MENTAL HEALTH AND RECOVERY BOARD MEETING MINUTES
February 20, 2025

MEMBERS PRESENT: Janell Alexander, Michael Aurin, Michael Barton, Kellie Bischoff, Adam Brown, Janel Chapman, Adam Davis, Jake Fishman, Dr. Amy Garbrecht, Beau Michael, James Pleasant, Scott Zwiezinski

MEMBERS ABSENT: Annette Doughty, Jasmine Rausch

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

STAFF ABSENT:

GUESTS ZOOM: Robyn Aurnou, Kasey Bisch, Denise Casto, Melissa Ebling, Julli Griesheimer, Katie Meeker, Bethan Miller, Holly Novak, Rick Skilliter, Amanda Wattenberg

GUESTS PRESENT: Vanessa Humphrey, Jennifer Rigano

CALL TO ORDER: Chair Alexander called the meeting to order at 7:29 a.m.

MISSION STATEMENT: Alexander read the MHRBUC Mission Statement.

BOARD TRAINING – Negley led a refresher training session on Robert's Rules of Order.

APPROVAL OF MINUTES – Alexander asked members to review the minutes from the January Board Meeting and asked for a motion to accept the minutes as presented.

> ***Chapman moved; Brown seconded to accept the January minutes as presented. Motion carried. No discussion.***

APPROVAL OF FINANCIAL REPORT – Casto presented the updated Financial Report ending January 31, 2025. The year-to-date cash balance was reflected as $5,519,067, with year-to-date revenue of $4,789,395 and $4,454,089 in total expenses. The year-to-date net income was $335,306 as of January 31. Casto reviewed the balance sheet, highlighting the operating fund balance at $1,167,092.37 and the surplus at 335,306.39. Casto noted on the Budget vs. Actuals sheet that the revenue is at 61% of the total fiscal year budget and total expenses are at 58%. Casto stated that the account summary page reflects that the balance aligns with the County Auditor's records.

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

APPROVAL OF FINANCE COMMITTEE MEETING MINUTES – Alexander highlighted topics from the Finance Committee Meeting Minutes. Zwiezinski inquired about concerns related to Maryhaven's billing for services. Negley explained that the Maryhaven billing has been under allocation for at least two years, and significantly more this year. Negley shared that Maryhaven believed the problem may be related to a large number of denied claims. SmartCare analysis showed about 15% denied claims. Maryhaven received feedback on these denials and can resubmit all except those related to Medicaid eligibility. Zwiezinski confirmed that Maryhaven is now submitting their billing on time. Melissa Elbling from Maryhaven spoke via Zoom, mentioning their recent transition to a new Electronic Health Record system, which has led to ongoing issues with claim submissions. Ebling noted that they are continuing to discover and resubmit claims.

> ***Aurin moved; Bischoff seconded to accept the Finance Committee minutes as presented. Motion carried. No discussion.***

RESOLUTION 2025-43 FY26 Provider Application and Budget Worksheet, FY26 Provider Contract, FY26 120-Day Notice Template – Zweizig presented the updated provider application, including budget worksheets for the upcoming contract season. Zweizig noted the application due date is April 11th, with technical assistance meetings available in March and April. Altizer presented the FY26 budget worksheet, briefly discussing the sections providers will need to complete. Negley presented the revised provider contract, which is shorter and simpler. Negley presented the 120-Day Notice Template that was reviewed by an attorney consultant.

> ***Brown moved; Fishman seconded to accept the FY26 Provider Application and Budget Worksheet, FY26 Provider Contract, and FY26 120-Day Notice Template as presented. Motion carried. No Discussion***

RESOLUTION 2025-44 FY26 120-Day Notice - Council for Union County Families– Negley requested the board approve a notice to Council for Union County Families indicating a potential funding reduction from the Strong Family Safe Community Grant. Negley noted the current award ends in June, and there is no new RFP or indication of continued funding.

> ***Zwiezinski moved; Barton seconded to accept the 120-Day Notice to Council for Union County Families as presented. Motion carried. No Discussion***

RESOLUTION 2025-45 120-Day Notice - Maryhaven –Negley requested the board approve a notice to Maryhaven that includes five items related to potential funding changes. Negley highlighted the potential changes as reducing/eliminating forensic monitoring allocation (zero billed to date), potential reduction in MRSS allocation due to state changes, reduction in workforce development allocation (zero billed to date), underutilization of the hotline allocation, and potential reduction in fee for service due to underutilization.

