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

Minutes of AUGUST 15, 2023

BOARD MEETING MINUTES
Tuesday, August 15, 2023 – 6:00 p.m.
LOCATION: Belharmon

Members Present: John Carr, Caitlyn Romshak, Richard Schenk, Allie Starr, Jacquetta Stephen, Joe Vavra, Debra Yeater

Members Absent: Jacquelyn Knight, Naoma Kolkedy, James Leos, Nicole Weigand

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

Preliminary

1. Chairperson Deb Yeater called the meeting to order at 6:01 p.m.
2. Executive Secretary Judi Hanse called the roll of members and certified a quorum was present.
3. Board Meeting Agenda – August 15, 2023 – **Joe Vavra made a motion, seconded by Caitlyn Romshak, to approve August 15, 2023, Board Meeting Agenda. The motion passed unanimously.**
5. Board Meeting Minutes – June 27, 2023 – **Joe Vavra made a motion, seconded by Richard Schenk, to approve the June 27, 2023, Board Meeting Minutes. The motion passed unanimously.**

Finance Reports - Chief Financial Officer

1. **Presentation of Bills (July):** Ms. McKivitz presented the bills for the Board system for July totaling \$503,293.89. She reviewed the vouchers for payment and noted there is no Then and Now Certificate for June. **Caitlyn Romshak made a motion, seconded by Joe Vavra, to approve the July bills totaling \$503,293.89. The motion passed unanimously.** (copy attached)

Presentation of Bills (August): Ms. McKivitz presented the bills for the Board system for August totaling \$912,981.73. She reviewed the vouchers for payment and noted there is no Then and Now Certificate for June. **John Carr made a motion, seconded by Richard Schenk, to approve the August bills totaling \$912,981.73. The motion passed unanimously.** (copy attached)

2. **FY2023 and FY2024 July Financial Reports**
 - a. **Budget vs Actual Report – Board Expenditures** – Ms. McKivitz presented the financial reports for FY2023 and FY2024 Board Budget vs Actual Report.
 - b. **Budget vs Actual Report – Contracts and Services** - Ms. McKivitz presented the financial

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report for FY2023 and FY2024 Contract and Services Budget vs Actual Report through July.
(copy attached)

3. 2022 State of Ohio Board Audit Update – Ms. McKivitz reported that the Auditor is currently conducting the 2022 State Audit. She reminded Board Members to complete the fraud risk assessment questionnaire sent by the auditor as it is required for everyone this year.

Continuum of Care Announcements - Associate Director Yukiko Comstock

1. Community Updates
 - a. Recovery Summit – September 22, 2023, Zanesville, OH. Ms. Comstock informed the Board that the Recovery Summit will be held at Hallowed Hills in Zanesville, Ohio.
 - b. CEU's and Continuing Education flyer – Ms. Comstock discussed the upcoming provider training events being offered.

Community Partnerships/Announcements – Director, Patricia Allen

1. Community Updates
 - a. *CIT Training* – Ms. Allen informed that she hosted a CIT Training for 14 people from the Belmont County Sheriff's Office, Martins Ferry PD and Flushing PD. This is a 4-day training that was held at Coleman's St. Clairsville Office over a time spanning 2 weeks.

Executive Director's Report

1. General Service and System Updates
 - a. **One Ohio Foundation** – Ms. Ward explained that OneOhio is a plan to jointly approach settlement negotiations and litigation with the drug manufacturers and distributors of opioids. OneOhio provides a mechanism for the distribution of any opioid settlement funds and outlines how the funds can be used. Specifically:
 - 30% of the funding will be set aside for community recovery, money that will go directly to every township, village, city and county in Ohio – more than 2,000 in all – to address the immediate needs of residents.
 - 55% will be set aside for the creation of a statewide foundation that will develop and oversee the funding of short-term and long-term planning that local communities need to continue to address this crisis.
 - 15% will go to the state of Ohio, to be used to leverage statewide buying power to offer prevention, treatment, and recovery support services.Belmont and Harrison County are in region 11 and Monroe County is in region 12. Director Ward met with the Belmont County Commissioners in a work session on July 31st to discuss the possibility of serving as an alternate to the Regional Council.
 - b. **State Budget Updates** – Ms. Ward reviewed the OACBHA Budget Statement from Director Cheri Walters. Ms. Ward touched on several highlights of the Budget including changes to the Residential Services Supplement increase, the increase to Support State Hospital Services, funding for the Appalachian Children's Coalition to support Appalachian children

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and families. In addition, Ms. Ward reviewed the changes in the budget bill related to ORC 340 and the impact on Board Operations.

- c. **Local behavioral health news** - Ms. Ward reported that Coleman Healthcare Services has a full-time Chief Officer for the BHM business unit and has been able to fill the mobile crisis team positions after several months of recruiting.

Cedar Ridge Behavioral Health Solutions is working on hiring staff for Belharmon, setting up administrative services and is hopeful that they will be able to begin taking admissions in mid-September. Board staff have meetings set up with all contract agencies to monitor contract performance at least quarterly and for new services or new providers at least monthly.

