



**BOARD MEETING MINUTES
THURSDAY, JUNE 28, 2018 @ 4:00 PM**

I. CALL TO ORDER

Andrew Turowski, Board President, called the June 28, 2018 StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:05 PM

A. Swearing in of New Board Members

Mr. Turowski reported that the Stark County Commissioners approved the appointment of Diane Wilson to the Mental Health and Addiction Recovery Board. Ms. Wilson was sworn in for a four-year term.

B. Adoption of Agenda

Upon motion by Elayne Dunlap, seconded by Tom Douce, Board members hereby adopt the agenda for the June 28, 2018 Board meeting as presented. **Ayes** E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson; **Nays**: none; **Abstentions**: none. **Motion carried.**

C. Roll Call of Members

Members Present

Elizabeth Bowen
Jack Cooper
Jaylaunna Davis
Tom Douce
Elayne Dunlap
Sharla Elton
Julie Gonzalez
Brandice Schnabel
Eileen Schwartz
Leigh Shaheen
Mark Spaner
Andrew Turowski
Patricia Williams
Diane Wilson

Members Absent

Joe Luckring

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

Staff Present

Stef Fakelis, Director of Business Operations
Jill Machamer, Director of Administrative Support Services
Allyson Rey, Director of Marketing, Communications & Community Relations
Beth Watson, Director of Human Resources
Jennifer McIntosh, Director of Partner Solutions
Jeannie Cool, Manager of Programs and Evaluations
Allison Esber, Systems Initiative Manager
Cheryl Metzger, Administrative Supervisor
Katy Branch, Fiscal Clerk

Guests Present

Canton KidSummit: Marisha Holman
Child & Adolescent: Joseph French
Coleman Professional Services: Jackie McDougal, Stephen Inchak
CommQuest Services: Keith Hochadel
Community Members: Jaime Bunnell and Jim Schnabel
Crisis Intervention & Recovery Services: Jeff Allen
Domestic Violence Project: Cheli Curran
NAMI: Kay Raga
Pathway: Wendy Tracy
TASC: Dave Wills

D. Welcome and Introduction of Guests

Mr. Turowski welcomed everyone to the meeting.

II. SPECIAL RECOGNITION

A. Fred Olivieri Construction Company

Ms. Esber, StarkMHAR Systems Initiative Manager, shared that the Fred Olivieri Construction Company located in North Canton had an employee fundraiser for the purpose of donating funds to StarkMHAR towards suicide prevention. The fundraiser raised \$2,770.

III. APPROVAL OF MINUTES

A. May 24, 2018 Board Meeting Minutes

Mr. Turowski reported that the May 24, 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 Elizabeth Bowen, seconded by Eileen Schwartz, Board members hereby approve the May 24, 2018 Board meeting minutes as printed. **Ayes** E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

IV. EXECUTIVE COMMITTEE

A. June 26, 2018 Executive Committee Meeting Report

Mr. Turowski reported that the June 26, 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 topic was discussed at the June 26, 2018 Executive Committee meeting:

- **Contracts Executed in May 2018**

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

Upon motion by Andrew Turowski, seconded by Tom Douce, Board members hereby approve the June 26, 2018 Executive Committee meeting minutes as printed. **Ayes** E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 18-06-054 -- Election of SFY 2019 StarkMHAR Officers

Mr. Turowski reported Resolution 18-06-054 recommends approval of Board officers for SFY 2019 (July 1, 2018 through June 30, 2019). The Nominations Committee has proposed the following slate of officers for SFY 2019:

President Julie Gonzalez
Vice President..... Pat Williams
Secretary Brandice Schnabel
Treasurer..... Joe Luckring
and,

WHEREAS, Board members were provided the opportunity to nominate additional nominees to be placed on the ballot for SFY 2019 Board officers; and now, therefore be it

RESOLVED, upon **MOTION** by Elayne Dunlap, **SECONDED** by Tom Douce, Stark County Mental Health & Addiction Recovery, does hereby elect, upon recommendation of the Nominations and Executive Committees, the slate of officers for SFY 2019 as listed above; 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, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

V. FINANCE COMMITTEE

A. June 21, 2018 Finance Committee Meeting Report

Pat Williams, committee member, reported that the June 21, 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. Ms. Williams reported the following topic was discussed at the June 21, 2018 Finance Committee meeting:

- **Five-Year History**

Committee members reviewed a comparison of budgets for SFY18 versus SFY19 then viewed the five-year history of actual expenses.

Upon motion by Elizabeth Bowen, seconded by Eileen Schwartz, Board members hereby approve the June 21, 2018 Finance Committee meeting minutes as printed. **Ayes** E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 18-06-055 – StarkMHAR May Financial Statements

Ms. Williams stated that the balance sheet reflects that the cash balance is lower than the same time last year.

