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

Minutes of APRIL 18, 2023

**BOARD MEETING MINUTES
Tuesday, April 18, 2023 – 6:00 p.m.**

Members Present: MaryEllen Gust, Jennifer Johnson, Naoma Kolkedy, James Leos, Caitlyn Romshak, Richard Schenk, Allie Starr, Debra Yeater

Members Absent: John Carr, Anita Kelly, Jacquelyn Knight, Jacquetta Stephen, Joe Vavra, Nicole Weigand

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 6:00 p.m.
2. Executive Secretary Judi Hanse called the roll of members and certified a quorum was present.
3. Board Meeting Agenda – April 18, 2023 – **Allie Starr made a motion, seconded by Caitlyn Romshak, to approve April 18, 2023, Board Meeting Agenda. The motion passed unanimously.**
4. Board Meeting Minutes – March 21, 2023 – **Jennifer Johnson made a motion, seconded by James Leos, to approve the March 21, 2023, Board Meeting Minutes. The motion passed unanimously.**

Finance Reports - Chief Financial Officer

1. **Presentation of Bills (April):** Ms. McKivitz presented the bills for the Board system for March totaling \$655,513.43. She reviewed the vouchers for payment and noted there is a Then and Now Certificate for April. **Richard Schenk made a motion, seconded by John Carr, to approve the March bills totaling \$655,513.43. 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 March. (copy attached)
3. **FY2023 Contract and Services Budget vs Actual:** Ms. McKivitz presented the financial report for FY2023 through March. (copy attached)

Executive Director's Report

1. General Service and System Updates
 - a. **New Board Member Appointment – Heather Johnson:** Ms. Ward stated she met with Heather Johnson of Jerusalem (Monroe County). She is currently a substitute teacher at

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Woodsfield Elementary. She previously worked at a local hospital with pregnant women dealing with drug and alcohol issues. **Richard Schenk made a motion, seconded by Allie Starr to recommend the appointment of Heather Johnson to the Monroe County Commissioners for Board Membership. The motion passed unanimously.**

b. **Board Membership Resignation – Jennifer Johnson:** Ms. Ward stated that Board Member Jennifer Johnson was up for a 4 year renewal appointment, but has decided to resign from the Board effective June 30, 2023. **Allie Starr made a motion, seconded by James Leos to regretfully accept the resignation of Jennifer Hudson effective June 30, 2023. The motion passed unanimously.**

c. **Director’s Report:**

i. **Crisis System Updates**

- Ms. Ward explained that Coleman Health Services continues to look for a workforce to respond as a mobile team, however no additional staff have been hired since February. Services continue to be mostly telehealth.
- Ms. Ward updated that she and Ms. Allen met with TBD Solutions and were provided a tour and meeting with a psych urgent care and detox facility to discuss best practices and policies as we look to replicate these services in Belmont, Harrison and Monroe in FY 2024.
- Ms. Ward reported that the Board’s RFP for the detox program was reposted for applicants on April 5, 2023 and the deadline for responses is May 5, 2023.
- Ms. Ward updated the Board that staff continue to be in discussions with Regional Board partners and The Village Network about developing a youth crisis stabilization program for the region. The group is still in the early stages of discussion regarding the scope of the project.
- Ms. Ward stated that OhioMHAS has released the first allocation of APRA funds for the development of Short-Term Residential Infrastructure Facilities. The priority of this funding is the construction of at least six additional short-term residential facilities in order to open at least one new facility in each RPH catchment area. The OhioMHAS ARPA Crisis Infrastructure budget for these facilities is \$45 million, or half of the \$90 million total for this initiative.
- Ms. Ward explained that Regional Partnerships: Short – Term Residential Infrastructure funds will be awarded at the RPH level. All boards in each RPH catchment area must work together to develop a single regional plan, including letters of support from each board in the RPH catchment area. When approved by OhioMHAS, funds will be awarded to individual boards as specified in the regional plan. More than one board may receive funding. Once a regional plan is approved, OhioMHAS will work with the identified board(s) to complete capital applications. Proposals are due by May 16, 2023. The Appcare Boards voted to split the \$187,500 of unspent withdrawal management funds between three boards at these amounts: Athens, Hocking, Vinton - \$62,500; Belmont,

