

# LUCAS COUNTY GUARDIANSHIP SERVICES BOARD

## AGENDA

**Date: January 21, 2021**

**Start Time: 4:00pm**

**Location: Virtual Meeting**

- I. Call to Order**
- II. Roll Call**
- III. Confirm presence of a quorum necessary to conduct the business of the LCGSB**
- IV. Approval of Agenda**
  - a. Roll call vote**
- V. New Business**
  - a. Approval of January 14, 2021 Board Meeting Minutes**
  - b. Executive Director Position:**
    - i.* Job Duties
    - ii.* Timeline to fill position
    - iii.* Avenue(s) to accomplish
  - c. Executive Session to discuss a LCGSB personnel matter**
- VI. Adjournment**



## Trustee Introductions and Oath of Office

At the outset of the Inaugural LCGSB meeting Judge Puffenberger welcomed the appointees and participants. Judge Puffenberger introduced each appointee Cynthia Frye, Katherine Thomas, and Timothy Goyer. Each appointee was asked to introduce themselves.

- **Cynthia Frye:** Ms. Frye has recently become Dr. Frye as she has completed her PhD. Degree at University of Toledo, in September 2020. Her degree is in Curriculum Instruction, Special Education. She values her role in preparing special education teachers to teach.

Additionally, she is the parent and legal guardian of an adult daughter. She joins the LCGSB with the benefit of these experiences.

- **Katherine Thomas:** Ms. Thomas is an attorney by profession. She is the Disability Rights Attorney and Director of Advocacy for the Ability Center of Greater Toledo. The Ability Center is a center for independent living, serving seven counties in NW Ohio. The Center's goal is to assist individuals with disabilities to independently live in the community. Her role is to oversee system advocacy.

Although not herself a legal guardian, she has an adult sister with Down's Syndrome. Thus, she too has a close personal life relationship with disability and brings her as first-hand experience with those living with disabilities that will benefit from the LCGSB programming.

- **Timothy Goyer:** Mr. Goyer is married for forty-three years, is the father of four adult children and grandfather of six. Mr. Goyer has served in the US Airforce. He is a graduate of the University of Toledo with an accounting degree. His career began in manufacturing. His career started with his employment in town with the former Sheller-Globe Corporation and Champion Spark Plug.

Mr. Goyer retired from the MHRSB with 20 years of experience with a Lucas County public board. Over the years there, he directed a number of areas in administration, including finance and information systems, contract development and compliance, program & service, policy development and quality improvement.

Additionally, he was on the staff when the Mental Health Board merged with ADOS so he has experienced the process of putting together a new board through the merger of two boards. Mr. Goyer discussed his enjoyment of putting together policies and procedures for the MHRSB, which will be a crucial part of the LCGSB. He concluded his introduction by offering his gratitude to those for putting together the GSB.

- Judge Puffenberger introduced Chief Magistrate Nancy Miller, Amy Priest, and Breda Osburn.
- Judge Puffenberger swore-in the appointees: Cynthia Frye, Katherine Thomas, and Timothy Goyer. He mentioned the handling of their oaths by the respective appointers. He thanked each Trustee and guest for their efforts in forming a guardianship board in Lucas County. Each contributing person was introduced along with their respective agency exploratory committee partner.

## CALL TO ORDER

A meeting of the Board of Trustees of the LCGSB was duly called on Thursday, January 14, 2021, 4:00 pm. Mr. Goyer called the meeting to order at 4:13 pm

Roll-call was taken, a quorum was confirmed.

## A. GOVERNANCE

### 1. **Appoint a temporary Chair and Secretary**

Action: Ms. Thomas moved to appoint Mr. Goyer as temporary chair. Ms. Frye seconded the motion. No discussion was had. A roll-call vote was taken with the vote as follows:

Cynthia Frye- Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.*

### 2. **Appoint a temporary Secretary**

Action: Ms. Frye moved to appoint Ms. Thomas as temporary secretary. Mr. Goyer seconded the motion. No discussion was had. A roll- call vote was taken with the vote as follows:

Cynthia Frye- Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.*

### 3. **Approval of Agenda:**

Action: Katherine Thomas moved to approve agenda as presented. Cynthia Frye seconded the motion. No discussion was had. A roll call vote was taken with the vote as follows:

Cynthia Frye- Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.*

### 4. **Member Comments/Announcements**

#### a. **Judge Puffenberger, Judge, Lucas County Probate Court**

- i. Judge Puffenberger offered background of creation of guardianship boards in Ohio. A need for this type of board was identified a number of years ago. The Franklin County Probate Court, Judge took steps to obtain legislation permitting the establishment of a guardianship board exclusively in Franklin County, Ohio.

