



**BOARD MEETING MINUTES  
THURSDAY, AUGUST 23, 2018 @ 4:00 PM**

**I. CALL TO ORDER**

Julie Gonzalez, Board President, called the August 23, 2018 StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:02 PM

**A. Adoption of Agenda**

Upon motion by Elizabeth Bowen, seconded by Eileen Schwartz, Board members hereby adopt the agenda for the August 23, 2018 Board meeting as presented. **Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**C. Roll Call of Members**

**Members Present**

Elizabeth Bowen  
Jaime Bunnell  
Jack Cooper  
Tom Douce  
Elayne Dunlap  
Julie Gonzalez  
Joe Luckring  
Michael Pomesky  
Brandice Schnabel  
Eileen Schwartz  
Leigh Shaheen  
Andrew Turowski  
Diane Wilson

**Members Absent**

Jaylaunna Davis  
Sharla Elton  
Mark Spaner  
Patricia Williams

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  
Cheryl Metzger, Administrative Supervisor  
Jen Richeson, System Development Coordinator  
Elena Aslanides-Kandis, Suicide Community Response Coordinator  
Danielle Rich, Marketing Coordinator

### Guests Present

Child & Adolescent: Joseph French  
Coleman Professional Services: Stephen Inchak  
CommQuest Services: Keith Hochadel  
Crisis Intervention & Recovery Services: Paulla Gates  
ICAN Housing: Julie Sparks  
Ohio Guidestone: Monica Mlinac  
Pathway: Sharlene George  
Stark County TASC: Dave Wills

#### **D. Welcome and Introduction of Guests**

Ms. Gonzalez welcomed everyone to the meeting. Sharlene George, of Pathway, introduced herself to the audience. Allison Esber introduced Elena Aslanides-Kandis, the new Suicide Community Response Coordinator and Jen Richeson, the new System Development Coordinator. Allyson Rey introduced Danielle Rich, the new Marketing Coordinator.

## **II. APPROVAL OF MINUTES**

### **A. July 24, 2018 Board Meeting Minutes**

Ms. Gonzalez reported that the July 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 Andrew Turowski, seconded by Jaime Bunnell, Board members hereby approve the July 24, 2018 Board meeting minutes as printed. **Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

## **III. EXECUTIVE COMMITTEE**

### **A. August 21, 2018 Executive Committee Meeting Report**

Ms. Gonzalez reported that the August 21, 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 topics were discussed at the August 21, 2018 Executive Committee meeting:

- **Contracts Executed in July 2018**  
The committee reviewed contracts under \$25K executed in July 2018.
- **Crisis/Detox Transition**  
Detox and crisis services have been occurring with minimal problems. StarkMHAR is in ongoing communications with Coleman and CommQuest around the final programming and budgets.
- **Foundations**  
StarkMHAR, Foundations and the Alliance Community Foundation have been collaborating for a year on the possibility of renovating and leasing office space in Alliance for Foundations to set up a satellite facility at a location managed by the Alliance Foundation. StarkMHAR and Foundations have come to the realization that the site won't meet the needs of Foundations. Foundations would like to proceed with looking for another location in Alliance that would not need as many renovations.

- **Levy Update**

Mr. Aller shared that the Board had contacted Kody Gonzalez to assist with the upcoming work on the levy. This was done after conversations with community leaders who had indicated that Mr. Gonzalez was the local expert on levy management. Fundraising will be the first step in getting ready for the levy. Mr. Rey, StarkMHAR's Director of Marketing, will be managing the levy work.

Upon motion by Julie Gonzalez, seconded by Brandice Schnabel, Board members hereby approve the August 21, 2018 Executive Committee meeting minutes as printed. **Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**1. Resolution 18-08-011 -- Update to the Table of Organization**

Ms. McIntosh stated that this position would be funded by HUD (The Department of Housing and Urban Development). Ms. McIntosh added that this position would start October 1, 2018 and be part of the Homeless Navigation department. HUD mandates that the Continuum of Care (CoC) establish and operate a centralized or coordinated assessment system that provides an initial, comprehensive assessment of the needs of individuals and families. This process ensures that the clients with the highest need get the assistance they need.

