

MENTAL HEALTH AND RECOVERY BOARD OF WAYNE-HOLMES COUNTIES

BOARD MEETING

November 18, 2021

Present

In Person: Armstrong, Finley, Glick, Harder, Ling, Messner, Miller, Mykkanen, Ogden, Pyers, Troyer

Via Zoom: Graham, Moore

Excused

Brumfield, Cary, Hershberger

Absent

None

Staff

In Person: Love

Via Zoom: Edwards, Fetzer, Wood

Guests

Karen Berry (via Zoom)

Call to Order and Acceptance of Agenda

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 5:29 p.m.

Armstrong welcomed everyone.

He asked for a motion to approve and accept the agenda for tonight's meeting. **Ogden made the motion seconded by Harder that the Agenda for the November 18, 2021 Meeting be approved as presented.**

Motion passed unanimously.

Board Minutes

Ogden made the motion, seconded by Harder, that the Minutes of the September 16, 2021 meeting of the Board be approved as presented.

Motion passed unanimously.

Current Expenditures

Ogden made the motion seconded by Mykkanen that the Current Expenditures for the period September 17, 2021 through November 17, 2021 be approved as presented.

Motion passed unanimously.

Committee Reports

Program Committee – Committee did not meet.

Finance Committee – Committee did not meet.

Pyers then presented the financials for Board as of October 31, 2021.

Pyers then made the motion, seconded by Glick that the Board consider the following resolution:

RESOLUTION 11-01-22

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

Resolution passed unanimously.

Old Business

Armstrong reported that the Board needed to approve the Bylaws change that had its first reading at the September 16, 2021 meeting. He asked if anyone had any questions. There were none.

Pyers made the motion seconded by Glick that the Board consider the following resolution:

RESOLUTION 11-02-22

That the change to the Board Bylaws reducing the number of meetings from a minimum of six per year to a minimum of four per year be accepted as presented at the September 16, 2021 meeting of the Board.

Motion approved unanimously.

New Business

Armstrong reported that due to the fact that Committees did not meeting in November there were several items of new business.

Wood reported that we are receiving another round of SOR (State Opiate Response) funds. These funds will be in the amount of approximately \$1.2 million dollars and will be distributed on a federal fiscal year (October 1, 2021 through September 30, 2022). We have received these grant funds for the last three years in one form or another.

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

RESOLUTION 11-03-22

That the Executive Director be authorized accept the SOR year two grant in the amount of \$1,219,232.87, and to contract with the local providers for services within the grant. The grant is for the period October 1, 2021 through September 30, 2022.

Motion approved unanimously.

Love reported that the FY23 Preliminary Budget was being presented for the Board's review. At this point we are submitting the same budget as was approved for FY22. The final budget will be presented for the Board's approval at the June 2022 meeting. Also Pyers has asked if there may be a new format to look at regarding the County budget. Love will be providing additional financial statements to Pyers and the Finance Committee for their review at their next meeting.

Glick then made the motion seconded by Mykkanen that the Board consider the following resolution:

RESOLUTION 11-04-22

1. **That the Preliminary County FY23 budget (dated November 9, 2021, a copy of which is attached), with overall revenue of \$8,153,726.00 and expenses of \$10,282,667.00 be accepted.**
2. **That it be recognized that this budget projects a deficit budget of \$96,723.00.**
3. **That it be recognized that this budget reflects a composite of two separate funds: (a) an operating fund and (b) the Wayne County Family Council account.**

Motion approved unanimously.

Wood reported that once again this year OACBHA is providing the Boards with \$1,500 to do marketing to get the word out regarding the State's Crisis Text Line. Staff will work with our Community Relations Consultant to develop and provide OACBHA with our marketing plan.

Finley then made the motion seconded by Pyers that the Board consider the following resolution:

RESOLUTION 11-05-22

That the Executive Director be authorized to submit the application for the Crisis Text Line Grant through the Ohio Association of County Behavioral Health Authorities (OACBHA) in the amount of \$1,500.00, and that she works with Board staff on how these funds will be spent to increase awareness of the Crisis Text Line.

Motion approved unanimously.

Wood reported that per the advice of Partner Solutions she is recommending that we once again begin clinical compliance audits. The Board used to do this annually when Medicaid ran through the Boards, and when the State Auditor reviewed Partner Solutions system they recommended this be something Boards consider doing once again. Wood is recommending that we contract with Toni Notaro to do the Clinical Compliance Audit for our Board. Ms. Notaro currently does this for two other counties within the Partner Solutions area and was recommended by these directors. She would review the clinical records of our providers by having Partner Solutions electronically pull random charts for each provider and then work with the providers to review. Board staff considers this a quality improvement process and will work with Notaro and providers. This will become an annual process.

