

MENTAL HEALTH AND RECOVERY BOARD OF WAYNE-HOLMES COUNTIES

BOARD MEETING MINUTES

Wednesday, May 28th, 2025 – 5:30 p.m.

Present:

M. Brumfield (Chair)

R. Estill, D. Finley (late), Dr. A. Keating, R. Ling, M. Miller, M. Moore, R. Murphy (late), S. Rotolo, K. Sifferlin

Excused:

S. Glick, M. Ogden, D. Robinson, R. Troyer

Staff:

N. Williams-Exec. Director, D. Miller-Finance Director

Other/Guests:

Ruhee Mehta – Intern for Viola Startzman Clinic

Call to Order and Approval of Agenda

Chairperson Brumfield called the MHRB Board Meeting to order at 5:30pm

"Welcome from Chair Brumfield" was well received, and the new packets with page numbers were a hit. Chair Brumfield asked for a motion to accept the draft agenda as presented.

Motion: R. Estill

Second: S. Rotolo

Vote: All For

Adoption passed unanimously.

Approval of Minutes:

Chair Brumfield asked for the adoption of the 4-23-25 Finance Meeting Minutes as submitted.

Motion: M. Miller

Second: R. Estill

Vote: M. Moore abstained, while everyone else voted for the motion. (R. Murphy and D. Finley were not present yet)

Chair Brumfield asked for the adoption of the 4-23-25 Board Meeting Minutes as submitted.

Motion: S. Rotolo

Second: A. Keating

Vote: All For (R. Murphy and D. Finley were not present yet)

Chair Brumfield asked for the adoption of the 4-30-25 Personnel Meeting Minutes as submitted.

Motion: S. Rotolo

Second: R. Ling

Vote: M. Moore abstained, while everyone else voted for the motion (D. Finley was not present yet)

Chair Brumfield asked for the adoption of the 5-21-25 Finance Meeting Minutes

Motion: R. Ling

Second: R. Estill

Vote: M. Moore and M. Miller abstained, while everyone else voted for the motion (D. Finley was not present yet)

Committee Report: Personnel Committee - Slate of Officers

The Personnel Committee met on April 30, 2025, to review and propose a slate of officers for the upcoming fiscal year. The committee's initial suggestions were as follows:

- *Chair (up to a two-year term): D. Finley*
- *Vice-Chair: S. Glick (re-applying for the Wayne County position for FY26)*
- *Treasurer: M. Ogden (re-applying for the OHMAS position for FY26)*
- *Secretary: R. Estill*

Following outreach by the Executive Director to the suggested members, the following changes were made to the proposed slate:

- *Chair (up to a two-year term): S. Glick*
- *Vice-Chair: D. Finley*
- *Treasurer: M. Ogden*
- *Secretary: R. Estill*

As per our bylaws, the election for these offices will take place at our June meeting. Additional nominations may be made from the floor at the time of the election. Please keep this in mind if you wish to nominate yourself or someone else in June, outside of the recommendations presented today.

Chair Brumfield stated there was a meeting on April 30th and nominated four officers. What was proposed, Chair for next fiscal year, D. Finley and S. Glick being Vice-Chair. However, N. Williams contacted everyone after the meeting and D. Finley and S. Glick decided to make a switch. D. Finley stated with his calendar and other commitments he felt that would be best. Chair Brumfield stated if anyone would like to put their name in for a position it can be done next month at the June meeting when the voting takes place.

Agency Dashboards

Action Required: Motion to accept the agency dashboards for March as submitted.

Vote: All For (D. Finley was not present yet)

Acceptance of the MHRB Reconciliation

Action Required: Motion to accept the Board financial statements and expenditures for April as submitted.

Vote: All For (D. Finley was not present yet)

New Business

FY25-74

Authorizing the Executive Director to accept \$9,375 in funding for SOS Rural Outreach Supplies, which the Board will use to purchase outreach supplies directly. **(Approved at Finance 5/21/25)**

Executive Director N. Williams stated additional funding was pushed into Community Action from a list they provided.

