



STARK COUNTY  
**Mental Health &  
Addiction Recovery**

**BOARD MEETING MINUTES  
THURSDAY, FEBRUARY 25, 2021 @ 4:00 PM**

**I. CALL TO ORDER**

Pat Williams, Board President, called the February 25, 2021 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 Elizabeth Bowen, seconded by Eileen Schwartz, Board members hereby adopt the agenda for the February 25, 2021 Board meeting as presented. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; Nays: none; Abstentions: none. Motion carried.

**B. Roll Call of Members**

**Members Present**

Elizabeth Bowen  
Mark Brink (arrived at 4:28)  
Kathy Catazaro-Perry  
Tom Douce  
Sharla Elton  
Julie Gonzalez  
Mike Pomesky  
Brandice Schnabel  
Eileen Schwartz  
Leigh Shaheen  
Pat Williams  
Diane Wilson

**Members Absent**

Michelle Balderson  
Richard Bennett  
Rick Campbell  
Taylor Schauer

Julie Gonzalez, Past President, 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  
Anju Mader, Chief Integration Officer  
Emily Provance, Director of Human Resources  
Elena Aslanides-Kandis, Suicide Community Response Coordinator

**Guests Present**

C&A: Joe French  
Coleman: Stephen Inchak  
Foundations: Tiffeny Brown  
ICAN: Julie Sparks

NAMI : Kay Raga  
Ohio Guidestone: Monica Mlinac  
Pathway: Wendy Tracy, Lisa Grubbs and Tara Grubbs  
TASC: Dave Wills

**D. Welcome and Introduction of Guests**

Pat Williams welcomed everyone to the meeting.

**II. SPECIAL RECOGNITION**

**A. Tara Grubbs of Phoenix Rising**

Elena Aslanides-Kandis stated StarkMHAR staff wanted to recognize Tara Grubbs this month. Tara is an employee of Phoenix Rising as well as a member of the Suicide Prevention Coalition. Tara agreed to chair the Suicide Prevention's Outreach Committee and has joined the Suicide Coalition's Strategic Planning Executive Committee. Tara is also a QPR (Question, Persuade, Response) instructor.

**III. APPROVAL OF MINUTES**

**A. January 28, 2021 Board Meeting Minutes**

Pat Williams reported that the January 28, 2021 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 Mike Pomesky, seconded by Tom Douce, Board members hereby approve the January 28, 2021 Board meeting minutes as written. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: Nays: none; Abstentions: none. Motion carried.

**IV. EXECUTIVE COMMITTEE**

**A. February 23, 2021 Executive Committee Meeting Report**

Pat Williams reported that the February 23, 2021 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 January**

The committee reviewed contracts executed in January 2021

▪ **Legislative Meetings**

StarkMHAR is scheduling meetings with our legislators. The conversations will focus on COVID updates for our providers, budget language, and racism and CLC as well as opportunities for initiatives with minority businesses.

Upon motion by Elizabeth Bowen, seconded by Brandice Schnabel, Board members hereby approve the February 23, 2021 Executive Committee meeting minutes as printed. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: Nays: none; Abstentions: none. Motion carried.

**1. Resolution 21-02-034 – Termination of SFY 2021 Provider Contracts**

Pat Williams stated that Ohio Revised Code requires boards to give providers a 120-day notice prior to the end of their current contract if substantial changes are anticipated to their next contract. StarkMHAR has sent a letter to all contract providers each year stating that there could be substantial changes to their contracts for the next fiscal year.

**WHEREAS**, Ohio Revised Code, Sections 340.03 A (8) and 340.033 (D) requires if either StarkMHAR or a facility or agency which StarkMHAR contracts with “proposes not to renew the contract or proposes substantial changes in contract terms, the other party shall be given written notice of at least one hundred twenty days before the expiration date of the contract: and

**WHEREAS**, StarkMHAR executed SFY 2021 Provider Service Contracts with the agencies listed below:

Canton Community KidSummit
Child and Adolescent Behavioral Health
Coleman Professional Services
CommQuest Services
Foundations: A Place for Education and Recovery
Hope United
ICAN Housing
Make-A-Way
National Alliance on Mental Illness Stark County (NAMI)
Pathway Caring for Children
Stark County Family Council
Stark County Treatment Accountability for Safer Communities (TASC)
Stark Community Support Network
Summit Psychological Associates, Inc.
Children’s Network of Stark County
We Are Troubled On Every Side (WATOES)

**WHEREAS**, StarkMHAR proposes not to renew the provider contracts and/or proposes substantial changes in contract terms, and now therefore be it

**RESOLVED**, that upon **MOTION** by Mike Pomesky, **SECONDED** by Tom Douce, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Executive Committee, termination of SFY 2021 Provider Service Contracts with the above listed agencies effective June 30, 2021, and therefore, be it finally

**RESOLVED**, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this Resolution.

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

**V. FINANCE COMMITTEE**

**A. February 18, 2021 Finance Committee Meeting Report**

Sharla Elton, Finance Committee Chair, stated that the February 18, 2021 Finance Committee meeting minutes were emailed to Board members for their review prior to the meeting. Sharla reported the following was discussed at the February 18, 2021 Finance Committee meeting:

• **Quarter Two Provider Operations**

Providers were allocated just under \$13M for SFY 2021. The current projections show that approximately \$11 M will be billed resulting in providers being under budget \$2M. StarkMHAR staff have been meeting with providers to confirm the accuracy of these

projections as well as whether these trends are anticipated to continue in SFY22.

o **Level of Reserve Policy**

The Finance Committee discussed whether they should modify the level of reserve policy. Discussions will continue at future meetings.

