50	\$0.00
	Geogrid	rolls	8	\$950.29	\$7,602.32
	#1 & 2's	ton	1136	\$24.50	\$27,832.00
	#304 limestone	ton		\$28.50	\$0.00
	SUBTOTAL MATERIAL COSTS				\$35,434.32
	10% OVERHEAD				\$3,543.43
5% PROFIT				\$1,948.89	
TOTAL MATERIAL COSTS				\$40,926.64	
SUBCONTRACTOR	Dump Fees (Unsuitable Soil)	load	59	\$150.00	\$8,850.00
	Dump Fees (Additional Topsoil)	load		\$100.00	\$0.00
	Surveyor	hour		\$165.00	\$0.00
	SUBTOTAL SUBCONTRACTOR COSTS				\$8,850.00
	10% OVERHEAD				\$885.00
5% PROFIT				\$486.75	
TOTAL SUBCONTRACTOR COSTS				\$10,221.75	
TOTAL ITEM COST:				\$71,569.11	

Rental Rate Blue Book®

January 9, 2024

Caterpillar 321D LCR (disc. 2015)
Crawler Mounted Hydraulic Excavators



Size Class:
24.5 - 28.4 mt
Weight:
51875 lbs

Configuration for 321D LCR (disc. 2015)

Operating Weight **25.92 mt** Power Mode **Diesel**

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

Published Rates	Ownership Costs			Hourly	Estimated Operating Costs Hourly	FHWA Rate** Hourly
	Monthly	Weekly	Daily			
	USD \$13,070.00	USD \$3,660.00	USD \$915.00	USD \$140.00	USD \$47.79	USD \$122.05
Adjustments						
Region (100%)	-	-	-	-	-	-
Model Year (2015: 100%)	-	-	-	-	-	-
Adjusted Hourly Ownership Cost (100%)	-	-	-	-	-	-
Hourly Operating Cost (100%)	-	-	-	-	-	-
Total:	USD \$13,070.00	USD \$3,660.00	USD \$915.00	USD \$140.00	USD \$47.79	USD \$122.05

Non-Active Use Rates

	Hourly
Standby Rate	USD \$40.84
Idling Rate	USD \$85.99

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	30%	USD \$3,921.00/mo
Overhaul (ownership)	45%	USD \$5,881.50/mo
CFC (ownership)	15%	USD \$1,960.50/mo
Indirect (ownership)	10%	USD \$1,307.00/mo
Fuel (operating) @ USD 4.15	24.54%	USD \$11.73/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.

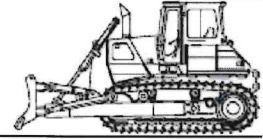
The equipment represented in this report has been exclusively prepared for VALERIE PRICE (valerieprice@hillintl.com)

$$\begin{aligned}
 & \$3,660.00 / 40 = 91.50 \\
 & + 47.79 \\
 & \hline
 & \$139.29
 \end{aligned}$$

Rental Rate Blue Book®

January 9, 2024

Caterpillar D6N XL (disc. 2019)
Standard Crawler Dozers



Size Class:
130 - 159 hp
Weight:
35020 lbs

Configuration for D6N XL (disc. 2019)

Dozer Type	VPAT	Operator Protection	EROPS
Power Mode	Diesel		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs Hourly	FHWA Rate** Hourly
	Monthly	Weekly	Daily	Hourly		
Published Rates	USD \$12,305.00	USD \$3,445.00	USD \$860.00	USD \$130.00	USD \$48.12	USD \$118.03
Adjustments						
Region (100%)	-	-	-	-		
Model Year (2019: 100%)	-	-	-	-		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)						
Total:	USD \$12,305.00	USD \$3,445.00	USD \$860.00	USD \$130.00	USD \$48.12	USD \$118.03

Non-Active Use Rates

	Hourly
Standby Rate	USD \$36.36
Idling Rate	USD \$84.74

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	30%	USD \$3,691.50/mo
Overhaul (ownership)	48%	USD \$5,906.40/mo
CFC (ownership)	13%	USD \$1,599.65/mo
Indirect (ownership)	9%	USD \$1,107.45/mo
Fuel (operating) @ USD 4.15	30.82%	USD \$14.83/hr

Revised Date: 1st quarter 2024

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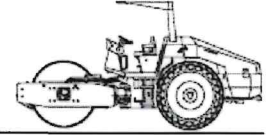
The equipment represented in this report has been exclusively prepared for VALERIE PRICE (valerieprice@hillintl.com)

$$\begin{aligned}
 & \$3,445.00 / 40 = \$86.13 \\
 & + \$48.12 \\
 & \hline
 & \$134.25
 \end{aligned}$$

Rental Rate Blue Book®

January 9, 2024

Caterpillar CS-563C (disc. 1999)
Single Drum Vibratory Compactors



Size Class:
7.5 - 11.4 mt
Weight:
24700 lbs

Configuration for CS-563C (disc. 1999)

Drum Type **Smooth** Drum Width **84.0 in**
Power Mode **Diesel**

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs Hourly	FHWA Rate** Hourly
	Monthly	Weekly	Daily	Hourly		
Published Rates	USD \$11,115.00	USD \$3,115.00	USD \$780.00	USD \$120.00	USD \$93.92	USD \$157.07
Adjustments						
Region (100%)	-	-	-	-		
Model Year (1999: 100%)	-	-	-	-		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	USD \$11,115.00	USD \$3,115.00	USD \$780.00	USD \$120.00	USD \$93.92	USD \$157.07

Non-Active Use Rates

	Hourly
Standby Rate	USD \$44.21
Idling Rate	USD \$77.39

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	35%	USD \$3,890.25/mo
Overhaul (ownership)	30%	USD \$3,334.50/mo
CFC (ownership)	20%	USD \$2,223.00/mo
Indirect (ownership)	15%	USD \$1,667.25/mo
Fuel (operating) @ USD 4.15	15.16%	USD \$14.24/hr

Revised Date: 1st quarter 2024

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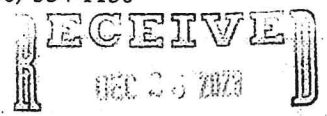
$$\begin{aligned}
 & \$3,115.00 / 40 = \$77.88 \\
 & \quad \quad \quad + 93.92 \\
 & \hline
 & \quad \quad \quad \$171.80
 \end{aligned}$$

PS CONSTRUCTION FABRICS, INC.

10361 PIFER RD.
WADSWORTH, OH 44281
Phone / (330) 335-3635 Fax / (330) 334-1130

***** INVOICE *****

49115 M/31



DATE: 12/22/23

INVOICE NO.: 506500
TERMS: NET 30

INVOICE TO: CHIEF

SHIP TO:

CHIEFTAIN TRUCKING & EXC, INC
3926 VALLEY RD. SUITE 300
CLEVELAND OH 44109

BROOKLYN LIBRARY
CHIEFTAIN TRUCKING & EXC, INC
7619 MEMPHIS AVE.
BROOKLYN, OH

ORDER DATE: 12/20/23
CUST. ORDER: VERBAL DON
SALESPERSON: RJT
OUR ORDER #: 228317

DATE SHIPPED: 12/21/23
SHIPPED VIA: PIFER DELIVERY
JOB N

USED FOR UNIT COST ONLY

OH, FOR BROOKLYN LIBRARY, DEL

ORDER	SHIP	ITEM	DESCRIPTION	UNIT	UNIT-PRICE	TOTAL
15	15	G1048	TENSAR TX150L GEOGRID 13.1' X 246' =358.1 SY	ROLL	950.290	14254.35
		DON 216-906-6994		NON-TAXABLE		14,254.35
				FREIGHT		150.00
		NON-TAXABLE AMTS REQUIRE TAX EXEMPT CERT **		TOTAL DUE		14,404.35

Job # 359 CC 804
G/L 7070 Amt 14404.35

APPR BY BW

IS THIS A TAX EXEMPT JOB? IF SO, THE CONSTRUCTION CONTRACTOR IS RESPONSIBLE TO FURNISH THE SUPPLIER WITH A CONTRACTOR'S EXEMPTION CERTIFICATE WITHIN 60 DAYS OF THE INVOICE DATE IN ORDER TO CLAIM THE EXEMPTION ON THE ITEMS CLASSIFIED AS NON-TAXABLE ON THIS INVOICE.

PLEASE SEND YOUR EXEMPTION CERTIFICATE ASAP WITH YOUR PAYMENT, FAX IT ASAP TO US AT 330.334.1130, OR EMAIL TO BEASTHOM@PSCONSTFABRICS.COM

YOUR COOPERATION WILL BE APPRECIATED.

PLEASE NOTE - THE FOLLOWING INVOICED ITEMS ARE ALWAYS TAXABLE TO THE CONSTRUCTION CONTRACTOR: DIRT AND/OR SAND BAGS --- FENCING AND POST PRODUCTS --- EQUIPMENT RENTALS

CTL Engineering, Inc.

3085 Interstate Parkway, Brunswick, OH, 44212

Phone : 330-220-8900 Fax : 330-220-8944

Email : ctlcleve@ctleng.com

AN EMPLOYEE OWNED COMPANY



Consulting Engineers - Testing - Inspection Services - Analytical Laboratories

Established 1927

Daily Activity Report

General

Client	: MHARS Lorain County	High Temp (°F)	: 45
Project	: Lorain County Crisis Receiving Center	Low Temp (°F)	: 40
Project No.	: 23020066CLE	Current Conditions	: Mostly Cloudy

Time

Date	Travel Start / Prep	Job Start	Lunch	Down Time	Job Stop	Travel Stop
02/01/2024	07:30	08:30	0.00	0.00	10:00	10:30

Project Phase

Phase Code	Work Description	Billing Branch-Dept	Staff Type	ST	OT
200	Daily Activity Report	CLE-02	1003	1.50	0.00
119	Travel	CLE-02	1003	1.50	0.00

Expenses

Expenses	Cost
N/A	0.00

Equipment/Reimbursable

Equipment Name	Equipment Description	Quantity
N/A	N/A	

Mileage

Per Trip \$ Charge : 40.00

Project Contacts

Name	Company	Cell Number	E-Mail Address

Safety Items

SDS Location : N/A

Hazardous Materials : N/A

Client : MHARS Lorain County
Project : Lorain County Crisis Receiving Center
Project No. : 23020066CLE
Date : 02/01/2024

Remarks

General Remarks : On this date, CTL Project Manager Ed Isabella reported to the project site to attend a meeting in regards to the existing subgrade conditions of the construction driveway and future parking lot. CTL had previously provided recommendations regarding wet and unstable soils in this area (1 foot undercut, lay geofabric and grid, followed by 1's and 2's), and Chieftain site crews had begun excavating and repairing the subgrades on January 30th and 31st. However, during the laying of fabric and stone on the 31st, Chieftain crews had concerns regarding the underlying soils not being stable enough for the repair. At the time, CTL recommended to extend the excavation an additional 12 inches, and lay two lifts of No. 1 and No. 2 stone. Chieftain followed this recommendation to excavate deeper, but ultimately site representatives chose to discontinue work on the 31st and to convene a meeting on this date to discuss potential repairs.

Upon arrival, Mr. Isabella walked the site and discussed the issues with site crews, which included concerns regarding haul trucks getting stuck in the stone and subgrade soils. CTL suggested the following test strip procedure:

In the area where stone has already been placed, CTL suggests to cut 12 inches of the stone down. At 12 inches, the remaining aggregate should undergo static rolling to attempt to lock in the 1's and 2's with the underlying grid. Once this has been performed, a 2nd layer of geogrid will be placed, followed by the remaining 12 inches of 1's and 2's. This layer of 1's and 2's should be statically rolled until the area is reasonably unyielding.

CTL will be onsite to observe this work and will provide additional guidance if needed.

Attention Items

Client Signature	: _____	CTL Signature	: <u>Edwin Isabella</u>
Name	:	Name	: Edwin Isabella

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CTL Engineering, Inc.

3085 Interstate Parkway, Brunswick, OH, 44212

Phone : 330-220-8900 Fax : 330-220-8944

Email : ctlcleveland@ctleng.com

AN EMPLOYEE OWNED COMPANY



Consulting Engineers - Testing - Inspection Services - Analytical Laboratories

Established 1927

Daily Activity Report

General

Client	: MHARS Lorain County	High Temp (°F)	: 35
Project	: Lorain County Crisis Receiving Center	Low Temp (°F)	: 27
Project No.	: 23020066CLE	Current Conditions	: Mostly Cloudy

Time

Date	Travel Start / Prep	Job Start	Lunch	Down Time	Job Stop	Travel Stop
02/02/2024	0.00	7:30	0.00	0.00	15:30	0.00

Project Phase

Phase Code	Work Description	Billing Branch-Dept	Staff Type	ST	OT
200	Daily Activity Report	CLE-02	1013	8.00	0.00

Expenses

Expenses	Cost
N/A	0.00

Equipment/Reimbursable

Equipment Name	Equipment Description	Quantity
N/A	N/A	

Mileage

Per Trip \$ Charge : 40.00

Project Contacts

Name	Company	Cell Number	E-Mail Address
------	---------	-------------	----------------

Safety Items

SDS Location : N/A

Hazardous Materials : N/A

Client : MHARS Lorain County
Project : Lorain County Crisis Receiving Center
Project No. : 23020066CLE
Date : 02/02/2024

Remarks

General Remarks : A representative from CTL Engineering arrived onsite at 7:45 am to observe the work performed by Chieftain Excavating. After the meeting that took place yesterday morning, it was recommended to Chieftain to remove a foot of the 1s and 2s in the area where the extra foot of cut took place. Then to compact the first layer of 1s and 2s, lay another layer of geogrid on top. Then compact the final 1 foot lift of 1s and 2s with a static roller to help make the area more stable.

Chieftain started off by removing a foot of the 1s and 2s within the area where the extra foot cut took place on Wednesday. Once the 1s and 2s were removed, they took their static roller and compacted the 1 foot layer of 1s and 2s that was still left in place. Once the 1s and 2s were compacted, Chieftain then laid another layer of geogrid making sure it overlapped in the middle at least a foot. Then placed another 1 foot layer of 1s and 2s on top and compacted the 1s and 2s with a static roller. While the inspector was watching the final layer of 1s and 2s get compacted, she noticed that the 1s and 2s were deflecting as the roller went over them. Chieftain was finished with the repair at 1130 am and was waiting for their dump truck to arrive for a proofroll.

A proofroll was scheduled for noon to see if the repair done today was stable enough for the planned driveway. Chieftain has a truck arrive with a approximate total weight of 70,000. The truck did once pass in the middle of the proposed driveway. Within the area of the repair and where the extra 1 foot cut took place, the dump truck left ruts/ impressions in the 1sand 2s about 6-8" in depth. This area is still considered unstable after the repair and proofroll. Panzica has a meeting with the Engineer to further discuss the unstable soil issue and to find a solution. CTI Engineering will wait for further instructions from Panzica. Chieftain left for the day and stopped working until they hear back from the engineer.

Attention Items

Client Signature : _____ CTL Signature : _____
Name : Name : Alexis Brown

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Danielle James

From: Danielle James
Sent: Thursday, February 1, 2024 4:23 PM
To: Pete Klepek; Edwin Isabella; John Walkosak; Melissa Fischer; Ted M. Chase; Cooper, Todd; Turek, Daniel
Subject: RE: LCCRC South Drive Site
Attachments: Site Road Part 2.pdf

Good afternoon all,

Following up from this morning's meeting with CTL, Chieftain and Panzica to discuss the plan moving forward with the recent findings. Please reference attached sketch based on CTL's recommendation to excavate an additional 12" and install fabric, grid, 12" of 1s and 2s, static roll, grid, 12" 1s and 2s, static roll, 4" of 304 and roll. The discussion was to try a smaller "test strip" starting tomorrow to confirm this will bridge and be a suitable solution to continue moving forward. CTL will have a representative onsite while work is going on and Ed with CTL was going to come out in the afternoon to review.

