

---

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

---

Minutes of OCTOBER 15, 2024

---

Tuesday, October 15, 2024 – 5:30 p.m.

**Members Present:** Lisa Carpenter\*, Joe Hise, Jacquelyn Knight, Caitlyn Romshak, Richard Schenk, Nicole Weigand, Stephen Williams, Debra Yeater, Jayme Yonak

**Members Absent:** John Carr, Naoma Kolkedy, James Leos, Allie Starr, Joe Vavra

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

**Preliminary**

1. Chairperson Debra Yeater called the meeting to order at 5:34 p.m.
2. Executive Secretary Judi Hanse called the roll of members. It was noted that a quorum was present.
3. Board Meeting Agenda – October 15, 2024 – **Caitlyn Romshak made a motion, seconded by Jacquelyn Knight to approve the October 15, 2024, Board Meeting Agenda. The motion passed unanimously.**
4. Board Meeting Minutes – September 17, 2024 – **Richard Schenk made a motion, seconded by Jayme Yonak to approve the September 17, 2024, Board Meeting Minutes. The motion passed unanimously.**

\*Lisa Carpenter arrived at 5:45 p.m.

Presentation from Cedar Ridge Behavioral Health Solutions – Troy Beynon, JD COO & General Counsel and Crystal Reynolds, Director of Residential Services at Cedar Ridge Behavioral Health Solutions gave a brief update on the services provided at Cedar Ridge Behavioral Health Solutions.

**Finance Reports - Chief Financial Officer**

1. **Presentation of Bills (October):** Ms. McKivitz presented the bills for the Board system for September totaling \$1,209,431.34. **Stephen Williams made a motion, seconded by Richard Schenk, to approve the October bills totaling \$1,209,431.34. 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 September – Final.  
**Budget vs Actual Report – Board Expenditures** – Ms. McKivitz presented the financial reports for FY2025 Board Budget vs Actual Report through September.

---

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

---

Minutes of OCTOBER 15, 2024

---

- b. Budget vs Actual Report – Contracts and Services - Ms. McKivitz presented the financial report for FY2024 Contract and Services Budget vs Actual Report through September – Final.  
Budget vs Actual Report – Contracts and Services - Ms. McKivitz presented the financial report for FY2025 Contract and Services Budget vs Actual Report through September.
- c. CY2024 Monthly Revenue and Expense Report YTD – Ms. McKivitz presented the CY2024 Monthly Revenue and Expense Report. This report shows the funding expenditures for the calendar year through September, 2024.
- d. 2023 Audit Update and to Waive the State Auditor Presentation of the Audit – Ms. McKivitz explained that the 2023 audit will be completed soon and updated the Board with preliminary results. The completed audit may be presented by the State Auditor or she will do the presentation to the Board. **Caitlyn Romshak made a motion, seconded by Jacquelyn Knight to waive the State Auditor presentation of the Audit. The motion passed unanimously.**

**Quality Assurance and Planning**

**1. Community Updates**

- a. *Strategic Plan Update* - Ms. Cline reviewed the Quarter 1 FY2025 Strategic Plan with the Board Members.

**Executive Director's Report**

**1. General Service and System Updates**

- a. **Crisis Services Update** - Ms. Ward commented that both groundbreaking ceremonies were completed within the first two weeks of October. We received positive feedback from the community on both events. Coleman is currently reviewing the updates, drawings of the building and working with Welty Construction to determine final decisions on the revised floor plan, the proposed elevation concept and the HVAC Zoning units.
- b. **November Board Meeting Reminders** – Ms. Ward reminded the Board Members that the November Board Meeting date has been changed to November 12, 2024. Ms. Ward also reminded the Board that the Records Retention Committee will meet prior to the Board Meeting in November at 5:00 p.m.

**New Business**

- 1. **Ohio Valley OPTIONS, LLC** – Ms. Ward explained that owner and operator Kelly Sellers has completed all the necessary paperwork for a home located in Brookside to be certified as an Adult Care Facility. The home will provide beds for up to 4 male residents in need of additional supports and services. The Board will reimburse up to \$175,000.00 through June 30, 2025. **Stephen Williams made a motion, seconded by Jacquelyn Knight to approve the Community Wellness and Recovery Grant with Ohio Valley OPTIONS, LLC not to exceed \$175,000.00. The motion passed unanimously.** (copy attached.)

---

MENTAL HEALTH AND RECOVERY BOARD  
BELMONT-HARRISON-MONROE COUNTIES

---

Minutes of OCTOBER 15, 2024

---

2. **Belmont County Juvenile Court Grant Request Staying Clean Program** - Ms. Ward discussed the Staying Clean Program to the Board Members. Jayne Yonak made a motion, seconded by Lisa Carpenter, to approve the Community Wellness and Recovery Grant Application for the Staying Clean Program by the Belmont County Juvenile Court not to exceed \$25,000.00. The motion passed unanimously. (copy attached.)

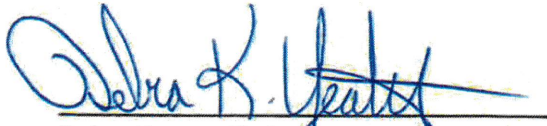
**Old Business**


There was none.

**Public Comment**

There was none.

Adjournment - At 6:18 p.m., Richard Schenk made a motion, seconded by Jacquelyn Knight, to adjourn the meeting. The motion passed unanimously.

  
Debra Yeater, Chairperson

  
Jacquelyn Knight, Vice-Chairperson

**NEXT BOARD MEETING: TUESDAY, NOVEMBER 12, 2024**