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

Minutes of AUGUST 20, 2024

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**BOARD MEETING MINUTES  
Tuesday, August 20, 2024 – 5:30 p.m.**

**Members Present:** Lisa Carpenter, John Carr, Joe Hise, Jacquelyn Knight, Naoma Kolkedy, Caitlyn Romshak, Richard Schenk, Joe Vavra, Steve Williams, Debra Yeater, Jayme Yonak

**Members Absent:** James Leos, Allie Starr, Nicole Weigand

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

**Preliminary**

1. Chairperson Debra Yeater called the meeting to order at 5:31 p.m.
2. Executive Secretary Judi Hanse called the roll of members. It was noted that a quorum was present.
3. Board Meeting Agenda – August 20, 2024 – **Caitlyn Romshak made a motion, seconded by Joe Hise to approve the August 20, 2024, Board Meeting Agenda. The motion passed unanimously.**
4. Board Meeting Minutes – June 18, 2024 – **Joe Vavra made a motion, seconded by Naoma Kolkedy, to approve the June 18, 2024, Board Meeting Minutes. The motion passed unanimously.**

Presentation from Southeast Healthcare – Melissa Powers, Regional Director at Southeast Healthcare gave a brief update on the services provided at Southeast Healthcare.

**Finance Reports - Chief Financial Officer**

1. **Presentation of Bills (July/August):** Ms. McKivitz presented the bills for the Board system for July totaling \$236,447.16 and August totaling \$1,739,977.74. She reviewed the vouchers for payment and there is no Then and Now Certificate for July and August. **Richard Schenk made a motion, seconded by Jacquelyn Knight, to approve the July bills totaling \$236,447.16 and the August bills totaling \$1,739,977.74. The motion passed unanimously.** (copy attached)
2. **FY2024 and FY2025 Financial Reports**
  - a. **Budget vs Actual Report – Board Expenditures** – Ms. McKivitz presented the financial reports for FY2024 Board Budget vs Actual Report through July – Not Final.  
**Budget vs Actual Report – Board Expenditures** – Ms. McKivitz presented the financial reports for FY2025 Board Budget vs Actual Report through July.
  - b. **Budget vs Actual Report – Contracts and Services** - Ms. McKivitz presented the financial report for FY2024 Contract and Services Budget vs Actual Report through July – Not Final.

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Budget vs Actual Report – Contracts and Services - Ms. McKivitz presented the financial report for FY2025 Contract and Services Budget vs Actual Report through July.

- c. 2024 Appropriation Transfer for Expenses – Ms. McKivitz reminded the Board that the MHR Board operates on a Fiscal Year from July through June and the county operates on a calendar year. She explained that she needed to transfer \$4,000.00 from Other Expenses to Travel and Expenses. **Lisa Carpenter made a motion, seconded by Caitlyn Romshak, to approve the 2024 Appropriation Transfer of \$4,000.00 from Other Expenses to Travel and Expenses. The motion passed unanimously.**

### **Community Partnerships/Announcements**

#### **1. Community Updates**

- a. Oxford House – Ms. Allen informed that Oxford House, Inc. has scheduled and conducted interviews for the open Outreach Worker position. This person will begin on August 1, 2024. The Regional Manager visited Belmont, Harrison and Monroe area and viewed seven potential properties for the first Oxford House. They are also in the process of hiring a staff member for the area. Plans are to secure an Oxford House in the next month.

### **Quality Assurance and Planning**

#### **1. Community Updates**

- a. Overdose Awareness Month – August 31, 2024 – Ms. Cline reported that August 31, 2024 is Overdose Awareness Month. Events that are planned for the day are: **Belmont County:** Bellaire Methodist Church – Food Distribution; Salvation Army – Food Distribution; United Wesleyan Church – Summer Block Party; Bethesda Christian Church – Food Distribution. **Harrison County:** Overdose Awareness Day Drive-Thru Event; Suicide Prevention Awareness Month Event; Third Friday Event. **Monroe County:** International Overdose Awareness Day
- b. Recovery Summit – September 20, 2024 – Ms. Cline informed that the Recovery Summit “Life is Sweet in Recovery” will be held in Marietta at the Marietta Shrine Club on Friday, September 20 from 10 a.m. to 3 p.m.
- c. Week of Appreciation Event – Ms. Cline stated that the Association gives \$4,500 (\$1,500 per county) to focus on recognition of behavioral health workforce. This year the “Week of Appreciation” will be honoring the staff at all MHR Board contract providers.
- d. FY2024 Strategic Plan Summary – Ms. Cline reviewed the FY2024 Strategic Plan Summary with the Board Members.

### **Executive Director’s Report**

#### **1. General Service and System Updates**

- a. *Coleman Health Services – Health Officers* - Ms. Ward explained that the MHR Board adopted a policy and procedure for appointing health officers beginning in 2020. Coleman Health Services has recommended 6 individuals for appointments as health

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officers. In accordance with the procedure, staff has reviewed the applications and recommends the individuals be appointed as health officers. The individuals are recommended for a two-year term beginning September 1, 2024, and ending June 30, 2026. **Jacquelyn Knight made a motion, seconded by Caitlyn Romshak to appoint Timberly Robinson, Cayla Hanes, Ryan Fluharty, Virginia Lucas, Andrea Dominick and Kasey Osselborn as health officers for a two-year appointment beginning September 1, 2024, and ending June 30, 2026. The motion passed unanimously.** (copy attached)

