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

Minutes of FEBRUARY 20, 2024

**BOARD MEETING MINUTES
Tuesday, February 20, 2024 – 6:00 p.m.**

Members Present: Lisa Carpenter, John Carr, Joe Hise, Jacquelyn Knight, Naoma Kolkedy, Caitlyn Romshak, Richard Schenk, Allie Starr, Jacquetta Stephen, Joe Vavra*, Nicole Weigand, Debra Yeater

Members Absent: James Leos, Jayme Yonak

Staff Present: Lisa Ward, Patricia Allen, Wendy McKivitz, Leann Cline, Lisa Jones, Judi Hanse

Others Present: Jennifer Crouch, Jeff Aland

Preliminary

1. Chairperson Deb Yeater called the meeting to order at 6:04 p.m.
2. Executive Secretary Judi Hanse called the roll of members and certified a quorum was present.
3. Board Meeting Agenda – February 20, 2024 – **Joe Vavra made a motion, seconded by Richard Schenk, to approve the February 20, 2024 Board Meeting Agenda. The motion passed unanimously.**
4. Board Meeting Minutes – January 16, 2024 – **Naoma Kolkedy made a motion, seconded by Richard Schenk, to approve the January 16, 2024, Board Meeting Minutes. The motion passed unanimously.**

Finance Reports - Chief Financial Officer

1. **Presentation of FY2023 Provider Audits –Tri-County Help Center - Crossroads Counseling Services;** Mary Pockl, CPA, CGMA, Principal, Audit and Assurance Group, S. R. Snodgrass. Greg Armstrong, CPA, Senior Manager, Audit and Assurance Group, S. R. Snodgrass presented the FY2023 audit of Tri-County Help Center, Inc. and Mary Pockl, CPA, CGMA, Principal, Audit and Assurance Group, S. R. Snodgrass presented the FY2023 audit of Crossroads Counseling Services, Inc.

The audit reports were distributed to Board Members, and the financial information from the audits were presented for each agency.

Mr. Armstrong then reviewed the audit for Tri-County Help Center. It was noted that the agency shows significant improvement. Ms. Pockl reviewed the audit for Crossroads Counseling Services. It was noted that the agency has had financial concerns in the last few years, and the issue of a going concern for the agency was discussed during the FY2022 audit

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review. The agency's management plan response to the FY2022 audit to increase revenue did not materialize and impacted FY2023 operations and the continued financial issues in the first half of FY2024 have resulted in closure of the agency on February 25, 2024.

Joe Vavra made a motion, seconded by Nicole Weigand to accept the presentation of the FY2023 Provider Audits. The motion passed unanimously.

2. **Presentation of Bills (February):** Ms. McKivitz presented the bills for the Board system for February totaling \$486,053.24. She reviewed the vouchers for payment and noted there is a Then and Now Certificate for February. **John Carr made a motion, seconded by Jacquelyn Knight, to approve the February bills totaling \$486,053.24 and the Then and Now Certificate for February. The motion passed unanimously.** (copy attached)
3. **FY2024 January Financial Reports**
 - a. **Budget vs Actual Report – Board Expenditures** – Ms. McKivitz presented the financial reports for FY2024 Board Budget vs Actual Report through January.
 - b. **Budget vs Actual Report – Contracts and Services** - Ms. McKivitz presented the financial report for FY2024 Contract and Services Budget vs Actual Report through January.

Community Partnerships/Announcements – Director Patricia Allen

1. **Community Updates**
 - a. **Belmont County Jail** – Ms. Allen informed that an individual has been hired by the Commissioners to support the delivery of mental health and substance abuse services to inmates of the Belmont County Jail.
 - b. **Tri-County Help Center** – Ms. Allen commented that Tri-County Help Center and the Monroe County Probation Office will be presenting a training provided by Mark Wynn for Domestic Violence on April 11, 2024.
 - c. There were no updates provided on SOS 3.0 at this time.

Quality Assurance and Planning – Associate Director Leann Cline

1. **Community Updates**
 - a. **Strategic Plan Quarterly Update** – Ms. Cline reviewed the updates on the FY2024-2027 strategic plan through the second quarter of FY2024.