Note the first approximately 100 feet from Broadway was completed with the original plan.

We are working on the cost for this work to share with the team. Chieftain mentioned they can provide non-spec'd (oversized) #1s and #2s slag for a cost savings of \$9 per ton (approved 1s & 2s is \$24.50/ ton, slag is \$15.50/ton). This material is not spec'd and they do not have material analysis on it but we can have someone be at the yard if CTL (or someone else) wants to visually inspect the piles at the yard in Sheffield. Please let me know what your thoughts on this are.

It is our understanding CTL will be issuing a formal report/ recommendation on this but as we are getting starting tomorrow I wanted confirm the plan with the team.

Please let me know I miss spoke on anything and reach out with any questions.

Also, I believe everyone is aware but we also have a meeting schedule on Monday with the civil engineer to review the water drainage of the road.

Thank you,

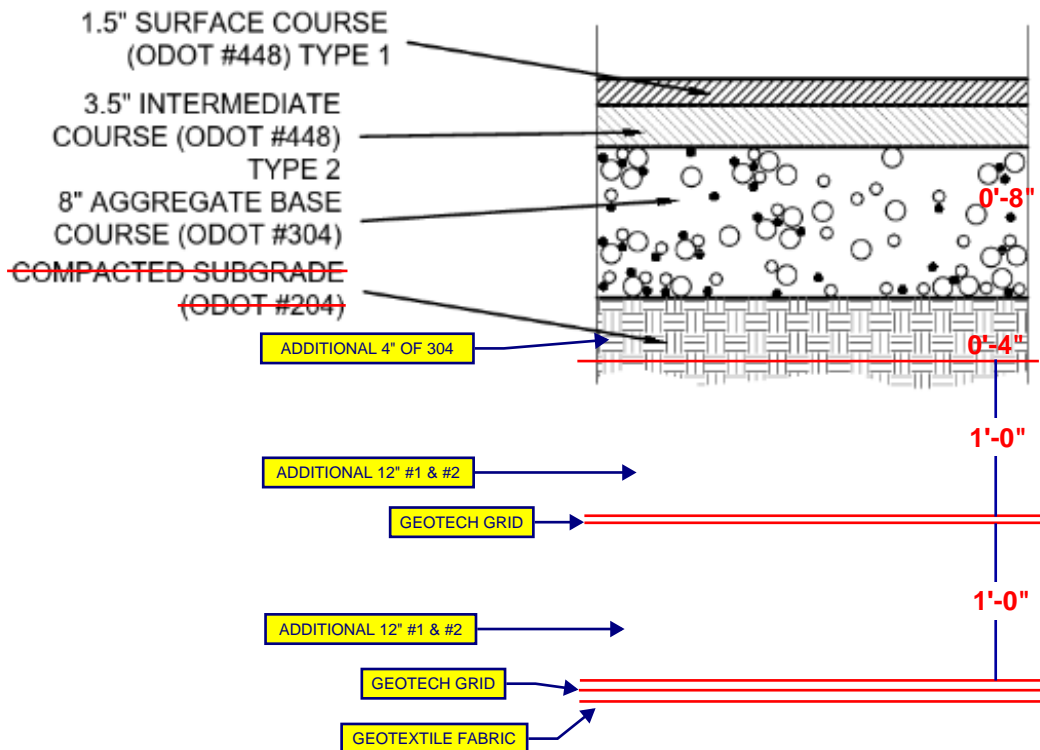
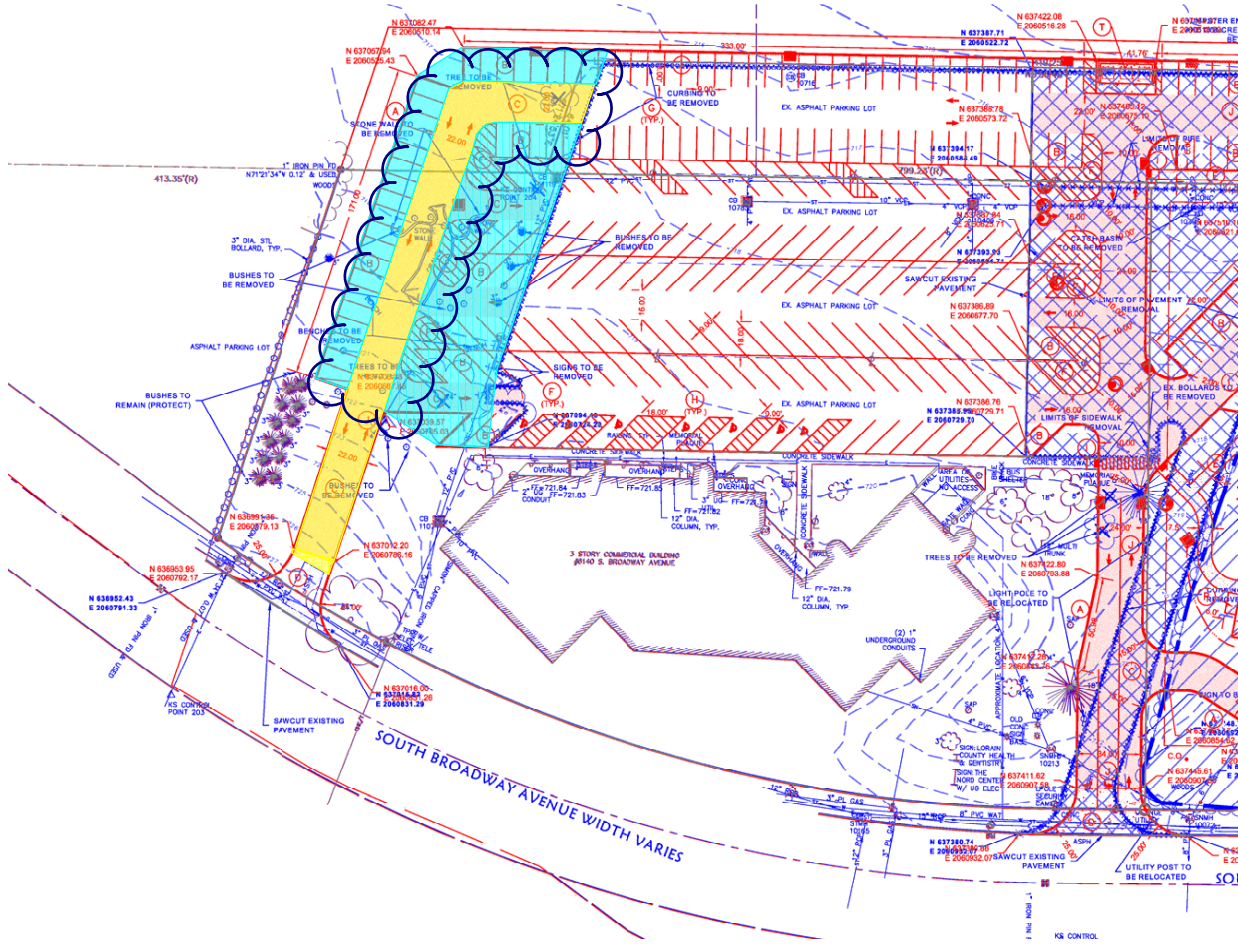
From: Pete Klepek <pklepek@panzica.com>
Sent: Wednesday, January 31, 2024 10:40 AM
To: Danielle James <djames@panzica.com>; Edwin Isabella <eisabella@ctleng.com>; John Walkosak <jwalkosak@perspectus.com>; Melissa Fischer <MFischer@nordcenter.org>; Ted M. Chase <chaset@ksassociates.com>; Cooper, Todd <ToddCooper@hillintl.com>; Turek, Daniel <DanielTurek@hillintl.com>
Subject: LCCRC South Drive Site

Good morning,

We have ran into some unsuitable soil that is really spongy and wet. CLT is onsite and we have contacted Ed to follow up on recommendations on what to do. We are at sub grade for the 1's & 2's.

Ed from CTL recommends us cutting another 12" out to get to more stable soil which we are proceeding on doing. It is approximately 50'x40' square foot area. We will get a more accurate measurement once we start removing the unsuitable soil. I have asked CTL to make sure it is in their report.

See attached some photos.



CE O-005 Undercut to Shale						
South Drive/ Parking Lot						
Undercut to Shale						
Additional 12"						
Subcontractor	Scope Item	Units	UOM	Cost/Unit	Cost	Comments
Chieftain	South Drive - Underdrain	1	ls	\$ 65,934	\$ 65,934	
Chieftain	Geogrid Credit From CE O-001 & CE O-003	1	ls	\$ (18,055)	\$ (18,055)	
Chieftain	Geotectile Fabric Credit From CE O-001	1	ls	\$ (3,367)	\$ (3,367)	
PCC	Superintendent	48	hr	\$ 80	\$ 3,840	
PCC	Project Manager	8	hr	\$ 90	\$ 720	
PCC	Project Engineer	8	hr	\$ 50	\$ 400	
PCC	Overhead and Fee	1	ls	\$ 2,474	\$ 2,474	
					\$ 51,946	
Additional 24"						
Subcontractor	Scope Item	Units	UOM	Cost/Unit	Cost	Comments
Chieftain	South Drive - Underdrain	1	ls	\$ 131,869	\$ 131,869	
Chieftain	Geogrid Credit From CE O-001 & CE O-003	1	ls	\$ (18,055)	\$ (18,055)	
Chieftain	Geotectile Fabric Credit From CE O-001	1	ls	\$ (3,367)	\$ (3,367)	
PCC	Superintendent	64	hr	\$ 80	\$ 5,120	
PCC	Project Manager	12	hr	\$ 90	\$ 1,080	
PCC	Project Engineer	12	hr	\$ 50	\$ 600	
PCC	Overhead and Fee	1	ls	\$ 5,862	\$ 5,862	
					\$ 123,109	
Additional 36"						
Subcontractor	Scope Item	Units	UOM	Cost/Unit	Cost	Comments
Chieftain	South Drive - Underdrain	1	ls	\$ 197,803	\$ 197,803	
Chieftain	Geogrid Credit From CE O-001 & CE O-003	1	ls	\$ (18,055)	\$ (18,055)	
Chieftain	Geotectile Fabric Credit From CE O-001	1	ls	\$ (3,367)	\$ (3,367)	
PCC	Superintendent	88	hr	\$ 80	\$ 7,040	
PCC	Project Manager	16	hr	\$ 90	\$ 1,440	
PCC	Project Engineer	16	hr	\$ 50	\$ 800	
PCC	Overhead and Fee	1	ls	\$ 9,283	\$ 9,283	
					\$ 194,944	

Schedule Impacts

- 2/13/2024 Crew started option 1 following the recommendation to cut back unsuitable soils to expose the area. Upon excavating we found extensive wet soils, see attached videos. At this time PCC let the architect, civil engineer and testing company know about the findings and scheduled a team meeting for Thursday 8:30am 2/15/2024 to discuss.
- 2/14/2024 CTL came onsite to observe the site conditions from option 1, upon observation they provided attached field report of the spongy unsuitable soil conditions. Crew exposed approx 2/3 of the area to investigate if the conditions at the remaining area were the same as the unsuitable soil from previous excavation.

2/15/2023 Meeting was held onsite with Perspectus, KS, CTL, PCC, Chieftain. Recommendation by CTL, KS and Perspectus is to remove remaining unsuitable soil to get to shale, install #1s and #2s to get to previously designed elevation to install the underdrains as specified in civil sketch with fabric wrap and #57 stone, add additional 29" of stone per option 1+ additional 12" of #1s and #2s to get to pavement subgrade.

Previously installed #1s and #2s, geofabric and geogrid at unsuitable area will need to be removed to excavate to shale.

PCC is directed to price "worst case" of cutting 3 feet max unsuitable soil to shale. PCC/ Chieftain to track with the site investigation the unsuitable soil ranges from an additional 2 feet to 3 feet to shale. Field crews to track on T&M for this additional scope of excavation and stone to minimize cost.

Reference attached SKETCH for detail. This new detail would remove the requirement of geotextile fabric and geogrid from CE O-001 scope.

* Total schedule impacts pending when PCC has approval to proceed with work and final scope

** PCC started clearing the building site on 2/2/2024 by access of main Nord Center drive. Concrete contractor is scheduled to mobilize on 2/26/2024 to start building. Due to safety, logistics, and strength of existing drive, it is not recommended to use public drive for concrete access. If the work for the south drive is not ready by 2/26/2024, critical path of project will be delayed.

Schedule Delays

Calendar Days TBD

Week Days TBD

*** PCC staffing time is based on delay from starting the building concrete mobilization to approval to proceed with anticipated approval on 2/28/2024 + time to complete the work

CHIEFTAIN TRUCKING AND EXCAVATING, INC. EXTRA WORK COST ANALYSIS

COMPANY:	Panzica Construction Company				
DATE:	February 15, 2024				
PROJECT:	Lorain Crisis Center				
DESCRIPTION:	Undercut south pavement area an additional 12"				
PCO #:					
TICKET NUMBER:	NA				
COST CODE:	NA				
		QUANTITY	HOURS	RATE	TOTAL
LABOR	FOREMAN	1	20	\$84.78	\$1,695.60
	LABORER (includes a flagger)	2	20	\$69.78	\$2,791.20
	OPERATOR	2	20	\$83.41	\$3,336.40
	SUBTOTAL LABOR COSTS				\$7,823.20
	10% OVERHEAD				\$782.32
	5% PROFIT				\$430.28
	TOTAL LABOR COSTS				\$9,035.80
EQUIPMENT	CAT 321 CR EXCAVATOR	1	10	\$139.29	\$1,392.90
	CAT 325 F EXCAVATOR			\$222.81	\$0.00
	CAT 329 EL EXCAVATOR			\$236.88	\$0.00
	CAT 335 F EXCAVATOR			\$270.12	\$0.00
	CAT 336 EL EXCAVATOR			\$291.26	\$0.00
	CAT D4G DOZER			\$140.97	\$0.00
	CAT D5G LGP DOZER			\$141.23	\$0.00
	CAT D6N XL DOZER	1	20	\$134.25	\$2,685.00
	CAT D8N DOZER			\$252.32	\$0.00
	J. DEERE 850 DOZER			\$231.42	\$0.00
	KOMATSU D61PX DOZER			\$228.75	\$0.00
	WACKER RT820 COMPACTOR			\$112.29	\$0.00
	CAT CS-563C SEALING ROLLER	1	10	\$171.80	\$1,718.00
	MULTI-AXLE TRUCK & DRIVER	1	59	\$115.00	\$6,785.00
	SUBTOTAL EQUIPMENT COSTS				\$12,580.90
	10% OVERHEAD				\$1,258.09
	5% PROFIT				\$691.95
	TOTAL EQUIPMENT COSTS				\$14,530.94
MATERIAL	Geotextile Fabric	Sy		\$1.50	\$0.00
	Geogrid	rolls		\$950.29	\$0.00
	#1 & 2's	ton	1136	\$24.50	\$27,832.00
	#304 limestone	ton		\$28.50	\$0.00
	SUBTOTAL MATERIAL COSTS				\$27,832.00
	10% OVERHEAD				\$2,783.20
5% PROFIT				\$1,530.76	
	TOTAL MATERIAL COSTS				\$32,145.96
SUBCONTRACTOR	Dump Fees (Unsuitable Soil)	load	59	\$150.00	\$8,850.00
	Dump Fees (Additional Topsoil)	load		\$100.00	\$0.00
	Surveyor	hour		\$165.00	\$0.00
	SUBTOTAL SUBCONTRACTOR COSTS				\$8,850.00
	10% OVERHEAD				\$885.00
	5% PROFIT				\$486.75
	TOTAL SUBCONTRACTOR COSTS				\$10,221.75
	TOTAL ITEM COST:				\$65,934.45

