



MENTAL HEALTH AND RECOVERY BOARD MEETING MINUTES
November 20, 2025

MEMBERS PRESENT: Adam Brown, Michael Barton, Janel Chapman, Sarah Channell, Adam Davis, Jake Fishman, Amy Hamilton, Beau Michael, James Pleasant, Tracy Thien, Scott Zwiezinski

MEMBERS ABSENT: Michael Aurin

MEMBERS ZOOM: Kellie Bischoff, Jasmine Rausch

STAFF PRESENT: Adam Negley, Lindsay Altizer, Dr. Randi Bargo-Smith, MacKenzie Poling, Holly Zweizig, Allison Bruner, Halle DuMoulin-Camella

STAFF ABSENT: Kathryn Tummino (Zoom)

GUESTS ZOOM: Lizzy Aniakwa, Robyn Aurnou, Kasey Bisch, Denise Casto, Bethan Miller, Julli Griesheimer, Holly Novak, Rick Skilliter, Amanda Wattenberg

GUESTS PRESENT: Vanessa Humphrey, Jennifer Rigano

CALL TO ORDER: Chair Brown called the meeting to order at 7:30 a.m.

MISSION STATEMENT: Davis read the MHRBUC Mission Statement.

APPROVAL OF MINUTES (Regular Meeting) – Brown asked members to review the minutes from the October meeting.

*Michael moved; Zwiezinski seconded to accept the October minutes as presented.
Motion carried. No discussion.*

APPROVAL OF MINUTES (Special Meeting) – Brown expressed appreciation for the special meeting, stating it was highly informative for all participants and highlighting that having the providers present was particularly impactful. Brown asked members to review the minutes from the November Special Board Meeting and asked for a motion to accept the minutes as presented.

*Chapman moved; Channell seconded to accept the special board meeting minutes as presented.
Motion carried. No discussion.*

APPROVAL OF FINANCIAL REPORT – Casto presented the financial report, noting a cash balance of \$3,422,000 as of October 31, with receivables of \$192,000 and liabilities of \$199,000, resulting in total equity of \$3,415,000. The capital building reserve was depleted due to the recent purchase of a new building, impacting the financial statements. Year-to-date revenues through October were \$6,854,000

and expenses were \$5,733,000, leaving a surplus of \$1,121,000. The report clarified the difference between new funds and carryover, emphasized that the reserve funds were applied to offset the building purchase costs, and confirmed contract statuses. Casto discussed the treatment of reserve and carryover funds, and noted the report was supported by standard reconciliation documents and the QuickBooks balance sheet.

***Fishman moved; Michael seconded to accept the Financial Report as presented.
Motion carried. No discussion.***

RESOLUTION 2026-37 – UCONN Service Agreement – DuMoulin-Camella presented a service agreement with the University of Connecticut’s Parent Infant and Early Childhood team through their School of Social Work. This one-year evaluation contract, funded by the SAMHSA Building Strong Foundation grant, includes evaluation services, training, and implementation support for a variety of board initiatives, including early childhood mental health consultation and family peer support. DuMoulin-Camella confirmed the agreement closely mirrors last year’s evaluation contract, with only a minor difference in the contract amount.

***Zwiezinski moved; Thien seconded to approve the service agreement as presented.
Motion carried. No Discussion.***

RESOLUTION 2026-38 – Executive Director Travel – Negley requested board approval to travel to Orlando to participate in the National School Mental Health Conference as part of a Union County delegation. The board has supported attendance at this conference since the beginning of Project AWARE, and Negley stated that the event provides valuable opportunities to hear about national trends, learn best practices, and consider new strategies for local implementation.

***Channell moved; Barton seconded to approve the executive director's travel as presented.
Motion carried. No Discussion.***

DIRECTOR'S REPORT – Negley reviewed highlights from the Director’s Report provided in the Board packet.

OLD BUSINESS – October Board Evaluation – Brown reviewed the evaluation and thanked all members who completed the board meeting evaluation report. He noted suggestions for presentations from service providers, stating that plans are in place to address these this year.

NEW BUSINESS –

Quarterly Community Assessment and Plan (CAP) Update – Zweizig provided a third quarter update on the community assessment plan, detailing progress in prevention, treatment services, and crisis recovery supports. She reported that most initiatives are on track or exceeding estimates for the 2025 calendar year to date. Additionally, work is underway to develop the updated community assessment plan for the 2026–2028 cycle, as required for state reporting.

Governance Policy Review Committee - Negley reported that governance policies are scheduled for an update in 2026. The internal review process has been outlined with a goal to bring the updated policies to the board for approval in three phases. Negley invited board members to assist by reviewing draft changes before full board consideration, and Fishman volunteered to support the review process.

EXECUTIVE SESSION –

Reason:

- To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Zwiezinski moved; Pleasant seconded to enter executive session at 7:57 A.M. Roll call vote was held. All members present voted to enter the executive session.

At 8:59 A.M. Zwiezinski moved; Fishman seconded to exit the executive session and return to open session. A roll call vote was held. All members present voted to return to open session.

ADJOURNMENT –

Chapman moved; Hamilton seconded to adjourn the meeting at 9:00 AM. Motion carried.