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MENTAL HEALTH AND RECOVERY BOARD  
BELMONT-HARRISON-MONROE COUNTIES

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Minutes of APRIL 16, 2024

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BOARD MEETING MINUTES  
Tuesday, April 16, 2024 – 6:00 p.m.

**Members Present:** Lisa Carpenter, John Carr, Joe Hise, Jacquelyn Knight, Naoma Kolkedy, Allie Starr, Jacquetta Stephen, Nicole Weigand, Debra Yeater, Jayme Yonak

**Members Absent:** James Leos, Caitlyn Romshak, Richard Schenk, Joe Vavra

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

**Preliminary**

1. Chairperson Deb Yeater 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 16, 2024 – **Jacquetta Stephen made a motion, seconded by Allie Starr, to approve the April 16, 2024, Board Meeting Agenda. The motion passed unanimously.**
4. Board Meeting Minutes – March 19, 2024 – **Nicole Weigand made a motion, seconded by Jacquelyn Knight, to approve the March 19, 2024, 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 April totaling \$1,339,386.33. She reviewed the vouchers for payment and noted there is a Then and Now Certificate for April. **John Carr made a motion, seconded by Jacquetta Stephen, to approve the April bills totaling \$1,339,386.33 and the Then and Now Certificate for April. The motion passed unanimously.** (copy attached)
2. **FY2024 March Financial Reports**
  - a. **Budget vs Actual Report – Board Expenditures** – Ms. McKivitz presented the financial reports for FY2024 Board Budget vs Actual Report through March.
  - b. **Budget vs Actual Report – Contracts and Services** - Ms. McKivitz presented the financial report for FY2024 Contract and Services Budget vs Actual Report through March.

**Quality Assurance and Planning**

1. Community Updates
  - a. May Updates –Ms. Cline reviewed the events planned for “May is Mental Health Month”. **Billboard Art Competition** – Ms. Cline explained that three “Love Your Mind” themed artwork was selected. The winners will be displayed the month of May on a billboard in their home county. The artwork will also be shown and recognized at the Kevin Hines event.

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---

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---

**Peer Support Worker Social Media Interview** - Ms. Cline commented that Ms. Ward will be interviewing Julian Licht, Access Peer Support Specialist from Coleman tomorrow to highlight the importance of Peer Support Workers. The interview will be uploaded and shared to our social media pages and website to be viewed starting in May.

**Kevin Hines** – Ms. Cline stated that Speaker, Author, and Director, Kevin Hines will be speaking at Ohio University Eastern Shannan Hall on Monday, May 6<sup>th</sup> at 6:00 p.m. Community Champion awards will follow Mr. Hines at 7:00 p.m. Mr. Hines will be available for book signing at 7:30 p.m. There will be community agency resource tables set up in the main lobby area. The event is free to the public but registration for the event is required. We currently have 150 plus registered for the event. Lisa Ward has conducted some marketing of the event and connected Margaret Hines with the local news stations and newspapers. Ohio University Eastern School of Psychology and Social Work are partnering with the Board to host the event.

**Awareness Walks** – Ms. Cline stated that Saturday, May 18<sup>th</sup> 9 a.m. -noon there will be three awareness walks. Belmont County will be held at St. Clairsville Memorial Park; Harrison County will be held at Sally Buffalo Park; Monroe County will be held at Piatt Park. The first 200 people to register will receive a swag bag and be entered in for a prize.

**Monroe County Mental Health Resource Fair** – Ms. Cline commented that there will be a Mental Health Resource Fair on Monday, May 20<sup>th</sup> from noon– 4 p.m. at the Generations Complex in Woodsfield. The event will feature a food truck, games, activities, and resources by local vendors and partnering agencies.

