

**BOARD MEETING MINUTES
THURSDAY, MARCH 22, 2018 @ 4:00 PM**

I. CALL TO ORDER

Andrew Turowski, Board President, called the March 22, 2018 StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:05 PM

A. Adoption of Agenda

Upon motion by Julie Gonzalez, seconded by Kristen Kaplanis, Board members hereby adopt the agenda for the March 22, 2018 Board meeting as presented. **Ayes** E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. Roll Call of Members

Members Present

Elizabeth Bowen
Tom Douce
Elayne Dunlap
Julie Gonzalez
Kristen Kaplanis
Joe Luckring
Brandice Schnabel
Eileen Schwartz
Leigh Shaheen
Mark Spaner
Andrew Turowski
Patricia Williams

Members Absent

Jack Cooper

Ms. Williams recognized a quorum allowing the Board to conduct business.

Staff Present

John Aller, Executive Director
Stef Fakelis, Director of Business Operations
Michele Boone, Director of Clinical Services
Jill Machamer, Director of Administrative Support Services
Sarah Hayden, Director of Marketing, Communications & Community Relations
Cheryl Metzger, Administrative Coordinator
Jennifer McIntosh, Director of PartnerSolutions
Jeannie Cool, Manager of Programs & Evaluations
Allison Esber, Systems Initiative Manager

Guests Present

Canton KidSummit: Marisha Holman
Child & Adolescent: Joe French
Coleman Professional Services: Stephen Inchak
CommQuest: Keith Hochadel
Foundations: Valerie Greenlief

Ohio Guidestone: Monica Mlinac
SCUMADAOP: Ida Ross Freeman
TASC: Nancy Martin

C. Welcome and Introduction of Guests

Mr. Turowski welcomed everyone to the meeting.

II. APPROVAL OF MINUTES

A. February 22, 2018 Board Meeting Minutes

Mr. Turowski reported that the February 22, 2018 Board meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the meeting. Upon motion by Brandice Schnabel, seconded by Eileen Schwartz, Board members hereby approve the February 22, 2018 Board meeting minutes as printed. **Ayes** E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. March 20, 2018 Executive Committee Meeting Report

Mr. Turowski reported that the March 20, 2018 Executive Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the meeting. Mr. Turowski reported the following topics were discussed at the March 20, 2018 Executive Committee meeting:

• **Suicide Prevention Update**

The committee discussed the ongoing suicide prevention/postvention work. The CDC (Center for Disease Control) will be in Stark County in April for a couple of weeks to gather data and formalize a report including suggested next steps for the county.

• **Contracts Executed in February 2018**

The committee reviewed contracts under \$25K executed in February 2018

Upon motion by Andy Turowski, seconded by Eileen Schwartz, Board members hereby approve the March 20, 2018 Executive Committee meeting minutes as printed. **Ayes** E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

1.) Resolution 18-032-047 – Updates to Table or Organization

Mr. Aller stated that the Health and Wellness Manager position was being eliminated from the table of organization. Resolution 18-032-047 requests two new titles, one of which would replace the Health and Wellness Manager position and the other would be an addition to the table of organization. Mr. Aller shared that the new position would be focusing on suicide education, prevention and postvention.

WHEREAS, review of workloads, responsibilities, as well as the addition of the system of care grant, has resulted in the need for additional staff to the table of organization; therefore, be it

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Eileen Schwartz, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Executive Committee, the proposed changes as detailed below:

Staff Positions Abolished

- The position of Health & Wellness Manager is abolished.
Change in Direct Reports
- The position of Coalition & Community Development Coordinator will now report to Systems Initiative Manager.
Additional Staff Positions
- New position of System Development Coordinator is created with a Grade 4 salary range of \$40,800-\$55,200 reporting to Systems Initiative Manager.
- New position of Suicide & Community Response Coordinator is created with a Grade 4 salary range of \$40,800-\$55,200 reporting to Systems Initiative Manager.

RESOLVED, StarkMHAR is recommending the proposed changes as outlined; therefore, be it

RESOLVED, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this Resolution including but not limited to appropriation, encumbrance, and disbursement of funds.

