



**BOARD MEETING MINUTES
TUESDAY, JULY 24, 2018 @ 4:00 PM**

I. CALL TO ORDER

Julie Gonzalez, Board President, called the July 24, 2018 StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:05 PM

A. Swearing in of New Board Members

Ms. Gonzalez reported that the Stark County Commissioners approved the appointments of Jaime Bunnell and Michael Pomesky to the Mental Health and Addiction Recovery Board. The two new Board members were sworn in for four-year terms.

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

C. Roll Call of Members

Members Present

Jaime Bunnell
Jaylaunna Davis
Tom Douce
Elayne Dunlap
Sharla Elton
Julie Gonzalez
Michael Pomesky
Brandice Schnabel
Leigh Shaheen
Mark Spaner
Andrew Turowski
Patricia Williams
Diane Wilson

Members Absent

Elizabeth Bowen
Jack Cooper
Joe Luckring
Eileen Schwartz

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

Staff Present

John Aller, Executive Director
Michele Boone, Director of Clinical Services
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 PartnerSolutions
Jeannie Cool, Manager of Programs and Evaluations
Allison Esber, Systems Initiative Manager
Katy Branch, Fiscal Clerk

Guests Present

Canton KidSummit: Marisha Holman
Child & Adolescent: Joseph French
Coleman Professional Services: Stephen Inchak
CommQuest Services: Keith Hochadel
Crisis Intervention & Recovery Services: Paulla Gates
Foundations: Jessica Ailing
NAMI: Kay Raga
Pathway: Wendy Tracy
United Way: Adrienne Price

D. Welcome and Introduction of Guests

Ms. Gonzalez welcomed everyone to the meeting. Adrienne Price from United Way introduced herself to the audience.

II. APPROVAL OF MINUTES

A. June 28, 2018 Board Meeting Minutes

Ms. Gonzalez reported that the June 28, 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 Pat Williams, seconded by Brandice Schnabel, Board members hereby approve the June 28, 2018 Board meeting minutes as printed. Ayes: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. July 24, 2018 Executive Committee Meeting Report

Ms. Gonzalez reported that the July 24, 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. Ms. Gonzalez reported the following topic was discussed at the July 24, 2018 Executive Committee meeting:

• **Contracts Executed in June 2018**

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

Upon motion by Julie Gonzalez, seconded by Elayne Dunlap, Board members hereby approve the July 24, 2018 Executive Committee meeting minutes as printed. Ayes: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. **Motion carried.**

1. Resolution 18-07-004 -- Crisis Intervention and Recovery Center

Ms. Aller shared an update on the status of Crisis Intervention and Recovery's services transitioning to Coleman and CommQuest. A resolution was approved last month for extending Crisis' contract for SFY 2018 through the end of July 2018. Since then, Crisis has indicated that they would like to transition the Quick Response Team (QRT) and the Addiction Recovery Nurse Navigator Programs to CommQuest. This resolution covers August 1, 2018 through June 30, 2019.

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, subsequently StarkMHAR extended that contract through July 31, 2018 while CIRC continued to work towards the transition of their programs to other behavioral health providers with allocations reflecting as such; and

WHEREAS, such other behavioral health providers have agreed to provide the services and programs formerly provided by CIRC;

WHEREAS, StarkMHAR wishes to allocate funds to said behavioral health providers, as listed below, for the provision of such services and programs, through October 31, 2018 it is expected that during that time each program's budget will be refined and can then be funded through the end of the state fiscal year ending June 30, 2019; now therefore be it

RESOLVED, upon **MOTION** by Tom Douce, **SECONDED** by Mark Spaner, StarkMHAR, upon recommendation of the Executive Committee, does hereby approve the allocation of funds, as specified below, for the support of behavioral health services in Stark County for the period August 1, 2018 through October 31, 2018:

Revenue

\$ 0

Expenses

CommQuest Services	93,520
Coleman Professional Services	554,697

Board Administered Grants	2,500
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Provider To Be Determined	(650,717)
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Total Expenses	0
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Net Income	0
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and, be it further

RESOLVED, StarkMHAR does hereby authorize the entering into of service contracts with such providers for the stated amounts; 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: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none.
Motion carried.

2. Resolution 18-07-005 -- SFY 2019 Commitments Update

Ms. Gonzalez stated that last month, per O.R.C. (Ohio Revised Code), StarkMHAR identified the providers that may receive commitments from the Probate Court on our behalf. Resolution 18-07-005 removes Crisis Intervention and Recovery from that list.

RESOLVED, upon **MOTION** by Elayne Dunlap, **SECONDED** by Jaylaunna Davis, Stark County Mental Health & Addiction Recovery, upon recommendation of the Executive Committee, does hereby approve and designate the following

providers to receive commitments from the Probate Court in accordance with §5122.15 (C), ORC:

- o Child and Adolescent Behavioral Health
- o Coleman Professional Services
- o CommQuest Services, Inc.
- o Summit Psychological Associates

and be it further

RESOLVED, that this designation shall be effective for the period August 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: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none.

Motion carried.

