

# MENTAL HEALTH AND RECOVERY BOARD OF WAYNE-HOLMES COUNTIES

## BOARD MEETING

September 16, 2021

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### Present

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Armstrong, Brumfield, Cary, Harder, Ling, Miller, Moore, Mykkanen, Pyers

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### Excused

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Finley, Graham, Hershberger, Messner, Ogden, Troyer

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### Absent

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None

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### Staff

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Edwards (via Zoom), Fetzer (via Zoom), Love, Wood (via Zoom), Zarlengo (via Zoom)

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### Guests

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Karen Berry (via Zoom)

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### Call to Order and Acceptance of Agenda

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The meeting was held at the Mental Health and Recovery Board's office located at 1985 Eagle Pass, Wooster, OH 44691. The Chairperson, Bruce Armstrong called the meeting to order at 5:30 p.m.

Armstrong welcomed everyone.

He asked for a motion to approve and accept the agenda for tonight's meeting. **Harder made the motion seconded by Cary that the Agenda for the September 16, 2021 Meeting be approved as presented.**

Motion passed unanimously.

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### Board Minutes

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**Miller made the motion, seconded by Mykkanen, that the Minutes of the June 17, 2021 meeting of the Board be approved as presented.** Motion approved unanimously.

Motion passed unanimously.

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### Current Expenditures

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**Cary made the motion seconded by Harder that the Current Expenditures for the period August 19, 2021 through September 15, 2021 be approved as presented.**

Motion passed unanimously.

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## Committee Reports

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**Program Committee** – Cary stated the Program Committee did not meet in September.

**Finance Committee** – Pyers reported on the September 9, 2021 meeting of the committee. The committee had several resolutions for the Board's consideration.

### **RESOLUTION 09-01-22**

**That the Financial Statements for the Mental Health and Recovery Board of Wayne-Holmes Counties as of August 31, 2021 be accepted as presented.**

Resolution passed unanimously.

The next resolution presented for consideration was to amend the Board's FY22 county budget due to additional funding being received.

### **RESOLUTION 09-02-22**

**That the Executive Director be authorized to revise the county budget to reflect the addition of additional funds received for FY22, including ATP, CJBH**

**852.6500.05.5430.000.000 – Increase by \$600,000.00 to reflect when funding is received CY vs FY**

Resolution passed unanimously.

Pyers then presented the resolution asking for approval to provide a match to Wayne Metropolitan Housing for their Capital Project.

### **RESOLUTION 09-03-22**

**That the Executive Director be authorized to provide up to \$60,000 in match funds for the Home Place Housing Rehab Project (MH-1157) to Wayne Metropolitan Housing's capital project. The Capital Project has been approved by Ohio Department of Mental Health Services but due to higher construction costs and increased state funds provided, additional match funds above the original estimate in the grant application, are required.**

Resolution passed unanimously.

The next resolution concerned the Campus Safety Grant that Fetzer had applied for and received.

### **RESOLUTION 09-04-22**

**That the Executive Director be authorized to submit and accept a Campus Safety Grant application for the purpose of expanding QPR training on the campus of the College of Wooster. The grant will pay for training three new QPR trainers, and 3-4 on campus QPR gatekeeper trainers for College of Wooster Students and staff, printing and promotion of trainings, and available mental health and suicide prevention support services on campus. The amount requested in the grant submission is \$2,985.**

Resolution passed unanimously.

The next resolution was being submitted to approve the Counseling Center's Portage Place Capital Project.

### **RESOLUTION 09-05-22**

**That the Executive Director be authorized to submit a capital project to the Ohio Department of Mental Health and Addiction Services (OHMHAS) for the renovation of The Counseling Center's Portage Place group home in the amount of \$100,000 with a \$100,000 match being provided by The Counseling Center. The project will renovate the eight-bed Class 1 facility that will include replacing 2-1/2 baths, updating kitchen, replacing windows, replacing HVAC etc. That if the project is approved by OHMHAS that the Executive Director be authorized to sign all final paperwork.**

Resolution passed unanimously.

Pyers and Wood reported that the next resolution was to provide Holmes County Juvenile Court with funds up to \$15,332 for their 5% share of the Multi Systematic grant from the Behavioral Health Juvenile Justice Grant. The grant for FY22 was only funded at 90% of the request, so the Courts are going to make the grant whole by each contributing 5% each.

**RESOLUTION 09-06-22**

**That the Executive Director be authorized to provide a 5% match in the amount of \$15,332 if needed for Holmes County Juvenile Court’s share of the Behavioral Health Juvenile Justice MST (Multi Systematic) grant that is now being administered by the Wayne County Juvenile Court. The MST grant was only funded at 90% in FY22 by the State, so the Holmes County and Wayne County Juvenile Court are splitting the remaining 10% in order to make the grant whole at the amount requested. Holmes County currently does not have available funds for their share of the match.**

Resolution passed unanimously.

Pyers then reported the committee is recommending that we forego the Post Audit Conference for our FY20 State Audit, as it was a clean audit.

