



**Auditor**  
**Charles E. Walder**  
*Chief Fiscal Officer*

**Return Voucher Form**

Date: **07/18/2025**

To: Elected Official, Department head, or Accounting Staff of **Juvenile Department**

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-00001596**

**Passcode2Parenting \$4,632.50**

<input type="checkbox"/> Dept. Head Signature Missing on Cover	<input type="checkbox"/> Incorrect Vendor Numbers (s)
<input type="checkbox"/> Incorrect Account Number	<input type="checkbox"/> Incorrect/No Encumbrance No.
<input type="checkbox"/> Incorrect Remit Address	<input type="checkbox"/> Incorrect Voucher Amount
<input type="checkbox"/> Insufficient Cash Balance Available	<input type="checkbox"/> Incorrect G/L Date
<input type="checkbox"/> Batch not Approved in New World	<input type="checkbox"/> Expense Precede Encumbrance
<input type="checkbox"/> Insufficient Balance Available on PO	<input type="checkbox"/> Remit Copy Missing
<input type="checkbox"/> Missing Original Invoice/Supporting Documents	<input type="checkbox"/> Due Date Deadline Missed
<input type="checkbox"/> Missing "OK to Pay" Initials/Signature	<input checked="" type="checkbox"/> Other

Solution: No original signature.

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 \* Real Estate/Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: [auditor@co.geauga.oh.us](mailto:auditor@co.geauga.oh.us)

**AUDITORS CERTIFICATION OF FUNDS  
O.R.C. 5705.41D**

Geauga County, Chardon, Ohio January 3, 2025  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$50,000.00

has been lawfully approved, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the fund listed next to the item below, free from any previous encumbrances.

**CHARLES E. WALDER  
GEAUGA COUNTY AUDITOR**

by \_\_\_\_\_, Deputy Auditor  
GEAUGA COUNTY FEDERAL I.D. NO. 34-6001208  
SALES AND USED TAX EXEMPTION - POLITICAL SUBDIVISION  
STATE OF OHIO

FOR AUDITORS USE ONLY	Date: _____
Then and Now Certificate: _____	
Warrant Received by: _____	
Date: _____	

**SHIP TO:**  
GEAUGA COUNTY  
PROBATE / JUVENILE COURT -JUDGE GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	7/21/2025	\$ 4,632.50 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2025-00001137 ✓

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
--

VENDOR I.D. NO. 10963

**PURCHASED FROM:**

Passcode2Parenting

**INVOICE TO:**  
GEAUGA COUNTY  
PROBATE / JUVENILE COURT -JUDGE GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

*Kimbell*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2005	Contracted Services - Contract Services 2005-007-53-601 - Contract Services 50,000.00  22CU077 June 2025	50,000.0000	\$50,000.00
<b>TOTAL DUE</b>					<b>\$50,000.00</b>

**Presented by Court as a  
courtesy only,  
NOT statutorily required**  
*See State ex rel. Grendell v. Walder,  
Slip Opinion No. 2022-Ohio-204*

**IN THE COURT OF COMMON PLEAS  
JUVENILE DIVISION  
GEAUGA COUNTY, OHIO**

2025 JUL 16 AM 10:24

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

✓

IN RE:	) JUDGE TIMOTHY J. GRENDALL
	)
JUVENILE COURT	)
EXPENDITURES	) <b>PROPER ADMINISTRATIVE ORDER</b>
<b>PASSCODE 2 PARENTING</b>	) <b>2025-272</b>

Pursuant to R.C. 5139.34(C)(3), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$4,632.50 (Four Thousand Six Hundred Thirty Two Dollars and Fifty Cents) from 2005-007-53-601 payable to PASSCODE 2 PARENTING, for therapeutic visitations for 22CU77, which the Juvenile Court has determined to be an expenditure for a proper public purpose. **Kindly provide this Court with the original check which it will mail to the vendor.**

Pursuant to R.C. 319.16(D), "if the auditor questions the validity of [this] expenditure... the auditor shall notify the court that presented the documents, shall issue the warrant under protest, and shall notify the auditor of state of the protest."

As an elected official and member of the judicial branch of county government, the Judge of the Geauga County Probate/Juvenile Court is authorized to fix the amount due to court vendors who perform services for the court. Therefore, pursuant to R.C. 307.55(A), this payment is to be processed "Live".

IT IS SO ORDERED.

