
**MENTAL HEALTH AND RECOVERY BOARD
BELMONT-HARRISON-MONROE COUNTIES**

Minutes of FEBRUARY 21, 2023

BOARD MEETING MINUTES

Tuesday, February 21, 2023 – 6:00 p.m.

Members Present: John Carr, MaryEllen Gust, Jennifer Johnson, Jacquelyn Knight, Naoma Kolkedy, James Leos, Caitlyn Romshak, Richard Schenk, Allie Starr, Jacquetta Stephen, Joe Vavra, Nicole Weigand

Members Absent: Anita Kelly, Debra Yeater

Staff Present: Lisa Ward, Patricia Allen, Wendy McKivitz, Yukiko Comstock, Leann Cline, Rachel Roth, Judi Hanse

Preliminary

1. Chairperson MaryEllen Gust called the meeting to order at 5:56 p.m.
2. Executive Secretary Judi Hanse called the roll of members and certified a quorum was present.
3. Board Meeting Agenda – February 21, 2023 **Richard Schenk made a motion, seconded by Jacquelyn Knight, to approve February 21, 2023, Board Meeting Agenda. The motion passed unanimously.**
4. Board Meeting Minutes – January 17, 2023 - **Jacquetta Stephen made a motion, seconded by Joe Vavra, to approve the January 17, 2023, Board Meeting Minutes. The motion passed unanimously.**

Finance Reports - Chief Financial Officer

1. **Presentation of Bills (February):** Ms. McKivitz presented the bills for the Board system for February totaling \$963,249.26. She reviewed the vouchers for payment and noted there is not a Then and Now Certificate for February. **John Carr made a motion, seconded by Joe Vavra, to approve the February bills totaling \$963,249.26. The motion passed unanimously.** (copy attached)
2. **FY2023 Board and Community Services Budget vs Actual:** Ms. McKivitz presented the financial report for FY2023 expenses through January. (copy attached)
3. **FY2023 Contract and Services Budget vs Actual:** Ms. McKivitz presented the financial report for FY2023 through January. (copy attached)
4. **Additional Appropriation:** Ms. McKivitz explained that during calendar year 2023, the Board operates under two Board fiscal years, FY2023 and FY2024. The fiscal year begins July 1 and ends June 30. The county appropriates funds based on the calendar year. Ms. McKivitz then reviewed the additional appropriation line item need to reflect the adjustment to cover both fiscal years for the building project. The recommended additional appropriation of \$250,000 for Building. **Naoma Kolkedy made a motion seconded by Allie Starr to approve the 2023 additional Appropriation of \$250,000 for Building as presented to the Belmont County Commissioners. The motion passed unanimously.**

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Coleman Healthcare Services: Hattie Tracy, President and CEO, and Dawn Carter, Senior Chief Officer at Coleman Health Services gave an update on all services provided by Coleman Health Services and provided everyone with a copy of their FY2022 Annual Report. Ms. Tracy also informed the Board on all the organization's efforts in recruitment and retention.

Community Partnerships/Announcements - Director Patricia Allen

1. Stepping Up Ohio - Monroe County – Ms. Allen explained that in conjunction with the Monroe County Commissioners a Stepping Up Ohio Countywide Meeting, which will take place virtually on Wednesday, February 22, featuring presentations on mental illness and the criminal justice population. Directed by Ohio Supreme Court Justice Evelyn Lundberg Stratton (retired) and Project Manager Melissa Knopp, Esq., along with other state and county leaders, Stepping Up Ohio is supported by the CSG Justice Center and is generously funded by Peg's Foundation. (Copy attached)
2. OhioRise, BHM - Ms. Allen updated the Board that they are still working things out with OhioRise. Belmont, Harrison and Monroe Counties have cluster meetings to help with the needs of the kids and now some representatives from OhioRise are attending these meetings.

