

STARK COUNTY
**Mental Health &
Addiction Recovery**

**BOARD MEETING MINUTES
THURSDAY, OCTOBER 22, 2020 @ 4:00 PM**

I. CALL TO ORDER

Pat Williams, Board President, called the October 22, 2020 StarkMHAR (Stark County Mental Health and Addiction Recovery) video and teleconference meeting to order at 4:02 PM.

A. Adoption of Agenda

Upon motion by Richard Bennett, seconded by Brandice Schnabel, Board members hereby adopt the agenda for the October 22, 2020 Board meeting as presented. **Ayes:** R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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. Roll Call of Members

Members Present

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

Members Absent

Michelle Balderson
Rick Campbell
Jaylaunna Davis

Richard Bennett, 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
Anju Mader, Special Director of Care Integration
Allison Esber, Systems Initiative Manager
Jeannie Cool, Manager of Programs and Evaluation
Allyson Rey, Director of Marketing, Communications & Community Relations
Cheryl Metzger, Administrative Supervisor
Emily Provance, Director of Human Resources
Jennifer McIntosh, Director of Heartland East

Guests Present

Child & Adolescent: Joe French
Coleman Professional Services: Stephen Inchak
CommQuest: Keith Hochadel
Foundations: Tiffeny Brown
NAMI : Kay Raga
Pathway: Wendy Tracy
Stark County TASC: David Wills

C. Welcome and Introduction of Guests

Pat Williams welcomed everyone to the meeting.

II. APPROVAL OF MINUTES

A. September 24, 2020 Board Meeting Minutes

Pat Williams reported that the September 24, 2020 meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Upon motion by Brandice Schnabel, seconded by Richard Bennett, Board members hereby approve the September 24, 2020 Board meeting minutes as written. **Ayes:** R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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. October 20, 2020 Executive Committee Meeting Report

Pat Williams reported that the October 20, 2020 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. Pat reported the following items were discussed:

- **Contracts Executed in September**
The committee reviewed contracts executed in September.
- **Strategic Planning**
The committee discussed the planning process for the next strategic plan.
- **Political Action Committee (PAC)**
Each year the Ohio Association of County Behavioral Health Authorities (OACBHA) asks the Boards to encourage membership in their Political Action Committee (PAC). The contributions are utilized to support advocacy work for Boards and the people of Ohio. Committee members interested in becoming a member are asked to return the completed form to Jill Machamer by Friday, November 13, 2020.

Upon motion by Pat Williams, seconded by Elizabeth Bowen, Board members hereby approve the October 20, 2020 Executive Committee meeting minutes as printed. **Ayes:** R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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. October 15, 2020 Finance Committee Meeting Report

Sharla Elton reported that the October 15, 2020 Finance Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review

prior to the Board meeting. The following topics were addressed:

- **SFY 2020**
Committee members reviewed the fourth quarter Provider dashboard.
- **Indirect Cost Rate**
StarkMHAR staff and Provider agencies are working together on reconciliations for SFY 20.

Upon motion by Sharla Elton, seconded by Kathy Catazaro-Perry, Board members hereby approve the October 15, 2020 Finance Committee meeting minutes as printed. Ayes: R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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 20-10-015 - September 2020 StarkMHAR Financial Statement

Sharla Elton stated the balance sheet is consistent with previous months. Cash is up from last year mainly due to the K-12 Prevention and the foundation grant. Receivables are up mainly due to Signature Health and the timing of the OhioMHAS funds.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Elizabeth Bowen, 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 September 30, 2020:

- Balance Sheet
- SFY 2020 Revenue and Expense (Budget vs. Actual)
- SFY 2021 Revenue and Expense (Budget vs. Actual)

Ayes: R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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 20-10-016 – Provider Billing Overages

Sharla Elton stated providers have an established allocation for their programs at the beginning of the fiscal year. Once that amount is billed, they are no longer reimbursed for that program, but billings are still collected for consideration of payment. Most of the overages are under \$25K and less than 10% of the providers total billings. StarkMHAR is proposing to pay the full amount of the overage, with an exception based on concerns about the program's implementation.