Vote: All For (D. Finley was not present yet)

FY25-75

Authorizing the Executive Director to accept \$21,250 in Overdose Awareness Funding, should the award be granted. This includes \$15,000 from OhioMHAS and \$6,250 from Ohio Department of Health. The Board will fund activities directly as opposed to contracting this funding out. **(Approved at Finance 5/21/25)**

Executive Director Williams outlined their plans for more intentional outreach this year, building on past collaborations. Key points include:

- **Past Collaborations:** Typically works with "One Eighty" and utilized IHeart radio commercials last year.
- **Increased Intentionality:** Aims to be more deliberate in outreach efforts this year.
- **Overdose Awareness Events:** Plans to hold events in both Wayne and Holmes Counties.
- **Continued Initiatives:** Will continue Narcan distribution, promote Harm Reduction strategies, and emphasize the "Don't Use Alone" message, along with other related events.

Vote: All For (D. Finley was not present yet)

FY25-76

Resolution to move \$25,239.00 in SOS 4.0 funding from OneEighty to be split among WHMHRB (\$19,789), Catholic Charities (\$3860) and Anazao (\$1590) to support a Drug Endangered Child Pilot Program. Of note: \$5000 of the WHMHRB total will be used to pay Commquest for cost associated with methadone. One Eighty is in support of this.

(Approved at Finance 5/21/25)

The program plan, detailed on pages 25-38 of the agenda, was highly praised as "very well thought out." Program Director Dean was commended for her diligent work and close collaboration with other agencies in establishing it.

Chair Brumfield highlighted the significance of the program, stating it's the first pilot of its kind in the country. He recently attended the DEC training at the MHRB conference a couple of weeks prior and found the presentation "wonderful."

Other members also shared positive feedback about the conference:

- **Member S. Rotolo** acknowledged the comprehensive reports compiled by Program Director Dean.
- **Member M. Moore** heard "great things" about the conference and described it as a "really incredible experience."
- **N. Williams** found "every conference session... to be exceptionally valuable and impactful.."

Chair Brumfield concluded by emphasizing the value of the conference in bringing diverse professionals together, fostering collaboration towards a common goal, likening it to "water cooler talks."

Vote: All For (D. Finley was not present yet)

FY25-77

Resolution authorizing the Executive Director to accept a donation of up to \$10,500 from the Ashland Eagles Aerie #2178. These funds will be subsequently transferred to Anazao to support their currently underfunded services.

(Approved at Finance 5/21/25)

Executive Director Williams shared a successful fundraising initiative and a new outreach strategy:

Fundraising Success for Unfunded Services:

- As an Eagles member in Ashland, Executive Director Williams approached the women's group to secure funding for unfunded services provided by Anazao to schools in West Salem, which benefit children in both Wayne and Ashland Counties.
- The women's group donated \$500.
- Upon being directed to the men's group, she secured a significant \$10,000 donation.
- She stated that an MOU will be done with Anazao to get the money to them once the funds are received.

- She noted that organizations with gambling machines are often required to donate a portion of their raised funds, making them a good target for future solicitations.
- She requested that board members provide connections to similar organizations in Wayne or Holmes Counties.

988 Crisis Program Grant and Outreach:

- She successfully applied for and received a \$5,000 grant for the 988 Crisis program.
- These funds will be used to order bar napkins featuring the 988 Crisis numbers and the organization's logo, aiming to disseminate vital information to the public.

Vote: All For (D. Finley was not present yet)

FY25-78

Permission to accept \$26,155.00 in Access to Wellness funding.

Note: Access to Wellness program will be changing and the funds previously awarded to this program will be consolidated into the new state mental health block grant. OhioMHAS will be liquidating the current FY25 funds meaning that participating Boards will be receiving additional funding for FY25. These funds are in addition to any recent allocation disbursement requests and do not replace those allocation disbursement requests. Boards shall consider these funds “cash on hand” and add the additional funds to their current cash on hand for the FY25 Access to Wellness program. Boards will be asked to complete the carryover process for these funds. Boards are to use the carried over FY25 Access to Wellness funds until they are depleted. At this time, participating Boards have one fiscal year to spend their remaining Access to Wellness dollars. The remaining dollars should be spent no later than June 30, 2026. If it will be determined in 2026 if the Board will need to return funds or if an extension will be granted.

Boards are to continue using the current FY25 Access to Wellness allocation guidelines to implement the program until their funds have been depleted. Afterwards, Boards will use the new state mental health block grant allocation guidelines.

(Approved at Finance 5/21/25)

Executive Director Williams provided an update on significant changes to the FY26 funding landscape:

Funding Restructuring:

- Both Federal and State grants will see changes, with funding being consolidated into six different categories ("pots").
- This new structure is expected to offer some flexibility while simultaneously imposing certain limitations.