CHIEFTAIN TRUCKING AND EXCAVATING, INC. EXTRA WORK COST ANALYSIS

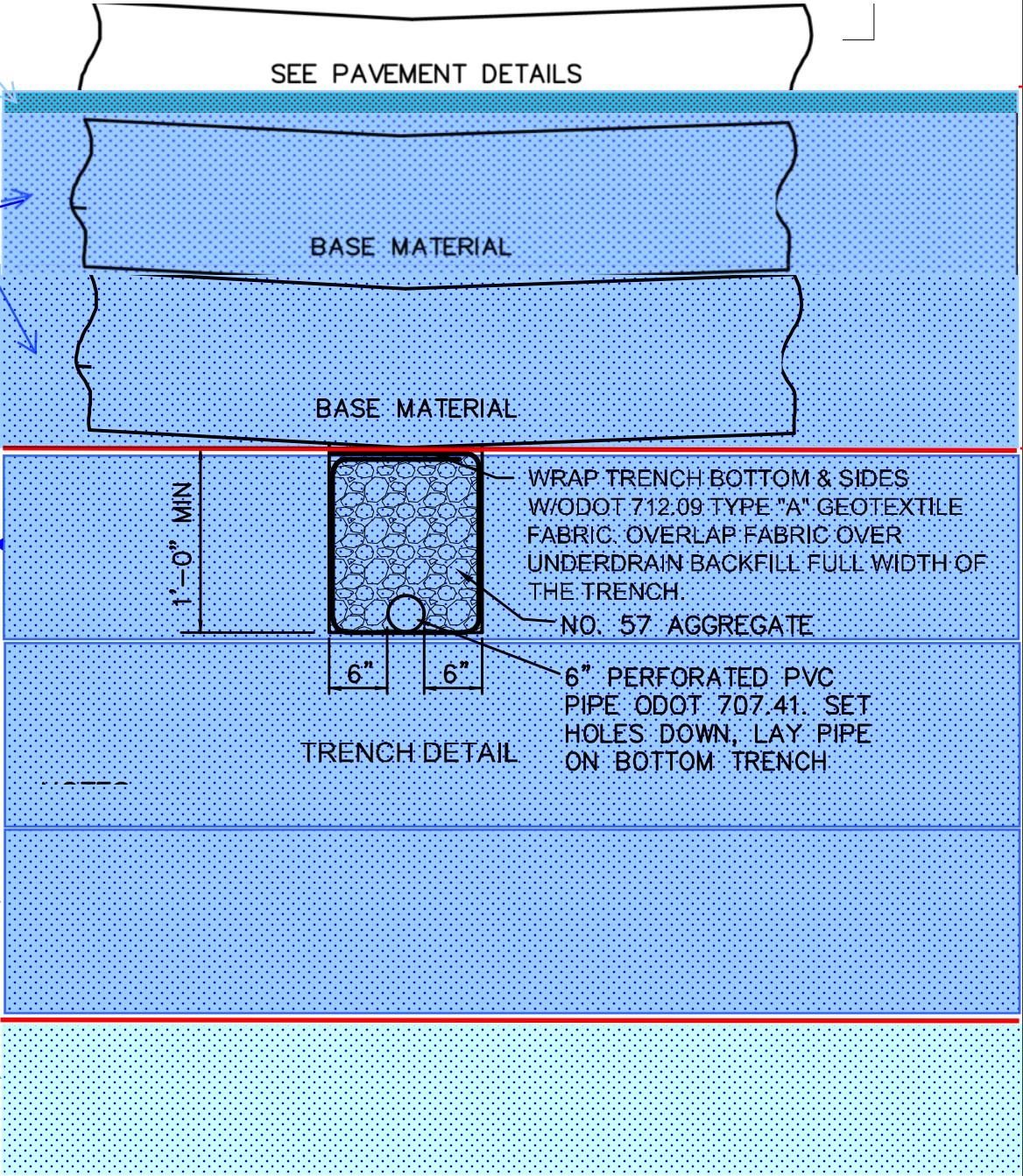
COMPANY:	Panzica Construction Company				
DATE:	February 15, 2024				
PROJECT:	Lorain Crisis Center				
DESCRIPTION:	Undercut south pavement area an additional 24"				
PCO #:					
TICKET NUMBER:	NA				
COST CODE:	NA				
		QUANTITY	HOURS	RATE	TOTAL
LABOR	FOREMAN	1	40	\$84.78	\$3,391.20
	LABORER (includes a flagger)	2	40	\$69.78	\$5,582.40
	OPERATOR	2	40	\$83.41	\$6,672.80
	SUBTOTAL LABOR COSTS				\$15,646.40
	10% OVERHEAD				\$1,564.64
	5% PROFIT				\$860.55
	TOTAL LABOR COSTS				\$18,071.59
EQUIPMENT	CAT 321 CR EXCAVATOR	1	20	\$139.29	\$2,785.80
	CAT 325 F EXCAVATOR			\$222.81	\$0.00
	CAT 329 EL EXCAVATOR			\$236.88	\$0.00
	CAT 335 F EXCAVATOR			\$270.12	\$0.00
	CAT 336 EL EXCAVATOR			\$291.26	\$0.00
	CAT D4G DOZER			\$140.97	\$0.00
	CAT D5G LGP DOZER			\$141.23	\$0.00
	CAT D6N XL DOZER	1	40	\$134.25	\$5,370.00
	CAT D8N DOZER			\$252.32	\$0.00
	J. DEERE 850 DOZER			\$231.42	\$0.00
	KOMATSU D61PX DOZER			\$228.75	\$0.00
	WACKER RT820 COMPACTOR			\$112.29	\$0.00
	CAT CS-563C SEALING ROLLER	1	20	\$171.80	\$3,436.00
	MULTI-AXLE TRUCK & DRIVER	1	118	\$115.00	\$13,570.00
	SUBTOTAL EQUIPMENT COSTS				\$25,161.80
	10% OVERHEAD				\$2,516.18
	5% PROFIT				\$1,383.90
	TOTAL EQUIPMENT COSTS				\$29,061.88
MATERIAL	Geotextile Fabric	Sy		\$1.50	\$0.00
	Geogrid	rolls		\$950.29	\$0.00
	#1 & 2's	ton	2272	\$24.50	\$55,664.00
	#304 limestone	ton		\$28.50	\$0.00
	SUBTOTAL MATERIAL COSTS				\$55,664.00
	10% OVERHEAD				\$5,566.40
5% PROFIT				\$3,061.52	
	TOTAL MATERIAL COSTS				\$64,291.92
SUBCONTRACTOR	Dump Fees (Unsuitable Soil)	load	118	\$150.00	\$17,700.00
	Dump Fees (Additional Topsoil)	load		\$100.00	\$0.00
	Surveyor	hour		\$165.00	\$0.00
	SUBTOTAL SUBCONTRACTOR COSTS				\$17,700.00
	10% OVERHEAD				\$1,770.00
	5% PROFIT				\$973.50
	TOTAL SUBCONTRACTOR COSTS				\$20,443.50
	TOTAL ITEM COST:				\$131,868.89

CHIEFTAIN TRUCKING AND EXCAVATING, INC. EXTRA WORK COST ANALYSIS

COMPANY:	Panzica Construction Company				
DATE:	February 15, 2024				
PROJECT:	Lorain Crisis Center				
DESCRIPTION:	Undercut south pavement area an additional 36"				
PCO #:					
TICKET NUMBER:	NA				
COST CODE:	NA				
		QUANTITY	HOURS	RATE	TOTAL
LABOR	FOREMAN	1	60	\$84.78	\$5,086.80
	LABORER (includes a flagger)	2	60	\$69.78	\$8,373.60
	OPERATOR	2	60	\$83.41	\$10,009.20
	SUBTOTAL LABOR COSTS				\$23,469.60
	10% OVERHEAD				\$2,346.96
	5% PROFIT				\$1,290.83
	TOTAL LABOR COSTS				\$27,107.39
EQUIPMENT	CAT 321 CR EXCAVATOR	1	30	\$139.29	\$4,178.70
	CAT 325 F EXCAVATOR			\$222.81	\$0.00
	CAT 329 EL EXCAVATOR			\$236.88	\$0.00
	CAT 335 F EXCAVATOR			\$270.12	\$0.00
	CAT 336 EL EXCAVATOR			\$291.26	\$0.00
	CAT D4G DOZER			\$140.97	\$0.00
	CAT D5G LGP DOZER			\$141.23	\$0.00
	CAT D6N XL DOZER	1	60	\$134.25	\$8,055.00
	CAT D8N DOZER			\$252.32	\$0.00
	J. DEERE 850 DOZER			\$231.42	\$0.00
	KOMATSU D61PX DOZER			\$228.75	\$0.00
	WACKER RT820 COMPACTOR			\$112.29	\$0.00
	CAT CS-563C SEALING ROLLER	1	30	\$171.80	\$5,154.00
	MULTI-AXLE TRUCK & DRIVER	1	177	\$115.00	\$20,355.00
	SUBTOTAL EQUIPMENT COSTS				\$37,742.70
	10% OVERHEAD				\$3,774.27
	5% PROFIT				\$2,075.85
	TOTAL EQUIPMENT COSTS				\$43,592.82
MATERIAL	Geotextile Fabric	Sy		\$1.50	\$0.00
	Geogrid	rolls		\$950.29	\$0.00
	#1 & 2's	ton	3408	\$24.50	\$83,496.00
	#304 limestone	ton		\$28.50	\$0.00
	SUBTOTAL MATERIAL COSTS				\$83,496.00
	10% OVERHEAD				\$8,349.60
5% PROFIT				\$4,592.28	
	TOTAL MATERIAL COSTS				\$96,437.88
SUBCONTRACTOR	Dump Fees (Unsuitable Soil)	load	177	\$150.00	\$26,550.00
	Dump Fees (Additional Topsoil)	load		\$100.00	\$0.00
	Surveyor	hour		\$165.00	\$0.00
	SUBTOTAL SUBCONTRACTOR COSTS				\$26,550.00
	10% OVERHEAD				\$2,655.00
	5% PROFIT				\$1,460.25
	TOTAL SUBCONTRACTOR COSTS				\$30,665.25
	TOTAL ITEM COST:				\$197,803.34

OPTION 1 with under drains and additional 1's & 2's stone material placed on top of shale. Which varies from 4' - 5' from sub grade to top of shale.

4" of #304



24" of 1's & 2's

28"

NTS

12"

24"-36" of 1's & 2's

12"

SHALE

12"

FINGER DRAIN DETAIL

NOT TO SCALE

Finance Committee Meeting Report

Tuesday, February 20, 2024 5:20 p.m. Conference Room

FINANCE COMMITTEE: The Finance Committee shall review all expenditures of the Board monthly financial statements and shall report on these to the BOD. The Committee shall review the annual budget proposed by the Executive Director and shall make recommendations on the annual budget to the BOD.

The Committee shall review results from the annual county financial audit and monitor the implementation of any corrective action plans required by the audit.

Committee Members Present: Tim Barfield (Committee Chair), Monica Bauer, Patricia Bell, Michael Finch and Pat McGervey

Staff Present: Michael Doud, Barry Habony and Johanna Vakerics

The Finance Committee met at the MHARS Board Office – Conference Room on February 20, 2024 at 5:20 p.m. and reports one (1) informational items and six (6) recommendations.

Informational Items:

1. **List of Contracts** – The Committee reviewed the attached list of *Contracts Authorized by the Executive Director on Behalf of the MHARS Board of Directors.*

Recommendations:

1. **Approval of the Fiscal Year 24 Statement of Revenue and Expenses and Statement of Cash Position** – The Committee reviewed the attached fiscal year 24 Statement of Revenue and Expenses and Statement of Cash Position, along with supporting schedules for the period ended January 2024 and found them to be in order.

(Resolution 24-02-06) The Committee Recommends approval of the fiscal year 24 financial statements for the period ended January 2024.

2. **Approval of the MHARS Board Listing of Expenses for January** – The Committee reviewed the attached Listing of Expenses for January 2024 totaling \$1,492,903.72 and found them to be in order.

(Resolution 24-02-07) The Committee Recommends approval of the MHARS Board January 2024 Listing of Expenses.

3. **Approval of the MHARS Board Revised Budget for Fiscal Year 24** – The Committee reviewed the attached MHARS Board Revised Budget for Fiscal Year 24. The budget revisions for fiscal year 24 were found to be in order.

(Resolution 24-02-08) The Committee Recommends approval of the MHARS Board Revised Budget for Fiscal Year 24.

Finance Committee Meeting Report

Tuesday, January 16, 2024 5:00 p.m. Conference Room

4. **Approval to Amend Contract** – The Committee reviewed the contract for consulting services with Randy B. Shore, Attorney at Law, in reviewing all leases associated with the Lorain County Crisis Receiving Center (LCCRC) project between the MHARS Board and the Nord Center. Original Resolution No: 23-06-09 hourly rate of \$400.00 not to exceed \$10,000. Recommend amending contract to increase not to exceed to \$10,040.

(Resolution 24-02-09) The Committee Recommends that the Executive Director be authorized to execute the amended contract for consulting services with Randy B. Shore, Attorney at Law, in reviewing all leases associated with the Lorain County Crisis Receiving Center (LCCRC) project between the MHARS Board and the Nord Center at an hourly rate of \$400 not to exceed \$10,040.

5. **Approval to Authorize Payments for Staff Recognition Dinner** – The Committee reviewed the expenses for catering services (Pogie’s Catering \$820.00) and reimbursement of food provided (Dan Urbin – Costco \$55.97) for staff recognition dinner.

(Resolution 24-02-10) The Committee Recommends approval to authorize payment for catering services (Pogie’s Catering \$820.00) and reimbursement of food provided (Dan Urbin – Costco \$55.97) for staff recognition dinner.

6. **Approval of Credit Card Policy** – The Committee reviewed the attached *Credit Card Policy*. Policy in relation to Line of Credit at Lormet Community Federal Credit Union.

(Resolution 24-02-11) The Committee Recommends approval of the *Credit Card Policy*.

Next Meeting of the Finance Committee scheduled for Tuesday, March 19, 2024 at 5:00pm at the MHARS Board Office – Conference Room.

Contracts Authorized by the Executive Director on Behalf of the MHARS Board of Directors

February 20, 2024

Consultants - Vendors	Service Provided	Amount Paid
Mount Zion Baptist Church	Promoting the event Black to Brown men in Lorain County and engaging in facilitating attendance	NTE \$600 for 1/25/24 - 3/3/24
The Elyria YWCA	Provide venue, coordination and support for the two-day Youth REI training	NTE \$5,000 for 12/6/23 - 3/31/24
Lorain County Urban League	Provide coordination of the Lorain County Youth Advisory Council services	NTE \$16,000 for 12/6/23 - 3/31/24
Educational Service Center of Lorain County	Provide a 6 CEU training titled Understanding and Addressing Non-Suicidal Self-Injury in Youth	NTE \$2,500 for 10/20/23 - 3/30/24
Maya K. Akinfosile, Psy.D.	Provide in person 3-hour trauma-informed training	NTE \$300 for 1/11/24 - 5/30/24
*Youth Villages	ISP Foster Care, Residential and Crisis Services @ contracted per diem rates	NTE budgeted amount of \$500,000 for 7/1/23 - 6/30/24
*Reflections Group Home	ISP Foster Care, Residential and Crisis Services @ contracted per diem rates	NTE budgeted amount of \$500,000 for 7/1/23 - 6/30/24
* ISP Contract for which the MHARS Board is the Fiscal Agent authorized by the Executive Director per MHARS Board of Director's By-Laws Article IX Section 3.A.1. and the Ohio Revised Code Section 340.041 as an emergency contract for clinical services.		

