



STARK COUNTY
**Mental Health &
Addiction Recovery**

**BOARD MEETING MINUTES
THURSDAY, AUGUST 22, 2019 @ 4:00 PM**

I. CALL TO ORDER

Julie Gonzalez, Board President, called the August 22, 2019 StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:02 PM

A. Swearing in of New Board Members

Julie Gonzalez reported that the Ohio Department of Mental Health and Addiction Services approved the appointments of Kathy Catazaro-Perry and Rick Campbell to the Mental Health and Addiction Recovery Board. Ms. Catazaro-Perry and Mr. Campbell were both sworn in for a four-year term.

B. Adoption of Agenda

Upon motion by Pat Williams, seconded by Brandice Schnabel, Board members hereby adopt the agenda for the August 22, 2019 Board meeting as presented. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. Roll Call of Members

Members Present

Mark Brink
Rick Campbell
Kathy Catazaro-Perry
Jaylaunna Davis
Sharla Elton
Julie Gonzalez
Michael Pomesky
Brandice Schnabel
Eileen Schwartz
Leigh Shaheen
Andy Turowski
Pat Williams

Members Absent

Elizabeth Bowen
Tom Douce
Diane Wilson

Brandice. Schnabel, Board Secretary, recognized a quorum allowing the Board to conduct business.

Staff Present

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

Guests Present

Canton KidSummit: Marisha Holman-Mitchell

Child and Adolescent: Joe French
Coleman Professional Services: Stephen Inchak, Heather Tackett
CommQuest: Keith Hochadel
NAMI Stark County: Kay Raga
Pathway: Wendy Tracy

C. Welcome and Introduction of Guests

Julie Gonzalez welcomed everyone to the meeting. Heather Tackett, of Coleman Professional Services, introduced herself to the audience.

II. APPROVAL OF MINUTES

A. June 27, 2019 Board Meeting Minutes

Julie Gonzalez reported that the June 27, 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 Pat Williams, seconded by Eileen Schwartz, Board members hereby approve the June 27, 2019 Board meeting minutes as printed. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. August 20, 2019 Executive Committee Meeting Reports

Julie Gonzalez, Executive Committee Chair, reported that the August 20, 2019 Executive Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting.

Julie Gonzalez shared other topics that were discussed at the Executive Committee. Upon motion by Julie Gonzalez, seconded by Brandice Schnabel, Board members hereby approve the August 20, 2019 Executive Committee meeting minutes as printed. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

IV. FINANCE COMMITTEE

A. August 15, 2019 Finance Committee Meeting Report

Sharla Elton, Committee Chair, reported that the August 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. Sharla Elton reported the following topics were discussed at the August 15, 2019 Finance Committee meeting:

- **Crisis Intervention & Recovery Building Sold**

The sale of the Crisis Intervention & Recovery buildings is not enough to cover the debt to Huntington Bank. CIRC's only remaining assets are a couple of bank accounts that need liquidated. StarkMHAR is still carrying the CIRC advance receivables on the books. Ms. Fakelis will reach out to legal counsel to determine when the receivables should be written off.

Upon motion by Sharla Elton, seconded by Pat Williams, Board members hereby approve the August 15, 2019 Finance Committee meeting minutes as printed. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 19-08-002 – June 2019 StarkMHAR Financial Statements

Sharla Elton stated that the Finance Committee reviewed June and July financial statements. The financial statements will be discussed in-depth when the July financial statements resolution is discussed.

RESOLVED, that upon **MOTION** by Andy Turowski, **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, 2019:

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

Ayes: M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 19-08-004 -- July 2019 StarkMHAR Financial Statements

Sharla Elton stated that the balance sheet reflects that payables are higher than the same time last year due in part to a large payment for the Signature Health project. Most Providers have submitted invoices for SFY 19, although there are some larger 4th quarter invoices which are being finalized.