3. Resolution 18-07-006 -- SFY 2019 Pre-Screening Update

Ms. Gonzalez stated that this is another resolution that was approved last month and was updated to reflect Coleman as the pre-screening agent.

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Elayne Dunlap, Stark County Mental Health & Addiction Recovery, upon recommendation of the Executive Committee, pursuant to Chapter 5122 of the Ohio Revised Code, does hereby approve and designate Coleman Professional Services 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, 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 Coleman Professional Services shall appoint a 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 August 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: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none.

Motion carried.

4. Resolution 18-07-007 -- SFY 2019 Health Officers Update

Ms. Gonzalez clarified that Resolution 18-07-007 reflects an updated list of SFY 2019 Health Officers. The list reflects the names of the employees of Coleman Professional Services only. **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 recommends appointment of the following Coleman Professional Services staff for SFY19 to ensure adequate coverage of emergencies as well as appropriate staffing for mobile response services; and

EMPLOYEE	CREDENTIALS	POSITION
Darlene Brown	LISW	Crisis Counselor - Day
Michael Wiandt	LSW	Crisis Counselor - Night
Carole Vesely	LSW	Crisis Counselor - Afternoon
Craig Steigerwald	LPCC-S	Mobile Response Manager
John Gill	LPCC-S, LSW	Crisis Counselor (variable shifts)
Terry Smith	LPCC-S	Crisis Counselor (variable shifts)
Tomika West	LPCC-S	Crisis Counselor (variable shifts)
John Miller	LPCC-S	Crisis Services Manager
Jennifer Jinks	RN	CSU Manager
Michele Lingler	PC	Mobile Response (Midnight)
Kathleen Trissel	PCC	Mobile Response (Afternoon)
Cary Hasselbacher	LPCC-S	Transitional Care Coordinator
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 Sharla Elton, **SECONDED** by Tom Douce, StarkMHAR, upon recommendation of the Executive Committee, does hereby approve the appointments of the above listed individuals as health officers effective August 1, 2018 through June 30, 2019 while employed by 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: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none.
Motion carried.

5. Resolution 18-07-008 -- Crisis Intervention and Recovery Center Advance

Ms. Gonzalez shared that Crisis Intervention and Recovery Center has been continuing their work on managing their fiscal operations while the transitioning of programs to other agencies continues. Crisis has indicated that they will need assistance with meeting their payroll obligations and has asked for an advance. Resolution 18-07-008 recommends allocating up to \$57,300K for the sole purpose of meeting Crisis' current payroll obligation as well as one month of contract doctor time.

- 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,** subsequently StarkMHAR extended that contract through July 31, 2018 while CIRC continued to work towards the transition of their programs to other behavioral health providers with allocations reflecting as such; and
- WHEREAS,** CIRC is unable to meet its current payroll obligation to its remaining staff during the transition; and
- WHEREAS,** StarkMHAR wishes to assist with said payroll obligation, in order to facilitate bridging the employment of CIRC's staff to other behavioral health providers with whom StarkMHAR has contracted for the provision of services previously provided by CIRC, thereby encouraging the continuity of client care and the retention of behavioral health professionals in the Stark County behavioral health system; now therefore be it
- RESOLVED,** upon **MOTION** by Mark Spaner, **SECONDED** by Jaylaunna Davis, StarkMHAR, upon recommendation of the Executive Committee, does hereby approve an advance of funds to CIRC up to the amount of \$57,300 to be used by CIRC solely for the purpose of meeting its current payroll obligation; and be it further
- RESOLVED,** that such advance shall be made no later than July 31, 2018 in order for payment to be made to CIRC staff in a timely manner; and be it further
- RESOLVED,** that StarkMHAR authorizes the entering into of an advance funding agreement with CIRC, that sets forth the terms and conditions of the advance funding arrangement for the indicated amount; 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: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; **Abstentions:** none.
Motion carried.

IV. FINANCE COMMITTEE

A. July 19, 2018 Finance Committee Meeting Report

Mr. Turowski, committee member, reported that the July 19, 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. Upon motion by Andrew Turowski, seconded by Pat Williams, Board members hereby approve the July 19, 2018 Finance Committee meeting minutes as printed. Ayes: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; **Abstentions:** none. **Motion carried.**

1. Resolution 18-07-001 – StarkMHAR June Financial Statements

Mr. Turowski stated that the balance sheet is similar to the past couple of months. Cash is down compared to the same time as last year.

RESOLVED, that upon **MOTION** by Pat Williams, **SECONDED** by Jaylaunna Davis, 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 June 30, 2018:

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

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

2. Resolution 18-07-002 – Crisis Intervention and Recovery Center Programs #1

Mr. Turowski stated that this resolution is requesting transition of the Quick Response Team and Addiction Recovery Nurse Navigator programs to another agency. StarkMHAR is recommending that the services be transferred to CommQuest Services.