Ayes E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams: Nays: none; Abstentions: none. **Motion carried.**

IV. FINANCE COMMITTEE

A. March 15, 2018 Finance Committee Meeting Report

Mr. Luckring, Committee Chair, reported that the March 15, 2018 Finance Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the meeting. Mr. Luckring reported the following topic was discussed at the March 15, 2018 Finance Committee meeting:

- **Review of Quarterly Provider Dashboard**

Provider dashboard scores have improved.

Upon motion by Joe Luckring, seconded by Eileen Schwartz, Board members hereby approve the March 15, 2018 Finance Committee meeting minutes as printed. Ayes E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams: Nays: none; Abstentions: none. **Motion carried.**

1.) Resolution 18-03-046 – StarkMHAR February Financial Statements

Mr. Luckring stated cash is down. Provider agencies were asked to update projections for SFY 2018 in order to update the five-year projections. Receivables are down due to timing of receipt of funds from OhioMHAS (Ohio Department of Mental Health & Addiction Services) and timing of payments.

RESOLVED, that upon **MOTION** by Kristen Kaplanis, **SECONDED** by Eileen Schwartz, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Finance and Executive Committees, StarkMHAR's financial statements listed below for the period ending February 28, 2018:

- Balance Sheet
- SFY 2018 Revenue and Expense (Budget vs. Actual)

Ayes E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams: Nays: none; Abstentions: none. **Motion carried.**

V. INFORMATION AND BUSINESS TECHNOLOGY

A. No February meeting. Next meeting is May 8, 2018.

VI. POLICY COMMITTEE

A. March 8, 2018 Policy Committee Meeting Report

Ms. Dunlap, Committee Chair, reported that the March 8, 2018 Policy Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the meeting. Ms. Dunlap reported the following policies were discussed at the March 8, 2018 Policy Committee meeting:

- **StarkMHAR Website Privacy Policy**
- **Contact Person for Community Linkage**
- **Participation on Local Correction Planning Board**
- **The Functioning of the Governing Board has been Evaluated**
- **The Governing Board Utilizes ROSC (Recovery Oriented System of Care) Principles**
- **Payments on Agency Contracts**

Upon motion by Elayne Dunlap, seconded by Elizabeth Bowen, Board members hereby approve the March 8, 2018 Policy Committee meeting minutes as printed. **Ayes** E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams; **Nays**: none; **Abstentions**: none. **Motion carried.**

1.) Resolution 18-03-048 – Policy

Ms. Dunlap reviewed the policies with the board members and shared that StarkMHAR staff are getting prepared for Culture of Quality recertification.

WHEREAS, Stark County Mental Health and Addiction Recovery (StarkMHAR) desires to adopt the following policies:

- StarkMHAR Website Privacy Policy
- V-A.31 – Contact Person for Community Linkage
- V-A.37 – Participation on Local Correction Planning Board
- VI-A.14 – The Functioning of the Governing Board has been Evaluated
- VI-A.15 – Governing Board Utilizes Recovery-Oriented System of Care Principles
- VII-B.5 – Payments on Agency Contracts

RESOLVED, that upon **MOTION** by Brandice Schnabel, **SECONDED** by Elayne Dunlap, Stark County Mental Health and Addiction Recovery does hereby approve, upon recommendation of the Policy Committee and the Executive Committee, the attached StarkMHAR policies and; therefore, be it finally

RESOLVED, the Board authorized the execution of the documents necessary to accomplish the intent and purpose of this Resolution.

Ayes E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams; **Nays**: none; **Abstentions**: none. **Motion carried.**

VII. PROGRAM AND EVALUATION COMMITTEE

A. March 8, 2018 Program and Evaluation Committee Meeting Report

Tom Douce, Committee Chair, reported that the March 8, 2018, Program and Evaluation Committee meeting minutes (as well as resolutions and committee meeting reports) were

emailed to Board members for their review prior to the meeting. Mr. Douce reported the following topics were discussed at the March 8, 2018 Program and Evaluation Committee meeting:

- **Stark Social Workers Network – CSSI Program**

Shawnta Forester, Executive Director of Stark Social Workers Network, presented information about the Community Support Service Initiative (CSSI) program. The program provides neighborhood-based family centered services that will identify, screen, and link clients to mental health and addiction services and support and foster continued engagement to achieve positive outcomes for self, family, and community.