Glick then made the motion seconded by Miller that the Board consider the following resolution:

RESOLUTION 11-06-22

That the Executive Director be authorized to enter into a contract with Toni Notaro for the purpose of serving as the Clinical Compliance Auditor for the Board, and further agrees to examine whether agency policies, procedures and actual practices are compliant with the conditions set forth in the Wayne-Holmes Mental Health and Recovery Board's contract for services and the Ohio Department of Mental Health and Addiction Services. The maximum amount payable under this contract for the period November 19, 2021 through June 30, 2022 will not exceed \$6,000.00.

Motion approved unanimously.

Wood reported that Christina Shaynak-Diaz has been our legal counsel for the last several years around contracting, Board policy, etc. Ms. Diaz has taken a position with OACBHA and can no longer serve as our legal counsel and has recommended that David Mosher replace her in this position.

Harder then made the motion seconded by Mykkanen that the Board consider the following resolution:

RESOLUTION 11-07-22

That the Executive Director by authorized to enter into a contract with David Moser for legal services for the period November 19, 2021 through June 30, 2022.

Motion approved unanimously.

Wood then reported that we have been using Scott Campbell and Debbie Casto (Casto replaced Mike Briskey) with Clark, Schaefer and Hackett out of Springfield, Ohio as our financial consultants for the last several years. In working on a transition and continuation plan for the next several years, along with them taking the lead on the SAR and State Auditor audits she is recommending that we use their services more and have them help us to review and streamline our agency application and contracting processes. She noted that a resolution is not needed at this time as we have enough funds in the budget to cover any increased costs.

Staff Reports

Wood reported:

- She stated she has informed Armstrong that she is retiring June 30, 2022 as long as her health and her husband's health continues to improve. She wanted to let the Board know now so that they can begin the process of finding a new Executive Director.

Armstrong stated that he plans to use the Executive Committee and Chair of the Personnel committee to begin this process. He stated that any Board member who wanted to be part of this process was welcome, please let him know if they would like to serve on this committee. They will be working with Cheri Walters at OACBHA throughout the process.

- Staff will be attending a training on 120-day notice and contracting on December 15th. If any Board member would also like to be a part of the training, please let Wood know.
- All of the providers' annual reports have been received. Staff is in the process of reviewing the reports and will be sharing these with the Board at its next meeting.
- Legislative Days is scheduled for the last Tuesday in January. It is hoped that this will be able to be held in person. Any Board member interested in attending, please let Wood know.
- She is considering a Board training in January. Still looking at whether this will be virtual or in person. She will provide more information as plans firm up.

Edwards reported:

- Staff has completed and submitted the 988 crisis survey regarding local crisis hot lines.
- Staff is currently working on a more intensive crisis survey that involves all local crisis services locally. The survey is due to be submitted tomorrow and will include information from our providers and community organizations that provide crisis services in our two-county area.
- She completed the Public Officers Training. This was held for community organizations in order to have people trained on how to deal with a widespread crisis situation.
- With the SOR funds we were able to purchase additional deterra bags and will be distributing them to the community and local community organizations.

Fetzer reported:

- Any Board member who would like some deterra bags or know of a community organization who could use some, please let staff know.
- She highlighted the use of SOR funds, which included addressing opiate and other substance use treatment, medically assisted treatment, overdose treatment and prevention. In this round The Counseling Center will use a portion of the funds for their workforce program, Catholic Charities will use it to address opiate and substance use in their parenting program, and the majority of the funds will be used by OneEighty in numerous programs around treatment, prevention, navigation and medically assisted treatment.
- As part of staff serving on numerous coalitions in the community she serves on the Wayne County Housing Coalition. As part of this the coalition is in the process of getting the cold weather shelter ready to open to serve our homeless population. The shelter will open any time the temperature drops to 20 degrees or below for persons to stay

overnight. While open social service agencies will be available to assist any person who would like to seek services. The shelter is able to operate due to a lot of collaboration among local community organizations.

Public Comment

Finley reported that the Village of Dalton was able to provide financial incentives to its police officers to receive the CIT Training. Three officers were trained. One week after the training one of their rookie officers was put in an awkward spot that without the training could have ended in a fatality. He just wanted everyone to know the value of investing in this training.

Wood reported that NAMI provides and coordinates the training locally and the Board does provide funding for this.

Armstrong asked if a resolution was needed to accept Wood's resignation letter. It was decided that this was needed for the record.

Harder then made the motion, seconded by Miller that the Mental Health and Recovery Board of Wayne and Holmes Counties accept the resignation of the Executive Director, Judy Wood, effective June 30, 2022.

Motion passed unanimously.

Armstrong stated it is with regret the Board accepts the resignation of Wood. She is respected around the State and we wish her the best of luck and appreciate everything she has done for the Board over the years.

Pyers stated that he has determined that over the next couple of year the Board will be losing close to 70 years of institutional knowledge and as we transition he hopes we can make those staff comfortable in helping if needed once they have left their position at the Board.

Armstrong noted that unless something comes up there is no plan to have a December or January meeting at this time.

Next Meeting

There being no further business the meeting adjourned at 6:20 p.m.

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

Submitted by,

Bruce Armstrong, Chairperson

Barb Mykkanen, Secretary