Specific Funding Adjustments:

- **Regional Crisis Funds** are being combined. N. Williams stated we won't benefit from the larger amount being used any longer. Before this funding was regional and Wayne/Holmes used the larger amount. Now, we will only receive a portion of dollars.
- **MRSS (Mobile Response and Stabilization Services)** is being regionalized, and The Counseling Center successfully applied and was accepted as the regional provider for this service. With the State creating the new service, N. Williams stated the State is still trying to understand where the funding is coming from and we know there will be decreases coming to the Board, we just don't know where yet.
- Some other funding streams have experienced decreases, with the status of other funds still yet to be determined. N. Williams stated that June will be very for the Board.

Vote: All For

FY25-79

Resolution permitting the Finance Director to make any appropriate budget revisions to the county and total systems budget as necessary according to resolutions FY25-74 through FY25-78. Amended: to state that if budgets amendments are sent to the county, they will be reported at subsequent finance/board meetings. **(Approved at Finance 5/21/25)**

M. Moore asked if she could make a change, saying where it says “permitting the finance director to make any appropriate budget revisions” that sounds discretionary. M. Moore stated she didn’t know how anyone else felt about that, she wants to add something more to that, using the word applicable.

Amended to change the wording from *appropriate* to *applicable*.

Resolution permitting the Finance Director to make any applicable budget revisions to the county and total systems budget as necessary according to resolutions FY25-74 through FY25-78. If budget amendments are sent to the county, they will be reported at subsequent finance/board meetings by the Finance Director.

Motion to Amend Resolution FY25-79

Motion: M. Moore

Second: S. Rotolo

Vote: All For

Motion to Pass Amended Resolution FY25-79

Motion: R. Estill

Second: A. Keating

Vote: All For

FY25-80

Upon review and recommendations by BSHM Architects, Inc., that the Board hereby authorizes and directs the Executive Director to accept a bid from and award the WHMRB Office Renovation Project to Adena Corporation, as the lowest and best bidder for the Project, in the total maximum amount of \$544,622.00.

The Board authorizes and directs the Executive Director and, if applicable, the Board Chair, to execute and sign the contract and all related documents with Adena Corporation necessary to fully execute the award of the WHMRB Office Renovation Project to Adena Corporation as set forth herein.

Chair M. Brumfield inquired if the amount of \$544,622.00 represented the total cost. Executive Director Williams confirmed that it was and clarified that this figure needed to be slightly over \$5,000,000.00 to be utilized, with the total cost also encompassing contingency expenses.

Motion: S. Rotolo

Second: M. Moore

Vote: All For

FY25-81

Resolution adopting the updated WHMHRB PROCUREMENT POLICY AND PROCEDURES as revised and reviewed by the attorney.

Motion: M. Moore

Second: R. Ling

Vote: All For

Benden Property:

- Benden Statement of Activities through April 30, 2025 –
 - will be updated monthly for Finance and Board.
- Pre-Bid Opening took place May 15th, 2025 –

- This specific point refers to the period during the bidding process where prospective contractors were given the opportunity to tour and assess the building. This is a standard practice to allow bidders to fully understand the scope of work and conditions before submitting their proposals.
- Bid Opening May 27, 2025, for Remodeling Construction at noon at MHRB office. (Postponed from the 22nd) –
 - For the project opening, Chris from the State and BSHM Architects were present. The two companies that submitted bids for the project were Bogner Construction and Adena.
- Results of Bid Opening –
 - Lowest Bidder & Project Confidence - Adena submitted the lowest bid for the remodel project. Executive Director Williams has prior experience working with Adena and is confident in their ability to do a good job.
 - Remodel Benefits & Paperwork Timeline - The planned remodel will open up a variety of rental opportunities for the currently vacant sections of the building. The necessary notarized paperwork was submitted to the county recorder just before the end of May, as the State will be shut down for the entire month of June.

Listening Tour w/OhioMHAS June 18th

- Director Cornyn and her team from OhioMHAS will be visiting our office on Wednesday, June 18th, from 10:30am to 12pm.

Executive Director Williams has extended an invitation to partner agency directors and a Wayne County Commissioner for an upcoming event. She is also seeking Board members to attend, and M. Moore, A. Keating, M. Brumfield, and S. Rotolo have all confirmed their attendance. In addition, Finance Director Miller has offered to prepare appetizers for the occasion.

