



STARK COUNTY
**Mental Health &
Addiction Recovery**

**BOARD MEETING MINUTES
THURSDAY, DECEMBER 17, 2020 @ 4:00 PM**

I. CALL TO ORDER

Pat Williams, Board President, called the December 17, 2020 StarkMHAR (Stark County Mental Health and Addiction Recovery) video and teleconference meeting to order at 4:04 PM.

A. Adoption of Agenda

Upon motion by Richard Bennett, seconded by Eileen Schwartz, Board members hereby adopt the agenda for the December 17, 2020 Board meeting as presented. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. Roll Call of Members

Members Present

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

Members Absent

Mike Pomesky
Taylor Schauer

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
Allison Esber, Systems Initiative Manager
Jeannie Cool, Manager of Programs and Evaluation
Allyson Rey, Director of Marketing, Communications & Community Relations
Cheryl Metzger, Administrative Supervisor
Jennifer McIntosh, Director of Heartland East

Guests Present

NAMI : Kay Raga
Pathway: Wendy Tracy

C. Executive Session

Upon motion by Rick Campbell, seconded by Tom Douce, Board members voted to go into executive session at 4:06 pm to discuss the Executive Director's annual performance evaluation. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.** Pat Williams excused guests and Board staff.

Pat Williams adjourned Executive Session at 4:32 PM. The December 20, 2020 StarkMHAR Board meeting was called back to open session.

1. Resolution 20-12-025 -- Executive Director Review/Compensation

Pat Williams stated that Resolution 20-12-025 recommends the continued employment of the Executive Director at his current salary and compensation package. All StarkMHAR employees were approved for a 1.6% cost of living increase on June 25, 2020. Mr. Aller also received the cost-of-living adjustment in June. Mr. Aller's yearly performance review was conducted in November and all performance expectations had been met or exceeded.

WHEREAS Resolution 08-03 approved on January 1, 2008 appointed John R. Aller as the executive director of the Stark County Mental Health and Addiction Recovery Board (the Board) effective January 1, 2008; and

WHEREAS the Stark County Mental Health and Addiction Recovery Board's bylaws states the Board's Executive Committee shall receive and review the performance evaluation of the executive director according to agreed upon procedures; and

WHEREAS, in November 2020 an evaluation was conducted that demonstrated Mr. Aller had met and/or exceeded all performance expectations; and therefore, be it,

RESOLVED, upon a **MOTION** by Rick Campbell, **SECONDED** by Tom Douce, the Stark County Mental Health and Addiction Recovery Board, upon recommendation of the Executive Committee, does hereby approve the Executive Director's continued employment at his current salary and compensation package; therefore, be it finally,

RESOLVED, that the Board does hereby authorize the execution of the documents necessary to implement the intent of this Resolution, including but not limited to appropriation, encumbrance, payroll status forms, and disbursement of funds.

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

D. Welcome and Introduction of Guests

Pat Williams welcomed everyone to the meeting.

II. APPROVAL OF MINUTES

A. November 19, 2020 Board Meeting Minutes

Pat Williams reported that the November 19, 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 Rick Campbell, seconded by Elizabeth Bowen, Board members hereby approve the November 19, 2020 Board meeting minutes as written. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. December 15, 2020 Executive Committee Meeting Report

Pat Williams reported that the December 15, 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 November**

The committee reviewed contracts executed in November 2020.

- **Contingency Planning Committee**

The Contingency Planning Committee has been monitoring the COVID situation and making recommendations about when the StarkMHAR staff should return to working in the office.

Upon motion by Elizabeth Bowen, seconded by Eileen Schwartz, Board members hereby approve the December 15, 2020 Executive Committee meeting minutes as printed. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

IV. FINANCE COMMITTEE

A. December 11, 2020 Finance Committee Meeting Report

Sharla Elton, Finance Committee Chair, stated that the December 11, 2020 Finance Committee meeting minutes were emailed to Board members for their review prior to the meeting. Sharla reported the following was discussed at the December 11, 2020 Finance Committee meeting:

- **Insurance Renewal**

Stef Fakelis shared information with the committee members on StarkMHAR's insurance coverage options. Final decisions will be discussed at a future committee meeting.

- **Civil Commitment**

StarkMHAR staff will start working with a new attorney on civil commitment proceedings in the upcoming year. This will probably result in minimal additional cost beyond the budgeted amount.

- **Provider Dashboard**

The committee reviewed the first quarter Provider dashboard.

Upon motion by Elizabeth Bowen, seconded by Eileen Schwartz, Board members hereby approve the December 11, 2020 Finance Committee meeting minutes as printed. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. RESOLUTION 20-12-26 -- StarkMHAR October 2020 Financial Statements

Sharla Elton stated that cash is down due to the timing of OhioMHAS funds. Receivables are up due to Signature Health charges, OhioMHAS funds, and repayment of \$400K from two providers for SFY 2020.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Tom Douce, 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 October 31, 2020:

- Balance Sheet
- SFY 2021 Revenue and Expense

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

2. RESOLUTION 20-12-027 -- SFY 2021 Prevention Allocation

Sharla Elton stated StarkMHAR has carryover prevention funds and has also received several other sources of funds for prevention. StarkMHAR staff are requesting that they be used by CommQuest, Child & Adolescent, Pathway and Canton Community Kids Summit to provide prevention services for Strong African American Families and/or the Strengthening Families model.