RESOLVED, that upon **MOTION** by Eileen Schwartz, **SECONDED** by Tom Douce, 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 May 31, 2018:

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

Ayes E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 18-06-056 – SFY 2019 Budget/Allocations

Ms. Williams stated that this resolution allocated funds for SFY 2019 to the Provider agencies and included budgets for PartnersSolutions, inpatient, pilot projects, and all special grants.

WHEREAS, StarkMHAR wishes to approve a permanent budget for the purchase of prevention, treatment, and recovery support programming, as well as StarkMHAR operations and special projects for SFY19; therefore, be it

RESOLVED, that upon **MOTION** by Brandice Schnabel, **SECONDED** by Elayne Dunlap, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Program and Evaluation, Finance and Executive Committees the SFY 2019 permanent operating budget for the purchase of prevention, treatment, and recovery support programming, as well as StarkMHAR operations and special projects in Stark County as detailed below:

Canton Community KidSummit	\$ 206,319	July 1, 2018 - June 30, 2019
Child & Adolescent Behavioral Health	1,423,835	July 1, 2018 - June 30, 2019
Coleman Professional Services	2,089,696	July 1, 2018 - June 30, 2019
CommQuest Services, Inc.	4,425,901	July 1, 2018 - June 30, 2019
Family Council	78,000	July 1, 2018 - June 30, 2019
Foundations	372,540	July 1, 2018 - June 30, 2019
ICAN Housing	1,330,506	July 1, 2018 - June 30, 2019
Make-A-Way, Inc.	28,320	July 1, 2018 - June 30, 2019
NAMI, Stark County	100,000	July 1, 2018 - June 30, 2019
OhioGuidestone	55,000	July 1, 2018 - June 30, 2019
Out of County	20,000	July 1, 2018 - June 30, 2019
Pathway for Caring	79,920	July 1, 2018 - June 30, 2019
Stark County TASC, Inc.	1,302,872	July 1, 2018 - June 30, 2019
Stark Social Workers Network	102,500	July 1, 2018 - June 30, 2019
Summit Psychological	172,523	July 1, 2018 - June 30, 2019
The Children's Network (SCJFS)	50,000	July 1, 2018 - June 30, 2019
Provider(s) to be determined	<u>2,764,710</u>	July 1, 2018 - June 30, 2019
Subtotal Providers	14,602,642	
Drug Free Communities Grant	125,000	July 1, 2018 - June 30, 2019

Early Childhood Mental Health Grant	390,417	July 1, 2018 - June 30, 2019
Safe Families/Safe Communities Grant	265,902	July 1, 2018 - June 30, 2019
Suicide Prevention Initiative Grant	152,723	July 1, 2018 - June 30, 2019
System of Care Grant	944,219	July 1, 2018 - June 30, 2019
THRIVE Grant		July 1, 2018 - June 30, 2019
	<u>50,521</u>	
Subtotal Grants		
	<u>1,928,782</u>	
PartnerSolutions	1,262,689	July 1, 2018 - June 30, 2019
NEOBHIC	1,730,198	July 1, 2018 - June 30, 2019
Pilot Projects	25,000	July 1, 2018 - June 30, 2019
Inpatient	10,347,750	July 1, 2018 - June 30, 2019
Board Administered Grants	1,041,083	July 1, 2018 - June 30, 2019
Budgeted-Variou Vendor	<u>40,000</u>	July 1, 2018 - June 30, 2019
Subtotal Programs & Services	<u>14,446,720</u>	
Board Operations		July 1, 2018 - June 30, 2019
	<u>3,016,146</u>	
Grand Total	<u>\$ 33,994,290</u>	

RESOLVED, and, therefore be it further that the funds supporting the SFY 2019 allocations are on the basis of an estimate of funds to be made available to StarkMHAR for the purchase of prevention, treatment, and recovery support programming, as well as StarkMHAR operations and special projects. Should further reductions in funding be announced by OhioMHAS or other committed funding sources, these reductions shall impact the allocations approved in this resolution; and, therefore be it further

RESOLVED, that StarkMHAR authorizes entering into contract with the Provider agencies listed above for the indicated amounts and that John Aller, Executive Director, and Andrew Turowski, Board President, are the authorized signers of those contracts; and, therefore be it finally

RESOLVED, that StarkMHAR authorizes the execution of the documents necessary to implement the intent of this Resolution, including but not limited to allocation notices, contracts, appropriation, encumbrance and disbursement of funds and any change in allocation amounts due to increase/reduction of third party funds or additional grants/allocation from respective state departments

Ayes E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. **Motion carried.**

3. Resolution 18-06-057 – Crisis Intervention and Recovery Center

Ms. Williams stated that this resolution extends the SFY18 CIRC contract for one month and includes most programs, except for Free Space and HOPE, and allows for one month of services. Coleman and Crisis Intervention and Recovery continue to look at consolidation of Crisis under Coleman’s organization.