WHEREAS, the Stark County Mental Health & Addiction Recovery (StarkMHAR) extended its SFY18 contract with Crisis Intervention & Recovery Center (CIRC); and

WHEREAS, CIRC is requesting the transition of the Quick Response Team and the Addiction Recovery Nurse Navigator Programs now, while continuing to explore the transition of additional programs, and therefore funding, over the next several months to another behavioral health provider; and

WHEREAS, CommQuest has the expertise and capacity to continue the Quick Response Team and Addiction Recovery Nurse Navigator Programs using the Quick Response Team model; and

WHEREAS, StarkMHAR recommends the programs be awarded to CommQuest Services for continued service delivery; now therefore be it

RESOLVED, upon **MOTION** by Andrew Turowski, **SECONDED** by Jaylaunna Davis, 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 August 1, 2018 through June 30, 2019 as detailed below:

Revenue

\$ 0

Expenses

CommQuest Services 127,240

Provider To Be Determined (127,240)

Total Expenses 0

Net Income \$ 0

RESOLVED, and, be it further 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: J. Bunnell, J. Davis, T. Douce, E. Dunlap, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. Motion carried.

3. Resolution 18-07-003 – AoD Prevention Programs

Mr. Turowski stated that this resolution moves services previously provided by Domestic Violence project to CommQuest Services, Child and Adolescent Behavioral Health and Canton Community Kidsummit in various county schools.

WHEREAS, CommQuest Services and Canton Community KidSummit are both currently contracted to provide AOD prevention services in the schools and Child and Adolescent Behavioral Health desires to be contracted to provide AOD prevention services in various county schools; and

WHEREAS, Perry Local, North Canton City, Alliance City, Louisville City, Canton Local, Jackson Local, Tuslaw Local, Sandy Valley Local School Districts, and Heritage Christian School have requested AOD prevention services to fill an unmet need in the SFY19 school year; and

WHEREAS, services were decided upon subsequent to the passage of the permanent budget which would affect the allocations of these three providers; and

RESOLVED, upon **MOTION** by Tom Douce, **SECONDED** by Mark Spaner, 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 August 1, 2018 through June 30, 2019 as detailed below:

Revenue

\$ 0

Expenses

CommQuest Services 46,600

Canton Community Kidsummit 21,000

Child & Adolescent Behavioral Health 29,771

Provider To Be Determined (97,371)

Total Expenses 0

Net Income \$ 0

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

V. INFORMATION AND BUSINESS TECHNOLOGY

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

VI. POLICY COMMITTEE

A. No July meeting. Next meeting TBD.

VII. PROGRAM AND EVALUATION COMMITTEE

A. July 12, 2018 Program and Evaluation Committee Meeting Report

Tom Douce, Committee Chair, reported that the July 12, 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 July 12, 2018 Program and Evaluation Committee meeting:

- **Budget Adjustment**

CommQuest asked for an SFY18 budget adjustment for their MI/DD and MI/AoD Treatment Teams.

- **Third Quarter Dashboard**

The committee members reviewed the third quarter dashboard

- **Workforce Development**

Workforce Development committee has been meeting regularly for the past year at StarkMHAR offices. The committee is looking at options to recruit and retain individuals in the behavioral health system to assist in the current workforce shortage.

Upon motion by Tom Douce, seconded by Eileen Schwartz, Board members hereby approve the July 12, 2018 Program & Evaluation Committee meeting minutes as printed.

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

VIII. COMMUNITY AFFAIRS COMMITTEE

A. July 9, 2018 Community Affairs Committee Meeting Report

Mr. Spaner, Committee Chair, reported that the July 9, 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 July 9, 2018 Community Affairs Committee meeting:

- **Starkhelpcentral.com**

Karcher Group has been marketing Starkhelpcentral.com.

Upon motion by Andrew Turowski, seconded by Pat Williams, Board members hereby approve

the July 9, 2018 Community Affairs Committee meeting minutes as printed.

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

IX. EDUCATION AND TRAINING COMMITTEE

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

X. EXECUTIVE DIRECTOR REPORT

A. Mr. Aller reported on the following:

• **Medicaid Managed Care**

Medicaid Managed Care started July 1, 2018. There are challenges with the system. Mr. Aller has been attending meetings in Columbus monitoring the implementation challenges.

• **Event Hosted by C& A**

Child and Adolescent hosted an event the previous weekend that Ohio Attorney General Mike DeWine attended.

• **SOC Conference in Washington, DC**

Several StarkMHAR staff are attending a conference in Washington, D.C. starting July 25. The conference will focus on the status of the System of Care.

XI. CORRESPONDENCE/INFORMATION

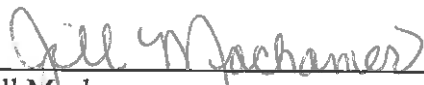
A. There was no correspondence.

XII. PUBLIC COMMENT

A. Keith Hochadel, of CommQuest, shared that the Recovery Picnic is scheduled for September 15, 2018

XIII. ADJOURNMENT

Ms. Gonzalez adjourned the July 24, 2018 StarkMHAR Board meeting at 5:15 pm.



Jill Machamer

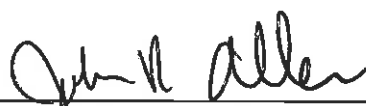
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Brandice Schnabel, Secretary
Stark County Mental Health & Addiction
Recovery



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