

STARK COUNTY  
**Mental Health &  
 Addiction Recovery**

**BOARD MEETING MINUTES  
 THURSDAY, AUGUST 26, 2021 @ 4:00 PM**

**I. CALL TO ORDER**

Pat Williams, Board President, called the August 26, 2021, StarkMHAR (Stark County Mental Health and Addiction Recovery) video and teleconference meeting to order at 4:03 PM.

**A. Adoption of Agenda**

Upon motion by Richard Bennett, seconded by Kathy Catazaro-Perry, Board members hereby adopt the agenda for the August 26, 2021, Board meeting as presented. **Ayes:** R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**B. Roll Call of Members**

**Members Present**

Richard Bennett  
 Mark Brink  
 Rick Campbell  
 Kathy Catazaro-Perry  
 Tom Douce  
 Sharla Elton  
 Taylor Schauer  
 Brandice Schnabel  
 Leigh Shaheen  
 Pat Williams  
 Diane Wilson

**Members Absent**

Mike Pomesky  
 Eileen Schwartz

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  
 Allyson Rey, Director of Marketing, Communications & Community Relations  
 Cheryl Metzger, Administrative Supervisor  
 Emily Provance, Director of Human Resources  
 Jennifer McIntosh, Director of PartnerSolutions  
 Jen Richeson, Continuous Improvement Manager  
 Emily Provance, Director of Human Resources  
 Matt Bertram, Senior Staff Accountant  
 Andy Gray, Health Information Technology Manager  
 Anju Mader, Chief Integration Officer

**Guests Present**

Blick Center: Karen Lopper-Orr  
 Child & Adolescent: Joe French  
 Coleman : Stephen Inchak

Legal Counsel: Deborah Dawson. Lisa Nemes  
NAMI : Kay Raga  
Ohio Guidestone: Monica Mlinac

### **C. Executive Session – Pending Litigation**

Upon motion by Rick Campbell, seconded by Tom Douce, Board members voted to go into executive session at 4:06 pm to discuss pending litigation. **Ayes:** R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.** Pat Williams excused guests and staff.

Pat Williams adjourned Executive Session at 4:25 PM. The August 26, 2021, StarkMHAR Board meeting was called back to open session.

### **D. Welcome and Introduction of Guests**

Pat Williams welcomed everyone to the meeting.

## **II. APPROVAL OF MINUTES**

### **A. June 24, 2021, Board Meeting Minutes**

Pat Williams reported that the June 24, 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 Richard Bennett, seconded by Rick Campbell, Board members hereby approve the June 24, 2021, Board meeting minutes as written. **Ayes:** R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

## **III. EXECUTIVE COMMITTEE**

### **A. August 24, 2021, Executive Committee Meeting Report**

Pat Williams reported that the August 24, 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 June and July 2021**  
The committee reviewed contracts executed in June and July 2021
- **Protecting Stark County's Future Planning Grant**  
StarkMHAR was asked to partner with local agencies on identifying strategies to address childhood poverty. There are approximately 10 organizations that were awarded funds to address these challenges. StarkMHAR was asked to sit on the leadership team for the award given to the Stark Community Action Agency.
- **Data Meeting**  
StarkMHAR hosted a data meeting on July 30, 2021, at the StarkMHAR office. Several organizations, including the Ohio Department of Mental Health and Addiction Services, InnovateOhio and Recovery Ohio, attended the meeting to coordinate data across departments and with Boards.

Upon motion by Rick Campbell, seconded by Taylor Schauer, Board members hereby approve the August 24, 2021, Executive Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**1. RESOLUTION 21-08-001 -- Table or Organization Update**

Emily Provance reported Resolution 21-08-001 is a recommendation to update the Table of Organization. The proposed changes include revising the title of the Administrative Supervisor to Administrative Manager as well as transitioning the Administrative Assistant to report to the Administrative Manager instead of the Director of Administrative Support Services.

**WHEREAS,** StarkMHAR has reviewed workloads and responsibilities, which has resulted in the following recommendations to the table of organization;

**WHEREAS,** StarkMHAR is recommending the proposed changes as outlined;

**Rename Staff Position:**

- Administrative Supervisor position title amended to Administrative Manager. No changes in salary grade or supervisor.