WHEREAS, the Stark County Mental Health & Addiction Recovery (StarkMHAR) contracted with Crisis Intervention & Recovery Center (CIRC) during SFY18 (July 1, 2017 – June 30, 2018); and

WHEREAS, CIRC is having challenges with the administrative and fiscal components of their organization; and

WHEREAS, CIRC is exploring the transition of a majority of their programs, and therefore funding, over the next several months to another behavioral health provider; and

WHEREAS, StarkMHAR wishes to extend the terms of the current contract with CIRC through July 31, 2018; now therefore be it

RESOLVED, upon **MOTION** by Eileen Schwartz, **SECONDED** by Tom Douce, StarkMHAR, upon recommendation of the Program and Evaluation, Finance and Executive Committees, does hereby approve the allocation of the extension of terms of the contract and the allocation of the aforementioned fund for the support of behavioral health services in Stark County for the period July 1, 2018 through July 31, 2018 as detailed below:

Revenue

\$ 0

Expenses

Crisis Intervention and Recovery Center \$ 255,994

Total Expenses 255,994

Net Income \$ (255,994)

and, be it further

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within Fund #685 StarkMHAR and; therefore, be it finally

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, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. Motion carried.

VI. INFORMATION AND BUSINESS TECHNOLOGY

A. No June meeting. Next meeting is August 14, 2018.

VII. POLICY COMMITTEE

A. No June meeting. Next meeting TBD.

VIII. PROGRAM AND EVALUATION COMMITTEE

A. June 21, 2018 Program and Evaluation Committee Meeting Report

Tom Douce, Committee Chair, reported that the June 21, 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 June 21, 2018 Program and Evaluation Committee meeting:

- **RFP Recommendations for SFY 2019**

Committee members reviewed allocation recommendations for SFY 2019.

- **Crisis Intervention and Recovery Center**

Committee members discussed the challenges that the Crisis Intervention and Recovery Center were going through as well as next steps to ensure client care continued.

Upon motion by Tom Douce, seconded by Eileen Schwartz, Board members hereby approve the June 21, 2018 Program & Evaluation Committee meeting minutes as printed. **Ayes** E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 18-06-058 -- SFY 2019 Commitments

Mr. Douce stated that per ORC (Ohio Revised Code) StarkMHAR must annually identify the providers that may receive commitments from the Probate Court on their behalf.

RESOLVED, upon **MOTION** by Tom Douce, **SECONDED** by Elizabeth Bowen, Stark County Mental Health & Addiction Recovery, upon recommendation of the Program and Evaluation and Executive Committees, does hereby approve and designate the following providers to receive commitments from the Probate Court in accordance with §5122.15 (C), ORC:

- Child and Adolescent Behavioral Health
- Coleman Professional Services
- CommQuest Services, Inc.
- Crisis Intervention and Recovery Center
- Summit Psychological Associates

and be it further

RESOLVED, that this designation shall be effective for the period July 1, 2018 through June 30, 2019, so long as the provider has a contractual relationship with StarkMHAR; and, therefore be it finally

RESOLVED, StarkMHAR authorized the execution of the documents necessary to accomplish the intent and purpose of this resolution.

Ayes E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 18-06-059 -- SFY 2019 Pre-Screening

Mr. Douce stated per ORC StarkMHAR must annually designate a pre-screening agent.

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Eileen Schwartz, Stark County Mental Health & Addiction Recovery, upon recommendation of the Program and Evaluation and Executive Committees, pursuant to Chapter 5122 of the Ohio Revised Code, does hereby approve and designate the Crisis Intervention and Recovery Center (Crisis Center) as its agent for the following:

- a. evaluating and authorizing voluntary admissions in accordance with §5122.02 (B) ORC;
- b. evaluating and authorizing involuntary admissions in accordance with §5122.05 (A) ORC;
- c. evaluating affidavits filed with the Probate Court in accordance with §5122.13, ORC; and, therefore be it further

RESOLVED, that as StarkMHAR's agent, the Crisis Center and Coleman Professional Services shall perform its duties in accordance with all applicable state and federal laws, rules, regulations, and standards and with policies as set forth by StarkMHAR; and be it further

RESOLVED, that both the Crisis Center and Coleman Professional Services shall each appoint a respective Chief Clinical Officer with qualifications set forth in §5122.01 (1), ORC to carry out the duties thereof; and be it further

RESOLVED, that this designation shall be effective for the period July 1, 2018 through June 30, 2019, so long as the agency has a contractual relationship with StarkMHAR; now, therefore be it finally

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

Ayes E. Bowen, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

3. Resolution 18-06-060 -- SFY 2019 Health Officers

Mr. Douce stated that per Ohio Revised Code the Board must annually appoint health officers who may authorize applications for emergency admissions. Resolution 18-06-060 identifies those officers.

