



STARK COUNTY
**Mental Health &
Addiction Recovery**

**BOARD MEETING MINUTES
THURSDAY, MARCH 21, 2019 @ 4:00 PM**

I. CALL TO ORDER

Julie Gonzalez, Board President, called the March 21, 2019 StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:01 PM

A. Adoption of Agenda

Upon motion by Mark Spaner, seconded by Andrew Turowski, Board members hereby adopt the agenda for the March 21, 2019 Board meeting as presented. **Ayes** M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson; **Nays**: none; **Abstentions**: none. **Motion carried.**

B. Roll Call of Members

Members Present

Mark Brink
Bailey Bunnell
Sharla Elton
Julie Gonzalez
Joe Luckring
Michael Pomesky
Brandice Schnabel
Leigh Shaheen
Mark Spaner
Andrew Turowski
Pat Williams
Diane Wilson

Members Absent

Elizabeth Bowen
Jack Cooper
Jaylaunna Davis
Tom Douce
Elayne Dunlap
Eileen Schwartz

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

Staff Present

John Aller, Executive Director
Stef Fakelis, Director of Business Operations
Jill Machamer, Director of Administrative Support Services
Allison Esber, Systems Initiative Manager
Cheryl Metzger, Administrative Supervisor
Jeannie Cool, Manager of Programs and Evaluations
Beth Watson, Director of Human Resources
Allyson Rey, Director of Marketing, Communications & Community Relations
Michele Boone, Director of Clinical Services

Guests Present

Canton KidSummit: Marisha Holman-Mitchell
Child & Adolescent Behavioral Health Services: Joe French
Coleman Professional Services: Stephen Inchak
CommQuest: Keith Hochadel
Pathway: Sharlene George

D. Welcome and Introduction of Guests

Ms. Gonzalez welcomed everyone to the meeting.

II. APPROVAL OF MINUTES

A. February 28, 2019 Board Meeting Minutes

Ms. Gonzalez reported that the February 28, 2019 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 Brandice Schnabel, Board members hereby approve the February 28, 2019 Board meeting minutes as printed. Ayes M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. March 19, 2019 Executive Committee Meeting Report

Ms. Gonzalez reported that the March 19, 2019 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 March 19, 2019 Executive Committee meeting:

- **Contracts Executed in February 2019**

There was a lengthy list of contracts to review, but they were mostly related to school prevention contracts.

- **Office Expansion**

The Signature contract was signed; therefore, StarkMHAR/PartnerSolutions needs additional space for more staff. Staff are working with building management on the project. Upon motion by Julie Gonzalez, seconded by Andrew Turowski, Board members hereby approve the March 19, 2019 Executive Committee meeting minutes as printed. Ayes M. Brink, B. Bunnell, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: S. Elton; **Motion carried.**

1. Resolution 19-03-050 – Updates to the Table of Organization/PartnerSolutions

Mr. Aller stated that PartnerSolutions needs to add additional staff due to the implementation of SmartCare and the Signature Health contract.

WHEREAS, OhioMHAS previously retired the statewide system (MACSIS) effective 12/31/2017 and the twelve PartnerSolutions Boards have implemented Streamline SmartCareMCO effective 01/01/2018; and

WHEREAS, StarkMHAR staff have been reviewing the workloads and responsibilities over the course of the SmartCareMCO implementation and have determined that an additional staff member will be needed; and

WHEREAS, StarkMHAR would also like to rename the Database Administrator/Analyst to Database Administrator/Analyst II to better align with the newly proposed position; and

WHEREAS, the renaming of the current staff position, as well as the additional staffing request have been reviewed and approved by the PartnerSolutions Steering Committee; and

WHEREAS, PartnerSolutions' Boards will have this new position in their upcoming SFY20 budget with any costs being incurred in SFY19 being covered by current budget; and

WHEREAS, StarkMHAR wishes to update the Table of Organization to include an additional staff position and rename a current position; therefore, be it
RESOLVED, that upon **MOTION** by Bailey Bunnell, **SECONDED** by Brandice Schnabel, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Executive Committee, the proposed changes as detailed below:

Additional Staff Position

- New position of Database System Analyst I is created with a Grade 5 salary range of \$44,800 - \$67,200 reporting to the Data Systems Manager.

Rename Staff Position

- Database Administrator/Analyst is changed to Database Administrator/Analyst II. No changes in salary grade or supervisor.

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 M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none.
Motion carried.

IV. FINANCE COMMITTEE

A. March 15, 2019 Finance Committee Meeting Report

Mr. Luckring reported that the March 15, 2019 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 topics were discussed at the March 15, 2019 Finance Committee meeting:

- **Monthly Disbursements**

The only item highlighted in December disbursements was an advance to Child & Adolescent Behavioral Health.