  
 \_\_\_\_\_  
 TIMOTHY J. GRENDALL, JUDGE

CC: Fiscal Director

**Passcode to Parenting, LLC.**

9215 Mentor Ave., 1080  
Mentor, Ohio 44077  
United States

*NOTES* →

**\$4,632.50**  
DUE BY 07/31/2025

**petakerr@passcodetoparenting.com**  
**4402218027**

**Katie Ostrosky**

231 Main St. 2nd Floor  
Chardon, Ohio 44024  
United States

**kostrosky@geaugapjcourt.org**

**INVOICE NUMBER** #68-134

**INVOICE DATE** 07/01/2025

**INVOICE PERIOD** 06/02/2025 - 06/30/2025 ✓

**CASE CONTACT** Peta Kerr

**CASE NAME** 22CU077 ✓

DATE	DESCRIPTION	PROFESSIONAL NAME	HOURS/FLAT	AMOUNT	TAX	BALANCE
06/02/2025	Therapeutic Visitation: transportation and visits facilitation	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
06/02/2025	Therapeutic Visitation: Parent prep session for visit	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/03/2025	Supervised Visit	Kaylee Tomasek	2.25	\$180.00	\$0.00	\$180.00
06/03/2025	Therapeutic Visitation: pre visit meeting with mom, administer AAPI	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
06/03/2025	Therapeutic Visit	Kaitlin Kushan	3.00	\$300.00	\$0.00	\$300.00
06/05/2025	Therapeutic Visitation: phone call to coordinate new visit transportation and give assessment updates.	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
06/09/2025	Supervised Visit	Kaylee Tomasek	3.00	\$240.00	\$0.00	\$240.00
06/09/2025	Therapeutic Visit	Kaitlin Kushan	3.00	\$300.00	\$0.00	\$300.00
06/09/2025	Therapeutic Visitation: Post visit feedback with mom	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
06/10/2025	Therapeutic Visitation: Parent session with mom to process visit and prep for upcoming visit.	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/16/2025	Therapeutic Visitation: calls with providers to coordinate make up visit date	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
06/16/2025	Therapeutic Visitation: calls with JFS to share/gather information related to missed visit and ongoing needs of case.	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
06/16/2025	Therapeutic Visit: Parent prep session	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/17/2025	Supervised Visit: Case Meeting for Updates	Kaylee Tomasek	1.00	\$80.00	\$0.00	\$80.00
06/17/2025	Therapeutic Visitation: Case meeting for updates.	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/19/2025	Supervised Visit	Kaylee Tomasek	3.00	\$240.00	\$0.00	\$240.00
06/19/2025	Therapeutic Visitation: Consult JFS for visit prep and case updates.	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/19/2025	Therapeutic Visitation	Kaitlin Kushan	3.00	\$300.00	\$0.00	\$300.00
06/20/2025	Therapeutic Visitation: Visit recap with mom	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/23/2025	Supervised Visit	Kaylee Tomasek	3.00	\$240.00	\$0.00	\$240.00
06/23/2025	Therapeutic Visitation	Kaitlin Kushan	3.00	\$300.00	\$0.00	\$300.00
06/23/2025	Therapeutic Visitation: Parent consult about visit	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
06/23/2025	Therapeutic Visitation: consult with collaterals to share child welfare concerns and prepare for next visits	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00

06/25/2025	Therapeutic Visitation: Prep	Kaitlin Kushan	4.00	\$400.00	\$0.00	\$400.00
06/26/2025	Therapeutic Visitation: mom review from last visit and prep for next week	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
06/27/2025	Therapeutic Visitation: prep for Monday visit	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
06/30/2025	Supervised Visit	Kaylee Tomasek	3.00	\$240.00	\$0.00	\$240.00
06/30/2025	Therapeutic Visitation	Kaitlin Kushan	3.00	\$300.00	\$0.00	\$300.00
06/30/2025	Supervised visit (shadow for upcoming supervised visit)	Peta Kerr	1.25	\$112.50	\$0.00	\$112.50
06/30/2025	Supervised Visitation: Conversation with mom about next week's visit and skills used during the visit today.	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00

**SUBTOTAL**

\$4,632.50

**TOTAL AMOUNT DUE**

**\$4,632.50**

*ve* 7/2/25 KO

**Passcode to Parenting, LLC.**

9215 Mentor Ave., 1080  
Mentor, Ohio 44077  
United States

[petakerr@passcodetoparenting.com](mailto:petakerr@passcodetoparenting.com)

4402218027

**\$4,632.50**

DUE BY 07/31/2025

**MEMO**

Please find your invoice attached for the month. The payment is due on or before 30 days from now. If you have any questions or concerns, please don't hesitate to ask.

Thank you for doing business with us.

Kind regards,

Passcode to Parenting, LLC.

**PROFESSIONAL RATES**

Kaitlin Kushan (KK) - \$100.00 per hour.

Kaylee Tomasek (KT) - \$80.00 per hour.

Peta Kerr (PK) - \$90.00 per hour.

**WAYS TO PAY**



**Stripe**

[Pay online via Stripe's secure payment portal.](#)