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- Harrison, Monroe - \$62,500; and Washington - \$62,500. These additional funds will support operations at Belharmon.
- ii. Legislative Day: Ms. Ward explained this year, OACBHA partnered with NAMI Ohio and the Ohio Suicide Prevention Foundation to host a joint legislative advocacy day on March 29, 2023. She and Ms. Allen participated in meetings with Representative Ferguson, Representative Jones and Senator Hoagland to provide education on HB 122.
 - iii. Chrysalis Health Ohio: Chrysalis Health Ohio contacted the Board office for contract discussions to provide services in Belmont, Harrison and Monroe Counties. In November of 2022, Mr. Sheposh contacted her and stated that they are already serving clients from Harrison County and would like to see how they go about applying for a contract for FY2024. An Application for Board Funding was sent to Mr. Sheposh along with other providers during the posted application release date and the agency applied for funding. Board staff excluding Ms. Allen met with the Chrysalis leadership team to learn more about the services they provide and how they propose to serve clients in the Board area. Ms. Ward commented that Ms. Allen's cousin is an employee of a sister company of Chrysalis Health Ohio named PALS for the developmental disabilities population. Ms. Ward has discussed the matter with the Board's attorney, Fischel Downey, LLP, and it was agreed that Ms. Allen does not participate in review of this funding application, and, to the extent possible, removing herself from any involvement with that agency if they were ultimately selected to become a contracted provider. Ms. Allen withdrew participation and Ms. Ward thanked her for her due diligence in coming forward with these concerns. Ms. Ward asked if the Board would feel more comfortable with her stepping back from the contract, she would turn this over to another staff member since she has worked for Mr. Sheposh, but it was over 10 years ago. The Board agreed that there was no problem with Ms. Ward working on contract decisions regarding Chrysalis Health Ohio.
 - iv. Senate Bill 105 Introduced: Ms. Ward stated that Senator Terry Johnson (R) and Senator Vernon Sykes (D) introduced SB 105. This is a bill that includes a few provisions that will impact Boards, including changes we have proposed related to 120-day notices and data. It includes certification language that aligns with current discussions. It also includes language about Board appointments similar to the latest version of Rep. Swearingen's bill and recovery housing language like what is currently in the budget bill. OACBHA has been working with both Senator Johnson and Sykes as they considered developing this bill.

New Business

1. Budget and Finance Committee

- a. FY 2024-FY 2028 Five Year Revenue Projections: Ms. McKivitz presented the projection of MHR Board revenues over the next five years.
- b. FY 2024 Board Budget: Ms. McKivitz explained to board members the recommended

