



**BOARD MEETING MINUTES
THURSDAY, APRIL 23, 2020 @ 4:00 PM**

I. CALL TO ORDER

Julie Gonzalez, Board President, called the April 23, 2020 StarkMHAR (Stark County Mental Health and Addiction Recovery) video and teleconference meeting to order at 4:05 PM.

A. Roll Call of Members

Members Present

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

Members Absent

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
Michele Boone, Director of Clinical Services
Allyson Rey, Director of Marketing, Communications & Community Relations
Allison Esber, Systems Initiative Manager
Jennifer McIntosh, Director of Partner Solutions
Emily Provance, Director of Human Resources
Jeannie Cool, Manager of Programs and Evaluations
Cheryl Metzger, Administrative Supervisor

Guests Present

Child & Adolescent Behavioral Health: Joe French
Coleman: Steve Inchak and Michelle Allison-Smith
Foundations: Tiffany Brown
NAMI Stark Cty: Kay Raga

Ohio Guidestone: Monica Mlinac
Pathway: Wendy Tracy

B. Adoption of Agenda

Upon motion by Julie Gonzalez, seconded by Kathy Catazaro-Perry, Board members hereby adopt the agenda for the April 23, 2020 Board meeting as presented. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, 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. Welcome and Introduction of Guests

Julie Gonzalez welcomed everyone to the meeting.

II. CONSENT AGENDA ITEMS

A. February 27, 2020 Board Meeting Minutes

B. April 9, 2020 Board Meeting Minutes

Julie Gonzalez indicated that Board members had received these minutes prior to the Board meeting and asked if there were any edits or questions. Upon motion by Richard Bennett, seconded by Elizabeth Bowen, Board members hereby approved the Board meeting minutes from February 27, 2020 and April 9, 2020 as written. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, 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. NEW BUSINESS

A. April 21, 2020 Executive Committee Meeting Minutes

Julie Gonzalez, Executive Committee Chair, reported that the April 21, 2020 Executive Committee meeting minutes were emailed to Board members for their review prior to the Board meeting. Julie asked Emily Provance to give an update on the two mini grants awarded.

• **Mini Grants Awarded**

Emily Provance shared that StarkMHAR offered a funding opportunity to Stark County based 501(c)3 non-profit organizations for the development of new, and continuation of current, youth programs that address social factors like education, poverty and lack of family supports that undermine physical and mental wellness. The following organizations have been selected to receive a \$2,500 mini-grant for summer programming:

a. **Bridge Point Community Services**

Connecting Point's goal is to extend services throughout the summer that are provided to children during the school year such as: delivery of hot meals, basic supplies, fun learning activities and the hope and opportunity for families to provide such services on their own in the future.

b. **Delta Sigma Theta Sorority, Inc. Stark County Alumnae Chapter**

Delta Sigma would like to address community concerns regarding the lack of programming for black women and girls. The Institute will focus on guiding girls into womanhood with educational support and professional guidance that will teach them how to create opportunities for academic success, enhance their decision-making and communication skills, develop their abilities and talents, compete in a

global society, and become change agents in the transformations of their communities.

Upon motion by Julie Gonzalez, seconded by Elizabeth Bowen, Board members hereby approve the April 21, 2020 Executive Committee meeting minutes as printed. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, 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.**

B. Resolutions

a) Resolution 20-04-041 -- StarkMHAR February Financial Statements

Sharla Elton discussed the February financial statements and shared that the balance sheet is like previous months. Cash is the same as last year at this time, but it is down from January. Receivables are down from last year due to Provider advances and Signature Health charges. Payables are also down due to the timing of payments at the county. There are not a lot of changes on the profit and loss statements. Board operations are on track and Providers billings are like previous months.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Kathy Catazaro- Perry, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Executive Committee, StarkMHAR's financial statements listed below for the period ending February 29, 2020:

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

Ayes: M. Balderson, R. Bennett, E. Bowen, M. Brink, 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.**

b) Resolution 20-04-042 – Budget Adjustment for PartnerSolutions Health Informatics

Jennifer McIntosh reminded the Board members that the Signature Health contract was canceled in January of this year. Since then, PartnerSolutions has been reviewing the business plan to determine the implications for the department. The plan was based on the premise that PartnerSolutions would be partnering with other organizations for new implementations. The analysis determined that budget changes were needed now.