**WHEREAS,** review of workloads, responsibilities, as well as the addition of the HUD – Stark County Central Intake & Assessment (SCCIA) grant, has resulted in the need to add additional staff to the table of organization; therefore, be it

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

**Additional Staff Position**

- New position of Homeless Navigation Specialist D is created with a Grade 1 salary range of \$24,650 - \$33,350 reporting to Homeless Navigation Supervisor.

**RESOLVED,** StarkMHAR is recommending the proposed change 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, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**IV. FINANCE COMMITTEE**

**A. August 16, 2018 Finance Committee Meeting Report**

Mr. Luckring, Committee Chair, reported that the August 16, 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 August 16, 2018 Finance Committee meeting:

- **Dashboard**

The committee reviewed the third quarter SFY 2018 for Provider agencies. The committee discussed making modifications to the dashboard in light of the fiscal challenges that occurred at Crisis Intervention and Recovery.

Upon motion by Joe Luckring, seconded by Elayne Dunlap, Board members hereby approve the August 16, 2018 Finance Committee meeting minutes as printed. **Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**1. Resolution 18-08-009 – StarkMHAR July Financial Statements**

Mr. Luckring stated that there were two sets of financial statements to review covering SFY 2018 and SFY 2019. The balance sheet reflects that cash is down. Receivables are up compared to last year due to timing of the first quarter disbursement of funds from the state.

**RESOLVED,** that upon **MOTION** by Andrew Turowski, **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 July 31, 2018:

- Balance Sheet
- SFY 2018 Revenue and Expense (Budget vs. Actual)
- SFY 2019 Revenue and Expense (Budget vs. Actual)

**Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**2. Resolution 18-08-010 – Calendar Year 2019 Tax Budget**

Mr. Luckring explained that StarkMHAR is required to submit budget information to the Stark County Commissioners each year on a calendar year basis. The Board uses the state fiscal year 2019 budget to estimate the calendar year 2019 budget for the county.

**WHEREAS,** StarkMHAR is required by Ohio Revised Code to submit budget information to the Stark County Budget Commission each year for the subsequent calendar year; and the Stark County Mental Health & Addiction Recovery (StarkMHAR) extended its SFY18 contract with Crisis Intervention & Recovery Center (CIRC); and

**WHEREAS,** StarkMHAR has prepared and submitted the information to the Stark County Budget Commission; now therefore be it

**RESOLVED,** that upon **MOTION** by Joe Luckring, **SECONDED** by Elayne Dunlap, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Finance Committee and the Executive Committee, the submission of the Department Tax Budget for the Calendar Year 2019 as attached

**Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

## V. INFORMATION AND BUSINESS TECHNOLOGY

### A. August 14, 2018 Information and Business Technology Committee Meeting Report

Ms. Schwartz, Committee Chair, reported that the August 14, 2018 Information and Business Technology Committee meeting minutes were emailed to Board members for their review prior to the meeting. The committee discussed the following items:

- **Streamline Healthcare Solutions SmartCareMCO Update**

Streamline's software package (SmartCareMCO) was chosen in 2016 to replace MACSIS' (Multi-Agency Community Services Information System) management and information system. PartnerSolutions has been working with Streamline on the implementation process since then. The system was developed to align with the changes in behavioral health redesign. The "go-live" date was January 1, 2018.

- **NextGen EPM/EHR Update**

The NextGen software was purchased in 2012. It initially started with six of the largest providers in Stark County and now has fourteen providers utilizing the system across seven counties. As with Streamline, the current focus has been with the changes due to Behavioral Health Redesign.