**Reporting Change**

- Administrative Assistant transitions to report to the Administrative Manager instead of the Director of Administrative Support Services therefore be it,

**RESOLVED,** that upon **MOTION** by Kathy Catazaro-Perry, **SECONDED** by Sharla Elton, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Executive Committee, the proposed changes as detailed above and therefore be it

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

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

**2. RESOLUTION 21-08-002 -- StarkMHAR June 2021 Financial Statements**

Sharla Elton stated that the June financial statements were like previous months and recommended moving on to reviewing the July financial statements.

**RESOLVED,** that upon **MOTION** by Sharla Elton, **SECONDED** by Taylor Schauer, 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 June 30, 2021:

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

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

**3. RESOLUTION 21-08-003 -- StarkMHAR July 2021 July Financial Statements**

Sharla Elton stated the financial statements haven't changed much each month. Cash is up from this time last year due to provider under billings, one-time funds received from Ohio Mental Health and Addiction Services (OhioMHAS) and a payment from Signature Health. The change in accounts receivable is also due to the Signature Health project and timing. Providers have until September 30, 2021, to submit billings.

**RESOLVED**, that upon **MOTION** by Sharla Elton, **SECONDED** by Leigh Shaheen, 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 July 31, 2021:

- Balance Sheet
- SFY 2021 Revenue and Expense (Budget vs. Actual)
- SFY 2022 Revenue and Expense (Budget vs. Actual)

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

**4. RESOLUTION 21-08-008 -- Approval of Contracts/Consultants**

John Aller reviewed the contracts that are over \$25K that need Board approval before they are signed. There is a contract with the Canton City Municipal Court as well as with the Stark County Common Pleas Court for the specialized docket programming. There is a contract with Markwood Partners for the continuation of the leadership and development work with selected leaders, and there is a contract with Coleman Health Services to stipend four of their student employees for the four-year MSW Cohort 2 program.

**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 Richard Bennett, 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>			
Canton City Municipal Court	Appropriations will be transferred from OhioMHAS to StarkMHAR and the Court for the Specialized Docket Program.	\$90,000	July 1, 2021- June 30, 2022
Stark County Common Pleas Court	Appropriations will be transferred from OhioMHAS to StarkMHAR and the Court for the Specialized Docket Program.	\$200,000	July 1, 2021- June 30, 2022
Markwood Partners	A three-year investment in leadership and organizational development for selected leaders of StarkMHAR and Sisters of Charity	\$71,500	August 26, 2021- June 30, 2024

	Foundation of Canton funded organizations.		
Coleman Health Services	Stipends for four student employees from Coleman in the Education Assistance Program for the four semesters of the MSW Cohort 2.	\$29,600.00	August 23, 2021- June 30, 2023

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

**5. RESOLUTION 21-08-009 -- Calendar Year 2022 Tax Budget**

Sharla Elton reminded Board members that StarkMHAR is required to submit a calendar year budget to the Stark County Budget Commission each year. This has been completed.

**WHEREAS,** StarkMHAR is required by Ohio Revised Code to submit budget information to the Stark County Budget Commission each year for the subsequent calendar year; and

**WHEREAS,** StarkMHAR has prepared and submitted the information to the Stark County Budget Commission; now therefore be it

**RESOLVED,** that upon **MOTION** by Sharla Elton, **SECONDED** by Diane Wilson, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Executive Committee, the submission of the Department Tax Budget for the Calendar Year 2022.

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

**IV. FINANCE COMMITTEE**

**A. August 19, 2021, Finance Committee Meeting Report**

Sharla Elton reported that the August 19, 2021, 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. Sharla reported the following items were discussed:

▪ **Development Report/Charitable Fund**

The committee was updated on two new grants that were awarded to StarkMHAR, as well as the status of the charitable fund.

