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

Minutes of JANUARY 20, 2026

Tuesday, January 20, 2026 – 5:30 p.m.

Members Present: Jamie Betts, Joe Hise, Jacquelyn Knight, Lori Mann, Caitlyn Romshak
Richard Schenk, Joe Vavra, Nicole Weigand, Stephen Williams,
Debra Yeater, Jayme Yonak

Members Absent: Lisa Carpenter, John Carr

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

Others Present: Todd Hollett, Absolute Business Services

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 – January 20, 2026 – **Richard Schenk made a motion, seconded by Jayne Yonak to approve the January 20, 2026, Board Meeting Agenda. The motion passed unanimously.** (copy attached)
5. Board Meeting Minutes – November 18, 2025 – **Deb Yeater made a motion, seconded by Joe Hise to approve the November 18, 2025, Board Meeting Minutes.** (copy attached)

Finance Reports - Chief Financial Officer

1. **Presentation of Bills (December 2025 & January 2026):** Ms. Ward presented the bills for the Board system for December 2025 totaling \$221,494.89 and January 2026 totaling \$715,259.88. She reviewed the vouchers for payment and there is a Then and Now Certificate for December 2025 and January 2026. Ms. Ward also presented a new way to view our budget spending in detail by who we pay and what funding they got paid from. **Jacquelyn Knight made a motion, seconded by Joe Hise to approve the December 2025 bills totaling \$221,494.89 and the Then and Now Certificate for December 2025. Debra Yeater made a motion, seconded by Joe Vavra, to approve the January 2026 bills totaling \$715,259.88 and the Then and Now Certificate for January 2026. The motion passed unanimously.** (copy attached)
2. **FY2025 Financial Reports**
 - a. **FY2026 Budget vs Actual Reports – Board Revenue and Expenditures, and Cash Balance** – Ms. Ward presented the financial reports for FY2026 Board Budget vs. Actual Report through December.
 - b. **FY2026 Budget vs Actual Report – Contracts and Services** - Ms. Ward presented the financial reports for FY2026 Contracts and Services through December.

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- c. **CY2025 Actual Expenditures – Board Level** - Ms. Ward presented the financial report for CY2025 Actual Expenditures – through December. **Richard Schenk made a motion, seconded by Joe Hise to accept the Financial Reports as presented. The motion passed unanimously.** It was suggested that Ms. Ward get quotes on Audits of the past 2 fiscal years prior to the upcoming Finance Committee Meeting.
- d. **2024 Annual Audit Update** - Ms. Ward informed the Board Members that she has not yet received the final audit report for CY2024.
- e. **Final Levy Expense Report** – Ms. Ward presented the final levy report that was sent to the Secretary of State. (Copies attached)

Community Partnerships/Announcements - Director Patricia Allen

- 1. **Strategic Plan Update FY26 Quarters 1 and 2** – Ms. Allen reviewed the Strategic Plan for FY26 Quarters 1 and 2 with the Board Members. Ms. Allen commented that on February 19th Union Local Schools will be holding a HOPE in Ohio program open for all to attend.
- 2. **Annual Board self-evaluation** (Link to Survey Monkey <https://www.surveymonkey.com/r/TTMH92X>) Ms. Allen asked the Board Members to use the above Survey Monkey link to complete the Annual Board self-evaluation and have them completed by February 9th.

Executive Director's Report – Lisa Ward

- 1. General Service and System Updates
 - a. **Updates from local contract providers** – Ms. Ward and staff met with contract providers on January 20th to discuss the FY2027 contracting process, 120 Notice Letters and updates around potential decreases in funding for FY2027. Follow-up meeting will be scheduled with each of the providers to discuss individual programs and services.
 - b. **Update on Regional Adult Mobile Crisis RFP** – Ms. Ward updated the Board that there has been no movement on the adult regional crisis RFP. Coleman submitted tier application and is still waiting for a response from the DBH.
 - c. **Department of Behavioral Health ENGAGE Grant Award -Youth Treatment** - Ms. Ward commented that the Board partnered with The Village Network and applied and received a \$569,000 ENGAGE 3.0 Grant for FY2026 to develop additional services for youth in the following areas: respite services, intensive home-based services and a transition coordinator to assist young adults transitioning from the youth system of care to the adult system.
 - d. **FY2025 Annual Quality Management Report** – Ms. Ward reviewed the Executive Summary of the FY2025 Annual Quality Management report. She noted successes and challenges and will review the report in more detail with the Program and Planning Committee in February.
 - e. **FY2027 - 120 Day Notices to Providers Updates** – Ms. Ward informed the Board of Directors that 120 notice letters will be presented at the February board meeting and that she anticipates there will be estimated reductions in funding for contract providers.
 - f. **Country Garden Manor FY26 DBH Contract Update** – Ms. Ward stated that she has not yet received a contract from the DBH for Country Garden Manor that reflects FY2025 rates and the Eastern Alliance COG's attorney will be sending a letter to DBH. Director Ward also let the Board know that we currently have 3 open beds that are not being used by county residents and efforts are underway to contract these beds out placements to other local Boards in Southeastern Ohio.