Continuum of Care Announcements - Associate Director Yukiko Comstock

1. Sober Living House – CCS - Ms. Comstock stated that she, Ms. Allen and Ms. Cline met with Crossroads Counseling Services staff at the Sober Living House for men located in Bellaire. They were given a tour of the house which has four beds, and the average length of stay is three to six months. She commented that since July, 2022, Sober Living has served two male consumers. Both consumers have remained abstinent while at Sober Living. One client has been successfully discharged with gainful employment. The former resident spoke highly of the program, asserting that Crossroads Counseling staff and treatment contributed to his recovery. Sober Living has an annual availability of 736 bed days. From July 1, 2022 through January 1, 2023, the utilization rate was 297 bed days, for an occupancy rate of 40%. (Copy attached)
2. Handle With Care - Ms. Comstock commented that she will be holding a meeting this week for Handle with Care in Belmont County. The Handle with Care is a program for kids. If they would encounter a situation involving the law enforcement or medical, then in this program school officials would be contacted of the situation to further help the child. The Monroe County Handle with Care Program will launch next week in the Monroe County schools.

Quality Assurance and Planning - Associate Director Leann Cline

1. Juvenile Court Program Belmont County - Ms. Cline reported that the CrossFit for Change program through the Belmont County Court of Common Pleas' Probate/Juvenile Division where juveniles who have been adjudicated and are in counseling work with their probation officers and peers to address physical and mental issues. There have been thirteen participants in the program since August, 2022.

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2. Kendall Behavioral Health Solutions, LLC - Ms. Cline reported on the program delivered by the agency. Training was presented to staff at Sargus Juvenile Detention Center titled, "When the Point System Doesn't Work". Nine staff members from the day shift and afternoon shift at Sargus have attended the eight-week program and the feedback from the staff was positive.

Executive Director's Report

1. General Service and System Updates
 - a. OACBHA and OhioMHAS Rural Board Discussion – Ms. Ward explained that in a few weeks she will be attending a meeting that has been scheduled for the MHR Board's that do not have a levy within the counties they serve.
 - b. OhioMHAS Biennial Budget Priorities – Ms. Ward gave a brief update regarding the governor's biennial budget. She commented that this will also be discussed by OACBHA at our Strategic Plan Retreat on March 11, 2023.

New Business

1. Planning and Program Committee Meeting – Monday, February 6, 2023 – 6:00 p.m. - Ms. Gust, committee chairperson, stated that the committee met on February 9, 2023, at 6:00 p.m.
 - a. FY23 120 Day Notice - Ms. Gust commented that the Planning and Program committee is recommending the Board approve sending the 120 Day Notice to the provider agencies.

Richard Schenk made a motion, seconded by Joe Vavra to approve sending a 120 Day Notice of Substantial Changes for FY2024 to our provider agencies to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Allie Starr made a motion, seconded by Joe Vavra to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Appalachian Behavioral Healthcare to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Jacquelyn Knight made a motion, seconded by Jacquetta Stephen to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Cedar Ridge Behavioral Health Solutions to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Jacquelyn Knight made a motion, seconded by John Carr to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Coleman Health Services to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously with Jacquetta Stephen abstaining from the vote.

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James Leos made a motion, seconded by Jacquetta Stephen to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Crossroads Counseling Services, Inc. to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Allie Starr made a motion, seconded by Joe Vavra to approve sending a 120 Day Notice of Substantial Changes for FY2024 to East Central Ohio Educational Services Center – Belmont County Student Services to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously with MaryEllen Gust abstaining from the vote.

Jacquelyn Knight made a motion, seconded by James Leos to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Neurobehavioral Medicine Consultants to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Allie Starr made a motion, seconded by Jacquetta Stephen to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Southeast Healthcare, Inc. to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously with John Carr abstaining from vote.

Caitlyn Romshak made a motion, seconded by Richard Schenk to approve sending a 120 Day Notice of Substantial Changes for FY2024 to The Village Network to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Jacquetta Stephen made a motion, seconded by Caitlyn Romshak to approve sending a 120 Day Notice of Substantial Changes for FY2024 to Tri-County Help Center, Inc. to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

- b. Community Wellness and Recovery Supports Grant Application – Ohio Hills Health Center
Ms. Ward explained that Ohio Hills Health Center is applying for a Community Wellness and Recovery Supports Grant to renovate their waiting area to separate general medical and behavioral health services and have asked the Board for \$12,500. Allie Starr made a motion, seconded by Jacquetta Stephen to approve Ohio Hills Health Centers Community Wellness and Recovery Supports Grant in the amount of \$12,500. The motion passed unanimously.
- c. ECOESC OhioMHAS Capital Application – Ms. Ward explained that East Central Ohio Educational Service Center and Belmont County Student Services have submitted a Capital Application to OhioMHAS. Jacquetta Stephen made a motion, seconded by Joe Vavra to approve this project with an assurance of intent to support the Applicant's

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program consistent with the application and, in addition, to annually monitor the program and operations of the facility to assure compliance. The motion passed unanimously with MaryEllen Gust abstaining from the vote.