Upon motion by Sharla Elton, seconded by Eileen Schwartz, Board members hereby approve the February 18, 2021 Finance Committee meeting minutes as printed. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: Nays: none; Abstentions: none. Motion carried.

1. **RESOLUTION 21-02-034 – StarkMHAR January 2021 Financial Statements**

Sharla Elton stated cash is up compared to this time last year mainly because provider billings are down. Receivables are also up due to charges from Signature Health and to the timing of the receipt of funds from Ohio Mental Health and Addiction Services (OhioMHAS).

**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 January 31, 2021:

- o Balance Sheet
- o SFY 2021 Revenue and Expense

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

2. **RESOLUTION 21-02-035 – Approval of Contracts/Consultants**

Sharla Elton stated that there are two contracts listed in this resolution that are over the \$25K threshold and require approval by the Board. The first is with Portage County to administer grant funds from OhioMHAS for early childhood mental health. The second is with The AAKOMA Project for Differential Diagnosis training.

**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 Sharla Elton, **SECONDED** by Kathy Catazaro-Perry, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Executive Committee, the Executive Director's execution of the following contracts; and be it further

Organization	Scope	Amount	Period
<b>Expense</b>			
Mental Health and Recovery Board of Portage County	StarkMHAR to administer regional grant funds received from Ohio Mental Health and Addiction Services for early childhood mental health.	\$44,164.00	January 1, 2021- Until Terminated
The AAKOMA Project	Differential Diagnosis Training with one prep meeting, four training sessions, and one debrief session.	\$32,750.00	March 1, 2021 – August 3, 2021

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

**3. Resolution 21-02-036 -- System of Care Budget Adjustment**

Sharla Elton stated that Resolution 21-02-036 is a request to modify the System of Care budget. The previous budget was approved in September and is being modified to be in alignment with the budget needs for the remainder of SFY 21.

**WHEREAS,** Stark County Mental Health & Addiction Recovery (StarkMHAR) was notified in September 2020 that it was awarded the System of Care Sustainability Grant; and

**WHEREAS** at that time StarkMHAR allocated initial monies to start up grant activities while use of funding during SFY21 was determined; 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 for the support of System of Care Sustainability Grant initiatives in Stark County as detailed below:

**Revenue**

Federal Revenue \$ 196,910

**Expenses**

System of Care 196,910

**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:** E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B.

Schnabel, E, Schwartz, L. Shaheen, P. Williams: Nays: none; Abstentions: D. Wilson;  
**Motion carried.**

**4. Resolution 21-02-037 – Supportive Housing Program Match/ICAN**

Sharla Elton stated that StarkMHAR has received notice from OhioMHAS that ICAN is being awarded matching dollars for a grant they received from the Ohio Development Agency (ODSA).

**WHEREAS,** StarkMHAR has received notice from OhioMHAS (Ohio Mental Health and Addiction Services) awarding ICAN Housing matching dollars in connection with a grant they received from the ODSA (Ohio Development Services Agency); now, therefore be it

**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 Program and Evaluation, Finance, and the Executive Committees, revised SFY 2021 budget and allocation of the aforementioned funds to ICAN Housing for the support of mental health services in Stark County; monies to be utilized by June 30, 2021, as detailed below:

<u>Revenue</u>	
Federal Funds	\$ 50,000
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<u>Expenses</u>	
ICAN Housing Solutions	50,000
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<b>Net Income</b>	<b>\$ 0</b>

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

**VI PROGRAM AND EVALUATION**

**A. February 11, 2021 Program and Evaluation Committee Meeting Report**

Tom Douce, Committee Chair, stated that the February 11, 2021 Program and Evaluation Committee meeting minutes were emailed to Board members for their review prior to the meeting. Tom reported the following was discussed at the February 11, 2021 Program and Evaluation Committee meeting:

- **Hope United Presentation**  
Shelly Bornstein and Laura Broyles presented information on their organization Hope United to the community.
- **CQI Report**  
The Continuous Quality Improvement report was reviewed with the committee members.
- **Opiate Overdoses**  
The committee reviewed the SFY 20 opiate overdoses report with StarkMHAR staff. One hundred-thirty overdoses have been reported for SFY 20 with some toxicology reports

still pending.

Upon motion by Tom Douce, seconded by Brandice Schnabel, Board members hereby approve the February 11, 2021 Program and Evaluation Committee meeting minutes as printed. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: Nays: none; Abstentions: none; Motion carried.