WHEREAS, billings attributable to SFY 2020 services have been closely monitored; and
WHEREAS, it has been determined, that there will be unspent funds from SFY 2020 provider allocations; and

WHEREAS, some providers have billings in excess of certain budget lines; and
WHEREAS, details about those providers and their billings have been presented to the Program and Evaluation, Finance and Executive Committees and all committees recommend payment for portions of those billings; and now therefore be it

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Kathy Catazaro-Perry, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance, and Executive Committees, payments for services billed in excess

of line item budgets to the providers in the amounts listed below; which may increase a provider's allocation for SFY 2020:

Provider	Line Item	Amount
Child & Adolescent BH	Youth Led Prevention	\$ 3,708
CommQuest	Medication Assisted Recovery	16,500
CommQuest	Adult Integrated	15,198
CommQuest	Adult Intensive	40,871
CommQuest	TAY	23,372
CommQuest	Recovery Housing	531
Foundations	Bus Mentoring	1,250
Foundations	Classes & Support Groups	5,822
ICAN	Permanent Housing	20,552
NAMI	System Navigator	2,499
Pathways	Respite	16,530
Stark Community Support Network	Community Support Service	5,880
Stark Community Support Network	Community Response Team	7,090
Stark County TASC	Peer Support	25,228
WATOES	Community Response Team	3,190
	Total	\$ 188,221

RESOLVED, StarkMHAR stipulated these adjustments are one-time funding and not on-going allocations; and therefore, be it finally

RESOLVED, StarkMHAR authorized the execution of the documents necessary to implement the intent of this Resolution, including but not limited to allocation notices, appropriation, encumbrance and disbursement of funds.

Ayes: R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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.**

3. RESOLUTION 20-10-017 – Polaris Project (TASC)

Sharla Elton stated that StarkMHAR has received additional funds from OhioMHAS for recovery supports to be used for the Polaris Program implemented by TASC.

WHEREAS, StarkMHAR received additional funds from OhioMHAS for recovery supports to be used in the mental health court of Canton Municipal Court known as the Polaris Program; and

WHEREAS, StarkMHAR already funds Stark County TASC for the supportive services provided in the Polaris Program; and

WHEREAS, this change requires a budget adjustment to the amount previously approved for Stark County TASC; now therefore be it

RESOLVED, that upon **MOTION** by Brandice Schnabel, **SECONDED** by Sharla Elton, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance, and Executive Committees, SFY 2021 budget adjustment of the aforementioned funds as detailed below:

<u>Revenue</u>	
Federal	\$ 5,172
 <u>Expenses</u>	
Stark County TASC	<u>5,172</u>
 <u>Net Income</u>	 <u>\$ 0</u>

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

4. RESOLUTION 20-10-018 – Regular Services Program Grant (Coleman)

Sharla Elton shared that OhioMHAS has awarded funds for the Regular Services Program grant to StarkMHAR. The funds are to be used to assist people recover from the psychological effects of COVID-19. Coleman will provide the services for the remainder of SFY 2021.

WHEREAS, StarkMHAR received an award for the Regular Servies Program grant from OhioMHAS funded by FEMA to assist people in recovering from the psychological effects of COVID-19 through outreach and education; and

WHEREAS, Coleman Professional Services was approved by OhioMHAS in the award to provide the indicated services to Stark County residents for the remainder of SFY21; now therefore be it

RESOLVED, that upon **MOTION** by Kathy Catazaro-Perry, **SECONDED** by Tom Douce, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance, and Executive Committees, SFY 2021 budget adjustment of the aforementioned funds as detailed below:

<u>Revenue</u>	
Federal	\$ 207,542
 <u>Expenses</u>	
Coleman	<u>207,542</u>
 <u>Net Income</u>	 <u>\$ 0</u>

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

5. RESOLUTION 20-10-019 – Regional Detox Program (CommQuest)

Sharla Elton stated that StarkMHAR has received funds from OhioMHAS for regional detox referrals. The funds will be used for a detox program operated by CommQuest to serve clients in the surrounding Boards within the Heartland Board Region where those services are not provided.