- d. FY2024 Provider Contract – Ms. Ward explained that a “draft copy” of the FY2024 Contract will be attached to the 120 Day Notice of Substantial Changes for FY2024 noted that the only changes made in the contract are the necessary dates.
 - e. FY2024 Service and Support Recommendations – Ms. Ward commented that the FY2024 Service and Support Recommendations was created to align with the community plan, results of the community needs assessment and future strategic plan development. **Naoma Kolkedy made a motion, seconded by Jacquelyn Knight to accept the proposed service and support recommendations for FY2024. The motion passed unanimously.** (Copy attached)
 - f. FY2024 Application for Board Funding – Ms. Ward stated that the FY2024 Application for Board Funding was sent out in early February to the prospective provider agencies for completion and submission by the beginning of March.
2. **Appointment of Health Officers** – Ms. Ward presented an application for Lorraine Oliver for approval as Health Officer at Coleman Health Services. **James Leos made a motion, seconded by Joe Vavra, to approve Lorraine Oliver as a Health Officer at Coleman Health Services. The motion passed unanimously.**

Old Business

1. **Board’s Strategic Plan Retreat Day, March 11, 2023** – Ms. Ward reminded the Board that the day is set aside for OACBHA, the board and staff to group together and work on service and support recommendations with goals and strategies in the Board’s Strategic plan.
2. **Naming of the 3.7 Withdrawal Management Building - Barnesville** – Ms. Ward referred to the survey sent to the Board regarding their selection of a name for the 3.7 Withdrawal Management Building in Barnesville. She commented that 21 surveys were sent and 15 responded with 9 voting for Belharmon. **Caitlyn Romshak made a motion, seconded by Richard Schenk to approve the name Belharmon as the name for the 3.7 Withdrawal Management Building in Barnesville. The motion passed unanimously.**
3. **Change Orders** - Ms. Ward reviewed a “Request for Change Order” from Grae-Con for Exposed Pipe Covers \$897.00; an Access Door Installation for \$2,869.24; labor and material for added staircase at Mechanical Room from Driveway for \$2,468.34; and labor and material Bulkhead Work and Drywall Work for \$2,108.16 totaling \$8,342.74 for the 3.7 Barnesville Withdrawal Management Program.
Joe Vavra made a motion, seconded by Richard Schenk, to approve the “Request for Change Order” for Exposed Pipe Covers for \$897.00. The motion passed unanimously. (Copy attached)
Richard Schenk made a motion, seconded by Allie Starr, to approve the “Request for Change Order” for an Access Door installation for \$2,869.24. The motion passed unanimously. (Copy attached)

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James Leos made a motion, seconded by Jennifer Johnson, to approve the "Request for Change Order" for labor and material for an added staircase at Mechanical Room from Driveway for \$2,468.34. The motion passed unanimously. (Copy attached)

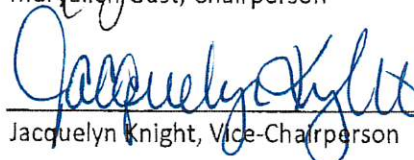
Jacquetta Stephen made a motion, seconded by Jacquelyn Knight, to approve the "Request for Change Order" for and labor and material for Bulkhead Work and Drywall Work for \$2,108.16. The motion passed unanimously. (Copy attached)

Public Comment - There was none.

Adjournment - At 7:20 p.m., Richard Schenk made a motion, seconded by Jacquetta Stephen to adjourn the meeting. The motion passed unanimously.



MaryEllen Gust, Chairperson



Jacquelyn Knight, Vice-Chairperson

NEXT BOARD MEETING: TUESDAY, MARCH 21, 2023
LOCATED AT: Belharmon, 3.7 Withdrawal Management Building – Barnesville
124 South Lincoln Avenue, Barnesville, OH 43713