Executive Director's Report

1. **General Service and System Updates**
 - a. **Personnel & Board Membership Committee Meeting – Monday, March 11, 2024 – 5:30 p.m.** – Ms. Ward stated that the Personnel and Board Membership Committee will meet on Monday, March 11, 2024.
 - b. **Recovery to Work Program** – Ms. Ward explained that Coleman Health Services Recovery To Work Program aims to link employers with toolkits and resources to assist them in becoming recovery friendly workplaces. Coleman Health Services aims to help 200 employees with SUD diagnoses and 75 employees over a span of 5 counties.

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- c. **CSU/BH Urgent Care Update** – Ms. Ward updated that Coleman has purchased land from Ohio River Collieries on Traco Drive in St. Clairsville.
- d. **Yukiko Comstock Resignation 03/01/24** - Ms. Ward stated that Yukiko Comstock, Associate Director, Treatment and Recovery has resigned. The position has been posted and interviews will be scheduled in the coming weeks.

New Business

- 1. **FY2025 120 Day Notice** Ms. Ward explained that the FY2025 120 Day Notices to Cedar Ridge Behavioral Health Solutions, Chrysalis Health Ohio, Coleman Health Services, Inc., East Central Ohio Educational Services Center - Student Services, Neurobehavioral Medicine Consultants, Southeast Healthcare, Inc., The Village Network, Tri-County Help Center will be sent to the listed providers. **Richard Schenk made a motion, seconded by Joe Vavra to approve sending a 120-day Notice of Substantial Changes for FY2025 to Cedar Ridge Behavioral Health Solutions to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously with Jacquetta Stephen abstaining from the vote.**

Lisa Carpenter made a motion, seconded by Jacquelyn Knight to approve sending a 120-day Notice of Substantial Changes for FY2025 to Chrysalis Health Ohio to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Jacquetta Stephen made a motion, seconded by Richard Schenk to approve sending a 120-day Notice of Substantial Changes for FY2025 to Coleman Health Services, Inc. to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Joe Hise made a motion, seconded by Caitlyn Romshak to approve sending a 120-day Notice of Substantial Changes for FY2025 to East Central Ohio Educational Services Center to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously with Richard Schenk abstaining from the vote.

Lisa Carpenter made a motion, seconded by Jacquetta Stephen to approve sending a 120-day Notice of Substantial Changes for FY 2025 to Neurobehavioral Medicine Consultants to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Joe Hise made a motion, seconded by Lisa Carpenter to approve sending a 120-day Notice of Substantial Changes for FY2025 to Southeast Healthcare, Inc. to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

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Allie Starr made a motion, seconded by Caitlyn Romshak to approve sending a 120-day Notice of Substantial Changes for FY 2025 to The Village Network to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

Allie Starr made a motion, seconded by Caitlyn Romshak to approve sending a 120-day Notice of Substantial Changes for FY 2025 to Tri-County Help Center, Inc. to accommodate changes in the contract language, requirements and/or budget allocations. The motion passed unanimously.

*Joe Vavra left the meeting at 6:50 p.m.

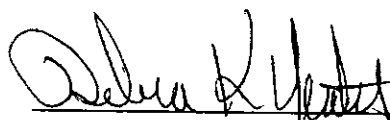
Old Business

Crossroads Counseling Services Update – Ms. Ward commented that a final wrap up meeting is scheduled for Friday, February 23, 2024 at 1:30pm with OhioMHAS, Crossroads Counseling and the MHR Board to discuss final steps in the closure of the organization that requires the transfer of client records to the Board.


Public Comment

Jeff Aland commented that he had been an employee of Crossroads Counseling Services from 1979 through 2017. It concerns him terribly that the agency is closing after a long history of helping clients.

Adjournment - At 7:15 p.m. Richard Schenk made a motion, seconded by Joe Hise, to adjourn the meeting. The motion passed unanimously.



Debra Yeater, Chairperson



Jacquelyn Knight, Vice-Chairperson

NEXT BOARD MEETING: TUESDAY, MARCH 19, 2024