



Community
Based
Correctional
Facility

The McDonnell Center CBCF

Facility Governing Board Meeting Minutes

April 11, 2025

Facility Governing Board Members: Myriam Miranda, Interim Chair | Luis Vazquez | Tammy Sherman | Stephania Pryor | Jeffrey Shively | Colleen Brown | Scott Osiecki | Nestor Rivera

Oriana House Staff: Mike Randle, Exec. VP of Operations | Jeff Brooks, Program Manager | Austin Macri, CEO | Lisa Frasher, Asst. to VPs | Olivia Channell, Program Coordinator

Judicial Advisory Board: Judge Maureen Clancy

Visitors: | Rhys Tucker, Deputy Chief Probation Officer | Stephanie & Michael, Probation Dept.

Meeting called to order at 9:31am

Welcome and Review Agenda (add or delete agenda items) – no agenda changes

New Board Member Announcement (Nestor Rivera): Myriam welcomed new board member Nestor Rivera. Nestor is Chief Deputy with the Cuyahoga County Sheriff's Department. He began his law enforcement career in 1995 with the Belmont County Sheriff's Office, serving as a deputy and later a jailer. Rivera was hired by the Cuyahoga County Sheriff's Department in 1999, serving in the Narcotics and Canine Units, and as a Task Force Officer with the Caribbean Gang Task Force, U.S. Drug Enforcement Administration, targeting high intensity drug trafficking areas within Ohio.

Nestor also asked to withdrawal at this time for the FGB officer nominations. He thanked the board for considering him and is honored to serve but would like to spend more time getting acclimated to the board before considering an officer position.

January 30, 2025 Meeting Minutes (handout) - motion to approve: The January 30th meeting minutes were given to the board prior to today's meeting. Scott Osiecki made a motion to approve the minutes, seconded by Jeff Shively. All in favor, motion carries.

Quarterly Fiscal Report (handout) – motion to accept: Oriana House, CFO/VP of Finance, Austin Macri presented the 6th quarter fiscal report to the board. You will notice, we were in the red during the first of the year because we were waiting on a payment from the county. We have since received this money so cash is looking much better. Q6 was a 7 pay quarter so those numbers are much higher. We also had IT barcode scanning equipment purchased in that quarter. Building and maintenance costs get doubled in the month of December, but no invoice for January so it evens out. Stephania asked what Administrative Expenses are. Austin explained those are expenses for software-type items (e.g. Payroll & Accounting software). It also includes insurance, K-9 searches, consulting fees, auditor fees, banking fees, Court Community Service, Olivet Housing and Community Endeavors.

Luis asked who pays for clients' medical care. That comes out of the grant, and monies from the ADAMHS board and county MAT (medicated assisted treatment) money.

Tammy asked about bus tokens. We buy tokens in larger quantities to have on hand until those are depleted. We will start to see less expenses for that line item. Jeff made a motion to accept the fiscal report, seconded by Luis. All in favor, motion carries.

FGB & OHI Operating Agreement (expires 6/30/2025): The current, 1 year operating agreement expires 6/30/2025. The new State budget cycle starts July 1, 2025. Oriana House staff left the room so the board could vote to continue to have Oriana House operate the MCCBCF. The board voted unanimously to have Oriana operate and for the Chair of the Board to sign the new grant agreements, operating agreement, and lease agreement for FY26/27. Jeff Shively made a motion to approve, seconded by Scott Osiecki. All in favor, motion carries.

The board did ask to address doing an RFP next year. This will be discussed at the July meeting.

Grant, Operating Agreement, and Lease Agreement (handouts) – this was all part of the previous discussion but were also included in the FGB board packet.

Umbrella Purchases (handout): Mike discussed the umbrella purchases that Oriana House purchases as an agency versus going out for competitive bid for just the MCCBCF. This saves money for the CBCF by buying as an agency, rather than for just one facility. Myriam discussed the ethics forms, which will be signed by the board in Oct. as well as the conflict of interest statements that will be signed in July. New board member Nestor Rivera was emailed a welcome packet that included the ethics training. Scott Osiecki made a motion to approve the umbrella purchases, seconded by Luis Vazquez. All in favor, motion carries.

Client Per Diems: Mike discussed that we no longer collect client per diems. Of the \$5,000 that was collected in 2024, we used that money to purchase recreational equipment for the facility, as well as client rewards, and indigent items.

Probation Updates: Tammy gave updates regarding prescreening clients with PSI report for eligibility at MCCBCF. From Aug. 2024 to March 2025, 559 PSI's were submitted to the court. 8% were ordered from the court to the CBCF. They've developed a tracking mechanism to track status reports for violations and who is being ordered to the CBCF from the court. Probation also discussed participating in the unannounced full facility searches at the CBCF but a decision has not been made yet. They are also looking into doing tours of the CBCF for all the new Judges.

Luis asked about the 8% of clients ordered to the CBCF – where did the others go? Did they get a less restrictive sanction or jail/prison? Tammy does have that information but did not share it at this meeting. She will provide those details at the July meeting.

Chair & Vice Chair Nominations: Myriam is the acting interim Chair of the FGB and will be resigning from the board. Nominations were collected from the board for the positions of Chair and Vice Chair. Nestor Rivera withdrew his nomination which leaves Jeff Shively nominated as Chair, and Tammy Sherman nominated as Vice Chair. A voice vote was given in favor of these nominations. There were no nays. Motion passed unanimously.

Misc. Judge Maureen Clancy joined the meeting by zoom video. She is happy to hear we are no longer collecting per diems from our clients. The Judge also expressed her opinion that we need more meetings and training for the 6 new Judges. She would like us to focus on the good stuff that is happening at the CBCF and what clients are allowed to do. We will talk with Greg Popovich about having a lunch meeting at the courthouse. She also asked about cameras in the sleeping areas. Mike said we installed video cameras in all the dorms. She has a client that we need the name of so we can pull video for a specific incident that occurred at the facility. She also asked about getting up-to-date medical records for clients

coming out of the jail. She gave the example of her client who had a medical issue that caused him to be denied to the CBCF because of a broken ankle but the jail records were 2 years old. She also discussed a possible mentoring program with our clients.

Meeting Adjourned at 10:29am.