MENTAL HEALTH, ADDICTION AND RECOVERY SERVICES BOARD OF LORAIN COUNTY

STATEMENT OF REVENUES AND EXPENSES FY24

Unaudited

JULY 1, 2023 TO JANUARY 31, 2024

	BUDGET		ACTUAL			
	AMENDED FY24 BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	JANUARY 2024	VARIANCE	% OF VARIANCE
REVENUES						
Levy 0.6 mill 5-year renewal expires 12/31/22	\$ 3,861,364	\$ 1,724,114	\$ 1,845,638	\$ -	\$ 121,524	7.0%
Levy 1.2 mill 10-year renewal expires 12/31/24	8,276,900	3,700,650	3,953,469	-	252,819	6.8%
Local Grants	58,488	31,911	31,911	-	-	0.0%
State Allocations & Grants	2,724,176	1,796,032	1,796,032	470,248	-	0.0%
Federal Allocations & Grants	5,708,745	2,217,469	2,217,469	321,334	-	0.0%
Pass-Through Grants	1,016,390	787,831	787,831	145,944	-	0.0%
Integrated Services Partnership	-	-	66,760	-	66,760	100.0%
Capital Reimbursements	6,600,000	1,350,000	1,350,000	50,000	-	0.0%
Miscellaneous	169,000	50,414	43,114	25	(7,300)	-14.5%
TOTAL REVENUES	\$ 28,415,063	\$ 11,658,421	\$ 12,092,224	\$ 987,551	\$ 433,803	3.7%
EXPENSES						
Personnel - Salary & Benefits	\$ 2,180,000	\$ 1,213,373	\$ 1,097,399	\$ 189,342	\$ 115,974	9.6%
Operating	408,000	240,376	182,263	21,671	58,113	24.2%
Printing & Advertising	75,000	41,586	11,883	2,895	29,703	71.4%
Capital Outlay	40,000	-	-	-	-	0.0%
Crisis Receiving Center	8,350,286	461,642	461,642	15,883	-	0.0%
Auditor & Treasurer Fees - Levy	211,500	80,000	81,085	-	(1,085)	-1.4%
Integrated Services Partnership	1,260,033	630,012	425,583	122,645	204,429	32.4%
Pass-Through Grants	1,016,390	787,831	762,831	120,944	25,000	3.2%
Agency & Community	2,388,078	1,191,696	786,852	129,569	404,844	34.0%
Network Agency Contracts	16,900,234	8,425,200	6,849,862	1,079,297	1,575,338	18.7%
TOTAL EXPENSES	\$ 32,829,521	\$ 13,071,716	\$ 10,659,400	\$ 1,682,246	\$ 2,412,316	18.5%
NET	\$ (4,414,458)	\$ (1,413,295)	\$ 1,432,824	\$ (694,695)	\$ 2,846,119	

Payroll	189,342
Report of Expenses	1,492,904
	1,682,246

MENTAL HEALTH, ADDICTION AND RECOVERY SERVICES BOARD OF LORAIN COUNTY

STATEMENT OF CASH POSITION FY24

Unaudited

JULY 1, 2023 TO JANUARY 31, 2024

	AMENDED FY24 BUDGET	YEAR TO DATE ACTUAL
Board Levy Cash Balance - Beginning of Period	\$16,129,806	\$16,129,806
Board Levy Cash Balance - End of Period	\$14,182,148	\$17,596,554
Board Unrestricted Cash Balance - Beginning of Period	\$0	\$0
Board Unrestricted Cash Balance - End of Period	\$0	\$0
Local/State/Federal Allocations & Grants Cash Balance - Beginning of Period	\$1,236,810	\$1,236,810
Local/State/Federal Allocations & Grants Cash Balance - End of Period	\$30,043	\$1,536,708
Pass-Through Cash Balance - Beginning of Period	\$0	\$0
Pass-Through Cash Balance - End of Period	\$0	\$25,000
ISP Cash Balance Held by Board as Fiscal Agent - Beginning of Period	\$1,793,022	\$1,793,022
ISP Cash Balance Held by Board as Fiscal Agent - End of Period	\$532,989	\$1,434,199
Total Cash Balance - Beginning of Period	\$19,159,638	\$19,159,638
Total Cash Balance - End of Period	\$14,745,180	\$20,592,461
Net Difference	(\$4,414,458)	\$1,432,823

Board Levy Cash Balance		\$14,182,148
Reserve: Committed to Crisis Receiving Center Capital		(\$6,261,414)
Reserve: Committed to Crisis Receiving Center Operations for 5 yrs		(\$4,889,318)
Reserve: Capital Improvements		(\$60,000)
Reserve: Sick/Vacation Payout at Retirement or Separation		(\$291,624)
Reserve: Cash Flow		(\$1,800,000)
Board Levy Unobligated Cash Balance		\$879,792

Allocations & Grants Supporting Schedule

	<u>FY24 BUDGET</u>	<u>FY24 RECEIVED</u>
Local Grants:		
Hold for Unallocated	3,270	-
Suicide Prevention Coalition	50	50.00
OACBHA Week of Appreciation	1,680	1,680.00
Collective Impact	53,488	30,181.21
	<u>58,488</u>	<u>31,911.21</u>
State Allocations & Grants:		
Access to Wellness Recovery Supports	201,300	-
Community Innovations - Community Medication (Psychotropic Drug)	100,000	-
Continuum of Care - Board Elected and Additional Community Investment	88,631	88,631.00
Continuum of Care - Community Investments (Both MH & SUD)	366,184	270,888.00
Continuum of Care - Community Investments (Central Pharmacy)	23,000	16,998.10
Continuum of Care - Community Investments (MH Portion)	889,208	666,906.00
Continuum of Care - Community Investments (SUD Portion)	139,646	104,734.50
Continuum of Care - Crisis Flexible Funds	146,025	73,012.50
Continuum of Care - Crisis Infrastructure Funds	50,000	50,000.00
Continuum of Care - NEO Collaborative Jail Program	70,000	17,500.00
Criminal Justice Services - Addiction Treatment Program (ATP)	250,000	187,500.00
Criminal Justice Services - Community Transition Program (CTP)	90,000	67,500.00
Criminal Justice Services - Forensic Monitoring	7,850	5,887.50
Prevention & Wellness - Early Intervention	55,000	55,000.00
Prevention & Wellness - Prevention Services Evidence Based Practice (EBP)	24,800	24,800.00
Prevention & Wellness - Primary Prevention	22,685	17,013.75
Prevention & Wellness - Project AWARE	50,000	50,000.00
Problem Casino/Gambling Addiction - SUD Gambling Addiction Prevention/Treatment	98,947	74,210.25
Recovery Housing Operating Allocation	50,900	25,450.00
	<u>2,724,176</u>	<u>1,796,031.60</u>
Federal Allocations & Grants:		
Housing and Urban Development (HUD) Grant - Shelter + Care	465,439	152,472.00
Indigent Patient Placement Program	97,600	97,600.00
Mental Health Block Grant	172,144	129,108.00
Mental Health Court Grant	7,500	7,500.00
Mobile Response and Stabilization Services (MRSS)	50,000	-
Projects for Assistance in Transition from Homelessness (PATH) Grant	92,363	17,100.42
State Opioid & Stimulant Response (SOSR) Grant - Local Project Treatment and Recovery (Jul-Sep FFY23) SOS 3.0	738,019	738,018.61
State Opioid & Stimulant Response (SOSR) Grant - Local Project Treatment and Recovery (Oct-Sep FFY24) SOS 3.2	2,255,152	-
State Opioid Response (SOR) Grant - Care Teams and Education Media Campaign	62,964	62,964.47
State Opioid & Stimulant Response (SOS) Grant - Overdose Awareness Day	2,652	2,652.14
Substance Abuse Block Grant (SABG) - Adolescent Treatment Services	276,573	28,803.56
Substance Abuse Prevention and Treatment (SAPT) Block Grant - Prevention	295,762	221,821.50
Substance Abuse Prevention and Treatment (SAPT) Block Grant - Treatment	743,682	557,761.50
Title XX Grant	148,895	55,541.00
Treatment Access for Adults with Alcohol Use Disorder	300,000	146,126.85
	<u>5,708,745</u>	<u>2,217,470.05</u>
Pass-Through Grants:		
Lorain County Domestic Relations Family and Juvenile Drug Court	82,616	-
Subsidized Docket Support - Specialized Docket Payroll Subsidy Project	350,000	350,000.00
Substance Abuse Block Grant (SABG) - Circle for Recovery	100,000	75,000.00
Women's Treatment & Recovery	483,774	362,830.50
	<u>1,016,390</u>	<u>787,830.50</u>

Agency & Community Supporting Schedule

	Allocation/Grant FY24 Budget	Levy FY24 Budget	TOTAL FY24 BUDGET	Allocation/Grant FY24 Expense	Levy FY24 Expense	TOTAL FY24 EXPENSE
Supplies/Materials/Other	-	4,695	4,695	-	1,426.60	1,426.60
Contractual/Purchased Services (Trainings, Consultations, Housing Inspections etc.)	-	97,000	97,000	-	13,665.95	13,665.95
Pooled Agency Services (Bilingual Staff Incentive, Internship, Interpreting, Youth Wrap)	-	28,500	28,500	-	263.03	263.03
Bridge Pointe Commons - Front Desk and Security	-	168,372	168,372	-	77,236.55	77,236.55
Lorain County Sheriff Jail Re-Entry Coordinator	79,701	-	79,701	35,325.34	-	35,325.34
Transport Services - LifeCare	-	25,000	25,000	-	3,146.52	3,146.52
Adult Inpatient Local Bed Days (Mercy)	97,600	10,000	107,600	-	-	-
Indigent/Youth Inpatient Local Bed Days (Various other than Mercy)	-	10,000	10,000	-	8,000.00	8,000.00
Respite (Blessing House)	-	5,000	5,000	-	5,000.00	5,000.00
Youth Led Suicide "You Belong" Initiative	-	40,000	40,000	-	33,274.70	33,274.70
Ad Hoc Disparities	-	12,307	12,307	-	10,000.00	10,000.00
The Confess Project	8,000	21,256	29,256	8,000.00	15,749.00	23,749.00
FCFC Funding	-	40,000	40,000	-	40,000.00	40,000.00
Housing Needs Assessment	-	25,000	25,000	-	-	-
Lorain Housing Project Capital Allocation	-	250,000	250,000	-	-	-
Hold for Unallocated	3,267	-	3,267	-	-	-
OACBHA Week of Appreciation	1,680	-	1,680	1,105.87	-	1,105.87
NAMI - CIT - NEOMED	3,310	-	3,310	-	-	-
Community Collective Impact Grant	42,142	6,787	48,929	32,970.84	6,787.45	39,758.29
Suicide Prevention Coalition	675	-	675	60.00	-	60.00
Opiate Outreach	56,000	-	56,000	19,457.05	-	19,457.05
Addiction Treatment Program (ATP)	273,231	-	273,231	179,772.02	-	179,772.02
Prevention & Wellness	312,419	-	312,419	28,207.75	-	28,207.75
Psychotropic Drug Program	100,000	20,000	120,000	-	-	-
Central Pharmacy	8,000	-	8,000	1,998.10	-	1,998.10
Access to Wellness Recovery Supports	311,898	-	311,898	74,510.10	-	74,510.10
COVID Mitigation	32,098	-	32,098	28,672.05	-	28,672.05
Mental Health Court	7,500	-	7,500	93.50	-	93.50
SOS 3.0 (Oct-Sep FFY23)	72,992	-	72,992	72,991.86	-	72,991.86
SOS 3.2 (Oct-Sep FFY24)	148,032	-	148,032	23,519.82	-	23,519.82
SOSR Care Teams and Education Media	62,963	-	62,963	62,964.77	-	62,964.77
SOSR Overdose Awareness Day	2,653	-	2,653	2,652.14	-	2,652.14
	1,624,161	763,917	2,388,078	572,301.21	214,549.80	786,851.01

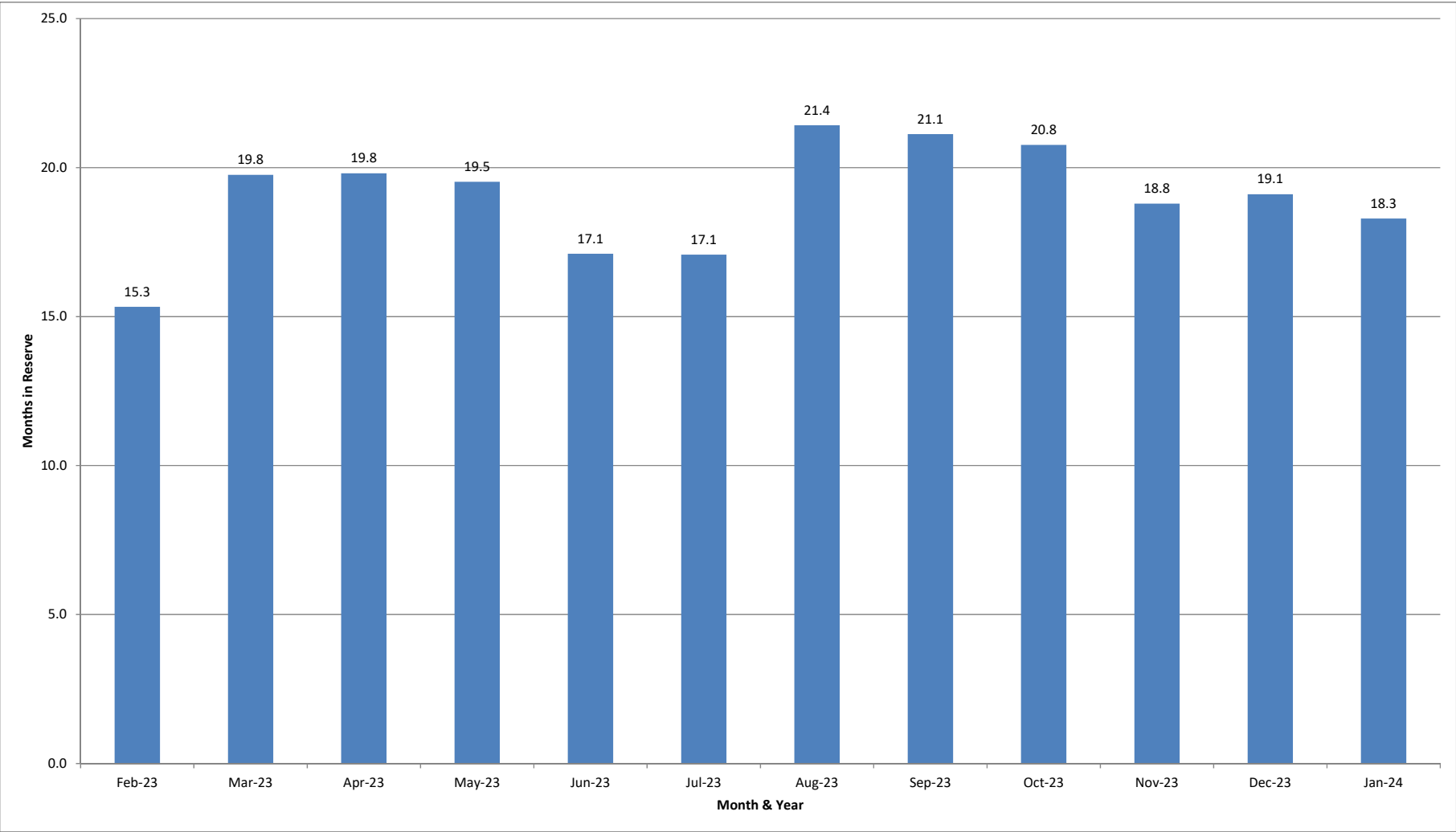
Network Agency Contracts Supporting Schedule