- **Provider Budget Adjustments**

Providers are projected to underbill their allocations as they have in the past several years. There was anticipation that some providers would need to have some adjustments to their budgets in SFY19 mainly due to the uncertainty of billings related to programs previously administered by Crisis Intervention & Recovery Center.

- **Second Quarter Provider Dashboard**

Committee members reviewed the dashboard. The dashboard has been modified to monitor areas that committee members indicated should be included.

Upon motion by Joe Luckring, seconded by Pat Williams, Board members hereby approve the March 15, 2019 Finance Committee meeting minutes as printed. Ayes M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: Nays: none; Abstentions: none. **Motion carried.**

1. Resolution 19-03-047 – February 2019 StarkMHAR Financial Statements

Mr. Luckring stated that provider advances and SFY18 payback amounts outstanding are now included in the receivables, which amounts to approximately \$1.2M. This includes

advances to Crisis Intervention and Recovery of approximately \$460K and approximately \$475K of balances to Coleman, Child & Adolescent, Kidsummit, and Summit Psychological combined. There is also a balance remaining of approximately \$250K from CommQuest related to an SFY18 payback.

RESOLVED, that upon **MOTION** by Joe Luckring, **SECONDED** by Pat Williams, 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, 2019:

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

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

V. POLICY COMMITTEE

A. No March meeting. Next meeting April 11, 2019.

VI. PROGRAM AND EVALUATION COMMITTEE

A. March 14, 2019 Program and Evaluation Committee Meeting Report

Ms. Schnabel, Committee member, reported that the March 14, 2019 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. Ms. Schnabel reported the following topics were discussed at the March 14, 2019 Program and Evaluation Committee meeting:

- **Coleman Professional Services – Mobile Response Program Presentation**
Michelle Allison-Smith, Chief Officer, Coleman Crisis Services at Coleman Professional Services attended the Program and Evaluation Committee meeting in order to present on the Youth and Adult Mobile Response Teams. The mobile response program provides a rapid, trauma-informed mobile response specific to the needs of those served.
- **Juvenile Sequential Intercept Mapping (SIM) Event**
StarkMHAR held a Juvenile Sequential Intercept mapping event. The purpose of the event was to help communities develop and implement plans for community change through cross-system collaboration, organizational change, and enhancing practices utilizing innovative and dynamic tools to map systems, identify gaps in service and clarify community resources.
- **Emergency Hospitalization and Pink Slip Training**
There was recently a change to the Ohio Revised Code, Chapter 5122 that governs emergency hospitalization. The revisions included the addition of two professions, Clinical Nurse Specialists and Certified Nurse Practitioners, that are able to hospitalize an individual against their will. Following the revision, the state encouraged boards to utilize their attorney to provide training on the rule change. StarkMHAR conducted a training on March 6, 2019.

Upon motion by Brandice Schnabel, seconded by Andrew Turowski, Board members hereby approve the March 14, 2019 Program and Evaluation Committee meeting minutes as printed.

Ayes M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none.

Motion carried.

1. Resolution 19-03-049 – Coleman Health Officers

Ms. Schnabel reported that StarkMHAR approved the revised Health Officer policy in January 2019; however, due to staffing changes, Coleman Professional Services has requested a subsequent revision to the appointed health officers’ list. Five additional employees were added.

WHEREAS, the Stark County Mental Health & Addiction Recovery, in Resolution No. 08-75, adopted a policy for the appointment of health officers that was replaced by Resolution No. 08-119; and

WHEREAS, StarkMHAR approved the revised Health Officer policy in January 2019 and Coleman Professional Services has requested a subsequent revision to appointed 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 the remainder of SFY 2019 to ensure adequate coverage of emergencies as well as appropriate staffing for mobile response services; now therefore be it,

EMPLOYEE	CREDENTIALS	POSITION
Darlene Brown	LISW	Pre-Screener
Carole Vesely	LSW	Pre-Screener
Michael Wiandt	LSW	Pre-Screener
Tomika West	LPCC-S	Pre-Screener
Kathleen Trissel	LPCC	Mobile Response
Brittany Berczik	LPCC	Director, Mobile Response
Michelle Allison Smith	LPCC-S	Chief Officer
Angela Anders	RN	Director, CSU
Christopher Miller	LPC	Mobile Response Youth-Team Leader
Linda Adams	LPC	Pre-Screener
Rochelle Jimenez	LPCC-S	Director, Crisis Support Services
Taylor Clay	LPC	Mobile Response
Angela Burton	LPCC-S	Pre-Screener
Lisa Hamilton	LPC	Pre-Screener
Teresa Johnson	LPC	Mobile Response
Suonna Blanchard	LPCC-S	Pre-Screener
Theresa Lash	LPC	Mobile Response
Benjamin Mickey	LPC	Pre-Screener
Kimberly Wykoff	LISW	CSU Counselor
Robert Noland	LPC	Pre-Screener

RESOLVED, upon MOTION by Brandice Schnabel, **SECONDED** by Bailey Bunnell, 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 April 1, 2019 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 M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, M. Pomesky, B. Schnabel, L. Shaheen, M. Spaner, A. Turowski, P. Williams, D. Wilson: **Nays: none; Abstentions: none.**
Motion carried.