**Budget & Finance Committee – Tuesday, April 9, 2024**

Issues before the Board

- a. FY2025-FY2029 Five Year Revenue Projections  
Ms. McKivitz reviewed the FY2025-FY2029 Five Year Revenue Projections with the Board. **Joe Hise made a motion, seconded by John Carr, to approve the FY2025-FY2029 Five Year Revenue Projections. The motion passed unanimously.** (copy attached)
- b. FY2025 Board Budget  
Ms. McKivitz explained the basis of the FY2025 board budget line items with discussion on increases and decreases between line items from the previous year and that the salary line item includes a four percent salary increase for board staff. **Allie Starr made a motion, seconded by Jacquetta Stephen, to accept the FY2025 Board Budget as presented. The motion passed unanimously.** (copy attached)
- c. CY2025 Anticipated Revenue  
Ms. McKivitz referred to the CY2025 Anticipated Revenues. Belmont County, as the Board's acting fiscal agent, operates on a calendar year, January 1 through December 31. The Board is required to submit an estimate of anticipated revenues each year and the revenue estimates are based on the current information available from the Board's funding sources. The total anticipated revenues for CY2025 are \$5,933,000.00.

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---

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---

**Lisa Carpenter made a motion, seconded by Jayme Yonak, to approve the CY2025 Anticipated Revenue. The motion passed unanimously. (copy attached)**

d. CY2025 County Appropriations

Ms. McKivitz referred to the Departmental Budget – Calendar Year 2025. She explained that the Belmont County Commissioners request a line-item budget for appropriations to be submitted by June 1 for CY2025 expenditures. The total anticipated expenditure for the period is \$8,332,343.00. **Jayme Yonak made a motion, seconded by Lisa Carpenter, to approve the CY2025 County Appropriations. The motion passed unanimously. (copy attached)**

e. Revisions to the Board's Financial Reserve Policy (01.04.04.00)

Ms. McKivitz reviewed the Board's Financial Reserve Policy with the Board Members to increase the number of months from four to six that the reserve is based. **Joe Hise made a motion, seconded by Jacquetta Stephen, to approve revisions to the Board's Financial Reserve Policy (01.04.04.00). The motion passed unanimously. (copy attached)**

**Executive Director's Report**

1. General Service and System Updates

- a. Senator Chavez visits Belharmon Recovery Services 04/01/24 – Ms. Ward stated Senator Brian Chavez came to Belmont County to tour Belharmon Recovery Services in Barnesville. She commented that Commissioner Dutton and Mayor Hershberger were also in attendance.
- b. Director LeeAnne Cornyn meets with BHM providers and Board Staff - Ms. Ward informed that Director LeeAnne Cornyn of OhioMHAS with some additional members of her staff, visited Belmont County on April 5, 2024. The meeting was held at Belharmon Recovery Services with Director Cornyn and local providers to discuss the strengths and challenges in Belmont, Harrison and Monroe Counties.
- c. Women's Treatment Funding from OhioMHAS FY24/FY25 - Ms. Ward commented that the Women's Treatment Funds that were previously granted to Crossroads directly from OhioMHAS, will return to the MHR Board annually to be allocated to cover the costs of treatment, services and supports for women diagnosed with substance use disorders.
- d. Substitute Senate Bill 105 ADAMHS Boards/340.0 - Ms. Ward provided proponent testimony before the Senate Subcommittee for Community Revitalization on April 9<sup>th</sup> for substitute SB 105. Specifically, Ms. Ward provided comments regarding the current 120 days' notice language and Data Sharing.
- e. Executive Director's Performance Evaluation for May 21, 2024 - Ms. Ward commented that the Executive Director's Performance Evaluation form will be provided to each Board Member with a return envelope going to the Board Chairperson Debra Yeater to summarize the results.
- f. Annual Board Training – May 21<sup>st</sup> Board Meeting - Ms. Ward stated that representatives from OACBHA will be here on May 21, 2024 to do our Annual Board Training.
- g. Mental Health Month Billboard Winners - Ms. Ward presented the pictures themed

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---

“Love Your Mind” of the three winners representing each county. The winners pictures will be displayed for the month of May on a billboard in their home county. The artwork will also be shown and recognized at the Kevin Hines event.