Board Schedule and Time:

- FY26 Proposed meeting schedule attached
- Discuss meeting times; Holmes County Commissioner's asked about 5:30pm time

Members debated the optimal time for resident meetings, considering the challenges posed by daytime work schedules.

Member S. Rotolo raised concerns that a daytime meeting would significantly reduce attendance, as many residents work during those hours. Member A. Keating inquired about the rationale behind the proposed time change.

Chair Brumfield noted that OACBHA (Ohio Association of County Behavioral Health Authorities) holds its meetings during the day. However, he acknowledged that even for board members, achieving a quorum could be difficult due to daytime work commitments.

After further discussion, it was decided that changing the meeting times was no longer being considered.

Old Business

- Finance Committee Update for TCC (PDF)

Executive Director Williams presented the replies received from The Counseling Center regarding requests for supporting documentation. Williams pointed out that on page 53 of the packet, The Counseling Center's response concerning "General Accounting Practices" was disappointing. N. Williams reminded the Board TCC shows on their current Statement of Financial Position each month "Deferred Income - MHRB." And under standard accounting principles, deferred income is a liability representing cash received for services that have

not yet been rendered or earned. The question asked to TCC was: Can we see a breakdown of the \$341,376 from the audit that shows how much was for each of the contract lines provided to TCC i.e. Service Broker, HAP, etc. and what FY those funds were paid to TCC. The most recent Statement of Financial Position as of March 2025 shows Deferred income – MHRB with a balance of \$231,620. Can they provide a reconciliation between the FY23 audit amount to the most recent financial report and provide details as to how any portion of the \$341,376 was spent during FY24 & FY25 and the breakdown of the balance to the contract line (Service Broker, HAP, etc.) as of March 2025.

And the respond back from TCC was:

As to the reconciliation issue. As you are aware and as the Board should be aware, the books on FY21 - 23 are closed, the subject of audited financials provided by TCC and accepted in each instance by the Board. Further, in each and every such year, the Board and TCC agreed by contract that the books on those years were closed. We simply don't understand what purpose is served by Ms. Williams or by the Board with regard to closed contract years. We are negotiating the FY 25 contract, not matters resolved by Ms. Williams predecessors and by the Board itself. TCC has been very gracious and accommodating to date in answering the Board's questions about prior contract years, but it is done spending time and money revisiting matters that the Board itself resolved years ago. As a gesture of good faith, TCC has compiled relevant information from 2023, and it is provided; attached please find a reconciliation for FY 2023. As you and the Board can see, TCC is actually underwriting services provided to the local community.

N. Williams stated that also in the above response from TCC they mention "we are negotiating the FY25 contract, not matters resolved by Ms. Williams predecessors...." N. Williams stated the attorney is merging two items here. N. Williams stated that since last year the Board has been asking TCC about their financials and since January of 2025 has been asking to have a meeting in person with their board and ours to discuss their financials. However, that meeting never occurred. Then in March of 2025 we entered into contract negotiations and began that process. Due to the meeting never occurring, we merged the financial meeting and the first fair negotiation contract meeting together to be more mindful of everyone's time, and that occurred on April 1st, 2025. These questions are still from that meeting.

N. Williams stated the attorney from TCC understands this and finds it interesting that this is how the response is given. N. Williams hopes that TCC will just answer the question.

Other Business

- SFY24 040 Submitted to the State along with the Hinkle report.
- Program update, see attached

Chair M. Brumfield referred to update on the Viola Startzman Clinic Health Navigator position. Member S. Rotolo expressed strong approval for the program, highlighting its success. He specifically commended the positive metrics, effective collaboration with Piper at the jail, and excellent communication within the program.

Commissioner Support for MHRB Noted by Reappointed Board Members

Board Member S. Rotolo, who is seeking reappointment, shared that the Commissioners requested individual meetings with all members wishing to continue their service. Rotolo described his meeting as "pleasant" and indicated that the Commissioners are fully supportive of the MHRB (Mental Health and Recovery Board) and

the current staff's direction. Member R. Murphy, also up for re-commission, corroborated Rotolo's positive experience and the Commissioners' support.

Adjournment

There being no further business to come before the board, M. Moore made a motion to adjourn, seconded by M. Miller.

Motion passed unanimously.

The meeting adjourned at 7:03pm.

Respectfully submitted,



MHRB Chair


MHRB Secretary