Upon motion by Sharla Elton, seconded by Mark Brink, Board members hereby approve the August 19, 2021, Finance Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**V. PROGRAM AND EVALUATION COMMITTEE**

**A. August 12, 2021, Program and Evaluation Committee Meeting Report**

Tom Douce reported that the August 12, 2021, 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 Board meeting. Tom reported the following items were discussed:

• **Presentation by Coleman Health Services**

Coleman Health Services staff shared a presentation with committee members on the

mobile response program and the process for training the health officers.

▪ **Update on Providers**

Foundations has reopened for services. Dave Schaffer is the interim Executive Director, but Foundations has started searching for a permanent Executive Director. CommQuest Services is focusing on residential programs, psychiatric services as well as internal restructuring.

▪ **Overdose and Suicide Deaths**

StarkMHAR Clinical staff updated the committee on the work being done to prevent and reduce overdose and suicide deaths in Stark County.

Upon motion by Tom Douce, seconded by Kathy Catazaro-Perry, Board members hereby approve the August 12, 2021, Program and Evaluation Committee meeting minutes as printed.

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

**1. RESOLUTION 21-08-004 -- Indigent Patient Placement Funding Continuation**

Tom Douce stated that these funds allow for the continuation of services to contract with private hospitals for services when Heartland Behavioral Health has reduced capacity. These funds will also be used for transportation services for clients who are being transported out of the county.

**WHEREAS,** StarkMHAR was awarded funding from OhioMHAS to be used to contract with private hospitals due to reduced capacity at Heartland Behavioral Health as well as transportation; and therefore be it

**RESOLVED,** that upon **MOTION** by Tom Douce, **SECONDED** by Sharla Elton, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation and Executive Committees, SFY 2022 budget and allocations of the aforementioned funds for the support of services in Stark County as detailed below:

Revenue

Federal Revenue \$ 175,000

Expenses

Inpatient 175,000

Net Income

\$ 0

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, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

**2. RESOLUTION 21-08-005 -- State Opiate Response Budget Adjustment**

Tom Douce indicated that Resolution 21-08-005 asks for approval to utilize funds that were received from the Ohio Department of Mental Health and Addiction Services (OhioMHAS)

Revenue

State	\$	30,000
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Expenses

Board Administered Grants		30,000
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<u>Net Income</u>	\$	<u>0</u>
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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, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson: **Nays:** none; **Abstentions:** none. **Motion carried**

**VI. COMMUNITY AFFAIRS COMMITTEE**

**A. July 12, 2021, Community Affairs Committee Meeting Report**

Richard Bennett reported that the July 12, 2021, Community Affairs Committee meeting minutes were emailed to Board members for their review prior to the Board meeting. Richard Bennett reported the following items were discussed:

- **New Web Page**

The marketing team is working on a new webpage called Stark County Alerts which will feature various issues affecting the community.

- **Postcard Mailer**

The marketing team is also working on a mailer that will be sent to Stark County residents with a Quick Response (QR) code that is routed to Stark County Alerts to inform residents about overdoses and other topics affecting the county.

- **Overdose Awareness Day**

Governor DeWine recently declared August 31 Overdose Awareness Day. The Marketing Department is working on ways to observe that day.

Upon motion by Richard Bennett, seconded by Tom Douce, Board members hereby approve the July 12, 2021, Community Affairs Committee meeting minutes as printed.

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

**VII. EXECUTIVE DIRECTOR REPORT**

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

- **Public Meetings**

Board meetings are being held in person per Ohio Revised Code.

- **Dr. Mader**

Dr. Mader will share the status of her work in Stark County on social determinants of health at a meeting in the next couple of months.

- **COVID Protocols**

StarkMHAR is asking everyone to wear a mask when they come to the office.

**VIII. CORRESPONDENCE/INFORMATION**

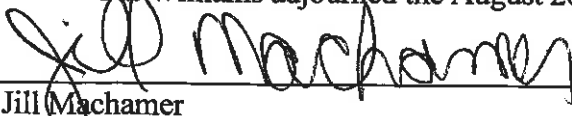
**A. There was no correspondence.**

**IX. PUBLIC COMMENT**

A. Tom Douce shared that he appreciated the communications being distributed by the StarkMHAR Marketing Department.

**X ADJOURNMENT**

Pat Williams adjourned the August 26, 2021, StarkMHAR Board meeting at 5:11 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