



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

**Return Voucher Form**

Date: 11/7/25

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-00002554**

**Passcode 2 Parenting \$1815.00**

<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.

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 September 22, 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
	11/12/2025	\$ 1,815.00
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
09/22/2025		
1099 AMT.		
	dr.	
	cr.	

PURCHASE ORDER NO. 2025-00003335

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

VENDOR I.D. NO. 17176

**PURCHASED FROM:**

Passcode 2 Parenting

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

*Kimberly [Signature]*  
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 - Oct 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**

FILED  
IN THE COURT OF COMMON PLEAS  
2025 NOV -6 AM 10:16

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDELL  
)  
JUVENILE COURT )  
EXPENDITURES ) **PROPER ADMINISTRATIVE ORDER**  
**PASSCODE 2 PARENTING** ) **2025-413**

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 \$1,815.00 (One Thousand Eight Hundred Fifteen Dollars and No Cents) from 2005-007-53-601 payable to PASSCODE 2 PARENTING, for contract services 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. GRENDELL, JUDGE *cc #1/10/2025*

CC: Fiscal Director

**Passcode to Parenting, LLC.**

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

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

**Katie Ostrosky**

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

**kostrosky@geaugapjcourt.org**

**\$1,815.00**  
DUE BY 12/02/2025

**INVOICE NUMBER** #154-286

**INVOICE DATE** 11/02/2025 ✓

**INVOICE PERIOD** 10/01/2025 - 10/30/2025

**CASE CONTACT** Peta Kerr

**CASE NAME** 22CV77 ✓

DATE	DESCRIPTION	PROFESSIONAL NAME	HOURS/FLAT	AMOUNT	TAX	BALANCE
10/01/2025	Therapeutic Visitation: Session with child	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
10/02/2025	Therapeutic Visitation: call with mom about post visit support	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/06/2025	Therapeutic visitation: call with mom about behavior management	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
10/07/2025	Therapeutic visitation: phone call with child's therapist, parenting needs	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/07/2025	Therapeutic Visitation: call with cps about therapeutic recommendations and ongoing needs	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00
10/07/2025	Therapeutic visitation: court updates	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
10/08/2025	Therapeutic Visitation: call with GAL	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/09/2025	Therapeutic Visitation: call with mom, parenting skills	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/13/2025	Therapeutic visitation: call with mom, behavior management/implementation of therapeutic skills	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/16/2025	Therapeutic Visitation: de-escalation coaching with mom	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/23/2025	Therapeutic Visitation: court updates	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
10/23/2025	Therapeutic Visitation: call with mom, updates on school and home	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/23/2025	Therapeutic Visitation: call with OC therapist	Kaitlin Kushan	1.00	\$100.00	\$0.00	\$100.00
10/24/2025	Therapeutic Visitation: call with school about ongoing needs	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
10/27/2025	Therapeutic Visitation: call with mom about needs at school	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
10/30/2025	Reunification intervention meeting	Peta Kerr	1.00	\$90.00	\$0.00	\$90.00
10/30/2025	Therapeutic Visitation: case staffing	Kaitlin Kushan	1.50	\$150.00	\$0.00	\$150.00
10/30/2025	Therapeutic Visitation: call with child's therapist	Kaitlin Kushan	0.75	\$75.00	\$0.00	\$75.00
10/30/2025	Therapeutic Visitation: call with the school for de-escalation support	Kaitlin Kushan	0.50	\$50.00	\$0.00	\$50.00

**SUBTOTAL** \$1,815.00

**TOTAL AMOUNT DUE** **\$1,815.00**

*W* 11-5-25 100

**Passcode to Parenting, LLC.**  
9215 Mentor Ave., 1080  
Mentor, Ohio 44077  
United States

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

**\$1,815.00**

DUE BY 12/02/2025

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

**WAYS TO PAY**



**Stripe**

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