



**MENTAL HEALTH AND RECOVERY BOARD MEETING**  
**February 16, 2023**

**MEMBERS PRESENT:** Janell Alexander, Savannah Allen, Michael Barton, Karen Chualas, Kimberly Cutler, Ian Evans, Dr. Amy Garbrecht, Paula Lynch, Beau Michael, Jasmine Rausch, Glenna Reed

**MEMBERS ABSENT:** Annette Doughty, Jake Fishman

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

**STAFF ABSENT:** Dr. Delaney Smith

---

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

**A-1 ~ APPROVAL OF MINUTES ~ JANUARY:** Evans gave a few minutes for the Board to review the January minutes. Evans asked for a motion to accept the January minutes.

***Chualas moved Alexander seconded to accept the January minutes as stated.  
Motion carried. No discussion.***

**A-2 ~ APPROVAL OF JANUARY FINANCIAL REPORTS:** Casto went over the dashboard report and the Budget vs. Actual report. Casto stated that Wings Recovery has billed through 3<sup>rd</sup> Quarter, Maryhaven through December and Residential Administrators through November. Casto commented that Lighthouse is behind on their billing. Evans asked about the contingency funds. Casto stated that they are working on the procedures or parameters within financial policies that are currently being updated.

***Cutler moved Rausch seconded to accept the January Financials as presented.  
Motion carried. No discussion.***

**BUDGET UPDATE:** Altizer commented that the increase in revenue is due to SOS 3.0 and SOR 2.0 NCE budgets being approved by the state, as well the approval of the new Project Aware grant and Commissioner dollars. The budget expense lines have been updated. Updates were made to the Salary line, due to all positions being filled as well as the utilities line due to increases in utilities.

**RESOLUTION ~ FY24 Union County Council for Families 120 Day Notice:** Negley stated that the 120-day notice is required by Ohio Revised Code to notify providers of contract and allocation changes for the upcoming fiscal year. 120-day notices have to be issued by March 2<sup>nd</sup> for contracts that begin on July 1. The 120-day notice for CUCF indicates that there will be a substantial change to their allocation amount for fiscal year 2024.

***Cutler moved Chualas seconded to accept the Resolution as stated.  
Motion carried. No discussion.***

**RESOLUTION ~ 120-Day Notice Template:** Negley stated that he is notifying all other providers that substantial changes to Fiscal Year 2024 contract terms and allocation amounts are not anticipated as of March 2, 2023.

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

**RESOLUTION ~ FY24 Provider Application & Timeline:** Zweizig stated that the Finance committee met to review additional materials related to FY24 contracts. Zweizig commented that the application and timeline allow the providers to apply for funding for FY24. This year, providers will be asked to provide additional information on health equity activities and concerns. Providers will be required to submit their funding applications by April 7, 2023.

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

**RESOLUTION ~ FY24 Budget Sheet & FY24 Direct Cost Worksheet:** Altizer commented that this year, the Board has simplified the provider budget process. There are two worksheets that each provider must fill out for FY24 Budget Process. The "Direct Cost Worksheet" is a detail of all board paid positions. The second worksheet "Preliminary Budget Sheet" is the Providers FY23 Attachment 1 by funding source requiring justification. Altizer commented that during the month of March she will be working with providers to assist them with the budget worksheet process.

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

**RESOLUTION ~ MHRBUC BH Provider Contract Level 1:** Negley commented that this document is the contract used for our primary providers. Negley stated that he contacted an attorney for a consultation to review both contracts and adjusted a few items. The Finance committee has also reviewed the contract.

***Reed moved Alexander second to accept the Resolution as presented. Motion carried. No discussion.***

**RESOLUTION ~ MHRBUC BH Provider Contract Level 2:** Negley commented that this contract is for providers who are not required to bill for services through the SmartCare claims system.

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

**RESOLUTIONS BELOW APPROVED AS A GROUP**

**RESOLUTION ~ FY23 Lighthouse BH Solutions Allocation Attachment 1 ~ -\$6,260.00 Contract Total \$439,097.00:** Altizer commented SOR 2.0 dollars were removed that were not use and new SOR 2.0 NCE and SOS 3.0 were added. These new dollars go back to October 1, 2022.

**RESOLUTION ~ FY23 Lower Lights CHC Allocation Attachment 1 ~ \$146,294.00 Contract Total ~ \$179,618.00:** Altizer commented new SOR dollars have been allocated, these dollars go back to October 1, 2023.

**RESOLUTION ~ FY23 Maryhaven Allocation Attachment 1 ~ \$89,782.00 Contract Total ~ \$1,347,875.00:** Altizer commented SOR 2.0 dollars were removed that were not use and new SOR 2.0 NCE and SOS 3.0 were added. These new dollars go back to October 1, 2022. Additional \$35,000 was given for MRSS.

**RESOLUTION ~ FY23 Prevention Awareness Support Services (PASS) Allocation Attachment 1 ~ \$92,915.00 Contract Total ~ \$498,398.00:** Altizer commented SOR 2.0 dollars were removed that were not used and new SOR 2.0 NCE and SOS 3.0 were added. These new dollars go back to October 1, 2022.