RESOLVED, that upon **MOTION** by Sharla Elton, **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, 2019:

- Balance Sheet
- SFY 2019 Revenue and Expense (Budget vs. Actual)
- SFY 2020 Revenue and Expense (Budget vs. Actual)

Ayes: M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

3. Resolution 19-08-006– Calendar Year 2020 Tax Budget

Sharla Elton explained that StarkMHAR is required to submit budget information to the Stark County Budget Commission each year on a calendar year basis. The Board uses the state fiscal year 2020 budget to estimate the calendar year 2020 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

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

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Mike Pomesky, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Finance and the Executive Committees, the submission of the Department Tax Budget for the Calendar Year 2020 as attached.

Ayes: M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams: **Nays:** none; **Abstentions:** none. **Motion carried.**

V. INFORMATION AND BUSINESS TECHNOLOGY COMMITTEE

A. August 13, 2019 Information and Business Technology Committee Meeting Report

Eileen Schwartz, Committee Chair, stated the August 13, 2019 Information and Business Technology Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the meeting. Eileen Schwartz reported the following topics were discussed at the August 13, 2019 Information and Business Technology Committee meeting:

- **NextGen Project Update**

PartnerSolutions has been working on filling two positions that were previously added to the table of organization, a Developer and a Solutions Architect/Project Manager. Both positions are hard to fill due to the current marketplace as well as the skill sets that are needed. PartnerSolutions is also working on a hosting Request for Proposal (RFP). Currently, NextGen servers are being hosted at NTT Technologies in Cincinnati. They have staff that work on the hardware and PartnerSolutions accesses NextGen through them.

Upon motion by Eileen Schwartz, seconded by Andy Turowski, Board members hereby approve the August 13, 2019 Information and Business Technology Committee meeting minutes as printed. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams: **Nays:** none; **Abstentions:** none. **Motion carried.**

VI. POLICY COMMITTEE

A. No August meeting. Next meeting October 10, 2019 at 3 pm.

VII. PROGRAM AND EVALUATION COMMITTEE

A. August 8, 2019 Program and Evaluation Committee Meeting Report

Eileen Schwartz, Committee member, reported that the August 8, 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. Eileen Schwartz reported the following topics were discussed at the August 8, 2019 Program and Evaluation Committee meeting:

- **Recovery Court Program**

Ivan Rosa, Vice President of Recovery Services at CommQuest, and Emily Custer, Recovery Court Coordinator and Lead Counselor at CommQuest gave a brief overview of the Recovery Court program and stated that the team is made up of representatives from the Canton Municipal Court, Canton Prosecutor's Office, CommQuest Services, StarkMHAR, and the Stark County Public Defender's Office. Ms. Custer described the treatment program components and how it is designed to assist offenders with substance use struggles and involvement in the legal system. The program provides access to a range of supportive services to assist clients managing their recovery.

- **Community Plan**

The Community plan was reviewed in June by the Program and Evaluation Committee and the Board. There was no July Board meeting, so the plan was not approved via resolution. A resolution is on the agenda for today's meeting to approve the plan.

- **Ohio Department of Health Survey**

The Ohio Department of Health (ODH) worked with the Stark County Educational Service Center, local school districts, Stark County Health Department, and StarkMHAR to roll out the second year of the Northeast Ohio Youth Health Survey to students in grade 7-12 during the school year. The county wide report should be released within the next month.

Upon motion by Eileen Schwartz, seconded by Pat Williams, Board members hereby approve the August 8, 2019 Program and Evaluation Committee meeting minutes as printed. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams: **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 19-08-001 – StarkMHAR SFY 2020 Community Plan

Eileen Schwartz stated that, as mentioned earlier, the Community Plan was reviewed in June and Resolution 19-08-001 recommends final approval.

