



MENTAL HEALTH AND RECOVERY BOARD MEETING
April 20, 2023

MEMBERS PRESENT: Janell Alexander, Savannah Allen, Michael Barton, Karen Chuvalas, Kimberly Cutler, Adam Davis, Jake Fishman, Dr. Amy Garbrecht, Paula Lynch, Beau Michael, Jasmine Rausch, Glenna Reed, Scott Zwiezinski

MEMBERS ABSENT: Annette Doughty

STAFF PRESENT: Adam Negley, Lindsay Altizer, Wren Hawkins, Mackenzie Poling, Debra Schaner, Holly Zweizig, Randi Bargo-Smith, Nancy Beal

STAFF ABSENT: Dr. Delaney Smith

PROVIDERS PRESENT: Denise Casto, Julli Griesheimer

PROVIDERS ZOOM: Katie Meeker, Kasey Bisch, Melissa Meyer, Nicole Neumeier, Jessica Dunkley, Rick Skilliter, Robyn Aurnou

CALL TO ORDER: Alexander called the meeting to order at 7:30 a.m. and Fishman read the mission statement.

SWEAR IN NEW BOARD MEMBER: Schaner swore in new board member Adam Davis. Alexander asked attendees to briefly introduce themselves.

A-1 ~ APPROVAL OF MINUTES ~ MARCH: Alexander gave a few minutes for the Board to review the March minutes. Alexander asked for a motion to accept the minutes.

***Chuvalas moved Lynch seconded to accept the March minutes as stated.
Motion carried. No discussion.***

A-2 ~ APPROVAL OF MARCH FINANCIAL REPORTS: Casto reviewed the dashboard report and the Budget vs. Actual report with the Board. Casto reported March revenues were \$846,727 and \$588,804 expenses for the month. Casto stated she added a new column to the dashboard, "Percent of Budget". This column will give the board a better idea of where the providers stand YTD according to their budget. Casto also stated that the Board budget vs. actuals are on target for this time of year.

***Zwieszinski moved Reed seconded to accept the March Financials as presented.
Motion carried. No discussion.***

RESOLUTION ~ Governance Policies ~ By-Laws: Negley briefly went over the By-Laws. Fishman pointed out some font that was not the same size and in Article III.F a change of the word "who" to "whose". Alexander asked for a motion to accept the By-Laws with the errors corrected as stated.

***Lynch moved Fishman seconded to accept the Resolution as stated.
Motion carried. No discussion.***

RESOLUTION ~ Governance Policies ~ Board of Directors: Negley briefly went over the Board of Director policies and stated that these policies expand on topics not covered in the By-Laws.

***Chuvalas moved Reed seconded to accept the Resolution as stated.
Motion carried. No discussion.***

RESOLUTION ~ Governance Policies ~ Finance: Negley briefly went over the policies and explained there were some new policies added and others that were updates. Negley also stated that within these policies, the Board will establish a reserve fund of 25% of expenses so the Board would be able to cover a quarter of the year.

Rausch moved Lynch second to accept the Resolution as presented. Motion carried. No discussion.

RESOLUTION ~ Standard Service Agreement ~ Tammy Collins \$2,400.00 – Project Aware: Bargo-Smith explained that Tammy would be facilitating a prevention strategic planning session to help determine future needs in prevention services.

Zwiezinski moved Garbrecht seconded to accept the Resolution as presented. Motion carried. No discussion.

RESOLUTION ~ Standard Service Agreement ~ Tammy Collins \$32,000: Bargo-Smith commented that this agreement will support the evaluation services for Project AWARE. Some initial work has started and will continue through December 30, 2023 under this agreement.

Lynch moved Chualas second to accept the Resolution as presented. Motion carried. No discussion.

RESOLUTION ~ Standard Service Agreement ~ TBD Solutions, LLC \$22,800: Negley briefly went over the Standard Service Agreement for strategic planning consultation services.

Lynch moved Allen seconded to accept the Resolution as presented. Motion carried. No discussion.

RESOLUTION ~ Community Health Assessment ~ Union County Health Department \$10,000: Zweizig briefly went over the request from the Union County Health Department to assist with funding their Community Health Assessment.

Chualas moved Fishman seconded to accept the Resolution as presented. Motion carried. No discussion.

RESOLUTION ~ Continuity of Operations Plan (COOP): Zweizig briefly explained the purpose and content of the COOP.

Lynch moved Reed seconded to accept the Resolution as presented. Motion carried. No discussion.

Alexander, Board Chair reached out to the Board in regard to June Board Meeting. The Board will need to replace Officer's and reached out for volunteers. Board members please contact her if you would like to volunteer to be an officer for the Board.

DIRECTOR'S REPORT: Negley reviewed highlights from his Director's Report. He discussed the proposed SFY24/25 State Budget and the status of the proposed House Bill 1. Negley briefly talked about the FY24 Provider Contracts, Board Member Recruitment and COQ Update.

OLD BUSINESS ~ None

NEW BUSINESS

- **PNC Bank Letter Update Profile & Lessee:** Negley explained that the Board has a Safety Deposit Box from many years back and that the Board has been trying to clear this matter up for several years. The Board does not have keys to the box, and the box is in a previous Executive Director's name so the box has to be drilled out and the lessee's name needs to be changed from Witzky to Schaner so the Board can get the box drilled out and remove any remaining contents. Negley went on to explain that the Bank asked that we write a letter on Board letterhead with all the Board members' signature along with a copy of sign-in sheet so they can make the account changes and schedule a drill-out. At that point the account will be closed.

EXECUTIVE SESSION ~ Discussion Mills Center: At 8:40 am, Zwiezinski moved to go into executive session for the purpose of discussing the purchase or sale of property. Lynch seconded. Schaner took a roll call vote. Motion carried. At 8:50am, Zwiezinski moved and Barton seconded to return to open session. A roll call vote was taken. Motion carried. Alexander asked for the staff to return.

ADJOURNMENT

Alexander asked for a motion to adjourn. Lynch moved Chualas seconded to adjourn at 9:00a.m. Motion carried. No discussion

Respectfully submitted,

Janell Alexander
Janell Alexander (May 18, 2023 09:22 EDT)

Janell Alexander

May 18, 2023

Date








2 MHRB Meeting Minutes 2023-04

Final Audit Report

2023-05-18

Created:	2023-05-18
By:	Debra Schaner (deb@mhrbuc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAgdosR7mVX7CkqtD3beOjBJ9GWW6qcb13

"2 MHRB Meeting Minutes 2023-04" History

-  Document created by Debra Schaner (deb@mhrbuc.org)
2023-05-18 - 1:19:59 PM GMT- IP address: 23.244.13.98
-  Document emailed to janell.alexander@jfs.ohio.gov for signature
2023-05-18 - 1:20:38 PM GMT
-  Email viewed by janell.alexander@jfs.ohio.gov
2023-05-18 - 1:21:52 PM GMT- IP address: 104.47.64.254
-  Signer janell.alexander@jfs.ohio.gov entered name at signing as Janell Alexander
2023-05-18 - 1:22:22 PM GMT- IP address: 156.63.69.15
-  Janell Alexander (janell.alexander@jfs.ohio.gov) has reviewed and explicitly agreed to the terms of use and to do business electronically with Mental Health & Recovery Board of Union County
2023-05-18 - 1:22:24 PM GMT- IP address: 156.63.69.15
-  Document e-signed by Janell Alexander (janell.alexander@jfs.ohio.gov)
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