



STARK COUNTY
**Mental Health &
Addiction Recovery**

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

I. CALL TO ORDER

Julie Gonzalez, Board President, called the November 21, 2019 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 Richard Bennett, Board members hereby adopt the agenda for the November 21, 2019 Board meeting as presented. **Ayes:** R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

C. Roll Call of Members

Members Present

Richard Bennett
Elizabeth Bowen
Rick Campbell
Kathy Catazaro-Perry
Jaylaunna Davis
Tom Douce
Sharla Elton
Julie Gonzalez
Michael Pomesky
Taylor Schauer
Brandice Schnabel
Eileen Schwartz
Leigh Shaheen
Pat Williams
Diane Wilson

Members Absent

Mark Brink
Andy Turowski

Brandice Schnabel, Board Secretary, 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
Cheryl Metzger, Administrative Supervisor
Jeannie Cool, Manager of Programs and Evaluations
Michele Boone, Director of Clinical Services (via phone)
Allyson Rey, Director of Marketing, Communications & Community Relations
Beth Watson, Director of Human Resources
Allison Esber, Systems Initiative Manager

Guests Present

Child and Adolescent: Joe French

Coleman Professional Services: Steve Inchak and Joyce Unrue
CommQuest: Lisa Gould
NAMI Stark County: Kay Raga
Pathway: Sharlene George

D. Welcome and Introduction of Guests

Julie Gonzalez welcomed everyone to the meeting. Steve Inchak, of Coleman Professional Services, introduced Joyce Unrue. Joyce is the new Director of Nursing at Coleman.

II. APPROVAL OF MINUTES

A. October 24, 2019 Board Meeting Minutes

Julie Gonzalez reported that the October 24, 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 Rick Campbell, seconded by Eileen Schwartz, Board members hereby approve the October 24, 2019 Board meeting minutes as printed. **Ayes:** R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. November 19, 2019 Executive Committee Meeting Reports

Julie Gonzalez, Executive Committee Chair, reported that the November 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 Board meeting.

Julie Gonzalez shared other topics that were discussed at the Executive Committee including:

- **Yearly review of Executive Director's performance**
Board members were asked to complete a review of the Executive Director's performance. This is conducted every year and then submitted to the Executive Committee for review as well as drafting of goals for the upcoming year. The results will be discussed with the Board members at the December Board meeting.
- **Contracts executed in October**
The group reviewed contracts that were for expenses \$25K or less.
- **Update on Provider Agencies**
Committee members discussed the work that is being done with Foundations and CommQuest to address some operational challenges.
- **Board Member Workshop**
StarkMHAR and Sisters of Charity coordinated a training for Board members and staff of multiple agencies.

Upon motion by Julie Gonzalez, seconded by Eileen Schwartz, Board members hereby approve the November 19, 2019 Executive Committee meeting minutes as printed. **Ayes:** R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 19-11-021 -- Update to Table or Organization – Human Resources

John Aller shared that this resolution proposes adding a new position to the table of organization. The new role, Human Resource Specialist, would focus on the fiscal aspects

of the organizations and the Director of Human Resources would focus on engagement, retention, performance management and other functions. Beth Watson, the current Human Resources Director, has indicated an interest in the Human Resource Specialist position since that position aligns more with her background

WHEREAS, review of workloads and responsibilities in the Human Resources Department due to StarkMHAR increased staffing has resulted in the need for additional Human Resource staff to be added to the table of organization; therefore, be it

RESOLVED, that upon **MOTION** by Richard Bennett, **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 Human Resource Specialist is created with a Grade 5 salary range of \$45,720 - \$68,580 reporting to the Director of Human Resources.

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: R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

IV. FINANCE COMMITTEE

A. The Finance Committee did not meet in November. Their next meeting is Friday, December 13, 2019 at 7:30 am.

V. INFORMATION AND BUSINESS TECHNOLOGY COMMITTEE

A. The Information and Business Technology Committee did not meet in November. Their next meeting is Tuesday, February 11, 2019 at 4 pm.

VI. POLICY COMMITTEE

A. The Policy Committee did not meet in November. Their next meeting is Thursday, December 12, 2019 at 3 pm

VII. PROGRAM AND EVALUATION COMMITTEE

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

Tom Douce, Committee Chair, reported that the November 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. Tom Douce stated that the Program and Evaluation Committee discussed the following:

- **ROSC (Recovery Oriented System of Care) Update**

An overview of ROSC was shared with the committee. ROSC is a coordinated network of community-based services and supports that is person-centered and builds on the strengths and resiliencies of individuals, families, and communities to achieve abstinence and

improved health wellness, and quality of life for those with or at risk of alcohol and drug problems.

• **Update on Several Grants**

Committee members were updated on a three-year proposal that was developed in conjunction with local foundations to work on four areas with StarkMHAR and Provider agencies: productivity/access, process improvement, workforce development and retention programs and leadership development.

Upon motion by Tom Douce, seconded by Eileen Schwartz, Board members hereby approve the November 14, 2019 Program and Evaluation meeting minutes as printed. **Ayes:** R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 19-11-022 -- Recovery Court

Tom Douce stated that StarkMHAR originally allocated funds for SFY 2019 for Addiction Treatment Programs (ATP) based on an estimate from the previous year. StarkMHAR received notice from OhioMHAS (Ohio Mental Health and Addiction Services) that the ATP grant allocation was awarded at a reduced amount. ATP grant funds are used to implement the Recovery Court program.

