



# Auditor

## Charles E. Walder

*Chief Fiscal Officer*

Date: **08/14/25**

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

From: Auditor's Office Fiscal Department

SUBJECT: **Batch # 2025-00001846**

**Passcode 2 Parenting \$3577.50**

<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 on the voucher cover or invoice. Wrong date on voucher.

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
	8/18/2025	\$ 3,577.50 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2025-00001137 ✓ *KC*

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

*Kimberly*  
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  22CU77 July 2025	50,000.0000	\$50,000.00
TOTAL DUE					\$50,000.00

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

FILED  
IN COMMON PLEAS COURT

2025 AUG 13 AM 11:53

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

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

IN RE:

) JUDGE TIMOTHY J. GRENDALL

)

JUVENILE COURT

)

EXPENDITURES

) **PROPER ADMINISTRATIVE ORDER**

**PASSCODE 2 PARENTING**

) **2025-302**

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 \$3,577.50 (Three Thousand Five Hundred Seventy Seven 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*

**\$3,577.50**  
DUE BY 08/30/2025

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

**Katie Ostrosky**

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

**kostrosky@geaugapjcourt.org**

**INVOICE NUMBER** #89-173

**INVOICE DATE** 07/31/2025 ✓

**INVOICE PERIOD** 07/01/2025 - 07/30/2025

**CASE CONTACT** Peta Kerr

**CASE NAME** 22CW077 ✓

DATE	DESCRIPTION	PROFESSIONAL NAME	HOURS/FLAT	AMOUNT	TAX	BALANCE
07/01/2025	Therapeutic Visitation: professional staffing to update and problem solve case	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
07/01/2025	Prep for supervised visit	Peta Kerr	1.25	\$100.00	\$0.00	\$100.00
07/01/2025	Supervised Visit: Case Meeting for Updates	Kaylee Tomasek	1.00	\$80.00	\$0.00	\$80.00
07/03/2025	Therapeutic Visitation: Parent session with mom to prep for following week	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
07/05/2025	Therapeutic visitation: phone call with mom about updates and change in visitation	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
07/08/2025	Supervised visitation	Peta Kerr	3.00	\$270.00	\$0.00	\$270.00
07/17/2025	Therapeutic Visitation: In person prep with mom before visit	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
07/17/2025	Therapeutic visit: call with child from hospital	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
07/17/2025	Supervised visit	Peta Kerr	6.25	\$562.50	\$0.00	\$562.50
07/18/2025	Therapeutic Visitation: check in with mom and child	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
07/18/2025	Therapeutic visitation: updates from court and how to proceed	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
07/18/2025	Therapeutic Visitation: joint call with mom and Julie to prepare for week with child	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
07/18/2025	Therapeutic visit	Kaitlin Kushan	6.25	\$625.00	\$0.00	\$625.00
07/18/2025	Therapeutic visitation: call with mom to process the night and prep parenting skills	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
07/21/2025	Therapeutic Visitation: Parent session with mom to process weekend	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
07/21/2025	Therapeutic Visitation: Joint session with mom and child to process weekend and ongoing needs	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
07/23/2025	Meeting supervised visit	Peta Kerr	1.00	\$90.00	\$0.00	\$90.00
07/23/2025	Therapeutic Visitation: staffing	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
07/24/2025	Therapeutic Visitation: Call with JFS re: court review and moving forward	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
07/25/2025	Therapeutic Visitation: Parent consult with mom	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
07/28/2025	Therapeutic Visitation: Call with mom, updates over the weekend and prep for joint session	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
07/28/2025	Therapeutic Visitation: call with JFS. updates on visitation and prep for supervised visits	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
07/30/2025	Therapeutic Visit: Joint session with mother and child	Kaitlin Kushan	2.00	\$200.00	\$0.00	\$200.00

07/30/2025	Therapeutic Visitation: Phone call with mom to process session and review parent skills.	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
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**SUBTOTAL** \$3,577.50

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**TOTAL AMOUNT DUE** **\$3,577.50**

*W*  
8/1/25 KD