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

Minutes of NOVEMBER 18, 2025

Tuesday, November 18, 2025 – 5:30 p.m.

Members Present: Jamie Betts, Lisa Carpenter, John Carr, Joe Hise, Jacquelyn Knight, Lori Mann, Caitlyn Romshak, Richard Schenk, Stephen Williams, Debra Yeater, Jayme Yonak

Members Absent: Joe Vavra, Nicole Weigand

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

Preliminary

1. Chairperson Caitlyn Romshak called the meeting to order at 5:30 p.m.
2. Executive Secretary Judi Hanse called the roll of members. It was noted that a quorum was present.
4. Board Meeting Agenda – November 18, 2025 – **Richard Schenk made a motion, seconded by Joe Hise to approve the November 18, 2025, Board Meeting Agenda. The motion passed unanimously.** (copy attached)
5. Board Meeting Minutes – October 21, 2025 – **Deb Yeater made a motion, seconded by Lisa Carpenter to approve the October 21, 2025, Board Meeting Minutes.** (copy attached)

Finance Reports - Chief Financial Officer

1. **Presentation of Bills (November):** Ms. McKivitz presented the bills for the Board system for November totaling \$437,740.00. She reviewed the vouchers for payment. **John Carr made a motion, seconded by Richard Schenk, to approve the November bills totaling \$437,740.00. The motion passed unanimously.** (copy attached)
2. **FY2025 Financial Reports**
 - a. **FY2025 and FY2026 Budget vs Actual Reports – Board Revenue and Expenditures, and Cash Balance** – Ms. McKivitz presented the financial reports for FY2025 and FY2026 Board Budget vs. Actual Report through October.
 - b. **FY2025 and FY2026 Budget vs Actual Report – Contracts and Services** - Ms. McKivitz presented the financial reports for FY2025 and FY2026 Contracts and Services through October.
 - c. **CY2025 Actual Expenditures – Board Level** - Ms. McKivitz presented the financial report for CY2025 Actual Expenditures – through October. **Lisa Carpenter made a motion, seconded by Joe Hise to accept the Financial Reports as presented. The motion passed unanimously.**

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- d. **2025 Appropriation Transfer** – Ms. McKivitz explained that she needed to transfer \$1,000.00 from Other Expenses to Worker’s Compensation. **Jacquelyn Knight made a motion, seconded by Jamie Betts to approve the 2025 Appropriation Transfer for \$1,000.00 from Other Expenses to Workers Compensation. The motion passed unanimously.** (copy attached)
- e. **2024 Annual Audit Update** – Ms. McKivitz informed the Board Members that the Audit has not yet been completed.

Executive Director’s Report – Lisa Ward

1. General Service and System Updates

- a. **2025 Belmont County Renewal Levy** – Ms. Ward stated that our 2025 levy passed by 56%. She thanked the Board Members and staff for their support and help with the passage of the levy.
- b. **TVN Youth/CSU/BH Urgent Care Update/Belharmon** – Ms. Ward presented pictures showing the progress on the Youth Crisis Stabilization Unit (The Village Network); tentative completion date of August 2026
Ms. Ward explained there is an issue with the water line at the Adult CSU/BH Urgent Care There is a water line that is holding pressure and they will have to search the line to correct the problem, which is putting construction behind schedule.
Ms. Ward had a report from Belharmon from January 2025 to September 2025 showing the 4 top drug issues is Meth, Cannabis, Fentanyl, and Cocaine. Belharmon has a 78% success rate, although their admissions need to increase for the facility to be self-sustaining.
- c. **Planning and Program Committee Meeting December 2, 2025** - Ms. Ward informed that a Planning and Program Committee Meeting is scheduled for Tuesday, December 2, 2025 @ 4:30 p.m.
Members on the committee are Jamie Betts, Lisa Carpenter, John Carr, Joe Hise, Lori Mann, Caitlyn Romshak and Nicole Weigand
- d. **Finance Committee Meeting December 8, 2025** - Ms. Ward stated that she would like to schedule a Finance Committee Meeting for Monday, December 8, 2025 @ 4:30 p.m. Members on the committee are Lisa Carpenter, John Carr, Naoma Kolkedy, Richard Schenk, Joe Vavra, Steve Williams and Debra Yeater
- e. **Hope in Ohio** - Ms. Ward shared that, due to the significant increase in suicides this year, especially in Belmont County, the Board is partnering with Hope in Ohio to hold a Community Conversation event designed to have discussion on reducing stigma, raising awareness, sharing resources, and gathering feedback to guide local mental health priorities.

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New Business

1. **Expense Reimbursement Policy:** Ms. Ward reviewed the policy with the Board Members. **Richard Schenk made a motion, seconded by Naoma Kolkedy to approve the revised Expense Reimbursement Policy. The motion passed unanimously.**

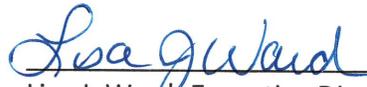
Old Business

1. **Update on 99 North Sugar Street Property** – Ms. Ward commented that the building located at 99 North Sugar Street has been sold for \$250,000
2. **Adult Mobile Crisis RFA** – Ms. Ward informed the Board Members that the Heartland Region will be represented by Coleman Health Services applying for the Adult Mobile RFA. Announcement about the awards for the RFA should come by early December, 2025.

Public Comment

There was none.

Adjournment - At 6:20 p.m., Richard Schenk made a motion, seconded by Jacquelyn Knight to adjourn the November 18, 2025, meeting. The motion passed unanimously.



Lisa J. Ward, Executive Director



Caitlyn Romshak, Chairperson



Jacquelyn Knight, Vice-Chairperson