WHEREAS, StarkMHAR received funds from OhioMHAS for regional detox referrals from counties in the Heartland catchment area; and

WHEREAS, StarkMHAR currently contracts with CommQuest to provide detox services and CommQuest has capacity to accept new out of county referrals; now therefore be it

RESOLVED, that upon **MOTION** by Elizabeth Bowen, **SECONDED** by Taylor Schauer, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance, and Executive Committees, SFY 2021 budget adjustment of the aforementioned funds as detailed below:

<u>Revenue</u>	
State	\$ 50,000
 <u>Expenses</u>	
CommQuest	50,000
Net Income	<u>\$ 0</u>

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

6. RESOLUTION 20-10-20 – Outpatient Substance Use Disorder Program (Hope United)

Sharla Elton stated that Hope United is a new provider that is requesting funding to provide outpatient substance use disorder services. The funds being used are a carryover from SFY 2020.

WHEREAS, StarkMHAR received a program proposal from a new treatment provider, Hope United, requesting to provide outpatient substance use disorder ASAM 1.0 level services which would expand access; and

WHEREAS, StarkMHAR had remaining funds to allocate for the treatment of substance use disorders and recommends adding Hope United as a new provider; now therefore be it

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Eileen Schwartz, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance, and Executive Committees, SFY 2021 budget adjustment of the aforementioned funds as detailed below:

Revenue

\$ 0

Expenses

Hope United

70,000

Net Income

\$ (70,000)

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

7. RESOLUTION 20-10-021 – Indigent Hospitalizations

Sharla Elton stated that StarkMHAR received funds from OhioMHAS to pay for inpatient psychiatric hospitalizations of indigent individuals in the event our local regional psychiatric hospital would need to close admissions due to a COVID-19 outbreak that affects either patients or staff. There are specific authorizations, monitoring, and communication that are required. Staff will work to create the new clinical and fiscal process that this will require.

WHEREAS, StarkMHAR received funds from OhioMHAS to pay for inpatient psychiatric hospitalization for indigent individuals in the community to access psychiatric services in the event our local regional psychiatric hospital, Heartland Behavioral Health, would need to close admissions due to a COVID outbreak or exceeding patient to staff ratios; and

WHEREAS, StarkMHAR will establish contracts with private psychiatric hospitals in the state for inpatient psychiatric placements to provide continued access for this level of service and facilitate funding of an approved stay should Heartland Behavioral Health close admissions; now therefore be it

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Kathy Catazaro-Perry, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation, Finance, and Executive Committees, SFY 2021 budget adjustment of the aforementioned funds as detailed below:

Revenue

Federal

\$ 98,324

Expenses

Inpatient

98,324

Net Income

\$ 0

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

8. RESOLUTION 20-10-022 – CY 2021 Appropriations

Sharla Elton stated that StarkMHAR is required to establish a budget with Stark County every calendar year. The CY2021 Appropriations are based on the SFY 2021 budget.

WHEREAS, StarkMHAR approved Resolution 19-10-018 in October 2019 approving estimated revenues and appropriations for calendar year (CY) 2020 (January 1 – December 31, 2020); and

WHEREAS, all unexpended and unencumbered appropriations expire on December 31, 2020; and

WHEREAS, the amount of unencumbered cash will be certified by the Stark County auditor as Estimated Resources; and

WHEREAS, the Board wishes to establish appropriations for the calendar year 2021 (January 1 – December 31, 2021) for Fund 685; now, therefore be it

RESOLVED, that upon **MOTION** by Richard Bennett, **SECONDED** by Sharla Elton, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Finance and Executive Committees, CY 2021 appropriations for StarkMHAR operations and contractual services in the amount of \$ 30,606,983 for the time period of January 1, 2021 through December 31, 2021 for Fund #685 “Mental Health and Recovery Services Fund” account, as follows:

Expense Account No:	Expense Account Name	Appropriations
685.60.0000.6100		
0	Personnel Services - Salaries	2,828,962.00
685.60.0000.6200		
0	Personnel Services - Benefits	1,170,375.00
685.60.0000.6300		
0	Supplies & Materials	44,690.00
685.60.0000.6400		
0	Purchased Services	23,874,844.00
685.60.0000.6500		
0	Capital Outlay	44,208.00
685.60.0000.6700		
0	Other Expenses	2,643,904.00
	Total:	30,606,983.00

and, be it further

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within the 685 MHSR Board Fund and; therefore, be it finally

RESOLVED, StarkMHAR authorized the execution of the documents necessary to accomplish the intent and purpose of this Resolution.