	Allocation/Grant FY24 Budget	Levy FY24 Budget	TOTAL FY24 BUDGET	Allocation/Grant FY24 Expense	Levy FY24 Expense	TOTAL FY24 EXPENSE
Applewood	291,573	701,206	992,779	34,191.80	223,854.35	258,046.15
Beech Brook	-	37,200	37,200	-	16,850.30	16,850.30
Bellefaire JCB	-	357,012	357,012	-	18,488.48	18,488.48
Big Brothers Big Sisters	79,574	40,226	119,800	59,850.00	30,000.00	89,850.00
Catholic Charities	-	194,000	194,000	-	45,225.27	45,225.27
El Centro	18,600	270,218	288,818	10,850.00	116,521.41	127,371.41
Far West	-	165,014	165,014	-	50,958.55	50,958.55
Gathering Hope House	-	375,000	375,000	-	184,829.84	184,829.84
LCADA Way	1,265,790	25,000	1,290,790	375,814.48	7,500.00	383,314.48
Let's Get Real	426,857	29,000	455,857	183,694.50	-	183,694.50
Lorain County Health & Dentistry	221,541	-	221,541	109,041.55	-	109,041.55
Lorain Urban Minority Alcoholism and Drug Abuse Outreach Program (UMADAOP)	157,864	-	157,864	101,602.39	-	101,602.39
Lutheran Metropolitan Ministry - Guardianship Services	-	49,000	49,000	-	12,250.00	12,250.00
MedMark Treatment Centers (Baymark Health)	144,174	-	144,174	75,662.86	-	75,662.86
NAMI	-	140,000	140,000	-	70,000.00	70,000.00
Neighborhood Alliance	154,931	27,455	182,386	38,483.97	8,996.29	47,480.26
New Directions (Crossroads Health)	-	57,000	57,000	-	45,170.16	45,170.16
New Sunrise	465,439	348,833	814,272	220,279.92	77,378.40	297,658.32
NORA	207,286	-	207,286	61,646.97	-	61,646.97
Nord Center	2,119,516	4,489,328	6,608,844	1,141,159.58	2,500,810.65	3,641,970.23
Ohio Guidestone	42,106	506,874	548,980	9,691.30	210,091.63	219,782.93
Pathways	-	65,000	65,000	-	30,943.72	30,943.72
Place to Recover Training and Resource Center	594,629	-	594,629	228,866.73	-	228,866.73
Road to Hope House	625,511	-	625,511	329,924.65	-	329,924.65
Safe Harbor/Genesis House	-	170,000	170,000	-	85,000.00	85,000.00
Silver Maple Recovery	344,524	-	344,524	110,670.47	-	110,670.47
Stella Maris	111,800	-	111,800	23,562.96	-	23,562.96
	<u>7,271,715</u>	<u>8,047,366</u>	<u>15,319,081</u>	<u>3,114,994.13</u>	<u>3,734,869.05</u>	<u>6,849,863.18</u>
<i>Reserves</i>	-	212,810	212,810			
<i>Unallocated</i>	693,897	674,446	1,368,343			
	<u>7,965,612</u>	<u>8,934,622</u>	<u>16,900,234</u>			

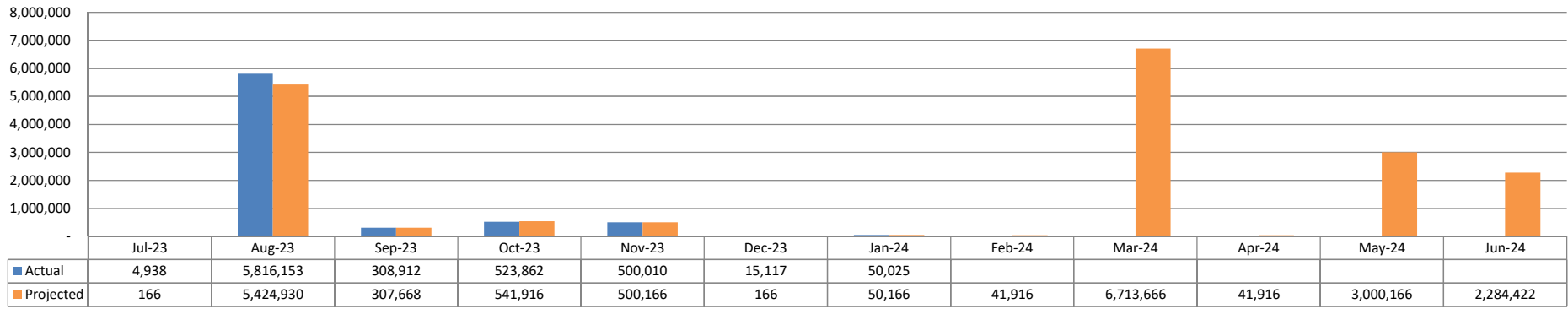
Pass-Through Grants:

Lorain County Domestic Relations Family and Juvenile Drug Court	82,616	-
Subsidized Docket Support - Specialized Docket Payroll Subsidy Project	350,000	350,000.00
Lorain UMADAOP - Substance Abuse Block Grant (SABG) - Circle for Recovery	100,000	50,000.00
The LCADA Way - Women's Treatment & Recovery	483,774	362,830.50
	<u>1,016,390</u>	<u>762,830.50</u>

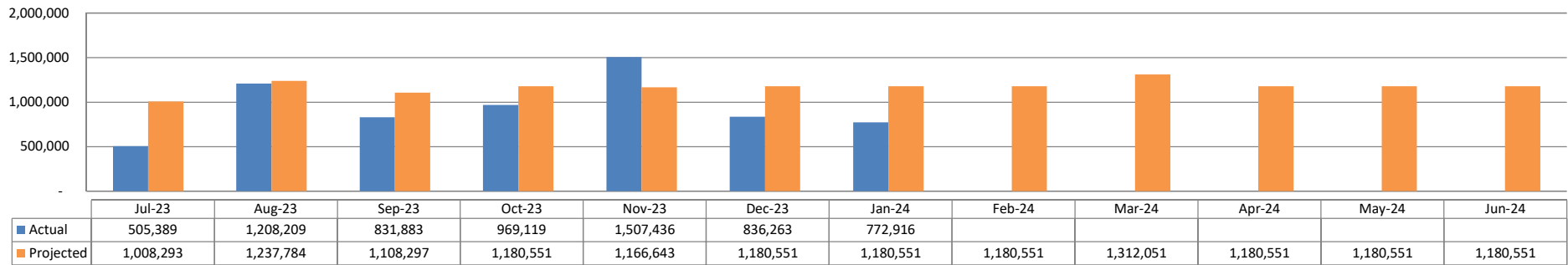
Levy Funds - Months in Reserve (Last 12 Months) - Supporting Table



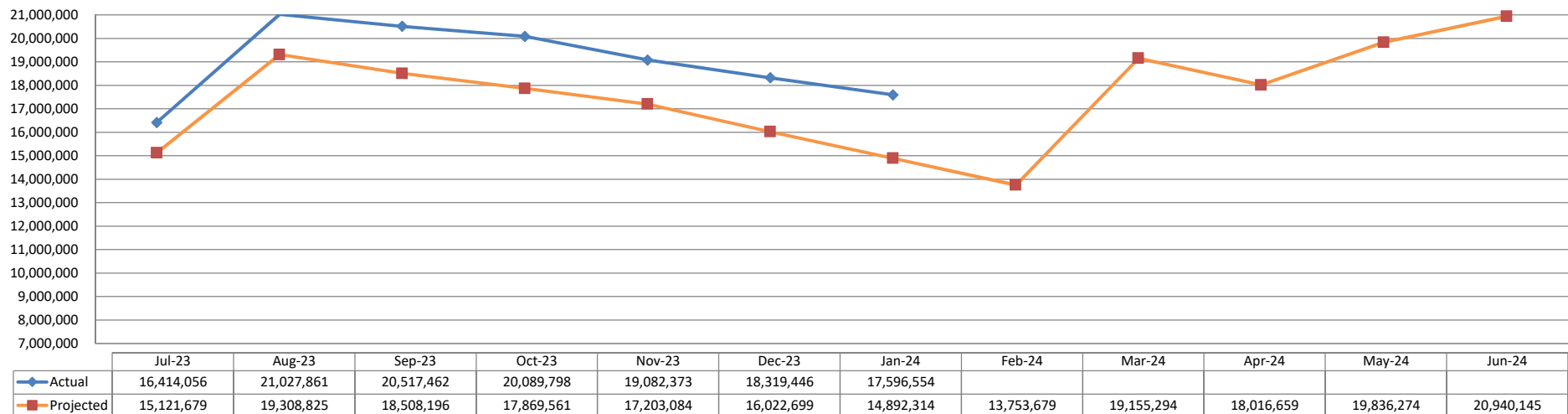
REVENUES



EXPENSES



CASH FLOW



**Variance Analysis
January 2024**

REVENUES:

Levy – \$121,524 & 7.0% and \$252,819 & 6.8%

- Amounts collected for 2nd Half Settlement moderately greater than estimated.

Local Grants – No Variance

- Please refer to Allocations & Grants Supporting Schedule for detail.

State Allocations & Grants – No Variance

- Please refer to Allocations & Grants Supporting Schedule for detail.

Federal Allocations & Grants – No Variance

- Please refer to Allocations & Grants Supporting Schedule for detail.

Pass-Through Grants – No Variance

- Please refer to Allocations & Grants Supporting Schedule for detail.

Integrated Services Partnership – \$66,760 & 100.0%

- Reimbursement from FY22 and FY23 expenses

Capital Reimbursements – No Variance

Miscellaneous – (\$7,300) & (14.5%)

- Reimbursement for ISP Director less than budgeted due to full-time position remains unfilled.

**Variance Analysis
January 2024**

EXPENSES:

Personnel-Salary & Benefits – \$115,974 & 9.6%

- Personnel expenses under budget due to current unfilled but budgeted positions and healthcare expense paid quarterly.

Operating – \$58,113 & 24.2%

- Operating expenses are under budget and are being monitored continuously by the Chief of Business Operations.

Printing & Advertising – \$29,703 & 71.4%

- Printing & Advertising expenses are under budget and are being monitored continuously by the Communications & Community Relations Director, as well as, the Chief of Business Operations.

Capital Outlay – No Variance

Crisis Receiving Center – No Variance

Auditor & Treasurer Fees-Levy – (\$1,085) & (1.4%)

- Levy fees were slightly higher than estimated.

Integrated Services Partnership \$204,429 & 32.4%

- This variance results from the timing of billings from placement agencies and the number of children in care.

Pass-Through Grants – \$25,000 & 3.2%

- This variance results from timing of reception of funds to disbursement.

Agency & Community – \$404,844 & 34.0%

- Please refer to Agency & Community Supporting Schedule for detailed breakdown.

Network Agency Contracts – \$1,575,338 & 18.7%

- Please refer to Network Agency Contracts Supporting Schedule for detailed breakdown.

MENTAL HEALTH, ADDICTION AND RECOVERY SERVICES BOARD OF LORAIN COUNTY

LISTING OF EXPENSES JANUARY 2024

Warrant#	Chk Date	Inv Date	Journal Description/Payee Name	Amount
OPERATING				
5073188	10-JAN-24	18-DEC-23	FRIENDS SERVICE CO INC DBA FRIENDSOFFICE:SUPPLIES - PAPER, STICKY NOTES, TAPE - DEC 2023 *2023	184.35
5073187	10-JAN-24	08-DEC-23	FRIENDS SERVICE CO INC DBA FRIENDSOFFICE:SUPPLIES - TONER CARTRIDGE - DEC 2023 *2023	108.99
5073190	10-JAN-24	20-DEC-23	LORAIN COUNTY MENTAL HEALTH BOARD:COSTCO & GFS - SUPPLIES - COFFEE & CLEANING - DEC 2023	81.48
5075367	25-JAN-24	16-JAN-24	LORAIN COUNTY MENTAL HEALTH BOARD:SUPPLIES - COSTCO WATER FOR OFFICE - 1/15/24 *2024	7.98
5075366	25-JAN-24	22-JAN-24	LORAIN COUNTY MENTAL HEALTH BOARD:SUPPLIES - MARCS POP FOR BOARD DINNER 1/23/2024 *2024	13.55
5073191	10-JAN-24	12-DEC-23	LORAIN COUNTY MENTAL HEALTH BOARD:SUPPLIES - POSTERBOARDS LCCRC GROUNDBREAKING -	26.57
5073203	10-JAN-24	12-DEC-23	WHITE HOUSE ARTESIAN SPRINGS INC:SUPPLIES - WATER - 12/12/2023 *2023	33.00
			SUPPLIES/MATERIALS	455.92
5073923	17-JAN-24	01-JAN-24	GREAT LAKES COMPUTER CORP:CONTR SVCS MICROSOFT LICENSES JAN 2024 *2024	298.30
5073925	17-JAN-24	31-DEC-23	GREAT LAKES COMPUTER CORP:COMP SVCS USER LICENSES FEES DEC 2023	168.00
			COMPUTER SYSTEM SOFTWARE	466.30
5073195	10-JAN-24	29-NOV-23	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC:POSTAGE MACHINE LEASE 9/30/2023-12/29/2023 *2023	210.18
5073202	10-JAN-24	31-DEC-23	US BANK NATIONAL ASSOCIATION:LEASING EQUIPMENT 12/24-1/24/2024 *2024	898.00
			EQUIPMENT LEASE	1,108.18
5073907	17-JAN-24	31-DEC-23	ACCESS INFORMATION MANAGEMENT CORPORATION DBA ACCESS:CONTR SVCS STORAGE FEES JAN 2024	259.49
5073176	10-JAN-24	01-JAN-24	AMERICAN SECURITY & AUDIO VIDEO SYSTEMS INC:ALARM SYSTEM GATHERING HOPE & ALC FY2024 *2024	586.80
5073177	10-JAN-24	01-JAN-24	AMERICAN SECURITY & AUDIO VIDEO SYSTEMS INC:ALARM SYSTEM MAIN BUILDING FY2024 *2024	689.10
5073924	17-JAN-24	15-DEC-23	GREAT LAKES COMPUTER CORP:CONTR SVCS COMP SUPPORT SVCS 1/15-4/14/2024 *2024	2,700.00
5073189	10-JAN-24	31-DEC-23	GREAT LAKES COMPUTER CORP:CONTR SVCS STORAGE FEES DEC 2023 *2023	650.00
5073196	10-JAN-24	18-DEC-23	STERICYCLE INC:CONTR SVCS SHREDDING SVCS 11/27/2023 *2023	238.46
5075371	25-JAN-24	18-JAN-24	STERICYCLE INC:CONTR SVCS SHREDDING SVCS 12/26/23 *2023	138.13
			CONTRACTUAL/PURCHASED SERVICES	5,261.98
5073696	16-JAN-24	01-JAN-24	CHARTER COMMUNICATIONS HOLDINGS LLC:MHARS 3340	379.00
5074994	24-JAN-24	14-JAN-24	CHARTER COMMUNICATIONS HOLDINGS LLC:MHARS 3340	595.00
5072957	09-JAN-24	01-JAN-24	CITY OF LORAIN UTILITIES DEPARTMENT:MHARS 3340	282.04
5072958	09-JAN-24	20-DEC-23	COLUMBIA GAS OF OHIO INC:MHARS 3340	50.93
5072959	09-JAN-24	19-DEC-23	CONNECT PARENT CORPORATION CONNECT HOLDING II LLC DBA BRIGHTSPEED (87-3811759-):MHARS 3340	138.23
5074328	19-JAN-24	08-JAN-24	ELYRIA PUBLIC UTILITIES:MHARS 3340	14.00
5075000	24-JAN-24	18-JAN-24	LORAIN COUNTY SANITARY ENGINEER:MHARS 3340	83.44
5074337	19-JAN-24	12-JAN-24	OHIO EDISON:MHARS 3340	112.52
5074340	19-JAN-24	12-JAN-24	OHIO EDISON:MHARS 3340	656.68
5075004	24-JAN-24	22-JAN-24	OHIO EDISON:MHARS 3340	146.83
5074333	19-JAN-24	16-JAN-24	OHIO EDISON:MHARS 3340 *2023	1,085.88
			UTILITIES	3,544.55
5073910	17-JAN-24	19-DEC-23	BRIAN KYLES CONSTRUCTION INC:SHRUB REMOVAL - 12/14/2023 *2023	2,952.94
5073180	10-JAN-24	20-DEC-23	BRIAN KYLES CONSTRUCTION INC:SNOW & ICE OCCURENCE 12/19/2023 *2023	347.08
5075353	25-JAN-24	15-JAN-24	BRIAN KYLES CONSTRUCTION INC:SNOW OCCURENCE TREATMENT - 1/4-1/14/24 *2024	1,115.40
5073181	10-JAN-24	01-JAN-24	C4AC LLC:MAINT SVCS CLEANING SVCS JAN 2024 *2024	520.00
5073913	17-JAN-24	09-NOV-23	COATES BROTHERS ROOFING:ROOF MAINTENANCE 11/2/2023 *2023	2,168.50
5073185	10-JAN-24	19-NOV-23	COZART, LEWIS W DBA COZY CONNECTION:REPAIRS & MAINT ALC CLEANING NOV & DEC 2023	250.00
			MAINTENANCE	7,353.92
5073204	10-JAN-24	01-DEC-23	YOUNG INVESTMENTS INC:LABOR & MATERIAL - INSTALL EXIT DEVICE - 11/30/2023 *2023	691.00
5074301	19-JAN-24	26-DEC-23	YOUNG INVESTMENTS INC:LABOR & MATERIAL - DOOR CLOSER REPAIR - 12/18/2023 *2023	268.50
5075355	25-JAN-24	10-JAN-24	ENVI ENVIRONMENTAL LLC:ASBESTOS EVEALUATION OBERLIN AVE - 1/8/24 *2024	1,250.00
			REPAIR	2,209.50
5075352	25-JAN-24	18-JAN-24	BEVAN, STEPHEN D AND SIMONSON, ELIZABETH A DBA GOLD STAR AWARDS:OTHER EXP - BOARD	41.00
5075360	25-JAN-24	22-JAN-24	LORAIN CNTY TREASURER/DANIEL J TALAREK:PAR# 03-00-112-101-063 TAX ASSESS FULL YEAR 2023	139.54
5075361	25-JAN-24	22-JAN-24	LORAIN CNTY TREASURER/DANIEL J TALAREK:PAR# 03-00-112-101-066 TAX ASSESS FULL YEAR 2023	558.14
5073932	17-JAN-24	20-DEC-23	LORAIN COUNTY PRINTING & PUBLISHING:NEWSPAPER SUBSCRIPTION SVCS 1/15/2024-1/14/2025 *2024	301.12
			DUES	1,039.80
5074723	22-JAN-24	28-NOV-23	ROBERTSON, JANE A:MHARS 3340	231.03
			TRAVEL	231.03
			TOTAL OPERATING	21,671.18
PRINTING & ADVERTISING				
5073175	10-JAN-24	08-DEC-23	AK VELEZ LLC DBA SUPERPRINTER:PR-COPING WITH THE HOLIDAYS BOOKLET - DEC 2023 *2023	325.00
5075334	25-JAN-24	14-NOV-23	CONNECTING FOR KIDS OF WESTLAKE OH:PR - SPONSORSHIP REGISTRATION FOR LC RESOURCE FAIR - MAR	250.00
5075357	25-JAN-24	05-JAN-24	IMAGE BUILDERS MARKETING INC:PR - AD IN LORAIN COUNTY MAGAZINE 1/4 PAGE - 1/5/24 *2024	1,795.00
5075377	25-JAN-24	20-OCT-23	WOBL RADIO INC.:PR - FOOTBALL GAME ADS OCT 23 *2023	525.00
			TOTAL PRINTING & ADVERTISING	2,895.00