> ***Rausch moved; Barton seconded to accept the 120-Day Notice to Maryhaven as presented. Motion carried. No Discussion***

RESOLUTION 2025-46 120-Day Notice- Prevention Awareness and Support Services – Negley requested the board approve a notice to PASS noting the proposed changes to funding as eliminating the Teen Prevention Leadership Academy Coordinator position, and eliminating the Gatekeepers Allocation.

> ***Michael moved; Pleasant seconded to accept the 120-Day Notice to Prevention Awareness and Support Services as presented. Motion carried. No Discussion***

RESOLUTION 2025-47 120-Day Notice – Wings Support and Recovery – Negley requested the board approve a notice to Wings Support and Recovery to consolidate the $35,000 peer support allocation into their operating line because mental health peer support is now Medicaid billable. The notice also includes renegotiating supervision costs within the parent-peer support allocation and a potential funding reduction from the Strong Family Safe Community Grant. Pleasant asked Negley to define "high" regarding supervision costs. Negley explained that currently there are three levels of supervision, and the goal is to ensure costs are in line with what is appropriate.

> ***Michael moved; Brown seconded to accept the 120-Day Notice to Wings Support and Recovery as presented. Motion carried. No Discussion***

RESOLUTION 2025-48 120-Day Notice – Freedom Recovery – Negley requested the board approve a notice of non-renewal to Freedom Recovery due to their inability to provide an annual fiscal audit as required by the contract. Pleasant asked if the provider gave a reason why they were unable to provide an audit, Zweizig answered Freedom Recovery stated it was due to them expanding services into other regions, leading to low bandwidth.

Pleasant moved; Zwiezinski seconded to accept the 120-Day Notice to Freedom Recovery as presented. Motion carried. No Discussion

RESOLUTION 2025-49 Madenwald Consulting, LLC ~ Service Agreement - $20,000 – Negley stated this agreement is with Kappy Maddenwald, an experienced clinician and consultant. Negley noted the purpose is to help with expanding adult mobile crisis services, to assist with disaster preparedness and handling behavioral health crises at large community events, and to scan the current system and make recommendations.

> ***Brown moved; Bischoff seconded to approve the service agreement as presented. Motion carried. No Discussion***

RESOLUTION 2025-50 Health Officers Approval ~ Governance Policy 09.08.04 – Poling explained this is an update to the health officer policy. Poling highlighted that the update requires health officers to be independently licensed (LPCC or LISW) and complete annual training provided by Dr. Delany Smith.

> ***Fishman moved; Chapman seconded to approve the Governance Policy 09.08.04 as presented. Motion carried. No Discussion***

RESOLUTION 2025-51 Approval of New Health Officers– Poling explained that this is a list of health officers that match the new policy, updating the staff with Maryhaven who meet the requirement of being independently licensed.

> ***Aurin moved; Zwiezinski seconded to approve the New Health Officers as presented. Motion carried. No Discussion***

RESOLUTION 2025-52 Approval of Federal Awards Schedule 2024 – Altizer explained this is an accounting of all federal dollars on a cash basis that must be sent to the auditor's office on an annual basis.

> ***Brown moved; Michael seconded to approve the Federal Awards Schedule 2024 as presented. Motion carried. No Discussion***

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

OLD BUSINESS – January Board Evaluation- Alexander briefly reviewed the evaluation results and encouraged members to complete the survey each month.

NEW BUSINESS –Community Assessment and Plan Quarterly Update– Zweizig explained that quarterly updates are provided for the community plan, which includes individual strategies identified in the continuum. Zweizig presented 4th quarter numbers related to the FY25 goal. Most goals were met or exceeded. Negley noted the community plan is on a three-year cycle, with 2025 being the third year, and in the fall, the plan will be updated to identify priorities for the state, and the intent is to align with the MHRBUC strategic plan.

PROVIDER UPDATES – None

EXECUTIVE SESSION – To consider the purchase or sale of property

> ***Brown moved; Zwiezinski seconded to enter executive session at 8:34 A.M. Roll call vote was held. All members present voted to enter the executive session.***
>
> ***At 8:41 A.M. Aurin moved; Zwiezinski 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; Bischoff seconded to adjourn the meeting at 8:42 AM. Motion carried.***

Janell Alexander
Janell Alexander (Mar 20, 2025 13:25 EDT)

03/20/2025

2 February 2025 Board Meeting Minutes

Final Audit Report 2025-03-20

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