Other probate court judges recognized the value of such a board. He discussed the efforts and process to obtain the legislation necessary to provide for a GSB in other Ohio communities. Judge Puffenberger added, as further background, the retention and work of the Miami University study and the exploratory committee.

The Court, by order, created the LCGSB in September 2020, with the Commissioners approving the Lucas County Guardianship Fund in October 2020, all of which culminated into appointment of the trustees to the LCGSB, with a target service date of April 1, 2021.

The Judge associated with others locally, starting with MHRSB and LCBDD, and later others such as LCJFS and AoA of NW Ohio. He thanked the Trustees for their willingness to serve in this role.

**b. Scott Sylak, Executive Director, MHRSB of Lucas County**

- i. Mr. Sylak began extended congratulations to the Trustees. He described how the creation and implementation of the LCGSB began after the essential legislation necessary to create a guardianship board was passed. Both Mr. Sylak and Ms. Mariucci expressed interest in the formation of a guardianship board.

Their coalition began meeting, and about one-month later, included also the AoA, and the LCJFS. The group then visited the Franklin County GSB. Collectively, the group agreed to jointly explore the possibilities of replicating the Franklin County Guardianship Service Board program.

Mr. Sylak expressed MHRSB's long-term commitment to a relationship with the LCGSB, as well as commitment to a productive supportive relationship with LCGSB, as its services are likely to meet an unfulfilled need and thus, likely to benefit the MHRSB's clients.

**c. Lori Marlucci, Superintendent at Lucas County Board of Developmental Disabilities**

- i. Ms. Mariucci expressed her congratulations to the Trustees. She congratulated and acknowledged the work for those bringing this day to fruition, including the efforts of Mary Yakumithis of LCBDD. She specifically thanked Judge Puffenberger for shepherding the LCGSB forward, and for establishing the LCGSB, which will serve the community well.

Ms. Mariucci views the LCGSB as vital to the success of community individuals with disabilities, specifically, and the community as a whole. She said that Probate Court does a great job with guardianship within committed families, but there are those without that support. The LCGSB will serve as an invaluable service to those without a potential guardian. The LCGSB will permit individuals with disabilities to have self-directed outcomes.

This is a positive way to state the year. She expressed her gratitude to all involved, as well as the support of LCBDD to the LCGSB.

**d. Breda Osburn, Director of Lucas County Job and Family Services**

- i. Ms. Osburn thanked the trustees as well as Judge Puffenberger, Mr. Sylak, and Ms. Mariucci as well as the exploratory committee for their respective leadership. Although it has taken a lot of effort and time to have the inaugural meeting, considering the pace of progression typical of government, it has happened swiftly. She voiced her excitement to see the work and programming that will come out of the LCGSB.

She expressed that JFS might may not be a usual fit with the LCGSB. However, considering the shared population that is served and that JFS provides about 70% of the Medicaid eligibility determinations for those locally served through guardianships, it is a natural partner. JFS is a major local funder with \$6-7 million annually out into the community through contracts for services. JFS use to fund the guardianship service previously provided by Lutheran Services.

**e. Chief Magistrate Nancy Miller, Lucas County Probate Court**

- i. Magistrate Miller expressed that she is looking forward to the Board's future programing. She also expressed her gratitude to efforts expended by the judges to obtain the necessary legislation, as well as all including other members of the explorary committee to advance the efforts bringing the LCGSB to fruition.

**f. Amy Priest, Director of Programs and Services of MHRSB**

- i. Ms. Priest thanked the trustees and others present for their time, leadership, and commitments to move forward with the creation of the LCGSB. She is grateful to have the LCGSB and its future programming in the community.