MENTAL HEALTH, ADDICTION AND RECOVERY SERVICES BOARD OF LORAIN COUNTY

LISTING OF EXPENSES JANUARY 2024

Warrant#	Chk Date	Inv Date	Journal Description/Payee Name	Amount
CRISIS RECEIVING CENTER				
5073926	17-JAN-24	18-DEC-23	HILL INTERNATIONAL INC:CRC PROJECT 11/01/2023-11/30/2023 *2023	8,500.00
5074290	19-JAN-24	11-DEC-23	PERSPECTUS ARCHITECTURE LLC:PROF SVCS ARCH & DESIGN NOV 2023 *2023	7,382.79
TOTAL CRISIS RECEIVING CENTER				15,882.79
INTEGRATED SERVICES PARTNERSHIP				
5073688	16-JAN-24	20-NOV-23	1021 TOWER BLVD LLC:MHARS 3340	850.00
5073689	16-JAN-24	20-DEC-23	1021 TOWER BLVD LLC:MHARS 3340	725.00
5074396	19-JAN-24	10-JAN-24	BELLEFAIRE JEWISH CHILDRENS BUREAU:AGENCY SVCS JOP SVCS DEC 23 *2023	22,297.37
5073909	17-JAN-24	18-DEC-23	BELLEFAIRE JEWISH CHILDRENS BUREAU:AGENCY SVCS JOP SVCS NOV 2023 *2023	21,578.10
5073911	17-JAN-24	05-DEC-23	BURLINGTON COAT FACTORY:FAM STABILITY ASSIST W/ PERSONAL NEEDS 12/12/2023 *2023	350.00
5073183	10-JAN-24	11-AUG-23	CATHOLIC CHARITIES CORPORATION:AGENCY SVCS PATIENT CARE - MENTORING - JULY 2023 *2023	4,776.53
5073184	10-JAN-24	15-DEC-23	CATHOLIC CHARITIES CORPORATION:AGENCY SVCS PATIENT CARE - MENTORING - NOV 2023 *2023	16,652.13
5074276	19-JAN-24	09-JAN-24	CATHOLIC CHARITIES CORPORATION:AGENCY SVCS PATIENT CARE - MENTORING JUL-DEC 23 GOSH *2023	3,958.66
5073182	10-JAN-24	04-OCT-23	CATHOLIC CHARITIES CORPORATION:ISP PATIENT CARE - MENTORING - JULY-AUG 2023 *2023	81.18
5074398	19-JAN-24	31-DEC-23	CORNELL ABRAXAS GROUP INC:ISP PLACEMENT SVCS - DEC 23 *2023	14,143.59
5073914	17-JAN-24	30-NOV-23	CORNELL ABRAXAS GROUP INC:ISP PLACEMENT SVCS - NOV 2023 *2023	7,765.73
5073915	17-JAN-24	30-NOV-23	CUMBERLAND HOSPITAL LLC:ISP PLACEMENT SVCS - NOV 2023 *2023	25,050.00
5073934	17-JAN-24	01-JAN-24	LU, MENG.:ANCILLARY SVCS COUNSELING DEC 2023 *2023	600.00
5073135	10-JAN-24	03-JAN-24	MIDVIEW CROSSING 2012 LLC.:MHARS 3340 *2023	1,400.00
5073713	16-JAN-24	19-DEC-23	OHIO EDISON:MHARS 3340	500.00
5074291	19-JAN-24	01-NOV-23	SAFEHOUSE MINISTRIES INC:CLIENT PLACEMENT SVCS OCT 2023 *2023	1,184.00
5073139	10-JAN-24	05-DEC-23	VILLAGE OF GRAFTON:MHARS 3340	240.10
5073140	10-JAN-24	05-DEC-23	VILLAGE OF GRAFTON:MHARS 3340	492.59
TOTAL INTEGRATED SERVICES PARTNERSHIP				122,644.98
PASS-THROUGH GRANTS				
5074406	19-JAN-24	09-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:Q3 WOMEN'S SET ASIDE	120,943.50
TOTAL PASS-THROUGH GRANTS				120,943.50
AGENCY & COMMUNITY				
5074078	18-JAN-24	17-JAN-24	AT HOSPITALITY LLC DBA THE SUMMIT HOTEL:MHARS 2024000565 *2024	4,696.38
5074700	22-JAN-24	29-NOV-23	BARON, PEGGY A.:MHARS 3340	399.72
5074701	22-JAN-24	30-NOV-23	BIRNEY, TONYA L:MHARS 3340	393.83
5074704	22-JAN-24	29-NOV-23	CASTRO, DANNY:MHARS 3340	409.55
5075335	25-JAN-24	08-NOV-23	DIANA SANTANTONIO EDS AND ASSOCIATES LLC DBA PSYCH & PSYCH SERVICES:CONTR SVCS ATP	8,418.93
5073917	17-JAN-24	31-DEC-23	EDEN INC:BRIDGE POINTE COMMONS SECURITY & FRONT DESK DEC 2023 *2023	14,538.84
5075354	25-JAN-24	10-JAN-24	EDEN INC:CONTR SVCS INSPECTIONS DEC 23 *2023	84.00
5073916	17-JAN-24	21-DEC-23	EDEN INC:CONTR SVCS INSPECTIONS NOV 2023 *2023	721.50
5073921	17-JAN-24	12-DEC-23	GALILEAN THEOLOGICAL CENTER:COMPONENT 1 TRAINING: SPIRITUAL CAREGIVING AUG 2023 *2023	10,000.00
5075356	25-JAN-24	05-DEC-23	GENERATIONS BEHAVIORAL HEALTH YOUNGSTOWN LLC:INPATIENT CARE INDIGENT BED DAYS 11/18-	8,000.00
5074714	22-JAN-24	27-NOV-23	KELLEY, DEBORAH:MHARS 3340	403.00
5075337	25-JAN-24	08-NOV-23	LET'S GET REAL INC DBA LET'S GET REAL INC:CONTR SVCS ATP PEER SUPPORT NOV 23 *2023	4,390.50
5075336	25-JAN-24	16-NOV-23	LET'S GET REAL INC DBA LET'S GET REAL INC:CONTR SVCS ATP PEER SUPPORT SVCS OCT 23 *2023	5,314.50
5075338	25-JAN-24	19-JAN-24	LET'S GET REAL INC DBA LET'S GET REAL INC:WELLNESS COURT - PEER SUPPORT DEC 23 *2023	93.50
5074279	19-JAN-24	16-OCT-23	LIFECARE AMBULANCE INC:CONTR SVCS CLIENT TRANSPORTATION 10/16/2023 *2023	477.58
5075339	25-JAN-24	08-DEC-23	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:CONTR SVCS ATP	3,587.57
5075365	25-JAN-24	21-NOV-23	LORAIN COUNTY BOARD OF EDUCATION DBA EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY:NON-	2,000.00
5074282	19-JAN-24	07-DEC-23	LORAIN COUNTY DRUG TASK FORCE:SOS 3.2 - OPIOID OUTREACH QRT OCT&NOV 23 *2023	250.00
5073933	17-JAN-24	03-JAN-24	LORAIN COUNTY SHERIFF:CONTR SVCS RE-ENTRY COORDINATOR 11/19-12/16/2023 *2023	5,887.56
5074409	19-JAN-24	05-JAN-24	LORAIN COUNTY SHERIFF:SOS 3.2 - JAIL BASED MAT PRE-RELEASE DEC 23 *2023	12,600.84
5073192	10-JAN-24	15-DEC-23	MILLER, ESTHER FERN:CONTR SVCS EMDR GROUP CONSULTATION - 12/15/2023 *2023	450.00
5074717	22-JAN-24	27-NOV-23	MORALES, ACHILLES TROY:MHARS 3340	260.50
5073935	17-JAN-24	31-DEC-23	OVERDOSE LIFELINE INC:FACILITATOR TRAINING & MATERIALS 4/1/2024-6/30/2024 *2024	2,201.50
5075346	25-JAN-24	07-JAN-24	P2R TRAINING AND RESOURCE CENTER INC:CONTR SVCS MSA DRAWDOWN JAN 24 *2024	5,579.48
5075345	25-JAN-24	07-JAN-24	P2R TRAINING AND RESOURCE CENTER INC:CONTR SVCS MSA DRAWDOWN NOV&DEC 23 *2023	20,000.00
PAYMENT MADE				
5075347	12-JAN-24		PAYMENT MADE ON BEHALF OF THE MHARS BOARD OF LORAIN COUNTY	368.35
5075347	25-JAN-24	04-DEC-23	PRIMARY PURPOSE CENTER INC:CONTR SVCS ATP RECOVERY HOUSING SVCS NOV 23 *2023	4,870.00
5074729	22-JAN-24	05-DEC-23	SHERLOCK, RICHARD A:MHARS 3340	129.69
5075348	25-JAN-24	01-DEC-23	SILVER MAPLE RECOVERY LLC:CONTR SVCS ATP RECOVERY HOUSING SERVICES NOV 23 *2023	840.30
5073733	16-JAN-24	07-DEC-23	THE OHIO STATE UNIVERSITY:MHARS 3340	50.00
5074418	19-JAN-24	08-DEC-23	THE RIVER IOP LLC:CONTR SVCS ATP TREATMENT SVCS NOV 23 *2023	3,350.88
5075349	25-JAN-24	04-DEC-23	THE ROAD TO HOPE INC:CONTR SVCS ATP RECOVERY HOUSING NOV 23 *2023	4,500.00
5075350	25-JAN-24	11-SEP-23	YOUNG WOMENS CHRISTIAN ASSOCIATION OF ELYRIA:COLLECTIVE IMPACT SUMMIT - AUG 2023 *2023	4,300.00
TOTAL AGENCY & COMMUNITY				129,568.50
NETWORK AGENCY CONTRACTS				
5074274	19-JAN-24	10-JAN-24	APPLEWOOD CENTERS INC:AGENCY SVCS PSYCH INCENTIVE OCT&NOV 23 *2023	500.00
5074393	19-JAN-24	11-JAN-24	APPLEWOOD CENTERS INC:AGENCY SVCS THE DETENTION CENTER NOV 23 *2023	8,296.35