WHEREAS Stark County Mental Health & Addiction Recovery (StarkMHAR) identified a need for community-based prevention service expansion; and

WHEREAS, StarkMHAR has carry over prevention funds from SFY20 plus additional prevention funds received from the Stark County Health Department to fund the expansion; and

WHEREAS StarkMHAR recommends allocating additional funds to CommQuest, Child & Adolescent Behavioral Health, Pathway, and Canton Community KidSummit to provide prevention services that utilize either the Strong African American Families and/or Strengthening Families models in the Stark County community; now therefore, be it.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Rick Campbell, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Program and Evaluation, Finance and Executive Committees the SFY 2021 budget adjustment of the aforementioned funds for the support of prevention services in Stark County as detailed below:

Revenue

Local Revenue \$ 11,466

Expenses

Canton Community Kids Summit 29,918

Child & Adolescent Behavioral Health 11,466

CommQuest Services 19,838

Pathway Caring for Children 9,578

Total Expense 70,800

Net Income (\$ 59,334)

and be it further.

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within Fund #685 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, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson;
Nays: none; **Abstentions:** none. **Motion carried.**

3. RESOLUTION 20-12-028 -- CIBH (Continuous Improvement in Behavioral Health) Budget Adjustment

Sharla Elton stated that StarkMHAR has received CIBH grant funding from several local foundations. A preliminary budget for the project was established at the beginning of the year. Staff have worked with the providers to assess activities that can begin in SFY21 and this budget adjustment reflects those expenses as well as revenues scheduled to be received in SFY21 from the various foundations.

WHEREAS Stark County Mental Health & Addiction Recovery (StarkMHAR) previously received grant funds from several local foundations to implement the Continuous Improvement in Behavioral Health (CIBH) initiatives of workforce development, leadership development, process improvement, and productivity/access of our behavioral health system; and

WHEREAS StarkMHAR wishes to use additional grant funds and increase the previously approved budget for the CIBH project to fully implement the required grant components through the end of the SFY21; now therefore be it

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Richard Bennett, 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 for the support of Continuous Improvement in Behavioral Health initiatives in Stark County as detailed below:

<u>Revenue</u>	
Local Revenue	\$ 389,611
<u>Expenses</u>	
Continuous Improvement	<u>87,198</u>
<u>Net Income</u>	<u>\$ 302,413</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, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson:
Nays: none; **Abstentions:** none. **Motion carried.**

V. PROGRAM AND EVALUATION

A. December 10, 2020 Program and Evaluation Committee Meeting Report

John Aller reported for Tom Douce that the December 10, 2020 Program and Evaluation Committee meeting minutes were emailed to Board members for their review prior to the meeting. John Aller reported the following was discussed at the December 10, 2020 Program and Evaluation Committee meeting:

- **Provider Dashboard**

Committee members reviewed the SFY2021 first quarter dashboard. Most of the agencies scored within the required thresholds. In addition, it was noted that COVID-19 has impacted some agencies.

- **Civil Commitments**

StarkMHAR has identified other options for representation. A new attorney will start on January 1, 2021.

- **Heartland Behavioral Health COVID Closure SFY 22 RFP Timeline**

Our local regional psychiatric hospital, Heartland Behavioral Health, recently closed admissions due to a COVID outbreak. Under the guidance of Ohio Mental Health and Addiction Services (OhioMHAS), StarkMHAR authorized contracts to private psychiatric hospitals in the state for indigent Stark County resident inpatient psychiatric placements. OhioMHAS provided a list of approved private hospitals.

Upon motion by Tom Douce, seconded by Eileen Schwartz, Board members hereby approve the December 10, 2020 Program and Evaluation Committee meeting minutes as printed. **Ayes:** M. Balderson, R. Bennett, E. Bowen, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried.**

VI. EXECUTIVE DIRECTOR REPORT

A. John Aller reported on the following:

- **Sisters of Charity Donation for Staff**

The Sisters of Charity Foundation donated \$1K to StarkMHAR to use to show appreciation for StarkMHAR staff. Emily Provance and Allyson Rey worked together to send each staff person a box of chocolates and nuts from Heggy's as well as a personalized card. This was done in recognition of StarkMHAR's work in the community related to COVID support.

- **Gallup Survey**

John shared StarkMHAR's recent Gallup survey results with the Board members. Gallup surveys can help with employee engagement and retention. StarkMHAR's results have been shared with all StarkMHAR staff.

- **Vaccinations**

John has been participating in discussions with other organization about the COVID vaccinations. John hopes to ensure that the behavioral health system continues to take part in the discussion and ensure vaccinations take place in a timely fashion.

VII. CORRESPONDENCE/INFORMATION

A. There was no correspondence.

VIII. PUBLIC COMMENT

A. Board member, Eileen Schwartz, shared that the Board should focus on ensuring diversity within the Board members by recruiting young women of color as prospective Board members.

IX. ADJOURNMENT

Pat Williams adjourned the December 17, 2020 StarkMHAR Board meeting at 5:14 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