

FINANCE/BOARD MEETING MINUTES

October 22nd, 2025



Present: M. Brumfield, R. Estill, A. Keating, R. Ling, M. Moore, R. Murphy, M. Ogden, S. Rotolo, K. Sifferlin, and K. Vance

Absent: J. Gentry, R. Troyer

Excused: S. Glick, D. Finley

Guests: Sheryl Villegas-Executive Director of Catholic Charities of Wayne & Holmes Counties

Staff: N. Williams- Executive Director, D. Miller-Finance Director, D. Casto-Financial Consultant (via teams)

Meeting called to order, Welcome and Acceptance of Agenda

Due to the absence of the Chair and Vice-Chair, M. Ogden – Finance Chair facilitated the meeting until his departure, then R. Estill – Secretary Chair took over.

Member M. Brumfield motioned to amend and approve the agenda with a switch of the page numbers for Finance/Board meeting and the Program meeting minutes.

Motion: M. Brumfield

Second: S. Rotolo

Vote: All For

Time: 5:30pm

NEW BUSINESS

Approval of Minutes

Motion to adopt the Finance/Board minutes from 9-17-25 as presented.

Member R. Ling said they need corrections as she was not at this meeting, and it says she motioned on the resolutions. Due to this, the approval of these minutes was tabled until a correction was made.

Motion to table the minutes from 9-17-25 until the next meeting.

Motion: M. Brumfield

Second: R. Estill

Vote: All For

Motion to adopt the Program minutes from 10-1-25 as presented.

Motion: K. Sifferlin

Second: M. Moore

Vote: All For

M. Moore motioned to amend the agenda to state the Dashboards are for August not July and the Financial statements are for September, not August.

Motion: M. Moore

Second: S. Rotolo

Vote: All For

Agency Dashboards

Motion to accept the agency dashboards as for August as submitted. We are also including the dashboard for The Counseling Center as we just got their financials today. Their dashboard is separate from the rest of the reports.

Financial Consultant D. Casto informed the board that the dashboards have been fixed concerning the correct colors for dashboards concerning the revenue and expenses so that they are all the same.

Member M. Ogden brought to attention the fact that there is still a concern with the financials for The Counseling Center. Their cash on hand is \$652,458 and their salary is 470,000 plus. He also said he believes their line of credit is maxed out.

Executive Director Williams stated that we are following the court agreement and contract, and they are up to date on payments with the exception of AOT and Crisis which we are needing more documentation of. Once we receive the necessary documentation (pay stubs and calculations for allocated billing) then those will also get paid. Their ERA's are paid weekly along with all the other agencies. Member S. Rotolo thanked her for the summary.

Motion: M. Brumfield

Second: M. Moore

Vote: All For

Financial Statements

Motion to accept the Board financial statements, expenditures and Benden Statement of Activities for September 2025 as submitted.

Financial Consultant D. Casto informed the board that June is also included as bills are still being paid and this will continue to be updated since the agencies had until September 30th to turn in bills for the previous fiscal year. This is done each year at this time.

One the Wayne Holmes dashboard, it will show a surplus for a little while as we are getting funds in at the beginning of the fiscal year. Member A. Keating questioned if we are concerned that the Holmes placement is already at 50%. Executive Director Williams stated that is typical for this. D. Casto also stated that on the budget vs. actual it should state FY2026 Budget instead of FY2025 Budget.

Member M. Ogden stated that Funds should still be coming from the county from the pipeline. Possibly within a year.

A question was raised about the overdose awareness event with the tattoos. They were wondering what the cost was per tattoo that was done at the event. We will work on getting this information.

Executive Director N. Williams referring to the Benden Statement of Activities, stated that she believed we will be positive each month by approximately \$1,900.00. We currently get CAM money from Coleman and are looking into CAM money from Steel Workers of America. Finance Director Miller will be checking in with Executive Director Williams concerning

USWA CAM. Member, M. Moore asked if everyone understands what CAM stands for. Executive Director Williams said CAM stands for common area maintenance, which is for mowing, landscaping, parking area, trash, etc.

The property taxes listed for the current month need to be zeroed out in the Benden Drive Statement of Activities report.

Motion: A. Keating

Second: R. Ling

Vote: All For

RESOLUTIONS

RESOLUTION FY26-22

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT FUNDING FROM THE OHIO DEPARTMENT OF BEHAVIORAL HEALTH (DBH) FOR STATE OPIOID AND STIMULANT RESPONSE 4.2 PROGRAMMING.

WHEREAS, the funds must be fully expended by September 29, 2026;

NOW, THEREFORE, BE IT RESOLVED, The Executive Director is hereby authorized to accept funding up to \$1,144,788.83 from the Ohio Department of Behavioral Health (DBH) and, these funds shall be exclusively utilized to support the provision of approved services/activities under the State Opioid and Stimulant Response 4.2 funding guidelines. This resolution will further grant the Executive Director permission to contract with One Eighty upon receipt of the notice of award.

**This was passed at Program Committee on October 1st*

Member R. Ling pointed out there was a typo on the agenda as the word Behavioral was missing the “e”.

Vote: All For

Member M. Ogden wanted to express the importance that members of the Board need to be putting pressure on representatives Landes and Craig about the issue of removing property taxes. How are things going to get funded? The communities will lose safety, squad and fire first. If they rely on sales tax, they chance getting funding from purchases which can vary. He suggests that letters be sent from MHRB and their partners to the representatives to express these concerns.

Sheryl Villegas discussed that Ashland MHRB is going for a replacement levy this fall, as they were able to do prior to the change in legislation. It will be important to watch how that turns out. Member A. Keating also said we will need to watch what happens locally with CSB and the board of DD. He went on to say that the people are heading the movement to remove the property taxes, not the legislative body. Even lowering the tax is a disaster.

Member M. Brumfield motioned that with the departure of M. Ogden, that R. Estill-Secretary run the rest of the meeting as the only other officer present.

Motion: M. Brumfield

Second: S. Rotolo

Vote: All For

RESOLUTION FY26-24

Granting Executive Director permission to accept up to \$14,586.00 from the Ohio Department of Behavioral Health (DBH). These funds will pass through to Community Action Wayne/Medina for to be used as a match for their Permanent

Supportive Housing Programs for 12 homeless households with mental illness and/or substance use disorders in accordance with the guidelines noted in the ODOT SHP Grant Application.

Of note: These funds will be released in an allocation to the Board in mid-to-late January 2026.

Motion: M. Brumfield

Second: M. Moore

Vote: All For

OLD BUSINESS

None

MOTION FOR ADJOURNMENT

Motion: R. Ling

Second: S. Rotolo

Vote: All For

Time: 6:29pm

Respectfully submitted,
Dorrie Miller, Finance Director

MHRB Chair

MHRB Secretary