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- FY2024 board operating budget. Individual line items were discussed. The salary line item includes projected employee raises of four percent for eligible employees. **Richard Schenk moved, and James Leos seconded, to accept the FY2024 Board Operating Budget that includes a four percent raise for eligible board employees as presented. The motion passed unanimously.**
- c. **CY 2024 Anticipated Revenue:** Ms. McKivitz referred to the CY 2024 Anticipated Revenues. Belmont County, as our fiscal agent, operates on a calendar year, January 1, through December 31. The Board is required to submit an estimate of anticipated expenditures with an appropriation budget for CY2024. The revenue estimates are based on the current information available from the Board's funding sources. The total anticipated revenue is \$6,200,000. **Debra Yeater moved, and Caitlyn Romshak seconded to accept the CY2024 County Anticipated Revenue Budget totaling \$6,200,000. The motion passed unanimously.**
- d. **CY 2024 County Appropriations:** Ms. McKivitz referred to the Departmental Budget – Calendar Year 2024. She explained that the Belmont County Auditor's Office requests a line-item budget for appropriations to be submitted by June 1 for calendar year 2024 expenditures. The total anticipated expenditure for the period is \$8,406,210. **Deb Yeater moved, and Allie Starr seconded to accept the CY 2024 County Appropriations. The motion passed unanimously.**
- e. **FY 2023 Board Budget Revision:** Ms. McKivitz reviewed with the Board the request for a revision of the FY 2023 MHR Board operating budget. The revision is necessary to assure adequate resources in several line items. Areas where increased resources are allocated include office equipment, salaries, PERS and Medicare for the hiring of the fiscal assistant position. **Deb Yeater moved, and Jennifer Johnson seconded to accept the revisions to the FY 2023 Board Operating Budget. The motion passed unanimously.** (Copy attached)
- f. **FY 2022 Crossroads Counseling Services Audit Update:** Ms. Ward stated that Shannan Watson, Executive Director at Crossroads, sent an e-mail to Mary Pockl, CPA, Snodgrass, proposing how she would address the going concern issue of the organization as presented and discussed at the March board meeting. Ms. Ward and Ms. McKivitz reviewed the draft corrective action plan that was received by the Auditors and once the audit is finalized, we will request a formal response from Crossroads and a plan of correction to improve the financial status of the organization. Ms. McKivitz and Ms. Ward also let the Board know that they have also requested Snodgrass to present the audit to Crossroads Board of Directors as specified in the audit contract. Ms. Debra Yeater asked that the minutes reflect this issue and that this is very concerning that Crossroad's Governing Board is not taking some kind of action that their agency is not financially stable and that puts clients at risk at not receiving services and employees not getting paid and our Board can only do so much. We need to make sure we have a contingency plan in place.
2. Mental Health Month Proclamation May 2023 – Board Chairperson MaryEllen Gust read aloud the Proclamation for May is Mental Health Month 2023 "Look Around, Look Within". Ms. Ward stated that she will be presenting to the county commissioners in all three

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counties for proclamations for May is Mental Health Month. **Richard Schenk made a motion, seconded by Naoma Kolkedy to approve the Proclamation for May is Mental Health Month 2023. The motion passed unanimously.**

3. **Neurobehavioral Medicine Consultants**

a. **OhioMHAS Survey Findings:** Ms. Ward explained that a client complaint was called in about the conditions at their residential site called Ascend. On February 23, 2023, OhioMHAS completed an unannounced review and requested the Board to be present. Ms. Cline accompanied them on site. Several findings were identified by the OHMHAS surveyor and documented in a final report. Neurobehavioral Medicine Consultants completed a plan of correction and submitted this to OhioMHAS. OHMHAS notified the Board that they returned unannounced on March 9, 2023, for a second visit and found additional concerns both reported by the clients and documented in the clinical record. A meeting has been scheduled with Neurobehavioral Medicine management to discuss ongoing concerns and that our contract with the provider for FY2024 will be limited to services at Belmont County Jail currently under contract where there have been no concerns.

b. **Neurobehavioral Medicine Consultants FY2023 Contract Increase:** Ms. Ward explained that Neurobehavioral Medicine Consultants has requested a \$24,185 increase to cover increased costs in Belmont County Jail service needs. This would increase their original contract from \$60,175.00 to \$84,360.00. **Allie Starr made a motion, seconded by Richard Schenk to increase the FY2023 Belmont County Jail Budget allocation for Neurobehavioral Medicine Consultants from \$60,175.00 to \$84,360.00 for their increased costs. The motion passed unanimously.**

4. **Change Orders:** Ms. Ward reviewed a "Request for Change Order" from Grae-Con for \$8,360.00 for one half of the total cost of the water tap fees at Belharmon. Grae-Con Construction is paying for the other half of the water tap fees. **Caitlyn Romshak made a motion, seconded by Debra Yeater, to approve the "Request for Change Order" for the cost of the water tap fee at Belharmon for \$8,360.00. The motion passed unanimously.** (Copy attached)

Old Business

1. **Belharmon Recovery Center – update:** Ms. Ward commented that they are working on the sign. She also said that once the center is operating the landscaping around the center will be completed, so there will be a groundskeeper available to maintain the area.

Public Comment - There was none.

Adjournment - At 7:23 p.m., Richard Schenk made a motion, seconded by Allie Starr to adjourn the meeting. The motion passed unanimously.

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MaryEllen Gust, Chairperson


Jacquelyn Knight, Vice-Chairperson

NEXT BOARD MEETING: TUESDAY, MAY 16, 2023