**RESOLUTION 09-07-22**

**That the Post Audit Conference for the FY20 State audit of the Mental Health and Recovery Board of Wayne and Holmes Counties be waived.**

Resolution passed unanimously.

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Old Business

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None

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New Business

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None

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Staff Reports

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Wood reported that the next several resolutions could have gone under New Business or Staff Reports. She stated the first resolution was to approve staff submitting the six-year capital plan. We received notice three days ago that this would be due October 7<sup>th</sup>. The staff will be arranging a meeting with our providers and partners to discuss possible projects over the next six years.

Pyers then made the motion, seconded by Miller that the following resolution be considered by the full Board:

**RESOLUTION 09-08-22**

**That the Executive Director be authorized to submit to the Ohio Department of Mental Health and Addiction Services the Wayne-Holmes Board’s six-year capital plan. That once the plan is developed and submitted it will be distributed to the full Board. It is understood that the Plan can be changed if needed.**

Resolution passed unanimously.

Wood then reported that she is requesting authorization to fill the staff position that is currently vacant due to the resignation of Jess Orr. They are changing the job description slightly to hopefully widen the pool of candidates for the position. They are also lowering the salary range.

Harder then made the motion, seconded by Brumfield that the following resolution be considered by the full Board:

**RESOLUTION 09-09-22**

**That the Executive Director be authorized to fill the vacant staff position at the Board with a Program Coordinator: Community Partnership with a salary range of \$45,000-\$75,000.**

Resolution passed unanimously.

Wood stated that due to COVID surging again and the fact that we are no longer allowed to meet virtually staff is recommending we amend our Bylaws to require the Board to meet a minimum of four times a year instead of six times. This will help us to limit the number of times we need to meet as a group and help keep everyone safe. She reported that there are

no requirements in ORC on how many times a year Boards are required to meet that we determine that ourselves through our Bylaws. Because we are lowering our minimum number of meetings we still can continue to meet as many times as we want or is needed. She noted that the Board Association (OACBHA) is currently working on putting legislation together to allow Boards to go back to virtual meetings. The proposed legislation has a legislator who is supporting it, but it may take at least two months before it can be moved forward.

Ling then made the motion seconded by Miller that the following resolution be considered by the full Board:

**RESOLUTION 09-10-22**

**That the Board Bylaws be submitted for first reading that will change the number of minimum meetings per year from six to four.**

Resolution pass unanimously.

The final amendment will be voted on at the next Board meeting. If anyone has any questions or concerns, please contact staff.

Wood reported:

- Week of Appreciation for First Responders will take place next week. Fetzer has been delivering plaques and thank you letters to First Responders in the two county area. Fetzer will be attending the Wayne County Commissioners meeting next week to help honor first responders and also to recognize our Statewide CARES Award Winner, Officer Jerome Fatzinger. The Holmes County Commissioners are not opening their meetings up to the public due to the COVID surge but will be signing proclamations and recognitions.

Edwards reported:

- The Multi System Adult Application was submitted and we have learned it was approved. Fetzer and Orr had taken the lead on this and worked with Dawn Carter and Diane DeRue from The Counseling Center to develop the application. Staff will now work with Center staff to implement the program.
- We are in the process of wrapping up the SOR Year 1 grant which ends September 29<sup>th</sup>. We have been notified that we will be receiving 1.2 million in SOR Year 2 grant funds. We are waiting on guidance from the State on how the application for these funds will be handled. She believes that Year 2 will continue the programs started in Year 1 and that the process should not be as time consuming for staff and providers.
- The first Youth Resiliency Project (Holmes Center for the Arts) should be up and running after the holidays. Staff is working with the State to develop a plan to monitor the programs as well as our other Youth Resiliency Projects that were approved. They hope to come up with a report that can be shared with the Board.
- OneEighty will be presenting at the next Partnership for a Drug Free Wayne and Holmes Counties meeting. They will be introducing their new Diversity Coordinator and their harm reduction program.
- The Village Network held a Healthcare Worker Burnout training earlier this summer. The funds for the training came out of the Regional COVID Emergency Grant the Board received.
- Staff is currently working on updates for the Providers Annual Reports that we hope to implement for the FY22 report that will be due next November.
- She is serving on the K-12 committee to get feedback from Boards and providers on the process that will be used with possible future funding opportunities.

Fetzer thanked everyone who volunteered at the Fairs this year.

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Public Comment

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None

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## Executive Session

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Armstrong announced that the Board was to go into Executive Session.

**Harder made the motion seconded by Miller that the Board adjourn to Executive Session to discuss personnel issues. A roll call vote was taken:**

**Armstrong – Yes; Brumfield – Yes; Cary – Yes; Harder – Yes; Ling – Yes; Miller – Yes; Moore – Yes; Mykkanen – Yes; Pyers – Yes**

Motion passed unanimously.

Pyers made the motion seconded by Mykkanen that the Board come out of Executive Session. Motion approved unanimously. There were no resolutions coming out of Executive Session.

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## Next Meeting

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There being no further business the meeting adjourned at 6:26 p.m.

The Board will be notified when the next meeting is scheduled.

Submitted by,

Bruce Armstrong, Chairperson

Barb Mykkanen, Secretary