WHEREAS, the SFY 2019 and SFY 2020 Community Plan, was submitted to OhioMHAS (Ohio Department of Mental Health and Addiction Services); and

WHEREAS, the Program and Evaluation Committee and StarkMHAR Board reviewed the completed SFY 2019 and SFY 2020 Community Plan before submission; and now, therefore be it

RESOLVED, that upon **MOTION** by Eileen Schwartz, **SECONDED** by Jaylaunna Davis, Stark County Mental Health & Addiction Recovery Board does hereby approve, upon recommendation of the Program and Evaluation and Executive Committees, the submission of the SFY 2019 and SFY 2020 Community Plan and all related documents to OhioMHAS; and, therefore be it finally

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

Ayes: M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams: **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 19-08-003 – Child and Adolescent/Family Engagement Coordinator

Eileen Schwartz stated that the System of Care Expansion grant is piloting a position for a Family Engagement Coordinator. The Family Engagement Coordinator will serve as a liaison between treatment providers at Child and Adolescent and individuals seeking treatment services at their agency.

WHEREAS, the StarkMHAR System of Care Expansion Team wishes to pilot a Family Engagement Coordinator project in the Stark County community; and

WHEREAS, funds for this project are available through the System of Care Expansion Grant and Child & Adolescent Behavioral Health is willing to host the pilot project; and

WHEREAS, StarkMHAR wishes to allocate funding for the System of Care Family Engagement Coordinator Pilot Project through the end of the SFY20; now therefore be it

RESOLVED, that upon **MOTION** by Eileen Schwartz, **SECONDED** by Andy Turowski, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance and Executive Committees, SFY 2020 budget adjustment of the aforementioned funds for the support of services in Stark County as detailed below:

<u>Revenue</u>	\$ 0
<u>Expenses</u>	
Child & Adolescent Behavioral Health	55,973
<u>Total Expenses</u>	<u>55,973</u>
<u>Net Income</u>	<u>\$ (55,973)</u>

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: M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M.Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

VIII. COMMUNITY AFFAIRS COMMITTEE

A. July 8, 2019 Community Affairs Committee Meeting Report

Brandice Schnabel, Community Affairs Chair, reported that the July 8, 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. Brandice Schnabel reported the following topics were discussed at the July 8, 2019 Community Affairs Committee meeting:

- **StarkMHAR Culture Champions**
StarkMHAR's Culture Champions have been working on ways to encourage self-care.
- **Marketing Workshops**
The StarkMHAR Marketing Department will be hosting workshops for Provider agencies who are interested in assistance with their branding and other projects.
- **Leadership Breakfast**
Feedback regarding this year's Leadership Breakfast was all positive.

Upon motion by Brandice Schnabel, seconded by Mike Brink, Board members hereby approve the July 8, 2019 Community Affairs Committee meeting minutes as printed. **Ayes:** M. Brink, R. Campbell, K. Catazaro-Perry, J. Davis, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, A. Turowski, P. Williams; **Nays:** none; **Abstentions:** none. **Motion carried.**

IX. EDUCATION AND TRAINING COMMITTEE

A. No August committee meeting. Next meeting April 2, 2020 at 4 pm

X. EXECUTIVE DIRECTOR REPORT

A. Mr. Aller reported on the following:

- **Local Opiate Usage**
John Aller reported that recently there were four reports of overdose deaths. Stark County Health Department updates their website quickly with any warnings or concerns. StarkMHAR disseminated the information to the public.
- **State Budget for SFY 20**
There was discussion about changing the funding formula for state funds.
- **Meeting with Stark Community Foundations**
Several Provider agencies and John Aller met with Stark Community Foundation to discuss a proposal for leadership development, six sigma work, workforce development and no shows/productivity rates at Provider agencies.
- **Media Communications**
The Marketing Department is drafting media communications for when mass shootings occur. More information will be forthcoming.

XI. CORRESPONDENCE/INFORMATION

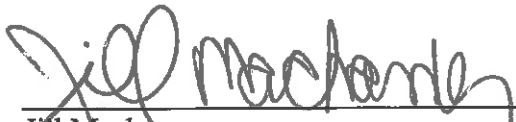
A. There was no correspondence.

XII. PUBLIC COMMENT

A. There was no public comment.

XIII. ADJOURNMENT


Ms. Gonzalez adjourned the August 22, 2019 StarkMHAR Board meeting at 5:26 pm.




Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Pat Williams, Vice President
Stark County Mental Health & Addiction
Recovery



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