Stef Fakelis explained that Resolution 20-04-042 recommends reducing the budget by \$475,327 most of which is due to the loss of the Signature Health contract.

WHEREAS, StarkMHAR established budgets for SFY20 in resolution 19-06-062; and

WHEREAS, StarkMHAR/PartnerSolutions has identified changes that will require a budget adjustment; and

WHEREAS, restructuring changes were needed within the PartnerSolutions Health Informatics (PSHI) department of StarkMHAR as a result of a contractual loss of business; and

WHEREAS, due to this recent event, the PSHI business plan was reviewed in depth. This analysis resulted in strategic changes that resulted in necessary budget adjustments; and

WHEREAS, resources and revenue have been adjusted accordingly to support the core business needs for the current Electronic Health Record project serving various providers; and

WHEREAS, StarkMHAR wishes to reflect budget adjustments for SFY20 for the portion of the project expected to occur in this fiscal year; now therefore be it

RESOLVED, that upon **MOTION** by Elizabeth Bowen, **SECONDED** by Eileen Schwartz, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Executive Committee, SFY 2020 budget adjustment of the aforementioned funds as detailed below:

<u>Revenue</u>	
Local	\$ (475,327)
<u>Expenses</u>	
PartnerSolutions-Health Informatics	(704,479)
Net Income	<u>\$ 227,152</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. Balderson, R. Bennett, E. Bowen, M. Brink, 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) Resolution 20-04-043 -- Budget Adjustment – COVID 19 Response

John Aller stated that Provider agencies were contacted and asked to review their service delivery and projected losses and determine what they needed to continue providing services through June 2020. John shared that there are small business loans available for organizations as well as Payroll Protection Programs (PPPs). Most of the organizations applied for these funds. Many of the organizations have conducted some strategic layoffs.

John stated that Resolution 20-04-043 reflects the responses from Providers to help sustain them during the pandemic. Child and Adolescence and NAMI are asking for an increase in their allocation and the other Providers are looking at a reduction in their allocation.

WHEREAS, StarkMHAR established budgets for SFY20 in resolution 19-06-062; and

WHEREAS, StarkMHAR recognizes the effect of the COVID-19 emergency on its contract behavioral health service providers and the needs and priorities of Stark County residents; and

WHEREAS, StarkMHAR has contacted each contracted provider to determine funding needs through the remainder of this fiscal year to assure services continue to be provided, and

WHEREAS, StarkMHAR is invoking Section 11.9 (Cost Containment) of the SFY20 Provider Contract Manual which gives StarkMHAR the right to make

changes to the amount of services it will reimburse during the term of the contract; and

WHEREAS, StarkMHAR has worked with the providers to determine their needs through end of SFY and we are therefore making adjustments based on that information. Not all providers are listed because some providers needed no allocation adjustment. In addition, CommQuest has received Payroll Protection Program funds and they cannot currently determine their need. This hold on their adjustment was agreed upon mutually by both CommQuest and StarkMHAR; therefore, we are taking no action related to their allocation at this time.

RESOLVED, that upon **MOTION** by Richard Bennett, **SECONDED** by Taylor Schauer, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Executive Committee, SFY 2020 budget adjustment of the aforementioned funds as detailed below:

Revenues

Federal	
State	(343,063)
Local	(114,100)
	(90,751)
Total Revenue	<u>(547,914)</u>

Expenses

Canton Community KidSummit	(22,902)
Child & Adolescent Behavioral Health	198,016
Coleman Professional Services	(78,946)
Foundations	(1,250)
ICAN Housing	(43,125)
NAMI Stark County	2,213
Pathways Caring for Children	(174,012)
Stark County TASC	(410,258)
Summit Psychological	(94,792)
Total Expense	<u>(625,056)</u>
Net Income	<u>\$ 77,142</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. Balderson, R. Bennett, E. Bowen, M. Brink, 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.**

d) Resolution 20-04-044 -- SFY 2020 Health Officers Update

Michele Boone reminded Board members that health officers were appointed in June for SFY 2020. Coleman Professional Services has requested changes to the health officers through the remainder of SFY 2020 due to staffing changes.