**RESOLUTION ~ FY23 Residential Administrators Allocation Attachment 1 ~ \$10,699.00 Contract Total ~ \$209,586.00:** Altizer commented SOR 2.0 dollars were removed that were not used and new SOR 2.0 NCE and SOS 3.0 were added. These new dollars go back to October 1, 2022.

**RESOLUTION ~ FY23 Wings Support & Recovery Allocation Attachment 1 ~ \$50,300.00 Contract Total ~ \$564,920.00:** Altizer commented SOR 2.0 dollars were removed that were not used and new SOR 2.0 NCE and SOS 3.0 were added. These new dollars go back to October 1, 2022.

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

**North Union Local School District ~ Standard Service Agreement 2/16/23-6/20/28 ~ \$12,431.25:** Bargo-Smith commented that this is for the purchase of the Aperture Education DESSA assessment suite which is a nationally standardized, strength-based behavior rating scale that assesses students' social and emotional competence and will be used in the North Union Elementary School. Mosaic Project funding will be used to support this agreement.

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

**University of Connecticut ~ Standard Service Agreement ~ \$40,000.00:** Bargo-Smith commented that the National Center moved to the University of Connecticut.

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

**MDAS Logan & Champaign Forensic Client Services Agreement ~ \$8,196.81:** Zweizig commented that this is an unusual circumstance regarding a Union County forensic client discharged from TVBH to Champaign County. This individual was receiving services funded by the Logan Champaign ADAMH board. MHRBUC is responsible for providing those services, so we need to reimburse for the expenses incurred. The client is now living in Union County, so this is no longer an issue. Multi-system Adult (State) funds were approved by OhioMHAS for this agreement.

***Reed moved Allen second to accept the Resolution as presented. Motion carried. No discussion.***

**DIRECTOR'S REPORT:** Negley asked the Board their opinions regarding having the Board packet printed for the meetings. Barton commented that he was ok with not printing packets for the Board meeting. Negley commented to contact Schaner if you want a packet printed. Negley reviewed highlights from the February Director's report and discussed Senate Bill 9, which is currently pending.

### **OLD BUSINESS**

#### **POLICIES ~ APPROVAL**

Negley thanked Fishman & Alexander for going through the policies.

#### **~ Administration Policies**

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

#### **~ Executive Director's Policies**

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

~ Mission & Philosophy

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

~ Safety Policies

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

**NEW BUSINESS**

➤ **Board Officer's**

Evans commented that six members will be rolling off Board by June 30, 2023. Alexander will be assuming the Chair of the Board replacing Evans in April. Reed is rolling off in June and that leaves another Officer position. If anyone is interested in being an Officer please reach out to Evans or Negley.

**ADJOURNMENT**

*Evans asked for a motion to adjourn. Lynch moved and Evan's seconded to adjourn at 9:10 a.m. Motion carried. No discussion*

Respectfully submitted,

*Ian Evans*

Ian Evans

Mar-16-2023

Date

**Certificate Of Completion**

Envelope Id: 0F340F97D4F3455E8B41CF8CB4D1C73F	Status: Completed
Subject: Complete with DocuSign: MHRB Meeting Minutes 2023-02.docx	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Debra Schaner
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	131 North Main Street, Suite A
	131 North Main Street, Suite A
	Marysville, OH 43040
	Deb@MHRBUC.Org
	IP Address: 23.244.13.98

**Record Tracking**

Status: Original	Holder: Debra Schaner	Location: DocuSign
3/16/2023 7:55:22 AM	Deb@MHRBUC.Org	

**Signer Events**

Signature	Timestamp
Ian Evans ievans@evansandhoffman.com Security Level: Email, Account Authentication (None)	Sent: 3/16/2023 7:58:25 AM Viewed: 3/16/2023 9:22:29 AM Signed: 3/16/2023 9:22:33 AM
Signature Adoption: Pre-selected Style Using IP Address: 74.140.34.84	

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

**In Person Signer Events**

Signature	Timestamp
-----------	-----------

**Editor Delivery Events**

Status	Timestamp
--------	-----------

**Agent Delivery Events**

Status	Timestamp
--------	-----------

**Intermediary Delivery Events**

Status	Timestamp
--------	-----------

**Certified Delivery Events**

Status	Timestamp
--------	-----------

**Carbon Copy Events**

Status	Timestamp
--------	-----------

**Witness Events**

Signature	Timestamp
-----------	-----------

**Notary Events**

Signature	Timestamp
-----------	-----------

**Envelope Summary Events**

Status	Timestamps
Envelope Sent	Hashed/Encrypted 3/16/2023 7:58:25 AM
Certified Delivered	Security Checked 3/16/2023 9:22:29 AM
Signing Complete	Security Checked 3/16/2023 9:22:33 AM
Completed	Security Checked 3/16/2023 9:22:33 AM

**Payment Events**

Status	Timestamps
--------	------------