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

Abstentions: D. Wilson: **Motion carried.**

9. RESOLUTION 20-10-23 – Approval of Contracts/Consultants

Sharla Elton stated the contract with the Stark County Educational Services is over the \$25K threshold for contracts. The contract is to employ a Family Engagement Coordinator through the system of care sustainability grant.

WHEREAS, with the Boards review and approval of Resolution 18-02-042 creating a policy to comply with Ohio Revised Code Sections 340.041 regarding the execution of contracts; and

WHEREAS, the policy requires the Executive Director to receive prior approval from the Board prior to executing contracts with expenditure amounts of \$25,000 or more, or those that are for expenditures less than \$25,000 that are not for standard board operations or emergency clinical and recovery support services; now, therefore, be it

RESOLVED, that upon **MOTION** by Elizabeth Bowen, **SECONDED** by Sharla Elton, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Finance and Executive Committees, the Executive Director’s execution of the following contracts; and be it further.

Organization	Scope	Amount	Period
Expense			
Stark County Educational Services	Contract for StarkMHAR to employ a Family Engagement Coordinator through the System of Care grant. .	\$291,000.00	October 1, 2020- September 30, 2024

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

V. INFORMATION AND BUSINESS TECHNOLOGY

A. No October meeting. Next tentative meeting is November 10, 2020 at 4 pm.

VI. PROGRAM AND EVALUATION

A. October 8, 2020 Program and Evaluation Committee Meeting Report

Tom Douce, Program and Evaluation Committee Chair stated that the October 8, 2020 Program and Evaluation Committee meeting minutes were emailed to Board members for their review prior to the meeting. Tom Douce reported the following was discussed at the October 8, 2020 Program and Evaluation Committee meeting:

▪ **SFY 2022 RFP**

Committee members reviewed the timeline for the SFY 22 RFP.

Upon motion by Tom Douce, seconded by Elizabeth Bowen, Board members hereby approve the October 8, 2020 Program and Evaluation Committee meeting minutes as printed. **Ayes:** R. Bennett, E. Bowen, M. Brink, K. Catazaro-Perry, 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.**

VII. POLICY COMMITTEE

A. No October meeting. Next meeting is TBD.

VIII. COMMUNITY AFFAIRS COMMITTEE

A. No October meeting. Next meeting is November 9, 2020 at 4 pm.

IX. EDUCATION AND TRAINING COMMITTEE

A. No October meeting. Next meeting in the spring of 2021

X. EXECUTIVE DIRECTOR REPORT

A. John Aller reported on the following:

• **Status of Current StarkMHAR Strategic Plan**

John reviewed a PowerPoint with the Board members on the status of StarkMHAR's current strategic plan, which goes through June of 2021. John reviewed the goals, objectives, performance measures as well as the current status of these items. John shared that some performance measures were affected by COVID-19.

XI. CORRESPONDENCE/INFORMATION

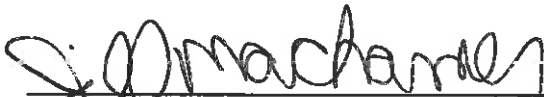
A. There was no correspondence.

XII. PUBLIC COMMENT

A. No public comment.

XIII. ADJOURNMENT

Pat Williams adjourned the October 22, 2020 StarkMHAR Board meeting at 5:16 pm.

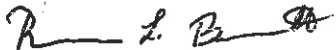


Jill Machamer

Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Richard Bennett, Secretary
Stark County Mental Health & Addiction
Recovery



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