MENTAL HEALTH, ADDICTION AND RECOVERY SERVICES BOARD OF LORAIN COUNTY

LISTING OF EXPENSES JANUARY 2024

Warrant#	Chk Date	Inv Date	Journal Description/Payee Name	Amount
5073908	17-JAN-24	08-DEC-23	APPLEWOOD CENTERS INC:AGENCY SVCS THE DETENTION CENTER OCT 2023 *2023	8,215.97
5074394	19-JAN-24	10-JAN-24	BAYMARK HEALTH SERVICES OF OHIO INC DBA MEDMARK TREATMENT CENTERS AMHERST:AGENCY SVCS	17,432.05
5074395	19-JAN-24	12-JAN-24	BAYMARK HEALTH SERVICES OF OHIO INC DBA MEDMARK TREATMENT CENTERS AMHERST:SOS 3.2	11,509.43
5074275	19-JAN-24	09-JAN-24	BEECH BROOK:AGENCY SVCS PATIENT CARE NOV-DEC 23 GOSH *2023	3,099.52
5075351	25-JAN-24	18-JAN-24	BEECH BROOK:AGENCY SVCS PATIENT CARE NOV-DEC 23 GOSH *2023	3,951.22
5073178	10-JAN-24	08-DEC-23	BELLEFAIRE JEWISH CHILDRENS BUREAU:AGENCY SVCS PSYCH INCENTIVE NOV 2023	215.00
5074397	19-JAN-24	09-JAN-24	BIG BROTHERS/BIG SISTERS OF LORAIN COUNTY:AGENCY SVCS MENTORING & SAPT - FY24 - JAN-JUN 24	10,000.00
5074397	19-JAN-24	09-JAN-24	BIG BROTHERS/BIG SISTERS OF LORAIN COUNTY:AGENCY SVCS MENTORING & SAPT - FY24 - JAN-JUN 24	19,950.00
5073179	10-JAN-24	15-DEC-23	BIG BROTHERS/BIG SISTERS OF LORAIN COUNTY:AGENCY SVCS MENTORING & SAPT PREV Q2 FY24 OCT-DEC	10,000.00
5073179	10-JAN-24	15-DEC-23	BIG BROTHERS/BIG SISTERS OF LORAIN COUNTY:AGENCY SVCS MENTORING & SAPT PREV Q2 FY24 OCT-DEC	19,950.00
5073912	17-JAN-24	15-DEC-23	CATHOLIC CHARITIES CORPORATION:AGENCY SVCS PATIENT CARE JUL-NOV 2023 *2023	15,627.86
5074277	19-JAN-24	09-JAN-24	CATHOLIC CHARITIES CORPORATION:AGENCY SVCS PATIENT CARE NOV-DEC 23 GOSH *2023	10,384.91
5074278	19-JAN-24	09-JAN-24	CROSSROADS HEALTH DBA NEW DIRECTIONS:AGENCY SVCS PATIENT CARE SEP-DEC 23 GOSH *2023	17,352.22
5073919	17-JAN-24	03-JAN-24	EL CENTRO DE SERVICIOS SOCIALES INC:AGENCY SVCS NAVIGATOR LINE - AOD & MH - JAN 2024 *2024	3,351.50
5073919	17-JAN-24	03-JAN-24	EL CENTRO DE SERVICIOS SOCIALES INC:AGENCY SVCS NAVIGATOR LINE - AOD & MH - JAN 2024 *2024	1,550.00
5074399	19-JAN-24	12-JAN-24	EL CENTRO DE SERVICIOS SOCIALES INC:AGENCY SVCS PATIENT CARE NOV 23 GOSH *2023	17,344.86
5073918	17-JAN-24	07-DEC-23	EL CENTRO DE SERVICIOS SOCIALES INC:AGENCY SVCS PATIENT CARE OCT 2023 *2023	14,025.96
5073920	17-JAN-24	09-JAN-24	FAR WEST CENTER:AGENCY SVCS PATIENT CARE NOV-DEC 2023 *2023	3,053.14
5073186	10-JAN-24	31-DEC-23	FAR WEST CENTER:AGENCY SVCS PSYCH INCENTIVE Q2 FY24 - OCT-DEC 2023 *2023	2,340.00
5073922	17-JAN-24	31-OCT-23	GATHERING HOPE HOUSE:AGENCY SVCS ATTEND & VOLUNTEER INCENTIVES Q1 FY24 JUL-SEP *2023	2,329.84
5073927	17-JAN-24	02-JAN-24	LET'S GET REAL INC DBA LET'S GET REAL INC:AGENCY SVCS NEO-COLLAB PEER NAV DESK/OUTREACH - DEC	2,184.00
5073929	17-JAN-24	08-DEC-23	LET'S GET REAL INC DBA LET'S GET REAL INC:AGENCY SVCS PEER SUPPORT SAPT TREATMENT 11/10-	1,904.00
5073928	17-JAN-24	18-DEC-23	LET'S GET REAL INC DBA LET'S GET REAL INC:AGENCY SVCS PEER SUPPORT SAPT TREATMENT 11/24-	3,017.50
5075358	25-JAN-24	19-JAN-24	LET'S GET REAL INC DBA LET'S GET REAL INC:AGENCY SVCS PEER SUPPORT SAPT TREATMENT 12/22-	1,734.00
5074400	19-JAN-24	09-JAN-24	LET'S GET REAL INC DBA LET'S GET REAL INC:AGENCY SVCS PEER SUPPORT SAPT TREATMENT 12/8-	4,360.50
5075359	25-JAN-24	15-JAN-24	LET'S GET REAL INC DBA LET'S GET REAL INC:SOS 3.2 - PEER SUPPORT & WHO - OCT & DEC 23 *2023	50,812.50
5074401	19-JAN-24	07-DEC-23	LET'S GET REAL INC DBA LET'S GET REAL INC:SOS 3.2 - PEER SUPPORT & WHO NOV 23 *2023	25,784.00
5074403	19-JAN-24	10-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS AUD GRANT	13,705.97
5075364	25-JAN-24	18-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS AUD GRANT	30,283.63
5074405	19-JAN-24	10-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PATIENT	7,347.62
5074280	19-JAN-24	10-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PATIENT	409.24
5075363	25-JAN-24	18-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PATIENT	1,125.41
5075362	25-JAN-24	18-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PATIENT	3,037.25
5074407	19-JAN-24	10-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PATIENT	9,048.77
5074404	19-JAN-24	10-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PATIENT	2,487.29
5073930	17-JAN-24	13-DEC-23	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PROBLEM	10,141.17
5073931	17-JAN-24	29-DEC-23	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS PROJECT	1,909.40
5074402	19-JAN-24	10-JAN-24	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:AGENCY SVCS SOS 3.2	10,549.63
5074281	19-JAN-24	11-DEC-23	LORAIN COUNTY ALCOHOL & DRUG ABUSE SERVICES INC DBA THE LCADA WAY:SOS 3.2 - CARE COORD, REC	7,606.11
5074408	19-JAN-24	10-JAN-24	LORAIN COUNTY HEALTH AND DENTISTRY:SOS 3.2 - TREATMENT SVCS DEC 23 *2023	13,062.88
5074283	19-JAN-24	08-DEC-23	LORAIN COUNTY HEALTH AND DENTISTRY:SOS 3.2 - TREATMENT SVCS NOV 23 *2023	12,614.45
5074411	19-JAN-24	08-JAN-24	LORAIN UMADAOP:AGENCY SVCS Q3 DISBURSEMENT FY24 - JAN-MAR 23 *2023	23,797.00
5074284	19-JAN-24	14-DEC-23	LORAIN UMADAOP:SOS 3.2 - PREVENTION SERVICES NOV 23 *2023	3,465.22
5074410	19-JAN-24	12-JAN-24	LORAIN UMADAOP:SOS 3.2 - PREVENTION SVCS DEC 23 *2023	6,762.73
5075340	25-JAN-24	31-DEC-23	NEW SUNRISE PROPERTIES:AGENCY SVCS HRS NOV-DEC 23 *2023	8,300.58
5075344	25-JAN-24	31-DEC-23	NEW SUNRISE PROPERTIES:AGENCY SVCS HUD SPC RENTS DEC 23 *2023	29,908.00
5075342	25-JAN-24	31-DEC-23	NEW SUNRISE PROPERTIES:AGENCY SVCS SPC ADMIN NOV-DEC 23 *2023	3,800.00
5075341	25-JAN-24	31-DEC-23	NEW SUNRISE PROPERTIES:AGENCY SVCS SPC MANAGER NOV-DEC 23 *2023	10,807.55
5075343	25-JAN-24	31-DEC-23	NEW SUNRISE PROPERTIES:AGENCY SVCS SPC SECURITY SVCS JUL-DEC 23 *2023	40,152.00
5074285	19-JAN-24	04-JAN-24	OHIGUIDESTONE:AGENCY SVCS IHBT INCENTIVE DEC 2023 *2023	6,500.00
5073194	10-JAN-24	31-DEC-23	OHIGUIDESTONE:AGENCY SVCS IYDCC NOV-DEC 2023 *2023	3,951.00
5074287	19-JAN-24	09-JAN-24	OHIGUIDESTONE:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	14,291.71
5074413	19-JAN-24	12-JAN-24	OHIGUIDESTONE:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	559.62
5075368	25-JAN-24	18-JAN-24	OHIGUIDESTONE:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	2,012.20
5074286	19-JAN-24	07-DEC-23	OHIGUIDESTONE:AGENCY SVCS PATIENT CARE NOV 2023 *2023	6,236.50
5073193	10-JAN-24	31-DEC-23	OHIGUIDESTONE:AGENCY SVCS PATIENT CARE SEP-DEC 2023 *2023	5,103.77
5074412	19-JAN-24	04-JAN-24	OHIGUIDESTONE:SOS 3.2 - TREATMENT SVCS NOV 23 *2023	1,361.01
5074288	19-JAN-24	30-NOV-23	P2R TRAINING AND RESOURCE CENTER INC:SOS 3.2 - TREATMENT & WORKFORCE SVCS - NOV 23 *2023	49,175.06
5074289	19-JAN-24	09-JAN-24	PATHWAYS COUNSELING AND GROWTH CENTER:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	3,501.72
5074414	19-JAN-24	12-JAN-24	PATHWAYS COUNSELING AND GROWTH CENTER:AGENCY SVCS PATIENT CARE JAN 23 GOSH *2023	1,526.29
5075369	25-JAN-24	18-JAN-24	SILVER MAPLE RECOVERY LLC:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	17,809.61
5074415	19-JAN-24	10-JAN-24	SILVER MAPLE RECOVERY LLC:AGENCY SVCS SOS 3.2 TREATMENT SVCS DEC 23 GOSH *2023	7,293.89
5074292	19-JAN-24	09-JAN-24	STELLA MARIS INC:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	4,923.52
5075370	25-JAN-24	18-JAN-24	STELLA MARIS INC:AGENCY SVCS PATIENT CARE JAN 24 GOSH *2024	3,391.96
5073198	10-JAN-24	04-JAN-24	THE NORD CENTER:AGENCY SVCS ADULT WRAP DEC 2023 *2023	577.99
5073197	10-JAN-24	01-JAN-24	THE NORD CENTER:AGENCY SVCS CBCF MEDS DEC 2023 *2023	848.02
5074298	19-JAN-24	01-JAN-24	THE NORD CENTER:AGENCY SVCS HAP, RENT, HAP PATH DEC 2023 *2023	14,953.78
5075375	25-JAN-24	11-JAN-24	THE NORD CENTER:AGENCY SVCS HOTLINE, WARMLINE, CRISIS INTERVENTION - DEC 23 *2023	23,738.53
5073199	10-JAN-24	01-JAN-24	THE NORD CENTER:AGENCY SVCS KIDZ FIRST CAC CONSULT - DEC 2023 *2023	960.00
5073200	10-JAN-24	08-DEC-23	THE NORD CENTER:AGENCY SVCS PATIENT CARE - NOV 2023 *2023	15,170.76
5073201	10-JAN-24	04-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE DEC 2023 *2023	29,012.66
5074417	19-JAN-24	12-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	25,949.70
5074416	19-JAN-24	12-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE DEC 23 GOSH *2023	2,541.96
5075376	25-JAN-24	18-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE JAN 24 GOSH *2024	32,188.66

LISTING OF EXPENSES JANUARY 2024

Warrant#	Chk Date	Inv Date	Journal Description/Payee Name	Amount
5075372	25-JAN-24	18-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE JAN 24 LAKEVIEW GOSH *2024	3,389.28
5074297	19-JAN-24	09-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE NOV-DEC 23 GOSH *2023	12,286.14
5074299	19-JAN-24	09-JAN-24	THE NORD CENTER:AGENCY SVCS PATIENT CARE OCT-DEC 23 GOSH *2023	140,235.48
5074296	19-JAN-24	20-DEC-23	THE NORD CENTER:AGENCY SVCS PEER SUPPORT - JAN 2024 *2024	12,804.00
5075374	25-JAN-24	08-JAN-24	THE NORD CENTER:AGENCY SVCS PRISON RE-ENTRY - DEC 23 *2023	5,420.74
5074293	19-JAN-24	07-DEC-23	THE NORD CENTER:AGENCY SVCS PRISON REENTRY NOV 2023 *2023	7,865.99
5075373	25-JAN-24	08-JAN-24	THE NORD CENTER:AGENCY SVCS RESIDENTIAL SECURITY - DEC 23 *2023	1,750.00
5074295	19-JAN-24	11-DEC-23	THE NORD CENTER:AGENCY SVCS TITLE XX OCT-DEC 2023 *2023	18,437.00
5074294	19-JAN-24	08-JAN-24	THE NORD CENTER:SOS 3.2 - HARM REDUCTION CLINIC OCT-DEC 23 *2023	6,772.79
5074300	19-JAN-24	03-JAN-24	THE ROAD TO HOPE INC:AGENCY SVCS SAPT RENTS DEC 2023 *2023	15,990.00
5074419	19-JAN-24	03-JAN-24	THE ROAD TO HOPE INC:SOS 3.2 - RECOVERY HOUSING SVCS DEC 23 *2023	40,168.20
TOTAL NETWORK AGENCY CONTRACTS				<u>1,079,297.77</u>
TOTAL MHARS BOARD EXPENSES - JANUARY 2024				<u>1,492,903.72</u>

APPROVED BY EXECUTIVE DIRECTOR:

Mental Health, Addiction and Recovery Services Board of Lorain County
Revised Budget for FY24

	Original Budget FY24	Prior Approved Revisions FY24	Proposed Revisions FY24	Revised Budget FY24
Estimated Beginning Cash Balance - Board Levy	\$ 16,194,219		\$	16,129,808
Estimated Beginning Cash Balance - Unrestricted	-			-
Estimated Beginning Cash Balance - Board Allocations & Grants	1,006,432			1,236,810
Estimated Beginning Cash Balance - ISP	1,923,474			1,793,022
Estimated Beginning Cash Balance - TOTAL	<u>19,124,125</u>			<u>19,159,640</u>
Revenues:				
Levy	12,138,264	-	-	12,138,264
Local Grants	55,000	3,488	32,642	91,130
State Allocations & Grants	2,367,760	356,416	80,000	2,804,176
Federal Allocations & Grants	2,989,623	2,719,122	75,000	5,783,745
Pass-Through Grants	871,123	145,267	-	1,016,390
Integrated Services Partnership	-	-	-	-
Miscellaneous	6,769,000	-	20,190	6,789,190
Total Revenues	<u>25,190,770</u>	<u>3,224,293</u>	<u>207,832</u>	<u>28,622,895</u>
Expenses:				
Personnel - Salary and Benefits	2,180,000	-	-	2,180,000
Operating	408,000	-	36,000	444,000
Printing & Advertising	75,000	-	-	75,000
Capital Outlay	40,000	-	-	40,000
Crisis Receiving Center	8,350,286	-	-	8,350,286
Auditor & Treasurer Fees - Levy	211,500	-	-	211,500
Integrated Services Partnership	1,260,033	-	-	1,260,033
Pass-Through Grants	871,123	145,267	-	1,016,390
Agency & Community	1,718,955	669,123	258,992	2,647,070
Network Agency Contracts	14,265,422	2,634,812	-	16,900,234
Total Expenses	<u>29,380,319</u>	<u>3,449,202</u>	<u>294,992</u>	<u>33,124,513</u>
Net Income	<u>(4,189,549)</u>	<u>(224,909)</u>	<u>(87,160)</u>	<u>(4,501,618)</u>
Estimated Ending Cash Balance - Board Levy	14,271,135			14,094,990
Estimated Ending Cash Balance - Unrestricted	-			-
Estimated Ending Cash Balance - Board Allocations & Grants	-			30,043
Estimated Ending Cash Balance - ISP	663,441			532,989
Estimated Ending Cash Balance - TOTAL	<u>\$ 14,934,576</u>		<u>\$</u>	<u>14,658,022</u>

Increase Local Grants revenue \$32,642, Miscellaneous revenue \$20,190 and Agency & Community expense \$43,992 for Phase III of Community Collective Impact Grant
 Increase Federal Allocations & Grants revenue and Agency & Community expense \$75,000 for additional Hospital Access Program allocation
 Increase Operating expense \$36,000 for demolition of Oberlin Avenue building
 Increase Agency & Community expense \$60,000 for indigent bed days
 Increase State Allocations & Grants revenue and Agency & Community expense \$80,000 for additional Addiction Treatment Program (ATP) allocation