- **Suicide Cluster and Contagion Experts**

StarkMHAR has been working with Maureen Underwood, LCSW, of Underwood & Associates and Phyllis Alongi, LPC, of The Society for the Prevention of Teen Suicide, to share their knowledge regarding youth suicide clusters.

Upon motion by Tom Douce, seconded by Brandice Schnabel, Board members hereby approve the March 8, 2018 Program & Evaluation Committee meeting minutes as printed. **Ayes** E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams: **Nays:** none; **Abstentions:** none. **Motion carried.**

VIII. COMMUNITY AFFAIRS COMMITTEE

A. March 12, 2018 Community Affairs Committee Meeting Report

Mr. Spaner, Committee Chair, reported that the March 12, 2018, Community Affairs Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the meeting. Mr. Spaner reported the following topics were discussed at the March 12, 2018 Community Affairs Committee meeting:

- **Behavioral Health Career Fair-March 20, 2018 Stark State College,**

StarkMHAR hosted a career fair at Stark State College on March 20, 2018

- **Stark County Library Sponsorship-Sam Quinones, Author of *Dreamland*, April 2**

Sam Quinones, author of *Dreamland*, will be speaking at the Palace Theater on April 2, 2018 at 6:30 pm. StarkMHAR is a sponsor of the Stark County Library District event.

- **PartnerSolutions Informatics Forum**

PartnerSolutions' Health Informatics Forum is in its third year and will be held at Kent State Stark Campus on April 9-10, 2018.

- **Stark County Coloring Day May 22, 2018**

The first Stark County Coloring Day will be May 22, 2018. Coloring sheets with Stark County landmarks were handed out.

- **Leadership Breakfast June 1, 2018**

The 2018 Leadership Breakfast will take place June 1, 2018 at First Christian Church.

Upon motion by Mark Spaner, seconded by Elizabeth Bowen, Board members hereby approve the March 12, 2018 Community Affairs Committee meeting minutes as printed. **Ayes** E. Bowen, T. Douce, E. Dunlap, J. Gonzalez, K. Kaplanis, J. Luckring, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams: **Nays:** none; **Abstentions:** none. **Motion carried.**

IX. EDUCATION AND TRAINING COMMITTEE

A. No March meeting. Next meeting April 5, 2018 at 4 pm

X. EXECUTIVE DIRECTOR REPORT

A. Mr. Aller shared the following:

- **Project Renew Program at Domestic Violence Project**
This program is in the process of closing. Clients and staff are transitioning to new facilities and positions.
- **SmartCare MCO - New Adjudication System**
The transition to the new system has been going well. Mr. Aller thanked the Clinical staff, FISCAL STAFF as well as the PartnerSolutions staff for their work during this transition.
- **Sarah Hayden's Resignation**
- Mr. Aller recognized Ms. Hayden's contribution over the past four years and thanked her for her service.
- **CommQuest Expansion**
Mr. Aller attended an open house hosted by CommQuest for additional office space and a residential facility for women.
- **Job Fair on March 20, 2018**
Conducted a job fair at Stark State. Fifty individuals were registered to attend.

XI. CORRESPONDENCE/INFORMATION


A. There was no correspondence.

XII. PUBLIC COMMENT

A. Ms. Ida Ross Freeman, of SCUMADAOP (Stark County Urban Minority Alcohol & Drug Addiction Outreach Project) shared that they are planning an event for April 5, 2018 for individuals being released from prison. They are also planning a fundraising event on March 24, 2018 at 6 pm at the Art Center.

XIII. ADJOURNMENT

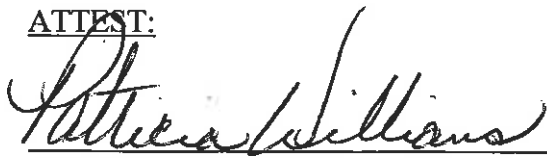
Mr. Turowski adjourned the March 22, 2018 StarkMHAR Board meeting at 4:55 pm.




Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Pat Williams, Board Secretary
Stark County Mental Health & Addiction
Recovery



John Aller, Executive Director
Stark County Mental Health & Addiction
Recovery