Ms. Ward commented that as discussed at our Strategic Planning meeting the Board has applied for the following Grants and Additional Funding

- Rural Homeless Outreach Partnership with Coleman Health Services \$101,000.00
- ARPA 1 CSU Adult Unit \$4.6 Million
- ARPA 2 BH Urgent Care and Mobile Crisis Team \$2.2 Million

Ms. Ward stated that the Week of Appreciation sponsored by OACBHA is September 17 to 23rd, this year and the Board received a \$4,500.00 grant to cover the expenses. Ms. Ward commented that the Engage 3.0 Grant with OHMHAS and Village Network is now in the second round. If awarded it would be \$675,000.00 to serve families and youth in BHM. The implementing agency would be The Village Network and services would be the development of an MRSS team, additional Intensive Home-Based Services and Family and Peer Supports/Navigators

New Business

1. **Belmont County Cares Program** – Ms. Ward explained that through the Community Wellness and Recovery funds, she is recommending a contract with the Cumberland Trail Joint Fire District #4 and Belmont County CARES Program for \$159,823.00 to support a community paramedic position that will have specific training, and expertise to respond, when available, to individuals experiencing a behavioral health crisis at the scene. **Richard Schenk made a motion, seconded by Allie Starr, to approve the contract with the Cumberland Trail Fire District #4 and Belmont County CARES Program for \$159,823.00. The motion passed unanimously.** (Copy attached)
2. **Belmont County Juvenile Court** – This program and contract is to support the Belmont County Juvenile Court in accessing treatment services and care coordination for youth residing in Sargus or Future Stories for \$66,866.00. **Joe Vavra made a motion, seconded by Jacquetta Stephen to approve the contract with Belmont County Juvenile Court for \$66,866.00. The motion passed unanimously. The motion passed unanimously.** (Copy attached)
3. **Health Officer-Coleman Health Services** - Coleman Health Services has recommended Kayla Hanes for appointment as health officer. In accordance with the procedure, staff has reviewed the applications and recommends the individual be appointed as a health officer. She is recommended for a two-year term beginning July 1, 2023 and ending June 30, 2025.

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Allie Starr made a motion, seconded by Joe Vavra to appoint Kayla Hanes as a health officer for a two-year appointment beginning July 1, 2023, and ending June 30, 2024. The motion passed unanimously with Jacquetta Stephen abstaining from vote.

4. **Overdose Awareness Day MOU's** – Ms. Ward stated that Overdose Awareness Day is August 31, 2023 and the Board has been awarded \$20,000.00 by OhioMHAS to observe the day. Harrison and Monroe Counties Health Departments and the Cumberland Trail Fire District #4 will partner with the Board to carry out the day's activities. MOU's have been written for each entity: Harrison County \$7,500.00; Monroe County \$7,500.00; and Cumberland Trail Fire District #4 Belmont County \$5,000.00 to provide services and/or activities to promote Overdose Awareness Day. Richard Schenk made a motion, seconded by Allie Starr to award Harrison County \$7,500.00; Monroe County \$7,500; and the Cumberland Trail Fire District #4 \$5,000.00 to provide services and/or activities to promote Overdose Awareness Day. The motion passed unanimously. (Copy attached)
5. **Approval of Revision to Policies** – Ms. Ward explained that she has reviewed some of the MHR Board Policies and is presenting updates to the following Board policies: Policy Administration 01.01.05.00; Content and Access to Personnel Files 01.08.01.00; Open Meetings Sunshine Law 01.02.02.00; Workplace Health and Safety 01.07.02.00. After review, Allie Starr made a motion, seconded by Joe Vavra to approve Content and Access to Personnel Files 01.08.01.00; Open Meetings Sunshine Law 01.02.02.00; Workplace Health and Safety 01.07.02.00. The motion passed unanimously. (Copies attached)
6. **Contract Amendment for NAMI Greater Wheeling – Drop-In Center Renovations** – Ms. Ward stated that NAMI Greater Wheeling needs some renovations at their new Bridgeport office location/drop-in center. Discussion followed. Joe Vavra made a motion, seconded by Richard Schenk to approve the amended contract with NAMI Greater Wheeling for Drop-In Center Renovations. The motion passed unanimously. (Copy attached)

Old Business

1. **Crossroads Corrective Action Plan** – Ms. Ward stated that she and Ms. McKivitz met with Shannan Watson, Director at Crossroads Counseling, to discuss the provider agency's corrective action plan. Ms. Ward reviewed the financial benchmark report received for July from Crossroads with the Board. Ms. Watson plans to attend the September Board Meeting to provide additional updates on the progress of the corrective action plan.

Public Comment

There was none.

Executive Session

1. **Executive Director's Annual Evaluation - Request to enter Executive Session – Personnel Executive Director's Evaluation** – Joe Vavra made a motion, seconded by Richard Schenk to enter into Executive Session to discuss the Executive Director's evaluation. The motion passed unanimously. The Board entered Executive Session at 6:56 p.m.

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At the conclusion of Executive Session, Jacquetta Stephen made a motion, seconded by Allie Starr to exit Executive Session. The motion passed unanimously. The Board exited Executive Session at 7:05 p.m. with the following roll call vote:

John Carr	Yes	Jacquetta Stephen	Yes
Caitlyn Romshak	Yes	Joe Vavra	Yes
Richard Schenk	Yes	Deb Yeater	Yes
Allie Starr	Yes		

Caitlyn Romshak made a motion, seconded by John Carr, to approve a 10% raise in salary for the Executive Director, Lisa Ward. The raise is effective July 1, 2023 and is retroactively awarded back to that date. The motion passed unanimously.

Adjournment - At 7:06 p.m. Richard Schenk made a motion, seconded by Deb Yeater, to adjourn the meeting. The motion passed unanimously.



Debra Yeater, Chairperson



Jacquelyn Knight, Vice-Chairperson

NEXT BOARD MEETING: TUESDAY, SEPTEMBER 19, 2023