- h. Self-Discovery Chrysalis - Ms. Ward commented that Chrysalis sent in a snapshot of their staff during their Self-Discovery program.

**New Business**

**1. NAMI of Greater Wheeling Contract for FY2025**

Ms. Ward reviewed the contract for NAMI. She explained that NAMI plans to expand their Drop-in Center hours and will be providing transportation services in addition to their previous services. **Jayme Yonak made a motion, seconded by Jacquelyn Knight, to approve the FY2025 service contract to NAMI for \$219,374.00. The motion passed unanimously.**

**2. East Central Ohio - Educational Services Center- Student Services**

Ms. Ward reviewed the contract for East Central Ohio -Educational Services Center – Student Services. She explained that ECO/ESC-Student Services plans to incorporate the following programs in the contract this year: *Youth/School Based*: Erika’s Lighthouse, HOPE, and Expansion into Harrison Hills School District; *Community Based*: WISE Program for Seniors, Support Groups, and Handle with Care in addition to their previous services. **Allie Starr made a motion, seconded by Naoma Kolgedy, to approve the FY2025 service contract to East Central Ohio - Educational Services Center- Student Services for \$886,359.00. The motion passed unanimously.**

**3. Neurobehavioral Medicine Consultants**

Ms. Ward reviewed the contract for Neurobehavioral Medicine Consultants. She explained they will continue to provide services at the Belmont County Jail. **Nicole Weigand made a motion, seconded by Lisa Carpenter, to approve the FY2025 service contract to Neurobehavioral Medicine Consultants for \$201,881.00. The motion passed unanimously.**

**4. Tri-County Help Center Inc. Contract for FY2025**

Ms. Ward reviewed the contract for Tri-County Help Center Inc. She explained that in addition to their previous services they plan to add Trauma Informed Supports, Access Consciousness, Survivor/Peer Navigator and expand coverage in Harrison and Monroe Counties. **Lisa Carpenter made a motion, seconded by Jacquelyn Knight, to approve the FY2025 service contract to Tri-County Help Center Inc. for \$405,977.00. The motion passed unanimously.**

**5. Chrysalis Contract for FY2025**

Ms. Ward reviewed the contract for Chrysalis. She explained that in addition to their previous services they plan to add the Trust Program and Court Liaison in Harrison County. **Jacquetta Stephen made a motion, seconded by Jacquelyn Knight, to approve the FY2025 services contract to Chrysalis for \$127,612.00. The motion passed unanimously.**

**6. Belmont County Juvenile Court: CrossFit for Change**

Ms. Ward reviewed the contract for Belmont County Juvenile Court: CrossFit for Change. **Joe Hise made a motion, seconded by Lisa Carpenter, to approve the FY2025 Community**

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---

**Wellness and Recovery Grant application for \$43,394.00. The motion passed unanimously.**

**7. Mental Health Month Proclamation May 2024**

Ms. Ward read aloud the Proclamation for May is Mental Health Month 2024 "Where to Start: Mental Health in a Changing World". Ms. Ward stated that she will be presenting to the county commissioners in the three counties for proclamations for May is Mental Health Month. **Jacquetta Stephen made a motion, seconded by Allie Starr to approve the Proclamation for May is Mental Health Month 2024. The motion passed unanimously.**

**Old Business**

There was none.

**Public Comment**

Board Member Joe Hise commented that he is the pastor at the Monroe County Jail and he knows that Coleman Health Services provides services at the Monroe County Jail and they have been wonderful working with the inmates. He wanted to express his "thanks" to the Board and Agency for making a difference in the community.

**Adjournment - At 7:06 p.m. Lisa Carpenter made a motion, seconded by Allie Starr, to adjourn the meeting. The motion passed unanimously.**

  
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Debra Yeater, Chairperson

  
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Jacquelyn Knight, Vice-Chairperson

**NEXT BOARD MEETING: TUESDAY, MAY 21, 2024**