VII. INFORMATION AND BUSINESS TECHNOLOGY COMMITTEE

A. No March meeting. Next meeting scheduled for May14, 2019 at 4 pm.

VIII. COMMUNITY AFFAIRS COMMITTEE

A. March 11, 2019 Community Affairs Committee Meeting Report

Ms. Shaheen, Committee member, reported that the March 11, 2019 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. Ms. Shaheen reported the following topics were discussed at the March 11, 2019 Community Affairs Committee meeting:

- **Levy Update**

ThP provider executive directors received a custom one-page summary to explain how the levy affects them and their programs. StarkMHAR staff will also receive a one-page summary. Wallet cards with basic levy talking points will be available soon. StarkCares.org is also available with detailed information on the levy.

- **Attitude Shifting Campaign**

StarkMHAR is starting a new promotion called the Attitude Shifting Campaign. The campaign will concentrate on suicide prevention and is expected to last approximately three years.

- **Stigma Squashers**

The Stigma Squashers banner stands could be displayed at the mall again though it will be expensive.

- **Culture Champions**

StarkMHAR has formed an internal committee called Culture Champions. The group is focusing on staff engagement, retention, and incentives.

Upon motion by Leigh Shaheen, seconded by Brandice Schnabel, Board members hereby approve the March 11, 2019 Community Affairs Committee meeting minutes as printed.

Ayes M. Brink, B. Bunnell, S. Elton, J. Gonzalez, J. Luckring, 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 March meeting. Next meeting April 4, 2019 at 4 pm.

X. EXECUTIVE DIRECTOR REPORT

A. Mr. Aller reported on the following:

- **Governor DeWine's Budget**

There are some resources for behavioral health, prevention services in schools and crisis. Some funds have been allocated that have the same description as in years past. Currently, it sounds like those funds might not be as restrictive except that there seems to be lack of clarity on who will receive those funds. Additionally, projections indicate that in the second

year of the biennium an investment of \$1B will be needed to support Medicaid.

- **Testifying Before Finance Committee**

Mr. Aller has been invited to testify before the Finance Committee on April 9, 2019. This is an opportunity to discuss the work being done in Stark County for mental health and addiction recovery.

- **Passing of Former StarkMHAR Board Member, Joan Gillespie**

Funeral services for Joan Gillespie, a former StarkMHAR Board member, are scheduled for April 4 and 5, 2019. Pat Gillespie, Joan's husband, had indicated in her obituary that individuals could donate in her name to StarkMHAR's donor advised fund.

XI. CORRESPONDENCE/INFORMATION

A. There was no correspondence.

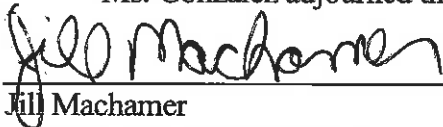
XII. PUBLIC COMMENT

A. Keith Hochadel, CommQuest's Executive Director, shared that CommQuest was celebrating their 100th year anniversary. They are hosting a client art show on April 5, 2019 from 5 pm to 8 pm at the Metropolitan Art Center. They are also hosting an event on June 6, 2019 called "Leave your Wallets at Home. This is a celebration of their last 100 years.

B. Brandice Schnabel, StarkMHAR Board member, shared that she attended the Populations Focus Learning Series: Transgender Culture and Community training today. Another Board member Bailey Bunnell was a panelist.

XIII. ADJOURNMENT

Ms. Gonzalez adjourned the March 21, 2019 StarkMHAR Board meeting at 4:43 pm.

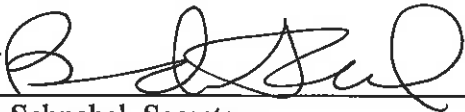


Jill Machamer

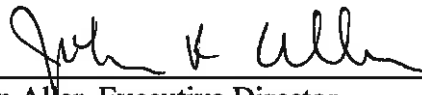
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Brandice Schnabel, Secretary
Stark County Mental Health & Addiction
Recovery



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