## **VII INFORMATION AND BUSINESS TECHNOLOGY**

### **A. February 9, 2021 Information and Business Technology Committee Meeting Report**

Eileen Schwartz, Information and Business Technology Committee Chair, stated that the February 9, 2021 Information and Business Technology Committee meeting minutes were emailed to Board members for their review prior to the meeting. Eileen reported the following was discussed at the February 9, 2021 Information and Business Technology Committee meeting:

- **New Member of Information Committee**  
Sandy Vaughn joined the committee as an ad hoc committee member. Sandy recently retired from Child & Adolescent
- **NextGen Electronic Record**  
Partner Solutions is working on the next phase of the electronic health record project. The new system should go live in the fall of 2021
- **Behavioral Health Access Collaborative**  
Doctor Mader gave an update to the committee regarding her work on the behavioral health access collaborative

Upon motion by Eileen Schwartz, seconded by Elizabeth Bowen, Board members hereby approve the February 9, 2021 Information and Business Technology Committee meeting minutes as printed. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: Nays: none; Abstentions: none; Motion carried.

## **VIII EDUCATION AND TRAINING COMMITTEE**

### **A. February 4, 2021 Education and Training Committee**

Leigh Shaheen, Education and Training Committee Chair stated that the February 4, 2021 Education and Training Committee meeting minutes were emailed to Board members for their review prior to the meeting. Leigh reported the following was discussed at the February 4, 2021 Education and Training Committee meeting:

- **Board Member Yearly Training**  
Committee members discussed the Board member's yearly training. They discussed several possibilities, but they agreed that they would like a training on the next strategic plan's goals, objectives, and timelines.
- **Training Coordinator Position**  
The Training Coordinator position is being advertised internally and externally. Meanwhile, the Administrative team has been covering the role.

Upon motion by Leigh Shaheen, seconded by Elizabeth Bowen, Board members hereby approve the February 4, 2021 Education and Training Committee meeting minutes as printed. Ayes: E. Bowen, K. Catazaro-Perry, T. Douce, S. Elton, J. Gonzalez, M. Pomesky, B. Schnabel, E. Schwartz, L. Shaheen, P. Williams, D. Wilson: Nays: none; Abstentions: none; Motion

carried.

## **IX EXECUTIVE DIRECTOR REPORT**

### **A. John Aller reported on the following:**

- **Training Coordinator**

Beverly James was hired as the Training Coordinator. Beverly currently works for Family Council and has been a member of the System of Care team.

- **Strategic Plan Update**

John stated that Stef Fakelis will be updating the Board members on the status of the strategic plan for SFY 22-24. John indicated that Board staff are working on ensuring the goals and objectives are focused and manageable.

Stef shared that she would be discussing the planning process, work completed, items that are outstanding, as well as the draft goals and objectives. The SWOT (strengths, weaknesses, opportunities, and threats) phase was completed in the fall and the goal's phase is almost complete. The plan phase is in the beginning stages.

StarkMHAR staff decided to change the methodology for this strategic plan. A Steering Committee, comprised of StarkMHAR directors, managers, and a Board member completed the SWOT analysis. Stef reviewed the SWOT analysis with the Board members. A consultant was hired once the SWOT phase was complete to review the mission, vision, and values. The consultant assisted us with modifying the mission and the values. The vision was not modified. Then we switched to the goal's phase.

In the goal phase, we wanted to narrow goals down from our previous plan. We also realized that some items in the current plan needed to continue in the next plan. One of the goals identified encompasses internal goals that will facilitate growth and longevity for the StarkMHAR Board and staff.

We are currently working with a consultant from Kent State University on a stakeholder survey. The survey will be distributed in a couple of weeks.

The plan identified five goals: access to services, infusing RROSC (Resiliency and Recovery Oriented System of Care) into the system, development of StarkMHAR infrastructure, increasing Cultural and linguistic competency awareness, and support system workforce improvements.

Each goal has a goal lead as well as several objectives.

Goal one: Lead – Dr. Mader – increase access to services. This goal has five objectives.

Goal two: Lead – Donna Edwards and Allison Esber – infuse RROSC into the system. This goal has five objectives.

Goal three: Lead – Emily Provance – develop StarkMHAR infrastructure. This goal has four objectives.

Goal four – Lead – Isaac Baez – increase cultural and linguistic competency awareness and integration. This goal has five objectives.

Goal five – Lead – Jen Richeson – support system workforce improvement. This goal has



five objectives.

Stef discussed the next steps with the strategic plan, which include development of project plans and tools that the goal and objective leads can utilize.

**X CORRESPONDENCE/INFORMATION**


A. There was no correspondence.

**XI PUBLIC COMMENT**

A. Board member, Eileen Schwartz, shared that after you are vaccinated you will have the COVID antibodies so you can give blood to help others develop the antibodies.


**XII ADJOURNMENT**


Pat Williams adjourned the February 25, 2021 StarkMHAR Board meeting at 5:19 pm.

  
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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