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 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 2020 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
Michael Wiandt	LSW	Pre-Screener
Tomika West	LPCC-S	Pre-Screener
Kathleen Trissel	LPCC	Mobile Response
Brittany Berczik	LPCC-S	Director, Mobile Response
Michelle Allison-Smith	LPCC-S	Chief Officer
Nick Fulks	LSW	Mobile Response
Linda Adams	LPC	Pre-Screener
Rochelle Jimenez	LPCC-S	Director, Crisis Support Services
Lisa Hamilton	LPC	Pre-Screener
Theresa Lash	LPCC	Mobile Response
Benjamin Mickey	LPC	Pre-Screener
Sheila Stauffer	LPC	Pre-screener
Robert Noland	LPC	Pre-Screener
Ashley Fuller	LPC	Director of CSU
Angela Parsons	LISW-S	Pre-Screener
Pamala Phillips	LSW	Pre-Screener
Trina Danzy	LSW	Pre-Screener
Shannon Smith	LSW	Mobile Response

RESOLVED, upon **MOTION** by Tom Douce, **SECONDED** by Jaylaunna Davis, StarkMHAR, upon recommendation of the Executive Committee, does hereby approve the appointments of the above listed individuals as health officers effective April 23, 2020 through June 30, 2020 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. Balderson, R. Bennett, E. Bowen, M. Brink, 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.**

e) **Resolution 20-04-045 -- Table of Organization/Staff Position Name Change**

John Aller stated that Resolution 20-04-045 requests the Marketing Specialist title be changed to Communications Coordinator. This request is due to the change in the role and responsibilities of the position. This title change would also move the role into a new salary range.

WHEREAS, review of workloads and responsibilities has resulted in the need for additional job duties to be assigned; therefore, be it

RESOLVED, that upon **MOTION** by Kathy Catazaro-Perry, **SECONDED** by Taylor Schauer, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Executive Committee, the proposed changes as detailed below:

Staff Position Change

- Marketing Specialist renamed Communications Coordinator with a Grade 4 salary range of \$41,650 - \$56,350 with FLSA overtime status changed to exempt. The position will continue to report to the Director of Marketing, Communications and Community Relations.

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. Balderson, R. Bennett, E. Bowen, M. Brink, 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. EXECUTIVE DIRECTOR REPORT

B. Mr. Aller reported on the following:

• **StarkMHAR's Priorities**

John Aller shared that StarkMHAR's top priorities right now are COVID-19 and SFY 2021 allocations. John indicated that StarkMHAR is anticipating budget cuts on a state and local level for the next SFY.

John stated that everyone, including StarkMHAR, are having trouble accessing PPEs (Personal Protective Equipment). StarkMHAR has managed to find some items to help the Providers and Adult Care Facilities.

John stated that Coleman is renovating a building on 13th Street in order to use it as an 8 to 10 bed unit that will house individuals who have been impacted by COVID-19 and need to be quarantined.


Allyson Rey gave a quick update on marketing's focus. They have been working on messaging about stress relief, unplugging from the news, and checking in on young people. Additionally, they have been working with Coleman on a mailing about mobile response. Lastly, they are sharing that behavioral health services are available via telehealth as well as providing resources at school food distribution sites.

V. PUBLIC COMMENT

A. There was no public comment.

VI. ADJOURNMENT


Ms. Gonzalez adjourned the April 23, 2020 StarkMHAR Board meeting at 5:17 pm.



Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Brandice Schnabel, Secretary
Stark County Mental Health & Addiction
Recovery



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