WHEREAS, the Stark County Mental Health & Addiction Recovery, in Resolution No. 08-75, adopted a policy for the appointment of health officers; and

WHEREAS, StarkMHAR is permitted to appoint health officers in accordance with Ohio Revised Code (ORC) 5122.01(J) and the Crisis Intervention and Recovery Center and Coleman Professional Services staff for SFY19 to ensure adequate coverage of emergencies as well as appropriate staffing for mobile response services; and

Crisis Intervention and Recovery Center

EMPLOYEE	CREDENTIALS	POSITION
Jeffrey Allen	LISW-S, LICDC-CS	Executive Director
Darlene Brown	LISW	Crisis Counselor - Day
Michael Wiandt	LSW	Crisis Counselor -Night
Carole Vesely	LSW	CEP Manager-Crisis Counselor - Weekend
Monica Miller	LISW-S	Director of Clinical Services

Craig Steigerwald	PCC-S	Mobile Response Manager
John Gill	PCC-S, LSW	Crisis Counselor (variable shifts)
Terry Smith	PCC-S	Crisis Counselor (variable shifts)
Tomika West	PCC-S	Crisis Counselor (variable shifts)
John Miller	LPCC-S	Crisis Services Manager
Julie Oster	RN	Addiction Recovery Nurse Navigator
Michele Lingler	PC	Mobile Response (Midnight)
Kathleen Trissel	PCC	Mobile Response (Afternoon)
Cary Hasselbacher	LPCC-S	Transitional Care Coordinator

Coleman Professional Services

EMPLOYEE	CREDENTIALS	POSITION
Michelle Allison Smith	LPCC-S	Director, Counseling
Tracey McKiernan	LISW-S	Director, Case Management
Heather Tackett	LISW-S	Director, Case Management
Angela Anders	RN	Director, ACT

RESOLVED, upon **MOTION** by Tom Douce, **SECONDED** by Elayne Dunlap, StarkMHAR, upon recommendation of the Program and Evaluation and Executive Committees, does hereby approve the appointments of the above listed individuals as health officers effective July 1, 2018 through June 30, 2019 while employed by Crisis Intervention and Recovery Center and Coleman Professional Services; and, be it further

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, J. Cooper, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. **Motion carried.**

IX. COMMUNITY AFFAIRS COMMITTEE

A. No June meeting. Next meeting is July 9, 2018

X. EDUCATION AND TRAINING COMMITTEE

A. No June meeting. Next meeting August 2, 2018

XI. EXECUTIVE DIRECTOR REPORT

A. Mr. Aller reported on the following:

- **Crisis Press Release**

Ms. Rey is drafting a press release regarding the changes coming with services transitioning from Crisis Intervention and Recovery to Coleman Professional Services and CommQuest

- **Managed Care**

Managed care is going forward as scheduled on July 1, 2018. Agencies will have to start invoicing through five different managed care companies. Mr. Aller is part of a committee that is monitoring the implementation challenges.

- **Recognition of Board Members**

Mr. Aller thanked Board member, Elizabeth Bowen, for her service. Ms. Bowen has been a member of the Board since 2008. Ms. Bowen was a member of the Executive Committee, but with the appointment of the SFY 2019 officers her term on that committee has ended.

Mr. Aller also thanked Board member, Andrew Turowski, for his service. Mr. Turowski has been the Board's president for the past two years. With the election of the SFY 2019 officers, he will now be the past president and will still be a part of the Executive Committee.

XII. CORRESPONDENCE/INFORMATION


A. There was no correspondence.

XIII. PUBLIC COMMENT

A. Stephen Inchak, of Coleman Professional Services, expressed his appreciation of Jeff Allen's clinical work and support during the transition of services from Crisis Intervention and Recovery Center. Mr. Allen has resigned from his position as Executive Director of Crisis Intervention and Recovery Center but has assisted during the transition process.

XIV. ADJOURNMENT

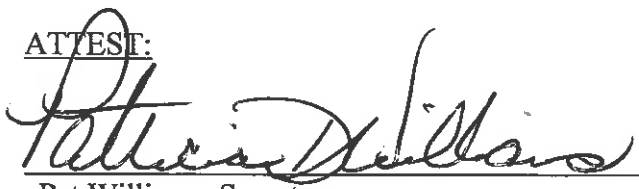
Mr. Turowski adjourned the June 28, 2018 StarkMHAR Board meeting at 4:45 pm.



Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Pat Williams, Secretary
Stark County Mental Health & Addiction
Recovery



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