Agency & Community
43,992
75,000
60,000
<u>80,000</u>
258,992

BUDGET REVISION NOTES

PRIOR APPROVED REVISIONS FY24

REVENUES

DATE	CATEGORY	AMOUNT	EXPLANATION
08/22/23	State Allocations & Grants	246,416	Adjustments for carryover and additional allocations
08/22/23	Federal Allocations & Grants	520,334	Adjustments for carryover and additional allocations
08/22/23	Pass-Through Grants	120,621	Additional allocation for Women's Set-Aside Grant
09/26/23	State Allocations & Grants	9,730	Adjustments for carryover and additional allocations
09/26/23	Federal Allocations & Grants	(38,050)	Adjustments for carryover and additional allocations
09/26/23	Pass-Through Grants	24,646	Additional allocation for Circle for Recovery Grant
10/24/23	State Allocations & Grants	50,270	Adjustments for carryover and additional allocations
10/24/23	Federal Allocations & Grants	1,290,795	Adjustments for carryover and additional allocations for SOS 3.2 bridge funding
11/15/23	Local Grants	3,488	Additional allocation for Collective Impact Grant
01/23/24	State Allocations & Grants	50,000	Additional allocation for MRSS Grant
01/23/24	Federal Allocations & Grants	946,043	Adjustments for additional allocations for SOS 3.2 and various grant reconciliations
NET REVENUE CHANGE		3,224,293	OVERALL AMOUNT REVENUES INCREASED / (DECREASED)

EXPENSES

DATE	CATEGORY	AMOUNT	EXPLANATION
06/27/23	Agency & Community	20,000	Re-allocate unused portion of Ad Hoc Disparities from FY23 to FY24
08/22/23	Pass-Through Grants	120,621	Additional allocation for Women's Set-Aside Grant
08/22/23	Agency & Community	676,196	Adjustments for carryover and additional allocations
08/22/23	Network Agency Contracts	286,172	Adjustments for carryover and additional allocations
09/26/23	Pass-Through Grants	24,646	Additional allocation for Circle for Recovery Grant
09/26/23	Agency & Community	(52,862)	Adjustments for carryover and additional allocations
09/26/23	Network Agency Contracts	(13,696)	Adjustments for carryover and additional allocations
10/24/23	Agency & Community	(13,908)	Adjustments for carryover and additional allocations
10/24/23	Network Agency Contracts	1,439,932	Adjustments for carryover and additional allocations for SOS 3.2 bridge funding
11/15/23	Agency & Community	3,488	Additional allocation for Collective Impact Grant
11/15/23	Agency & Community	(25,700)	Shift in funding lines
11/15/23	Network Agency Contracts	25,700	Shift in funding lines
01/23/24	Agency & Community	61,909	Adjustments for additional allocations and various grant reconciliations
01/23/24	Network Agency Contracts	896,704	Adjustments for additional allocations and various grant reconciliations
NET EXPENSE CHANGE		3,449,202	OVERALL AMOUNT EXPENSES INCREASED / (DECREASED)

NET OVERALL CHANGE **(224,909)** **OVERALL AMOUNT ENDING BALANCE INCREASED / (DECREASED)**

Mental Health, Addiction & Recovery Services Board of Lorain County

SUBJECT: Credit Card Policy Document

EFFECTIVE DATE: 2/27/2024

SUPERCEDES: All policies adopted prior to effective date

PURPOSE: To present guidelines and clarification of expectations regarding the use of the Board Line of Credit at LorMet Community Federal Credit Union and the credit cards issued through that account to the Board per Resolution #23-10-10, adopted 10/24/2023. This policy conforms to the written policy requirements of HB312 to assist in the prevention of abuse and/or misuse of Board owned credit cards.

POLICY: The Mental Health, Addiction & Recovery Services (MHARS)Board of Lorain County hereby adopts the "Custody and Control Model" as described by the Ohio Auditor of State's Auditor of State Bulletin 2018-003.

All MHARS owned credit cards must have the Lorain County MHARS name appear on the card. Only the Executive Director and the Chief of Business Operations may have a card in their name. Individual credit amount is not to exceed \$5,000.

The following MHARS Board employees are authorized users of MHARS Board owned credit cards:

- A. Executive Director;
- B. Chief of Business Operations;
- C. Fiscal Officer (Administrator of credit card policy);
- D. Fiscal Coordinator (Custodian of credit cards).

Staff not listed in this section may use a MHARS owned credit card if the Fiscal Officer or Fiscal Coordinator grants them prior approval. If approved, the staff member must sign out the credit card by an approved form created and held by the Fiscal Coordinator. Any of the authorized users reserves the right to not allow any staff member the use of a credit card.

If an unauthorized user uses a credit card, it is deemed misuse of a credit card account.

Other than the authorized users, credit cards may not be out of the control of the Fiscal Coordinator longer than a normal business day. Scenarios that call for longer usage, such as travel, emergencies and/or extraordinary circumstances, may be granted on a case-by-

POLICY CONT:

case scenario and must be pre-approved by both the Fiscal Officer and Chief of Business Operations. Credit cards not returned in a reasonable time - usually a business day - can be deemed as misuse of a credit card.

Credit cards may be used for authorized purchases. An authorized purchase is one that has been pre-approved by the Fiscal Officer or Fiscal Coordinator. An authorized purchase must satisfy all of the following:

- A. The purchase is for a work-related expense;
- B. The purchase serves a public purpose;
- C. The debt incurred as a result of the purchase is payable with available monies appropriated to a specific appropriation line item that is appropriate for such purchase.

Spending limits established for each cardholder are:

- A. Single transaction: \$5,000;
- B. Monthly transaction: Amount not exceeding \$5,000 credit limit outstanding.

All staff who make transactions with a credit card must also retain an itemized receipt of all transactions of that purchase. Receipts that only list the total and/or do not list all of the items, and the costs of each, of that transaction are not valid. Transactions made without receipts are considered unauthorized.

An employee is liable in person to reimburse the MHARS Board for the amount for which the employee does not provide itemized receipts in accordance with this credit card policy.

Certain uses that are strictly prohibited include, but are not limited to:

- A. ATM/cash advances or any other cash-related activities;
- B. Items or services for personal use;
- C. Meals, refreshments or employee events not consistent with MHARS Board policy;
- D. Fuel for privately owned vehicles;
- E. Charges made outside a staff member's approval authority;
- B. Any unallowable expense listed in the Expense Reimbursement Policy.

If a personal purchase is made with a credit card and/or credit card account or if an unauthorized use of a credit card is made, it is deemed a misuse of a credit card account.

Sales and/or use tax should not be paid on any credit card purchase. The MHARS Board is exempt from state and local sales or use tax. If a purchase is made at a vendor that does

POLICY CONT:

not have the MHARS Board's Federal Tax ID Number (34-6001704), a Tax Exemption Certificate shall be obtained from the Finance Department prior to the purchase. If a sales and/or use tax is made on a purchase with a credit card, the user of the credit card shall contact the vendor to seek reimbursement of the sales and/or use tax paid.

The Chief of Business Operations, and/or their designee, is responsible for the issuance, re-issuance, cancellation, and the process for reporting lost or stolen credit cards. If a user of a credit card loses a credit card, the user must report to the Chief of Business Operations immediately of the loss and complete a form held by the Chief of Business Operations. Once completed, the Chief of Business Operations will cancel the lost credit card and immediately reconcile all the transactions on that credit card statement to ensure authorized use. If an unauthorized use occurred, the use will be disputed.

If a transaction occurs that is disputed, the user of the credit card who was in custody of the credit card during the disputed transaction shall complete a form held by the Fiscal Officer certifying that the use should be disputed. The Fiscal Officer shall be responsible to contact the credit card company to dispute the charge

The Fiscal Coordinator shall reconcile the monthly credit card statements to ensure all transactions are lawful and authorized. The reconciliation shall be reviewed and signed off on by both the Fiscal Officer and the Chief of Business Operations.

The monthly credit card statement shall be paid in a timely manner to avoid any interest and/or penalties. Under no circumstances shall a monthly balance intentionally remain from month to month to acquire interest on a transaction. The only circumstance a transaction shall remain on the statement from one month to another is if there is a dispute of that transaction. In this case, the dispute shall be made to the credit card company and be removed by the company if the transaction is incorrect.

No rewards and/or other fringe benefits shall be received by the issuance and/or use of a MHARS credit card or credit card account.

Debit cards are not permitted under law to be owned and/or used by the MHARS Board.

An officer or employee of the political subdivision or a public servant as defined under Ohio R.C. Section 2921.01 who knowingly misuses a credit card account held by the legislative authority violates Ohio R.C. Section 2913.21, which is a misdemeanor of the first degree.

Improper use of a MHARS credit card or violation of this policy will be considered misappropriation of Board funds, which may result in disciplinary action, up to and including termination and criminal charges.

Executive Director Report

February 27, 2024

The 2023 Award for Legislative Excellence was presented to Ohio Senator Nathan Manning

On January 30, OACBHA presented the 2023 Annual Awards to leaders from throughout Ohio who have been working to ensure that mental health and addiction services and supports are available for all Ohioans. The 2023 Award for Legislative Excellence was presented to Ohio Senator Nathan Manning for his support of the Lorain County Crisis Receiving Center and his support of investments in mental health addiction, education, and prevention initiatives. Senator Manning worked across the aisle and with members of both Chambers to support funds for the crisis receiving center in Lorain County.

You Belong Program helping Students around Northeast Ohio feel welcome

A hosted Glow Party for six-graders at St. Jude's School in Elyria designed to foster a healthy atmosphere and good mental health and good relationships amongst the junior high student body. The initiative, found in several middle schools throughout northeast Ohio, hopes to help make sixth-through-eighth graders feel more connected. You Belong is funded in part by the Mental Health, Addiction and Recovery Services Board of Lorain County.

Just Heal Bro / Interactive Panel in Healing and Brotherhood

Black men experience a disproportionate number of mental health crises, and yet a shortage of black therapists frequently discourages men of color from getting the help they need. To address these issues, a national tour designed to bring awareness to the mental health needs of the Black community was presented in Cleveland on February 2nd. Several Lorain County churches recruited Black and Brown men for the event. The plan was to utilize two vans to transport men who need transportation. The Communities of Color sub-committee of the Suicide Prevention Coalition organized the recruiting for the event. The MHARS Board supported the cost of two vans and two drivers insuring folks had transportation.

Social Determinants of Health - Youth initiative

The Mental Health, Addiction and Recovery Services Board of Lorain County and The Lorain County Urban League are teaming up to bring a Youth Voices Project to Lorain County. 13-18 years old that live in Lorain County are invited on February 27th to share their thoughts and ideas on how to make our community better and become Youth Leaders.

New Hire Announcement: Intersystem Program Director

D. Joseph (Joe) Hupp, Jr. will join the MHARS Board's team of professionals as Intersystem Program Director. Joe earned his Masters of Science in Social Work Administration (MSSA) degree from Case Western Reserve University. He was previously employed as a Clinical Director by the Charak Center for Health & Wellness and the former Benhaven Counseling 2, LLC. As a telehealth clinical director, he is licensed in several states including Ohio as a Licensed Independent Social Worker with a Supervision Designation (LISW-S).

Executive Director Report

February 27, 2024

Frederick P. Slanina Foundation Fund Committee Report

Committee Members Present: Michael Doud, Committee Chair; David Ashenhurst, Monica Bauer, Dr. Hope Moon, Daniel Urbin

Staff Present: Patrice McKinney

The committee met on Tuesday, February 20th at 6:00 p.m. at the Board office to collectively determine awards. (Prior to this meeting, members had time to individually review proposals).

I. For staff, decisions were based on length of service, type of degrees being sought, transcripts, and other funding sources received, such as student loans and/or other scholarships. The following were awarded:

- \$6,000 to Jessica Jones from The LCADA Way.
- \$2,000 to Danielle Smith from Beech Brook.

(A fourth individual was ineligible. It was noted that awards cannot be granted to the same individual or agency two years in a row).

II. Provider Agencies are also eligible to request funding for combined staff training. The following was awarded:

- \$2,000 to OhioGuidestone and Bellefaire JCB for Perinatal Outreach & Encouragement for Moms (POEM).

(\$2,199.47 remains for next year).

Executive Director Report

February 27, 2024

UPCOMING TRAININGS, OUTREACH & EVENTS

FEBRUARY 2024

28 – Mental Health & Well-Being Workshop at Elyria Public Library – Staff: Lauren Cieslak

MARCH 2024

9-10 – Racial Equity Institute Youth Training at YWCA – Staff: Tonya Birney

12 – Lorain County Resource Fair at LCCC 5:00-8:00pm – Staff: Peggy Baron

13 – Help Me Grow Training at Neighborhood Alliance – Staff: Lauren Cieslak

14 – Safe Harbor’s Pajama Party Fundraiser at Emerald Event Center – Staff: Peggy Baron

15 – Cuyahoga County HWC Partners Meeting – Staff: Lauren Cieslak

17 – Youth Summit at LCCC Spitzer Center – Staff: Lauren Cieslak

23 – MHFA Training at Amy Levin Center – Staff: Danny Castro

25 – Trauma-Informed Care: An Introduction Training (virtual) – Staff: Lauren Cieslak

APRIL 2024

1-5 – Peer Recovery Supporter Training (virtual) – Staff: Tonya Birney

8-12 – Peer Recovery Supporter Training (virtual) – Staff: Tonya Birney

18-19 – ASIST Training at Amy Levin Center – Staff: Rebecca Jones

22-26 – CIT Training at Amy Levin Center – Staff: Arielle Edwards

27 – CHIP Hispanic Conference at LCCC Spitzer Center – Staff: Vinaida Reyna

MAY 2024

31 – Disparities in Behavioral Health IDEA Fundamentals (virtual) – Staff: Lauren Cieslak



BOARD MEETING – CONSENT AGENDA – February 27, 2024
RESOLUTION No. 24-02-02

Once the motion has been received to approve the consent agenda the chairman opens the floor for any questions from the board members. During this time, board members may ask questions or request items be removed from the consent agenda for further discussion. If any items were removed from the consent agenda the chairman will determine where on the agenda those items will be discussed.

Governance Committee:

1. Recommendation – Approval of the new procedure language for the Code of Conduct Policy on ‘how to address misconduct of Board of Directors’

RESOLUTION No. 24-02-03 C

Executive Committee:

1. Recommendation – Approval of LCCRC Change Order in an amount not to exceed \$6,027.00 for civil modifications and overhead/fee from account 3340.A100.600.A24/A25.06.6100.0000 **RESOLUTION No. 24-02-04 C**
2. Recommendation – Approval of LCCRC Change Order in an amount not to exceed \$262,670.00 for the South Drive project from account 3340.A100.600.A24/A25.06.6100.0000 **RESOLUTION No. 24-02-05 C**

Finance Committee:

1. Recommendation – Approval of the MHARS Board **FY24** Financial Statements through **January 2024** **RESOLUTION No. 24-02-06 C**
2. Recommendation – Approval of the MHARS Board Listing of Expenses for **January** totaling **\$1,492,903.72** **RESOLUTION No. 24-02-07 C**
3. Recommendation – Approval of the MHARS Board **FY24** budget revisions **RESOLUTION No. 24-02-08 C**
4. Recommendation – Approval to amend Resolution No. 23-06-09 Approval to enter into contract for consulting services with Randy B. Shore, Attorney at Law, in reviewing all leases associated with the Lorain County Crisis Receiving Center



BOARD MEETING – CONSENT AGENDA – February 27, 2024
RESOLUTION No. 24-02-02

(LCCRC) project between the MHARS Board and the Nord Center. Hourly rate of \$400.00 not to exceed \$10,000.00 to increase not to exceed amount to \$10,040.00 **RESOLUTION No. 24-02-09 C**

5. Recommendation – Approval to authorize payment for catering services (Pogie's Catering \$820.00) and reimbursement of food provided (Dan Urbin – Costco \$55.97) for Staff Recognition Dinner. **RESOLUTION No. 24-02-10 C**
6. Recommendation – Approval of Credit Card Policy in relation to Line of Credit at Lormet Community Federal Credit Union **RESOLUTION No. 24-02-11 C**

© = Consent Agenda by the Board Chair

C = Consent Agenda by the Committee Chair