**MEETING: GUARDIANSHIP SERVICES BOARD**

**Date/Time: October 9, 2024 12:30 p.m.**

**Location: Guardianship Services Board Conference Room**

**Board Members in Attendance:**  Tim Hamman, Melanie Woods, Angie Herzog, Megan Pasion, Christa Bauer

**Board Members Absent:** Denise Cook

**Staff in Attendance:** Elizabeth Schaefer, Amy Donnelly

**Guests in Attendance:** Katie Campbell, Amy Wiechert-Bayliff

**APPROVAL OF AGENDA:** Megan moved to approve the agenda. Melanie seconded. Motion carried.

**MINUTES:**  Melanie moved to approve the minutes of the August 14, 2024 meeting. Megan seconded. Motion carried.

**ELECTION OF GSB 2025 OFFICERS:** Angie nominated Tim Hamman Chair. Megan seconded. Motion carried. Angie nominated Christa Bauer Vice Chair. Megan seconded. Motion carried. Megan nominated Angie Herzog Secretary. Melanie seconded. Motion carried.

**BUDGET REPORT:**  Elizabeth reported that for each month of 2024 we have been at least $2,500 under budget. Angie asked what comes out of the fund ‘Client Needs/Training’. Elizabeth reported that it is mostly mileage, and that she will be changing that in 2025 to make it clearer. Elizabeth and Angie met with DD Superintendent, Renee Kohler to discuss the DD population and budget issues. Renee is very supportive of the Guardianship Services Board and will continue to support in 2025 at $40,000.

**GUARDIANSHIP REPORT:**

87 referrals

62 total guardianships current

74 guardianships granted

1 guardianship hearing Pending

9 wards have deceased

92% have mental health issues

67% with medical conditions

30% with developmental disabilities—17% eligible for DD services

18% with substance abuse issues

44% have a Case Manager/SSA

50% live in long-term/assisted living

10% live in group homes

34% live in the community

6% are homeless

Average age--52

Guardianships in 2022—25

Guardianships in 2023—17

Guardianships in 2024—32

**2025 PROJECTED BUDGET:**

Angie made a motion to enter into Executive Session to discuss 2025 compensation before discussing the 2025 budget. Melanie seconded. Roll call vote:

Angie Herzog-yes

Megan Pasion-yes

Tim Hammon-yes

Christa Bauer-yes

Melanie Woods-yes

Christa moved to to out of Executive Session and into the Regular Board meeting. Melanie seconded. Roll call vote:

Angie Herzog-yes

Megan Pasion-yes

Tim Hammon-yes

Christa Bauer-yes

Melanie Woods-yes

**APPROVAL OF 2025 BUDGET:**  Angie moved to approve the 2025 proposed budget with the following change. Separate health insurance into a separate line, and budget health insurance for all three positions. Melanie seconded. Motion carried.

In addition, Melanie moved to approve a 3% raise in 2025 for Elizabeth and Amy. Christa seconded. Motion carried.

**BYLAW CHANGE:**  Elizabeth presented a bylaw change proposal that changes required posting of board meetings and minutes on the Allen County Probate Court website to the Allen County Guardianship Services Board website. Angie moved to approve the changes. Christa seconded. Motion carried.

**WAITLIST:** There are 2 individuals on the guardianship waiting list presently and we are taking only emergencies. Many calls are coming in about taking new wards, but agencies are searching other guardian opportunities.

**OLD BUSINESS:**

1. It was noted that upon further research, Megan can be a voting member of the GSB, and just needs to abstain from any business involving the United Way.
2. The stakeholders meeting to discuss budget, staffing, needs, and expansion will be held November 8 at 9:00 a.m. Judge Kohlrieser is sending invitations to the partner agencies.

**NEW BUSINESS:** Elizabeth passed out United Way donation forms, and noted that we could request our donation be earmarked for the GSB.

**2025 Meeting Schedule**

January 8 at 12:30 p.m.

April 9 at 12:30 p.m.

July 9 at 12:30 p.m.

October 8 at 12:30 p.m.

**Next Meeting**: January 8, 2025 at 12:30 p.m.

Respectfully submitted by: Angie Herzog, Secretary