WHEREAS, StarkMHAR has received notice from OhioMHAS (Ohio Mental Health and Addiction Services) that the Addiction Treatment Program (ATP) grant allocation was awarded at a reduced amount;

WHEREAS, the ATP grant funds are used to implement the Recovery Court program by allocating these resources to Canton Municipal Court for Recovery Court administration and to CommQuest Services for client recovery supports; and

WHEREAS, the Recovery Court program will continue to operate with the reduction in funding outlined below; now therefore be it

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

Revenue

State Revenue \$ (40,847)

Expenses

Board Administered Grants (5,927)

CommQuest Services (34,920)

Total Expenses (40,847)

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: R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 19-11-023 -- Community Linkage

Tom Douce stated that StarkMHAR received notice from OhioMHAS (Ohio Mental Health and Addiction Services) that the Community Transition Program (CTP) grant allocation was awarded at an increased amount. Resolution 19-11-023 allocates those funds to Coleman Professional Services.

WHEREAS, StarkMHAR has received notice from OhioMHAS (Ohio Mental Health and Addiction Services) that the Community Transition Program (CTP) grant allocation was awarded at an increased amount due to carry over;

WHEREAS, the CTP grant funds are used to implement the Community Linkage program by allocating these increased resources to Coleman Professional Services for client treatment and recovery supports Stark County residents returning from prison; now therefore be it

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

Revenue

| | |
|---------------|------|
| State Revenue | \$ 0 |
|---------------|------|

Expenses

| | |
|-------------------------------|--------|
| Coleman Professional Services | 53,450 |
|-------------------------------|--------|

| | |
|-----------------------|---------------|
| Total Expenses | <u>53,450</u> |
|-----------------------|---------------|

| | |
|-------------------|--------------------|
| Net Income | <u>\$ (53,450)</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: R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

VIII. COMMUNITY AFFAIRS COMMITTEE

A. November 11, 2019 Community Affairs Committee Meeting Report

Brandice Schnabel, Committee Chair, reported that the November 11, 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. Brandice Schnabel stated

that the Community Affairs Committee discussed the following:

- **Mindfulness Walk**
The Mindfulness Walk at Petros Park won the top Capitol Improvement Project Award in Ohio given by the Ohio Parks and Recreation Association.
- **Partnerships with Library**
StarkMHAR partnered with the Stark County Library to host Elizabeth Vargas and David Sheff.
- **ThinkBig**
The Stark Community Foundation organized ThinkBig in Stark County. ThinkBig is a day of county-wide community conversations. It's designed to give residents a voice and bring people together. StarkMHAR hosted two ThinkBig conversations. There were 170 conversations hosted across the county.
- **Marketing Workshops**
StarkMHAR will be hosting marketing workshops for Provider agencies interested in assistance with their marketing programs.

Upon motion by Brandice Schnabel, seconded by Kathy Catazaro-Perry, Board members hereby approve the November 11, 2019 Community Affairs Committee meeting minutes as printed.

Ayes: R. Bennett, E. Bowen, R. Campbell, K. Catazaro-Perry, J. Davis, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, T. Schauer, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

IX. EDUCATION AND TRAINING COMMITTEE

- A. The Education and Training Committee did not meet in November. Their next meeting is February 6, 2020 at 4 pm.

X. EXECUTIVE DIRECTOR REPORT

- A. Mr. Aller reported on the following:

- **Recognition of Human Resources Director**
John took this opportunity to recognize the exemplary work that Beth Watson, the Human Resources Director, has done to support StarkMHAR and its growth.
- **State Funding Formula**
John Aller stated that the Ohio Department of Mental Health and Addiction Services (OhioMHAS) has been asked by the state to review their current funding formula. The current formula was drafted many years ago. OhioMHAS has indicated they are going to have a new formula drafted by June 2021. StarkMHAR has been working with a consultant who is a national expert on how other states have developed their mental health and AoD funding formulas.
- **Conference at Walsh University**
John Aller shared that he, along with Senator Portman, presented at Walsh University's conference on opiates on Friday, November 8, 2019. Senator Portman shared with the audience that he would like to make federal funds less restrictive so they can be used to reduce overdose deaths.

Additionally, John Aller, stated that overdose deaths in Stark County have recently increased compared to recent years.

XI. CORRESPONDENCE/INFORMATION

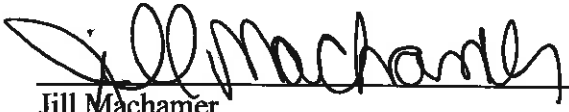
A. There was no correspondence.

XII. PUBLIC COMMENT

A. There was no public comment.

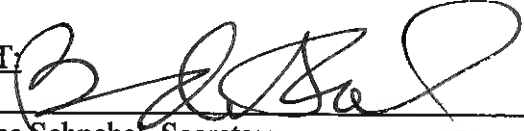
XIII. ADJOURNMENT

Ms. Gonzalez adjourned the November 21, 2019 StarkMHAR Board meeting at 4:54 pm.

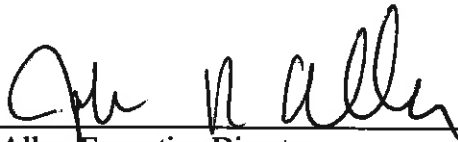


Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST: 

Brandice Schnabel, Secretary
Stark County Mental Health & Addiction
Recovery



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