



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

**Return Voucher Form**

Date: 09/24/25

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-00002223**

**Passcode2Parenting \$2025.00**

<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. Remit does not match NW.

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 February 26, 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
	9/29/2025 +	\$ 2,025.00 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
02/26/2025		
1099 AMT.		

PURCHASE ORDER NO. 2025-00001922 ✓

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

VENDOR I.D. NO. 10963

PURCHASED FROM:

Passcode2Parenting

*Envelope (send w/provider)*

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 2005-007-79-601 - Contract Services 50,000.00  22CU77 - August 2025	50,000.0000	\$50,000.00
TOTAL DUE					\$50,000.00

**RECEIVED**  
**SEP 24 2025**  
Geauga County Auditor

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

FILED  
RECEIVED SEP 23 PM 1:15

PROBATE/JUVENILE  
COURT  
CLERK  
GEAUGA COUNTY, OHIO

IN RE:

) JUDGE TIMOTHY J. GRENDALL

)

JUVENILE COURT

)

EXPENDITURES

) **PROPER ADMINISTRATIVE ORDER**

**PASSCODE 2 PARENTING**

) **2025-357**

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 \$2,025.00 (Two Thousand Twenty Five Dollars and No Cents) from 2005-007-79-601 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

*12/12/2017*

CC: Fiscal Director

**Passcode to Parenting, LLC.**

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



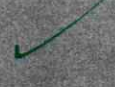
[petakerr@passcodetoparenting.com](mailto:petakerr@passcodetoparenting.com)  
4402218027

**Katie Ostrosky**

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

[kostrosky@geaugapjcourt.org](mailto:kostrosky@geaugapjcourt.org)

**\$2,025.00**



DUE BY 10/01/2025

**INVOICE NUMBER** #113-215

**INVOICE DATE** 09/01/2025



**INVOICE PERIOD** 08/04/2025 - 08/29/2025

**CASE CONTACT** Peta Kerr

**CASE NAME**

2200077



DATE	DESCRIPTION	PROFESSIONAL NAME	HOURS/FLAT	AMOUNT	TAX	BALANCE
08/04/2025	Therapeutic Visitation: call with mom about weekend and how to talk child through questions related to court and custody	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/05/2025	Therapeutic Visitation: case updates on father visitation for child	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
08/06/2025	Therapeutic Visitation: call with school about child's needs and prep	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
08/12/2025	Therapeutic Visitation: phone call with JFS for visit planning and case update purposes.	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
08/12/2025	Therapeutic Visitation: phone call with mom to talk about visitation, prep for visits, and appointments	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
08/14/2025	Therapeutic visitation: call with mom about concerns	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
08/14/2025	Therapeutic Visitation: call with Dr. A for report	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/15/2025	Therapeutic visitation: call with GAL	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
08/15/2025	Therapeutic visitation: home visit with child	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
08/15/2025	Therapeutic Visitation: call to CPS. New claims referral	Kaitlin Kushan	0.25	\$25.00	\$0.00	\$25.00
08/18/2025	Therapeutic Visitation: Call with Julie to go over allegations and set up visit/phone calls	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/18/2025	Therapeutic Visitation: Call with mom to prep for child's visitation with dad	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/20/2025	Therapeutic Visitation: session with child to prep for call with dad	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/21/2025	Therapeutic Visitation: Visit to JFS agency, prep for phone call with dad, phone call with dad, process next steps with JFS.	Kaitlin Kushan	3.00	\$300.00	\$0.00	\$300.00
08/24/2025	Therapeutic Visitation: follow up with mom and coping skills education	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
08/25/2025	Therapeutic Visitation: call with mom to prep for week and process last week	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/26/2025	Therapeutic Visitation: call with JFS regarding visitation and ongoing needs	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/27/2025	Therapeutic Visitation: Calls and prep for next call and visits	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/28/2025	Therapeutic Visitation: calls to therapists for child services	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
08/28/2025	Therapeutic visitation: mom phone call about behavioral needs	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
08/29/2025	Therapeutic Visitation: call with mom provide therapeutic parenting strategies	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00

SUBTOTAL

\$2,025.00

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TOTAL AMOUNT DUE

\$2,025.00

9-2-25 KO

**Passcode to Parenting, LLC.**

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

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

4402218027

**\$2,025.00**

DUE BY 10/01/2025

**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

**WAYS TO PAY**



**Stripe**

[Rev. invoice via Stripe](#)

[Rev. ment. inv. via Stripe](#)