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MINUTES of EMERGENCY MEETING December 8, 2025

MEMBERS PRESENT: Elizabeth (Liz) Atwell, Gretchen Behimer, Jara Bonner, Rebecca Cochran-Kasson, Joe Ellison, Jeff Higgins, Nathan O'Der, Laura Perez, Tony Rees

MEMBERS EXCUSED: Patty Lawrence, Joy Lytle

ASSOCIATE MEMBERS PRESENT: Raymond Bailey

GUESTS PRESENT: Laura Stith

STAFF PRESENT: Marcie Keith, Cindy Knoblauch, Denny Moell, Erica Pursley, Lee Ann Watson

1. Call to Order: The December 8, 2025, Board of Directors' EMERGENCY MEETING was conducted virtually, via Zoom, at 7:00 pm. Chairperson Gretchen Behimer welcomed the attendees and called the meeting to order.
2. Approval of the Agenda: A motion was made, and unanimously approved, to approve the Agenda for the December 8, 2025 Board of Directors' EMERGENCY MEETING. (Motion-Jara Bonner, second-Rebecca Cochran-Kasson).

3. Business:

A. Action Items

1. Rental Amount of the Lease for Temporary Office Space for Board Staff from February 1, 2026 to December 31, 2026: Executive Director Lee Ann Watson stated that Board staff will be required to vacate the Board's current office space at 2337 Clermont Center Drive, Batavia, Ohio, 45103 during the renovation of the building for the Crisis Receiving Center. Construction is expected to begin approximately on February 1, 2026 and will be finalized by December 31, 2026. During that time, Board staff will need to find a suitable workspace. Lee Ann has found two options and is asking for Board guidance on how to proceed. Both leases will allow for a month-to-month option following the end of the lease agreement on December 31, 2026. The available lease options are as follows:

Option 1

Clermont DJFS Building, 2400 Clermont Center Drive Batavia, Ohio 45103:

The available space is approximately 1,300 square feet at a cost of \$17.60 per square foot, equaling \$24,223 for the lease period. An additional \$13,000 to \$18,000, or 12.2%

of the cost of Deputies in the Department of Job and Family Services (DJFS) building depending on the Deputy's salary, is also added to the lease amount for a **total lease amount of \$37,223 to \$42,223, or \$3,102 to \$3,519 per month.**

Option 2

Eastgate Professional Office Park III, 4357 Ferguson Drive Cincinnati Ohio 45245:

The available space is 1,765 square feet at a cost of \$15.50 per square foot, plus 1.091% common space, for a **total of \$29,853 or \$2,488 per month.**

A motion was made, and unanimously approved, to approve Option 2, Eastgate Professional Office Park III at 4357 Ferguson Drive Cincinnati Ohio 45245. (Motion-Tony Rees, second-Rebecca Cochran-Kasson).

4. Adjournment: There being no further business, a motion was made, and unanimously approved, to adjourn the December 8, 2025 Board of Directors' EMERGENCY MEETING. (Motion-Jeff Higgins, second-Joe Ellison).



Gretchen Behimer

Gretchen Behimer, Chairperson



Lee Ann Watson

Lee Ann Watson, Executive Director