- b. *Quality Management Plan* - Ms. Ward explained that a draft quality management plan (QMP) was developed by TBD Solutions in June and presented to staff a recommendation to use a data story approach for our annual QMP. Data storytelling is an approach to quality improvement that combines data analytics and narrative techniques. It can be incorporated into any quality program and used with any quality domains (e.g., access, inclusion, effectiveness, safety)
- c. *Access to Medicaid Eligibility and Claims Data* – Ms. Ward updated the Board that OACBHA’s Ad-Hoc Data Committee met with representatives from OhioMHAS (Jonathan Baker- CBO, and Ken Simmons- CDO) and ODM (Matt Stearmer- CDO). Partner Solutions was also a part of this meeting. Board representatives shared how their work supports the Medicaid system and recipients, and in the absence of having claims level data they are unable to carry out functions related to fatality review boards, drawing down additional federal grant resources, coordination of care for clients interfacing with other systems or having complex needs, and prevention of fraud-waste-abuse. The meeting concluded with Department representatives agreeing to set up subsequent meetings for the discussion of potential solutions for issues created from Boards’ loss of access to Medicaid claims level data, and to use the Ad-Hoc Committee as the group to test any intervention.
- d. *CSU/BH Urgent Care Update – Coleman Health Services* - Ms. Ward commented that interviews with three construction management firms were held here at the Board office on July 23, 2024, in collaboration with Coleman Health Services, owner of the building, and architecture firm Plus Details. The three companies interviewed were 1) Welty Building Construction; 2) Grae-Con Construction 3) Equity Construction Solutions (ECS) Builds. The contract was awarded to Welty by Coleman Health Services. The groundbreaking ceremony is scheduled for October 7, 2024 at 11:00am.
- e. *Crisis Beds for Youth – Eastern Alliance and The Village Network* - Ms. Ward commented that the Crisis Beds for Youth – Eastern Alliance and The Village Network Groundbreaking is scheduled for October 9, 2024 at 11:00am.

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- f. *OACBHA – Fiscal Committee work on 421 Line-Item Appropriation* – Ms. Ward participated in a meeting on August 7, 2024, in Columbus with other Board Directors and representatives from OhioMHAS to discuss the opportunity to elaborate on pain points related to current GRF funding lines. OhioMHAS representatives also expressed the desire for some form of simplification but iterated that any changes to the existing line-item structure needed to occur within the current allocation totals. Changes in the structure could also result in more local flexibility, result in the need for different (frequency and method) reporting requirements, and a more targeted utilization of funds in alignment with Boards' Community Plans. It was agreed that a factor that should be considered in any funding redistribution should be mitigation of harm. It was also agreed that OhioMHAS would develop a survey to issue to all Boards to gather feedback on potential inputs that could be considered in any funding redistribution.

**New Business**

1. **NAMI Amendment to the FY2025 MOU – Access to Wellness Program** - Ms. Ward reviewed the MOU amendment for NAMI for FY2025. She explained that this is for the implementation of Access to Wellness. **Jacquelyn Knight made a motion, seconded by Joe Hise, to approve the Amendment to the FY2025 MOU with NAMI of Greater Wheeling for the implementation of the Access to Wellness Program up to \$33,000.00. The motion passed unanimously.**
  
2. **01.04.10 Policy for Use of Board Funds to Purchase Amenities** – Ms. Ward referred to the policy in the Board Packet for the Use of Board Funds to Purchase Amenities. **Caitlyn Romshak made a motion, seconded by Richard Schenk, to approve Policy 01.04.10 for Use of Board Funds to purchase Amenities. The motion passed unanimously.**
  
3. **Revisions to the MHR Board Bylaws** – Ms. Ward reviewed the edits made to the current Bylaws. She commented that the revisions were sent out meeting the required 30-day notice for adoption. **Joe Vavra made a motion, seconded by Steve Williams, to approve the revisions to the Mental Health and Recovery Board, Belmont-Harrison-Monroe Counties Bylaws. The motion passed unanimously.**
  
4. **Tri-County Help Center, Inc. Request for System Service Improvements FY2025** - Ms. Ward reviewed the request for FY2025 System Service Improvements for Tri-County Help Center. She explained that Tri-County Help Center plans to support the continued transition from paper records to electronic health records not to exceed \$15,000.00 and support consultation services for obtainment of CARF Accreditation not to exceed \$15,000.00. **Lisa Carpenter made a motion, seconded by Jacquelyn Knight, to approve the FY2025 Contract Amendment for Tri-County Help Center, Inc. for up to \$30,000.00. The motion passed unanimously.**

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5. **Southeast Healthcare, Inc. FY2025 Contract Amendment** – Ms. Ward reviewed the Amendment to the FY 2025 Contract to support the following program/services: 1 FTE -School Based therapist in the Belmont and Harrison Career Center; 1 FTE – Rapid Engagement Specialist – Belmont County; 1 FTE- Therapist at Sargus and Future Stories; 1 FTE- School Based Therapist at Barnesville Village Exempted School District; 0.5 FTE- Nurse Care Coordinator Program- SUD Therapist. **Lisa Carpenter made a motion, seconded by Naoma Kolkedy, to approve FY2025 Contract Amendment for Southeast Healthcare, Inc. for up to \$256,971.00. The motion passed unanimously.**

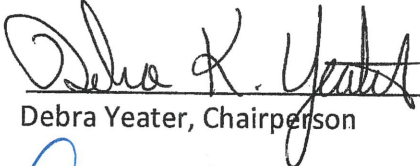
**Old Business**

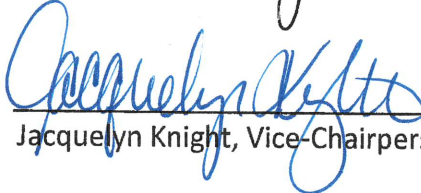
There was none.

**Public Comment**

There was none.

**Adjournment - At 6:45 p.m., Richard Schenk made a motion, seconded by Naoma Kolkedy, 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, SEPTEMBER 17, 2024**