**5. New Business**

**Tabling of proposed draft documents**--Cynthia Frye raised concern of possibility that there may be a domino effect of proposed changes to draft organizational documents and suggested tabling all draft documents to consider comments collectively.

Action: Katherine Thomas moved to table consideration of the drafted foundational documents to after retreat to allow for comments, discussion and revisions. Cynthia Frye seconded the motion. A roll-call vote was taken with the vote as follows:

Cynthia Frye- Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.*

**6. Election of Officers**

**a. Election of Chairperson:**

Action: Mr. Goyer nominated Ms. Frye from the floor to serve as the LCGSB Chairperson. Ms Thomas seconded the nomination. No discussion was had. A roll-call vote was taken with the vote as follows:

Cynthia Frye- Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.* Cynthia Frye is elected Chairperson of the LCGSB.

**b. Election of Vice-Chairperson/Treasurer:**

Action: Ms. Thomas nominated Mr. Goyer from the floor to serve as the LCGSB Vice-Chairperson. Ms. Frye seconded the nomination. No discussion was had. A roll-call vote was taken with the vote as follows:

Cynthia Frye-Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.* Timothy Goyer is elected Vice-Chairperson of the LCGSB.

**c. Election of Secretary**

Action: Mr. Goyer nominated Ms. Thomas from the floor to serve as the LCGSB Secretary. Ms. Frye seconded the nomination. No discussion was had. A roll-call vote was taken with the vote as follows:

Cynthia Frye-Yes  
Timothy Goyer-Yes  
Katherine Thomas-Yes

*Motion carried.* Katherine Thomas is elected Secretary of the LCGSB.

**d. Election of Treasurer**

After a question was raised by Judge Puffenberger concerning whether or not there would be a Treasurer for LCGSB. The following occurred.

Action: Ms. Thomas nominated Mr. Goyer from the floor to serve as the LCGSB Treasurer. Ms. Frye seconded the nomination. No discussion was had. A roll-call vote was taken with the vote as follows:

Cynthia Frye-Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.* Timothy Goyer is elected Treasurer of the LCGSB.

**7. File Required State Reports**

Action: Mr. Goyer moved that the LCGSB Treasurer be authorized to file any and all reports or documents required by Ohio state or local statutes. The motion was seconded by Ms. Thomas. Mr. Goyer questioned the meaning and purpose underlying the motion. An explanation for the motion was offered indicating that the purpose of the motion is to have in place one trustee authorized to file on behalf of the LCGSB should the need arise. Mr. Goyer then amended the motion to move that the LCGSB Chairperson be authorized file any and all reports and/or documents of whatever type or nature which may be required by Ohio state or local statutes. Ms. Frye seconded the amended motion. No discussion was had on the amend motion. A roll-call vote was taken with the vote as follows:

Cynthia Frye-Yes  
Timothy Goyer- Yes  
Katherine Thomas- Yes

*Motion carried.*

**8. Set Meeting Dates**

- a. **January 21, 2021 at 4:00 pm**
- b. **January 28, 2021 at 1-5 pm retreat to consider organizational documents**

By consent the Trustees agreed to the above mentioned as dates for the next meetings.

**9. Miscellaneous:**

- a. Ms. Thomas thanked Ms. Mariucci for her appointment. She also thanked all involved for their efforts.
- b. Neema Bell acknowledged the regrets received from Pamela Wilson from Area Office on Aging for NW Ohio, who had expected to attend today's meeting. She was unable to attend as she instead needed to attend an emergency meeting



called to discuss the distribution of vaccines in our community. Given the AoA's critical role in that effort she could not be with us. Ms. Wilson has indicated that she is interested in attending a future meeting to personally extend her well wishes and comments to the Trustees and LCGSB.

- c. Ms. Bell also mentioned that Commissioner Wozniak indicated her inability to attend today, but she is interested in attending a future meeting. Ms. Bell suggested an invitation can be extended by the Trustees to both.

**10. Adjournment**

The meeting was adjourned at 4:59 pm.

**Prepared by:**

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Name

Date