Upon motion by Eileen Schwartz, seconded by Elayne Dunlap, Board members hereby approve the August 14, 2018 Information and Business Technology Committee meeting minutes as printed. **Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

## VI. POLICY COMMITTEE

### A. No August meeting. Next meeting TBD.

## VII. PROGRAM AND EVALUATION COMMITTEE

### A. August 9, 2018 Program and Evaluation Committee Meeting Report

Tom Douce, Committee Chair, reported that the August 9, 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 August 9, 2018 Program and Evaluation Committee meeting:

- **Coleman Professional Services – Transitional Care Coordinator Program Presentation**

Cary Hasselbacher, Transitional Care Coordinator (TCC) for Coleman Professional Services/Crisis Intervention and Recovery Center (CIRC), attended the Program and Evaluation committee to discuss the TCC Program. The TCC aims to address the adult clients that are at high risk and are transitioning from psychiatric hospitalization, institutions, or other long term stays to foster stabilization, service navigation and linkage, and reduce recidivism.

- **Suicide Prevention Update**

Stark County voters did not approve the \$1.49 million-dollar continuous levy at the special election held Tuesday, August 7, 2018.

Ms. Lilly Davenport, StarkMHAR Consultation, Education and Prevention Coordinator, coordinates services at Stark County schools. Committee members met Elena Aslanides-Kandis, StarkMHAR's newly hired Suicide and Community Response Coordinator.

Carole Vesley, former crisis counselor for CIRC, has begun a new role and most of her prior responsibilities will fall back to StarkMHAR and be incorporated into Ms. Aslanides-Kandis' work.

Additionally, the Coordinating Committee met to discuss updates about the suicide cluster response. The Stark County Health Department met with school districts about their individual reports. The Center for Disease Control and Prevention (CDC) anticipates the release of their preliminary report before the end of the year.

Upon motion by Tom Douce, seconded by Eileen Schwartz, Board members hereby approve the August 9, 2018 Program & Evaluation Committee meeting minutes as printed.

**Ayes:** E. Bowen, J. Bunnell, J. Cooper, T. Douce, E. Dunlap, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

#### **VIII. COMMUNITY AFFAIRS COMMITTEE**

**A. No August meeting. Next meeting September 10, 2018 at 4 pm**

#### **IX. EDUCATION AND TRAINING COMMITTEE**

**A. No August meeting. Next meeting October 4, 2018**

#### **X. EXECUTIVE DIRECTOR REPORT**

**A. Mr. Aller reported on the following:**

- **Correction Planning Board Meeting**

The group discussed an upcoming ballot initiative which proposes changing the constitution so that instead of incarcerating people for drug offenses they are given treatment. The challenge with this change is that there are no specifics on how this would be implemented. Additional updates will be forthcoming.

- **Stand Your Ground Law in Ohio**

Legislature is also discussing passing a stand your ground law in Ohio.

- **Culture of Quality**

The Board participated in a Cultural of Quality audit this past week. The results will be forthcoming in September.

- **Suicide Awareness Walk**

There will be a Suicide Awareness Walk on Sunday, September 9, 2018 at 6 pm at Westbrook Park.

- **World Suicide Prevention Day**

World Suicide Prevention Day is Monday, September 10, 2018. Everyone is asked to wear purple in remembrance/recognition.

#### **XI. CORRESPONDENCE/INFORMATION**

**A. There was no correspondence.**

#### **XII. PUBLIC COMMENT**

**A. There was no public comment.**

#### **XIII. ADJOURNMENT**

Ms. Gonzalez adjourned the August 23, 2018 StarkMHAR Board meeting at 4:55 pm.



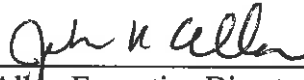
Jill Machamer  
Director of Administrative Support Services

**APPROVAL DATE:**

ATTEST:



Brandice Schnabel, Secretary  
Stark County Mental Health & Addiction  
Recovery



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