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- g. **Next Finance Committee Meeting: Tuesday February 17th 4:30pm at the Board Office** – Ms. Ward explained that a Finance Committee Meeting will be held on February 17th at 4:30 p.m.
- h. **Next Program and Planning Meeting: Monday February 9th 4:30pm at the Board Office** – Ms. Ward explained that a Program and Planning Committee Meeting will be held on February 9th at 4:30 p.m.

New Business

1. Finance Committee Meeting December 15, 2025

- a. FY2025 Budget vs Actual Final Report – Ms. Ward stated that the final numbers for the FY2025 Budget vs Actual Final Report were discussed with the Board Members.
- b. Personnel Updates
Ms. Ward reviewed the minutes from the Budget and Finance Committee meeting and discussed the reorganization of the finance department.

2. Executive Committee Meeting January 6, 2026

- a. Calendar Year 2026 Appropriations – Ms. Ward and Caitlyn Romshak reviewed the Executive Committee minutes from January 6, 2026. The Board reviewed the CY2026 County Appropriations approved by the committee.
- b. Finance and Budget Responsibilities for the Board – Ms. Ward explained that Todd Hollett, owner of Absolute Business Services is working as a part-time contractor to assist with the accounting. Ms. Ward and Ms. Jones will handle the day to day fiscal operations.

3. Community Assessment Plan (CAP) SFY2026-2028

Ms. Ward presented an overview of the Community Assessment Plan for FY2026-2028 which included: Assessment of Community; Identified Service Gaps; Identified Priorities; Proposed Goals, Strategies and Outcome Indicators for each identified area of the continuum. The Board discussed the summary and proposed strategies and had a brief discussion about the material presented.

Debra Yeater made a motion, seconded by Jayme Yonak to accept the SFY2026-2028 CAP plan as presented. The motion passed unanimously.

4. 01.04.11 Board Policy on Credit Cards, Reward Points and Tax-Exempt Certificate

Jamie Betts made a motion, seconded by Joe Vavra to accept the Board's Policy on Credit Cards, Reward Points and Tax-Exempt Certificate. The motion passed unanimously.

5. Board Application for a Board Credit Card

Joe Hise made a motion, seconded by Jamie Betts to authorize the Executive Director to apply for and obtain a credit card in the name of Mental Health and Recovery Board, Belmont Harrison and Monroe Counties, with a credit limit not to exceed \$10,000.00, for the purpose of making approved board-related purchases and expenses.

6. Belmont County Commissioners Jail Service Contract 1st Amendment

Ms. Ward informed the Board that the contract for FY2026 with the Belmont County Commissioners for services at the Belmont County Jail was underfunded and would need an additional allocation for FY2026. Information provided by the county was discussed and accepted as verification of need.

Steve Williams made a motion, seconded by Jacquelyn Knight to approve the 1st Amendment to the Belmont County Commissioners Jail Service Contract not to exceed \$16,008.38. The motion passed unanimously.

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7. Resignation – Naoma Kolkedy

Ms. Ward commented that at the end of the meeting in November, Ms. Naoma Kolkedy expressed her need to resign from the MHR Board. Jayme Yonak made a motion, seconded by Debra Yeater to accept the resignation from Naoma Kolkedy effective November 19, 2025.

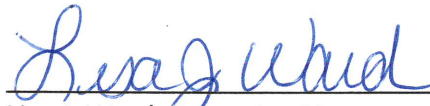
Old Business

There was none.

Public Comment

There was none.

Adjournment - At 6:55 p.m., Richard Schenk made a motion, seconded by Joe Hise to adjourn the January 20, 2026, meeting. The motion passed unanimously.



Lisa J. Ward, Executive Director



Caitlyn Romshak, Chairperson



Jacquelyn Knight, Vice-Chairperson